

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
January 31, 2013**

**Work Session
12:30 p.m.
Warren Green Building
Second Floor Conference Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Thursday, January 31, 2013, beginning at 12:30 p.m., in the Warren Green Building, Second Floor Conference Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Dell Ennis, Secretary; Mr. Bob Lee, and Mr. John Meadows. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Mrs. Susan Eddy, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Andrew Hushour, Ms. Wendy Wheatcraft, Mr. Rob Walton, Mr. Drew Draper, Mr. David Ek, Mr. Adam Shellenberger, Mr. Ari Sky and Ms. Erin Kozanecki.

**PRELIMINARY PLAT – PPLT12-MA-002 – KIRKWOOD HOMES, LLC
(OWNER/APPLICANT) – KIRKWOOD HOMES SUBDIVISION**

Mr. Shellenberger reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – Initiation of a Zoning Ordinance Text Amendment to Section 4-606 Related to Direct Access to an Arterial or Major Collector Road from a Lot Zoned to the Planned Commercial Industrial Development (PCID) District.

Mr. Walton reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – A Zoning Ordinance Text Amendment to Section 4-603 to add Vehicle Transportation Service Establishments as a permitted principal use in the Planned Commercial Industrial Development (PCID) Overlay District.

Mr. Hushour reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – A Zoning Ordinance Text Amendment to Sections 2-413, 3-400 and 5-606 expanding the authority for modifications to front yard setbacks.

Mr. Hushour reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – A Zoning Ordinance Text Amendment to Section 15-300 regarding the limited allowance of the service of automobiles as part of a Farm Equipment Sales, Rental and Service Establishment.

Mr. Hushour reviewed the application.

SPECIAL EXCEPTION AMENDMENT – SEAM13-SC-006 – LLEWELLYN J. EVANS, JR., TRUSTEE & AMERICAN TOWERS, INC. (OWNERS)/SPRINT & AMERICAN TOWERS (APPLICANTS) – SPRINT WA54XC454 – GLANAMMAN WAY (EVANS PROPERTY)

Ms. Wheatcraft reviewed the application.

COMPREHENSIVE PLAN AMENDMENT – PUBLIC FACILITIES

Ms. Fogle reviewed.

COMPREHENSIVE PLAN AMENDMENT – TELECOMMUNICATION POLICIES

Ms. Slawter reviewed.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

Mr. Sky and Ms. Kozanecki reviewed.

APPROVAL OF MINUTES – DECEMBER 5, 2012 AND DECEMBER 11, 2012 (OPAL STEERING COMMITTEE)

Planning Commissioners discussed the December 5, 2012 and December 11, 2012 (Opal Steering Committee) minutes.

BOARD OF ZONING APPEALS AGENDA

Planning Commissioners discussed the agenda.

TRANSPORTATION COMMITTEE AGENDA

Planning Commissioners discussed the agenda.

ELECTION OF OFFICERS

Mrs. Eddy reviewed the procedure for the election of officers.

CONSIDERATION OF BYLAWS

Mrs. Eddy reviewed the current Bylaws.

COMMITTEE ASSIGNMENTS

Mrs. Eddy reviewed the Committee Assignments.

ADOPTION OF 2013 MEETING SCHEDULE

Mrs. Eddy reviewed the proposed 2013 meeting schedule.

The meeting was adjourned at 4:30 p.m.

<p style="text-align: center;"><i>Regular Meeting 6:30 p.m. Warren Green Meeting Room 10 Hotel Street, Warrenton, Virginia</i></p>
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The Fauquier County Planning Commission held its regular meeting on Thursday, January 31, 2013, 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. Dell Ennis, Secretary; Mr. Ken Alm and Mr. Bob Lee. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Mrs. Susan Eddy, Mr. Drew Hushour, Ms. Wendy Wheatcraft and Mr. Adam Shellenberger.

1. **ELECTION OF OFFICERS (Item #2)**

Mrs. Eddy opened the meeting and initiated the election of officers.

a. Chairperson

On motion made by Mr. Alm and seconded by Mr. Lee, it was moved to elect Ms. Garreau as Chairperson.

The motion carried 4-0, as follows:

AYES: Mr. Alm, Mr. Lee, Ms. Garreau, Mr. Ennis

NAYS: None

ABSTENTION: Mr. Meadows

ABSENT: None

Ms. Garreau took over as Chairperson.

b. Vice-Chairperson

On motion made by Mr. Lee and seconded by Ms. Garreau, it was moved to elect Mr. Meadows as Vice-Chairperson.

The motion carried unanimously.

c. Secretary

On motion made by Ms. Garreau and seconded by Mr. Alm, it was moved to elect Mr. Ennis as Secretary.

The motion carried unanimously.

