

PLANNING COMMISSION MINUTES

The Winchester Planning Commission held its regular meeting on Tuesday, December 17, 2013, at 3:00 p.m. in Council Chambers, Rouss City Hall, 15 N. Cameron Street, Winchester, Virginia.

CALL TO ORDER: Vice Chairman Slaughter called the meeting to order at 3:00 p.m.
PRESENT: Commissioner Slaughter, Commissioner Smith, Commissioner McKannan, Commissioner Shickle
ABSENT: Chairman Wiley, Commissioner Beatley
EX-OFFICIO: Councilor Tagnesi, City Manager Iman
FREDERICK CO. LIAISON: Commissioner Oates
STAFF: Tim Youmans, Will Moore, Aaron Grisdale, Catherine Clayton
VISITORS:

APPROVAL OF MINUTES:

Vice Chairman Slaughter called for corrections to the minutes of the November 19, 2013, meeting. Hearing none, he called for a motion. Commissioner Smith moved to approve the minutes as submitted. Commissioner McKannan seconded the motion. Voice vote was taken and the motion passed 4-0.

CORRESPONDENCE:

Mr. Youmans advised the Commission that they have the 2014 Board meeting schedule, the Strategic Plan Progress Report for the Third Quarter, and the City’s Strategic Plan Goals and Actions for 2014-2015 Update before them. He then asked to have the Goals and Actions document added to the agenda as a New Business item for discussion after the public hearing.

Vice Chairman Slaughter called for a motion. Commissioner McKannan moved to include the Goals and Actions Update to the New Business portion of the agenda for discussion. Commissioner Shickle seconded the motion. Voice vote was taken and the motion passed 4-0.

CITIZEN COMMENTS:

None.

REPORT OF THE FREDERICK COUNTY PLANNING COMMISSION LIAISON:

Commissioner Oates stated that the Frederick County Planning Commission had four (4) items on their agenda at the December 4, 2013, meeting. One was a heightrequest from Carmeuse in Clearbrook to build a 250-foot kiln. He added that they recently changed the zoning ordinance to allow certain business districts to go higher than the 60-foot cap by requesting a waiver from the Board of Supervisors which would a public hearing on the request. The Planning Commission recommended approval and it was heard by the Board last week. The next item was a rezoning amendment to Silver Lake as they are changing the location of the Round Hill Fire Department parcel for their new building. It will be a little farther back up in the development. The applicant,

the fire department, and the County have been working together to make this a better proposal. The third item was a revision to the master plan for the townhouses off Tasker Rd, which is Dave Holliday's piece out by the sanitation authority along Interstate 81. This is the first instance of transferring development rights in the County where he has transferred development rights from rural areas down to this parcel to allow for townhouses. The final item was a review of their By-Laws and making amendments to them. He added that next year the Commission will be going back to two (2) meetings per month and the first meeting for 2014 is January 14. He also invited the Winchester City Planning Commission members to the Annual Planning Retreat for the Frederick County Planning Commission which will be held at the Holiday Inn on 522 South on Saturday, February 9, 2014, from 8:00 a.m. until 1:00 p.m.

PUBLIC HEARINGS:

CU-13-593 Request of Michael Bortz on behalf of T-Mobile, LLC, for a conditional use permit to upgrade existing telecommunications facilities with replacement antennas at 799 Fairmont Avenue (Map Number 153-01- -2) zoned Limited Industrial (M-1) District

Mr. Grisdale presented the staff report and explained that the applicant is proposing to remove six existing antennas and install six new antennas as part of an upgrade of existing telecommunications facilities at the tower located on the National Fruit property. The applicant intends to mount the new antennas at an elevation of 135 feet and 152 feet and will not result in an increase in the height of the existing tower. Collocation of antennas on existing structures as proposed is encouraged within the Zoning Ordinance in terms of telecommunications facilities and the applicant is meeting that with this collocation here on an existing facility. The applicant does not intend on expanding the existing ground support equipment. The purpose of this upgrade is to provide 4G LTE (long term evolution) wireless data services as well as help to improve its current 3G data and voice coverage. He concluded his report by stating that he is available to answer any questions.

Commissioner Smith asked if this is behind National Fruit.

Mr. Grisdale responded that it is looking from the National Fruit property so it is looking North, Northwest away from Fairmont.

Vice Chairman Slaughter opened the Public Hearing.

No public comment.

Vice Chairman Slaughter closed the Public Hearing.

Vice Chairman Slaughter called for questions and discussion from the Commission.

Commissioner McKannan stated that the request seems to be in line with everything that has been done in the past so he does not see any problem recommending this request.

Hearing no other questions or comments from the Commission, Vice Chairman Slaughter called for a motion.

Commissioner Smith moved to forward CU-13-593 to City 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 facilities should the use cease.*

Commissioner Shickle seconded the motion. Voice vote was taken and the motion passed 4-0.

NEW BUSINESS:

Mr. Youmans stated that the Commission has received the Strategic Plan Goals and Actions for 2014-2015. One of the first things for the management team to do was to rank the four (4) goals. This year, staff and Council agree that the highest priority should be to grow the economy. The second highest goal is to create a more livable city for all. The third highest is to develop a high-performing organization and the fourth goal is to continue the revitalization of historic Old Town. He added that he wants the Commission to see some of the recommended activities, that is, the actions that Council identified this year. It is a fairly ambitious agenda. Some of the items are carried over from the original strategic plan but there are a lot of new items as well.

Mr. Iman stated that the majority of the work will be completed by staff through the year and that there will be schedules indicating each phase as they progress. Committees are not generally formed unless it is determined that there is a need for one.

Mr. Youmans concluded the discussion by advising the Commission that he is available for questions.

ADJOURN:

With no further business, the meeting adjourned at 3:37 p.m.