

**MINUTES OF THE COMMON COUNCIL  
WORK SESSION  
June 23, 2015  
Council Chambers – Rouss City Hall**

**PRESENT:** Councilor Evan Clark, John Hill, Kevin McKannan, Corey Sullivan, and William Wiley; Mayor Elizabeth Minor; Vice-Mayor Les Veach; President John Willingham (8)

**ABSENT:** Vice-President Milt McInturff (1)

**1.0 Call to Order:** President Willingham called the meeting to order at 7:59 p.m.

**2.0 Public Comments:**

*President Willingham asked if there was anyone wishing to address Council. Seeing none, he closed the public comments at 7:59 p.m.*

**3.0 Items for Discussion:**

**3.1 R-2015-25:** Resolution – Authorize the approval of the Shenandoah Valley Chief Elected Officials Consortium Agreement effective July 1, 2015

Economic Redevelopment Director Kimberly Murray presented the new agreement for the Shenandoah Valley Chief Elected Officials Consortium. The changes to the agreement were made due to the Federal Workforce Innovation and Opportunity Act which replaced the Workforce Investment Act. The purpose of the Consortium is to plan, establish and operate a local workforce development area and a workforce development services delivery system. The purpose of the agreement is to create the Shenandoah Valley Workforce Development Area, the Shenandoah Valley Chief Elected Officials Consortium and the Shenandoah Valley Workforce Development Board. The Consortium will create the Workforce Development Board and appoint the members. The changes made to the agreement include changing the name from Chief Local Elected Officials to Chief Elected Officials and changing the composition of the Workforce Development Board so that no less than 20% of the board is from labor organizations, registered apprentice programs or community based organizations. The draft resolution presented tonight recommends approving the name change and appoints the Mayor to serve on the Consortium.

Councilor McKannan asked if there any additional costs at this time. Ms. Murray stated the City does not contribute to the operation of the Consortium or the Workforce Development Board.

Vice-Mayor Veach moved to forward R-2015-25 to Council. *The motion was seconded by Councilor Hill then unanimously approved 8/0.*

- 3.2 CU-15-256:** Conditional Use Permit – Request of Welby Lehman on behalf of Sacred Heart Academy for a proposed structure exceeding an 8,000 square foot footprint, more than 85 feet from the public right of way, having roof pitches less than 6:12, and excessive wall spans exceeding more than otherwise permitted by right at 110 Keating Drive (Map Number 149-01--6) zoned Low Density Residential (LR) District with Corridor Enhancement (CE) District Overlay zoning.

Councilor McKannan disclosed that although he is a member of the Sacred Heart Parish, it would not be a conflict with the Conflict of Interest Act.

Planning Director Tim Youmans presented the proposal to expand the gymnasium at the Sacred Heart Academy. The expansion will be behind the new Gateway Office Building so there will be limited visibility from Amherst Street for those entering the historic district. The Planning Commission recommended approval with a 5/0/1 vote. One member abstained due to a potential conflict with her children attending the academy.

Vice-Mayor Veach asked if the pitch of the roof is so the roof top will be lower in the landscape view. Mr. Youmans stated that is correct.

Vice-Mayor Veach asked how the square footage of the expansion compares with the existing buildings. Mr. Youmans stated it is a sizable addition but it does not double the size.

Councilor Clark moved to forward CU-15-256 to Council. The motion was seconded by Vice-Mayor Veach.

President Willingham asked what portion of the expansion would be seen from Amherst Street. Mr. Youmans presented a picture looking at the proposed site from the intersection of Amherst Street and Keating Drive showing the current vegetation in the area. He stated staff has no reason to believe the trees are going to be removed but a requirement for screening could be added to the site plan when it comes forward.

*Councilor Clark's motion was unanimously approved 8/0.*

- 3.3 CU-15-259:** Conditional Use Permit – Request of Painter-Lewis, P.L.C. on behalf of Glass-Glen Burnie Foundation for museums and art galleries operated in conjunction with buildings designated as Historic Landmarks to support phased expansion of the Museum of the Shenandoah Valley located at 801 Amherst Street (Map Number 171-1-21) zoned Education, Institution and Public Use (EIP) District with some Historic Winchester (HW) District Overlay and some Corridor Enhancement (CE) District Overlay zoning and at 901 Amherst Street (Map Number 191-1-8) mostly zoned Low Density Residential (LR) District and partly zoned EIP District with some CE District.

