

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
JANUARY 21, 2016**

**Work Session
11:30 a.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Thursday, January 21, 2016, beginning at 11:30 a.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Bob Lee, Mr. John Meadows and Mr. Matthew Smith. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Andrew Hopewell, Mr. Adam Shellenberger, Ms. Wendy Wheatcraft, Mr. Rob Walton, and Mr. David Ek.

ELECTION OF OFFICERS

Ms. Holly Meade reviewed the procedure for the election of officers.

CONSIDERATION OF BYLAWS

Planning Commission members discussed revising the current bylaws to meet the third Thursday in November and December.

COMMITTEE ASSIGNMENTS

Planning Commission members reviewed the Committee Assignments.

ADOPTION OF 2016 MEETING SCHEDULE

Planning Commission members reviewed the proposed 2016 meeting schedule Option A and Option B.

APPROVAL OF MINUTES – DECEMBER 1, 2015 and DECEMBER 2, 2015

Planning Commission members discussed the minutes.

ZONING ORDINANCE TEXT AMENDMENT – A Zoning Ordinance Text Amendment to Articles 3 and 15 to add Adult Day Care Center as an allowed use and correct references to Child Day Care.

Ms. Kimberley Johnson reviewed the proposed amendment.

SPECIAL EXCEPTION – SPEX-14-002384 – GREAT MEADOW FOUNDATION & MEADOW OUTDOORS FOUNDATION, INC. A/K/A THE MEADOW OUTDOORS FOUNDATION, INC. (OWNERS)/VERIZON WIRELESS (APPLICANT) – MEADOWVILLE NORTH

Ms. Wendy Wheatcraft reviewed the application.

SPECIAL EXCEPTION – SPEX-15-004265 – JA-ZAN, LLC (OWNER)/CWS VII, LLC AND VERIZON WIRELESS (APPLICANTS) – CWS NEW BALTIMORE SOUTH

Ms. Wendy Wheatcraft reviewed the application.

SPECIAL EXCEPTION – SPEX-15-004291 – THOMAS HUGILL, PAMELA HUGILL, WILBUR EARLY RITCHIE II (OWNERS)/NATASHA NIEHENKE (APPLICANT) – RITCHIE/NIEHENKE PROPERTY

Mr. Adam Shellenberger reviewed the application.

MARSHALL CODE UPDATE

Ms. Kimberley Johnson reviewed the Marshall Code draft.

MINTBROOK OVERVIEW

Mr. Adam Shellenberger and Mr. Rob Walton provided an overview of the approved project.

WATER SUMMIT UPDATE

Mr. David Ek and Ms. Kimberley Fogle provided an update.

VIRGINIA CONFLICT OF INTERESTS ACT

Ms. Tracy Gallehr reviewed the Virginia Conflict of Interests Act.

RULES OF PROCEDURE

Ms. Tracy Gallehr reviewed the Rules of Procedure.

COMPREHENSIVE PLAN – CHAPTER 2 – NATURAL AND HISTORIC RESOURCES

Mr. Andrew Hopewell led the discussion.

The meeting was adjourned at 3:15 p.m.

***Regular Meeting
6:30 p.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia***

The Fauquier County Planning Commission held its regular meeting on Thursday, January 21, 2016, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Ms. Adrienne Garreau, Chairperson Elect; Mr. John Meadows, Vice-Chairperson Elect; Mr. Bob Lee, Mr. Ken Alm, and Mr. Matthew Smith. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Ms. Holly Meade, Mr. Adam Shellenberger, and Ms. Wendy Wheatcraft.

1. **APPROVAL OF MINUTES** – December 1, 2015 and December 2, 2015

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to approve the December 1, 2015 and December 2, 2015 minutes.

The motion carried unanimously.

2. **ELECTION OF OFFICERS**

Ms. Holly Meade opened the meeting and initiated the election of officers.

a. Chair

On motion made by Mr. John Meadows, it was moved to elect Ms. Adrienne Garreau as Chair.

Due to majority, Ms. Adrienne Garreau was elected.

Ms. Adrienne Garreau took over as Chair.

b. Vice-Chair

On motion made by Ms. Adrienne Garreau, it was moved to elect Mr. John Meadows as Vice-Chair.

Due to majority, Mr. John Meadows was elected.

c. Secretary

On motion made by Mr. John Meadows, it was moved to elect Ms. Holly Meade as Secretary.

Due to majority, Ms. Holly Meade was elected.

3. **CONSIDERATION OF BYLAWS**

On motion made by Mr. Ken Alm and seconded by Ms. Adrienne Garreau, it was moved to adopt the 2016 Option B bylaws as amended.

The motion carried unanimously.

4. **COMMITTEE ASSIGNMENTS**

Planning Commission members voted to keep the same appointments as last year.

