

PLANNING COMMISSION MINUTES

The Winchester Planning Commission held its regular meeting on Tuesday, December 15, 2015, at 3:00 p.m. in Council Chambers, 15 N. Cameron Street, Winchester, Virginia.

CALL TO ORDER:

PRESENT: Chairman Slaughter, Commissioner Smith, Commissioner Wolfe, Commissioner Fieo, Commissioner Tagnesi
ABSENT: Vice Chairman Loring
EX OFFICIO: City Manager Freeman
FREDERICK CO. LIAISON: Commissioner Kenney
STAFF: Tim Youmans, Aaron Grisdale, Josh Crump, Carolyn Barrett
VISITORS: Justin Schmidt

APPROVAL OF MINUTES:

Chairman Slaughter called for corrections or additions to the minutes of November 17, 2015. Hearing none, he called for a motion. Commissioner Fieo moved to approve the minutes as submitted. Commissioner Tagnesi seconded the motion. Voice vote was taken and the motion passed 5-0.

CORRESPONDENCE:

Mr. Youmans noted the updated agenda including item 6C. The city attorney would like each of the boards and commissions to have a resolution adopting the new city calendar for 2016.

CITIZEN COMMENTS:

None.

REPORT OF THE FREDERICK COUNTY PLANNING COMMISSION LIAISON:

The Commission met on December 2, 2015. There were two public hearings including a rezoning of Freedom Manor for residential units and a conditional use permit for an adult care facility on Valley Mill Road for a monument sign. There was also an ordinance amendment to the Frederick County Code for parking buffers in Chapter 165 of the zoning ordinance; and the annual review of the rules, by-laws and responsibilities. The next meeting is January 4, 2016

PUBLIC HEARINGS:

CUP-15-652 Request of Justin Schmidt of Smartlink, LLC on behalf of Verizon Wireless for a conditional use permit for a telecommunication facility at 2913 Valley Ave (Map Number 310-01- -17) zoned Highway Commercial (B-2) with Corridor Enhancement (CE) District Overlay. **(Mr. Crump)**

Mr. Crump presented the staff report stating the applicant is seeking a conditional use permit to allow a telecommunication facility at 2913 Valley Avenue.

Chairman Slaughter opened the public hearing

Chairman Slaughter asked Mr. Schmidt if he would like to add anything to the staff report. Mr. Schmidt said it was not physically possible to build a tower at that location. Any other carriers that might like to use the location will have to file their own application.

Chairman Slaughter closed the public hearing

Commissioner Wolfe asked if there was a way to administratively approve applications of this type. Mr. Crump said staff would look into it for next year. Mr. Youmans said there were already discussions about initiating a text amendment to allow them to be added to the administrative approval list.

*Commissioner Smith moved the Commission forward **CU-15-652** to Council recommending approval because the use, as proposed, should not adversely affect the health, safety, or welfare of residents and workers in the neighborhood nor be injurious to adjacent properties or improvements in the neighborhood. The recommended approval is subject to the following conditions:*

- 1. Submit an as-built emissions certification after the facility is in operation;*
- 2. The applicant, tower owner, or property owner shall remove equipment within ninety (90) days once the equipment is no longer in active use; and,*
- 3. Submit a bond guaranteeing removal of the facilities should the use cease.*
- 4. Staff review and approval of the required site plan.*

Commissioner Fieo seconded the motion. Voice vote was taken and the motion passed 5-0.

RZ-15-606 AN ORDINANCE TO REZONE APPROXIMATELY 55.8 ACRES OF LAND CONTAINING APPROXIMATELY 110 PARCELS, EITHER IN FULL OR IN PART, TO BE INCLUDED IN THE CORRIDOR ENHANCEMENT (CE) DISTRICT; AS DEPICTED ON AN EXHIBIT ENTITLED: "MILLWOOD AVE PROPOSED CE DISTRICT" PREPARED BY WINCHESTER PLANNING DEPARTMENT ON 10/13/2015. **(Mr. Youmans)**

Mr. Youmans stated there were no changes from what was initially proposed or brought to the Planning Commission during the crafting of the ordinance. There is a detailed list of properties with an underlying zoning on some. The ordinance is consistent with the Comprehensive Plan.

Chairman Slaughter opened the public hearing

No one spoke during the public hearing.

Chairman Slaughter closed the public hearing

*Commissioner Wolfe moved that the Commission forward Rezoning **RZ-15-606** to City Council recommending approval because the request is consistent with the Comprehensive Plan and protects and promotes the aesthetic character and functionality of a major tourist access corridor leading into the designated local (HW) and National Historic Winchester District, and as such, represents good planning practice. Commission Smith seconded the motion. Voice vote was taken and the motion passed 5-0.*

NEW BUSINESS:

None.

OLD BUSINESS:

None

OTHER BUSINESS:

A. CE Report – Mr. Crump stated there were a total of 42 approved Corridor Enhancement applications. Most were along the Valley Avenue corridor and included signage and exterior changes. There have been no applications for National Avenue as yet.

B. Minor Subdivision Report There were a total of 28 and 2 are still pending.

C. 2016 Planning Commission Meeting Calendar-

RECOMMENDATION - MOVE the Planning Commission adopt the 2016 Planning Commission Meeting Calendar as submitted.

Commissioner Smith made a motion to approve the 2016 meeting schedule. Commissioner Tagnesi seconded the motion. Voice vote was taken and the motion passed 5-0.

ADJOURN

With no further business before the Commission, the meeting adjourned at 3:15pm.