Mr. Youmans disclosed that he and his wife are members of the Museum of the Shenandoah Valley (MSV) but he does not feel that will impact his review of the request and of course, he does not vote.

Mr. Youmans provided a description of the property boundaries and the current zoning on the property including the overlay districts. He also provided a summary of the proposed expansion to include a new entrance, an art and education building, an amphitheater, several operation buildings, a new parking lot, and walking trails. He stated the expansion will occur in several phases over a number of years as the funding becomes available. The amphitheater is expected to seat 3,000 people so there could be traffic impacts for an hour or two before and after an event. The City has already created a left turn lane for a vehicle heading west on Amherst Street and the applicant is willing to work with the City on creating a right turn lane for those traveling east. With those two changes, no other traffic control is anticipated. The amphitheater will be situated so the stage and sound will face away from the adjoining residential area. There will be over 300 feet from the amphitheater loading dock to the closest residential boundary and over 400 feet from the back of the amphitheater to the closest residence. Mr. Youmans reviewed the conditions set by the Planning Commission including the times for the hours of operation to be up to 10:00 p.m. on Sunday through Thursday and up to 12:00 a.m. on Friday and Saturday.

Councilor Clark asked if the existing entrance will be the commercial entrance. Mr. Youmans stated the applicant does plan to keep the existing entrance but all traffic will go through the new entrance.

Councilor Clark asked if the trucks will make it through the new entrance with the proposed traffic circle. Tim Painter, the applicant acting on behalf of the Glass-Glen Burnie Foundation, stated the trucks will have the space needed.

Councilor Wiley asked to recuse himself from the item because his employer provides construction services for the Museum of the Shenandoah Valley.

Vice-Mayor Veach asked when the City would be expected to put in a traffic signal. Mr. Painter stated the roadway has plenty of capacity to handle the expected traffic. Mr. Youmans added for a single road the capacity is 8,000 but this is a double lane road so you would be looking at 16,000 vehicles.

Vice-Mayor Veach asked if there was any feedback from the applicant on the hours of operation condition placed by the Planning Commission. Mr. Youmans stated the condition was placed for consistency with other CUPs so he has not received feedback from the applicant.

Councilor Hill stated he is really impressed and is looking forward to the development coming to fruition.

Mayor Minor stated the Museum of the Shenandoah Valley is already a jewel for Winchester and the addition of these venues will be an asset to the city.

Councilor Sullivan asked if it will be a minimum of five years before the amphitheater is complete. Dana Evans, Executive Director of the Museum of the Shenandoah Valley, stated the total expense is about \$26 million so it will take some time to raise the funding.

Councilor Sullivan asked if it will be open to the public. Ms. Evans stated it will be open to the public as are all the Museum's events and the amphitheater will be a partnership with the Shenandoah University Conservatory.

Councilor Sullivan asked if the City has ever done a 5 year CUP. Mr. Youmans stated there have been some multi-phased CUPs but he is not sure if there has been one with this many details and phases.

President Willingham asked Mr. Youmans to discuss the LR zoning on the property. Mr. Youmans stated there is no proposed change to the LR zoning on the property. The EIP district in the front and the LR district in the rear allow Council to approve the conditional use for these uses for private museums. By right, the applicant could do single family residential in the LR and EIP districts.

President Willingham asked if there will be asphalt used in the parking. Mr. Youmans stated in a previous request, the MSV asked that they not be required to asphalt the parking but they are not seeking that waiver in this proposal.

Councilor Sullivan asked if all entities are okay with this proposal since this is a historical site. Mr. Youmans stated all of the new improvements are just outside the national and local historic districts.

Mayor Minor moved to forward CU-15-529 to Council. *The motion was seconded by Councilor Hill then unanimously approved 7/0/1 with Councilor Wiley abstaining.*

#### **4.0 Adjournment**

Councilor Wiley moved to adjourn the meeting at 8:42 p.m. *The motion was seconded by Mayor Minor then unanimously approved 8/0.*