- a. Architectural Review Board – Mr. Bob Lee
- b. Transportation Committee – Ms. Adrienne Garreau

5. **ADOPTION OF 2016 MEETING SCHEDULE**

On motion made by Mr. Ken Alm and seconded by Mr. John Meadows, it was moved to adopt the 2016 meeting schedule Option B as amended.

The motion carried unanimously.

Ms. Adrienne Garreau introduced the new Planning Commission member, Mr. Matthew Smith, who is representing the Cedar Run District.

<p style="text-align: center;"><i>Public Hearings</i> <i>6:30 p.m.</i> <i>Warren Green Meeting Room, First Floor, 10 Hotel Street</i> <i>Warrenton, Virginia</i></p>
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1. **ANNOUNCEMENTS**

None.

2. **CITIZENS' TIME**

No one spoke.

3. **ZONING ORDINANCE TEXT AMENDMENT** – A Zoning Ordinance Text Amendment to Articles 3 and 15 to add Adult Day Care Center as an allowed use and correct references to Child Day Care. (Kimberley Johnson, Staff)

Ms. Holly Meade reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

In that there were no speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Ken Alm and seconded by Ms. Adrienne Garreau, it was moved to forward this item to the Board of Supervisors with a recommendation of approval.

The motion carried unanimously.

4. **SPECIAL EXCEPTION – SPEX-14-002384 – GREAT MEADOW FOUNDATION & MEADOW OUTDOORS FOUNDATION, INC. A/K/A THE MEADOW OUTDOORS FOUNDATION, INC. (OWNERS)/VERIZON WIRELESS (APPLICANT) – MEADOWVILLE NORTH** – An application for a Category 20 Special Exception to construct an 87 foot silo telecommunications tower and associated equipment compound. The property is located at 5089 Old Tavern Road, Scott District. (PIN 6978-85-9359-000) (Wendy Wheatcraft, Staff)

Mr. Bob Lee recused himself and explained that he serves on the Great Meadow Foundation Board.

Ms. Wendy Wheatcraft reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. Frank Stearns, applicant's representative, thanked staff in the review of the application and commented how the tower will provide the service needed in this area. Mr. Stearns stated that the silo design will blend well with the surrounding rural area and agreed to the proposed conditions.

James Downey, Esq., explained that he is representing seventeen residents that live across from Great Meadow and spoke against approval of this special exception request. He stated that his clients are in opposition because he felt that the applicant had not adequately justified the need for the tower at this location; the request is not consistent with the County's Comprehensive Plan; and the applicant had not explored the suitability of alternate sites. Mr. Downey requested a recommendation of denial.

Mr. Michael Fischer, applicant's radio frequency engineer, described the antenna requirements and how this location meets the need for increased coverage.

Mr. Robert Zwick, Marshall District resident, spoke in opposition and stated that this tower will not help the local residents nor will it cover his farm across Route 17; it will only benefit Great Meadow users.

Mr. Robert Banner, President of Great Meadow Foundation, asked for a recommendation of approval. He commented that the cell service will improve safety and he wants to mitigate any blight on the surrounding area.

Mr. Paul Mercer, Scott District resident, stated that his residence is across from Gate 3 and noted that his cell service has been fine. Mr. Mercer shared his concern for the congestion caused by events taking place at Great Meadow that on one occasion has impeded Emergency Services from arriving to a residence on Old Tavern Road across from the park.

In that there were no further speakers, Ms. Adrienne Garreau closed the public hearing.

Ms. Adrienne Garreau stated she supports this application because the applicant has met the Zoning Ordinance requirements and agreed with the Planning Commission and Staff recommendations. Ms. Garreau noted if it was an agricultural silo then the applicant could locate it anywhere on the property by-right.

Mr. John Meadows indicated that he supports the application because it will benefit the residents, Route 17 travelers and guests, and that an agricultural silo would be by-right.

Mr. Ken Alm stated that he supports the application and feels for the residents' concerns.

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following conditions:

**MEADOWVILLE NORTH
SPEX-14-002384**

1. This Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated on the Special Exception Plat "Verizon Meadowville North-Great Meadows Foundation" dated January 4, 2016, and received in the Planning Office on January 4, 2016, as approved with this application and as modified by the associated conditions below.
2. To make the appearance of the silo tower more architecturally consistent with historic "brown tile" silos in the vicinity, the color of the material used to construct the silo tower shall be rust or brown in color. The color of the tower material shall match the so-called "Atoka" silo tower constructed on Plum Run Farm, 7570 Plum Run Lane. The applicant or applicant's representative shall be required to repaint the tower's exterior, as the paint fades over time.
3. The installation of one security light, no more than 100 watts or equivalent, is permitted on equipment shelters constructed within the compound. The applicant shall be required to provide the details of the light fixture and a photometric plan with the first submission of the Site Plan application, along with an explanation of how the light meets the requirement of Article 9 of the Zoning Ordinance, Performance Standards for glare.
4. Any equipment shelter to be constructed within the compound shall not contain more than 500 square feet of total gross floor area per telecommunications provider and shall not exceed 12 feet in height. To make equipment shelters more architecturally consistent with agricultural buildings in the vicinity, any equipment shelter within the compound shall be constructed to resemble a barn with a gambrel roof and metal panel roofing.
5. Evergreen trees of a species that reaches at least 40-50 feet at maturity shall be installed along the north and east sides of the compound.
6. All telecommunications equipment, including ground equipment, shall be installed within the fenced compound.
7. The height of the domed roof shall be at least seven feet, as noted on Sheet C-3 of the Special Exception plat.

