

Minutes of the Planning & Development Committee
May 26, 2009

PRESENT: President Jeff Buettner, Vice-Mayor Michael Butler; Councilor Evan Clark, John Hill, Milt McInturff, Les Veach and John Willingham; Vice-President Art Major; Mayor Elizabeth Minor (9)

ABSENT: None (0)

President Buettner called the meeting to order at 5:38 p.m.

Approval of Minutes – Mayor Minor moved to approve the April 28, 2009 minutes as presented. *The motion was seconded by Councilor Willingham then unanimously approved by voice-vote.* (Councilor Hill arrived.)

National CPR Week Presentation – Kim Campbell, Healthcare Provider Program Coordinator

Councilors and staff present were given a brief CPR lesson. Mayor Minor read a Proclamation recognizing CPR Week.

Closed Session – At 6:02 p.m., President Buettner asked for a motion to convene into closed session for consultation with legal counsel pursuant to Virginia Code §2.2-3711.A(7).

The motion was made by Councilor Willingham and seconded by Councilor McInturff then unanimously approved by voice-vote.

Upon returning at 6:21 p.m., each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

A roll call vote was taken, the ayes and nays being recorded as shown below:

MEMBER	VOTE
Vice-Mayor Butler	Aye
Councilor Clark	Aye
Councilor Hill	Aye
Vice-President Major	Aye
Councilor McInturff	Aye
Mayor Minor	Aye
Councilor Veach	Aye
Councilor Willingham	Aye
President Buettner	Aye

Items for Discussion - Butler

a. Ward 3

President Buettner presented a motion to table items one and two below. *The motion was seconded by Councilor Willingham then unanimously approved by voice-vote.*

- i. AN ORDINANCE TO VACATE AND CONVEY TO ONE OR MORE ADJACENT PROPERTY OWNERS PORTIONS OF SPRING STREET RIGHT OF WAY SV-09-01
 - ii. Motion to appoint _____, _____, and _____ as internal/external viewers for: AN ORDINANCE TO VACATE AND CONVEY TO ONE OR MORE ADJACENT PROPERTY OWNERS PORTIONS OF SPRING STREET RIGHT OF WAY. SV-09-01
- b. All Wards
- i. **TA-09-01** AN ORDINANCE TO AMEND ARTICLE 19 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO LANDSCAPING AND SCREENING REQUIREMENTS

Planner William Moore stated that the text amendment would add an additional option of a single row of evergreen trees planted with four foot spacing, to the options of using a six foot high opaque fence or a double row of staggered evergreen trees, each planted with ten foot spacing.

Vice-President Major asked if the Tree Commission had been consulted on this. His concern was if four foot spacing would be an adequate space for the growth of healthy trees.

Mr. Moore stated that he spoke to the City Arborist Tim Stern and commented that the particular species would grow vertically and the space would fill in quick but the trees should not over take each other.

There was discussion on whether this amendment would change the quantity of green area required. Planning Director Timothy Youmans commented that this would not alter the calculations of green area required.

Chairman Butler moved a motion to forward the text amendment to Council for first reading. *The motion was seconded and then unanimously approved by voice-vote.*

1. Other Items

a. Discussion of Off Street Parking Modifications – Vince Diem, Zoning Administrator

Vice-President Major moved to forward the proposed amendments of the off street parking ordinance to the Planning Commission. *The motion was seconded by Mayor Minor then unanimously approved by voice-vote.*

b. Habitat for Humanity Banner Request Discussion – Vince Diem

Zoning and Inspections Administrator Vincent Diem stated that Habitat for Humanity Executive Director Cheryl Connolly withdrew her request to hang a banner for the upcoming Blues House event. Ms. Connolly applied to hang a temporary banner for the event on City property, but after City inspection, there was not an appropriate pole to hang the banner.

- c. Motion to appoint Min Lee, Niki Wilson, and Tootie Rinker as members of the Winchester-Frederick County Tourism Board for a three year term expiring June 30, 2012.

Chairman Butler stated that Council had not had an opportunity to interview the candidates.

After some discussion on whether or not Tourism appoints their own members and if Frederick County approves the members as well, it was decided to try and interview the candidates quickly and forward the appointments to the June 9th Council agenda.

- d. Pending Appointments for Boards and Commissions

Chairman Butler announced that there were vacancies on the Board of Zoning Appeals and the Community Development Committee that need to be filled.

Adjourn

Councilor Willingham moved to adjourn the meeting at 6:38 p.m. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*