The motion carried 4-0, with Mr. Bob Lee recusing himself.

5. **SPECIAL EXCEPTION – SPEX-15-004265 – JA-ZAN, LLC (OWNER)/CWS VII, LLC AND VERIZON WIRELESS (APPLICANTS) – CWS NEW BALTIMORE SOUTH** – An application for a Category 20 Special Exception to construct a 119 foot monopole telecommunications tower and an equipment compound. The property is located at 5368 Telephone Road, Scott District. (PIN 7906-10-5650-000) (Wendy Wheatcraft, Staff)

Ms. Wendy Wheatcraft reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. John Sinclair, Scott District resident, explained that he worked in the telecommunications industry and on many of the original towers in the area. He spoke in favor of this special exception request and does not mind it being in his “backyard.”

Mr. Frank Stearns, representative for the applicant, stated this is an ideal location to meet the area needs and that the monopole will blend in with the industrial area. He indicated that the local residents have had no objections and that the conditions as revised are acceptable.

In that there were no further speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following revised conditions:

**CWS NEW BALTIMORE SOUTH
SPEX-15-004265**

1. This Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated on the Special Exception Plat “CWS Site #111–New Baltimore South” dated August 24, 2015, and received in the Planning Office on November 17, 2015 as approved with this application and as modified by the associated conditions below.
2. The installation of one security light, no more than 100 watts or equivalent, is permitted as needed for security purposes on any equipment shelter constructed within the compound in the future. The applicants shall be required to provide the details of the light fixture and a photometric plan with the first submission of the Site Plan application, along with an explanation of how the light meets the requirement of Article 9 of the Zoning Ordinance, Performance Standards for Glare.
3. The applicants shall provide a landscaping buffer with a row of evergreen trees on the south side of the compound. **If existing trees and/or other vegetation are removed on the east side of the subject property to install the facility, evergreen trees shall be installed for screening along the east side of the compound.**

4. To minimize the visibility of the tower, the tower shall be painted in a gradation of gray from a darker shade of gray at the bottom to pale gray at the tree line. Above the tree line, the tower shall be painted white. All antennas and antenna arrays shall be of a ~~material or~~ color that matches the tower.
5. The design of any equipment shelter constructed within the tower compound shall be architecturally consistent with the buildings within the vicinity of the facility with regards to materials and appearance.

The motion carried unanimously.

6. **SPECIAL EXCEPTION – SPEX-15-004291 – THOMAS HUGILL, PAMELA HUGILL, WILBUR EARLY RITCHIE II (OWNERS)/NATASHA NIEHENKE (APPLICANT) – RITCHIE/NIEHENKE PROPERTY** – An application for a Category 23 Special Exception to allow a floodplain crossing for a private residential street serving more than three lots. The properties are located on Inglewood Farm Lane, Cedar Run District. (PIN 7807-79-2793-000 and 7808-50-0479-000) (Adam Shellenberger, Staff)

Mr. Adam Shellenberger reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

In that there were no speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Matthew Smith and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following conditions:

**RITCHIE/NIEHENKE PROPERTY
SPEX-15-004291**

1. The Special Exception is granted for PIN 7808-50-0479-000 (Hugill Property), runs with the land as indicated in the application, and shall not be transferable to other land.
2. The Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated, and shall be in general conformance with the Special Exception Plat submitted to the Fauquier County Department of Community Development on November 30, 2015, as approved with the application, and as further qualified by these development conditions.
3. The floodplain crossing shall be permitted to serve all lots which have access from Inglewood Farm Lane, Farm Road and/or Earnhardt Drive as of November 30, 2015 and a maximum of two (2) new lots on PIN 7807-79-2793-000 (Ritchie Property).

4. The Applicant shall obtain any and all applicable State and Federal approvals prior to any future subdivision.
5. No materials or equipment shall be stored in the floodplain.

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 7:36 p.m.

A tape recording of the meeting, as well as the associated staff reports and attachments for each agenda item, are retained on file in the Department of Community Development's Planning Office, 10 Hotel Street, Third Floor, Warrenton, Virginia, for a period of one year.

***THE AGENDA MAY BE MODIFIED ON ADOPTION BY THE PLANNING
COMMISSION IN THE FORM OF ADDITIONS, DELETIONS OR REVISIONS***