2. **APPROVAL OF MINUTES** – December 5, 2012 and December 11, 2012 (Opal Steering Committee) (*Item #1*)

On motion made by Mr. Ennis and seconded by Mr. Alm, it was moved to approve the December 5, 2012 and December 11, 2012 (Opal Steering Committee) minutes.

The motion carried unanimously.

3. **CONSIDERATION OF BYLAWS**

On motion made by Mr. Alm and seconded by Mr. Meadows, it was moved to retain the current Bylaws as written.

The motion carried unanimously.

4. **COMMITTEE ASSIGNMENTS**

- a. Architectural Review Board – Mr. Lee
- b. Pedestrian Bicycle and Greenway Advisory Committee – Mr. Alm

c. Transportation Committee – Ms. Garreau

5. **ADOPTION OF 2013 MEETING SCHEDULE**

On motion made by Ms. Garreau and seconded by Mr. Meadows, it was moved to adopt the 2013 meeting schedule.

The motion carried unanimously.

6. **PRELIMINARY PLAT – PPLT12-MA-002 – KIRKWOOD HOMES, LLC (OWNER/APPLICANT) – KIRKWOOD HOMES SUBDIVISION** – An application to subdivide approximately 12.4 acres into two (2) lots. The property is located on the north side of Crimson Lane, Marshall District. (PIN 6001-46-7412-000) (Adam Shellenberger, Staff)

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

On motion made by Mr. Lee and seconded by Mr. Ennis, it was moved to approve this item, subject to the following conditions:

**KIRKWOOD HOMES SUBDIVISION
PPLT12-MA-002**

1. The Final Plat shall be in general conformance with the Preliminary Plat “Kirkwood Homes, LLC” signed by John P. Foster on December 7, 2012.
2. Prior to approval of the Final Plat verification shall be provided, which shows that there is legal access to the residence located on an adjacent property in Warren County, which previously used the gravel drive on the project’s site.
3. An agreement in lieu of a plan or an erosion and sediment control plan is required before any land disturbing activities associated with construction of the homes begins.
4. The following Design Conditions shall be included on the Final Plat, or within its associated Deed:
 - a. All houses shall be either two stories with a minimum roof pitch for the main roof area of 8:12, or one story with a minimum roof pitch for the main roof area of 12:12; and, in each case still include dormers on the front of the house.
 - b. Dormer roofs shall match the pitch of the principal roof; however, shed roof dormers may use a pitch of one half of the main roof pitch.
 - c. All houses shall include a covered front porch that is a minimum of 8 feet in depth and 12 feet in width.

- d. Front loaded garages, either attached or detached, shall be set back at least 20 feet from the front plane of the house. Side loaded garages need not meet this setback requirement.
- e. Driveways shall have a maximum width of 12 feet from the point where they meet the street until the line established by the plane of the front of the house.

The motion carried unanimously.

- 7. **ZONING ORDINANCE TEXT AMENDMENT** – Initiation of a Zoning Ordinance Text Amendment to Section 4-606 Related to Direct Access to an Arterial or Major Collector Road from a Lot Zoned to the Planned Commercial Industrial Development (PCID) District. (Rob Walton, Staff)

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

For purposes of good zoning practice, convenience, as well as public general welfare, on motion made by Ms. Garreau and seconded by Mr. Meadows, it was moved to initiate this text amendment to the Zoning Ordinance.

The motion carried unanimously.

- 8. **BOARD OF ZONING APPEALS AGENDA**

No comment.

- 9. **TRANSPORTATION COMMITTEE AGENDA**

No comment.

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

- 1. **ANNOUNCEMENTS**

None.

2. **CITIZENS' TIME**

None.

3. **ZONING ORDINANCE TEXT AMENDMENT** – A Zoning Ordinance Text Amendment to Section 15-300 Regarding the Limited Allowance of the Service of Automobiles as Part of a Farm Equipment Sales, Rental and Service Establishment. (Andrew Hushour, Staff)

Ms. Garreau opened the public hearing.

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

On motion made by Ms. Garreau and seconded by Mr. Lee, it was moved to table this item until the next regularly scheduled meeting, with the public hearing left open.

The motion carried unanimously.

4. **ZONING ORDINANCE TEXT AMENDMENT** – A Zoning Ordinance Text Amendment to Section 4-603 to add Vehicle Transportation Service Establishments as a permitted principal use in the Planned Commercial Industrial Development (PCID) Overlay District. (Andrew Hushour, Staff)

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

Ms. Garreau opened the public hearing.

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

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

The motion carried unanimously.

5. **ZONING ORDINANCE TEXT AMENDMENT** – A Zoning Ordinance Text Amendment to Sections 2-413, 3-400 and 5-606 expanding the authority for modifications to front yard setbacks. (Andrew Hushour, Staff)

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

Ms. Garreau opened the public hearing.

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

On motion made by Mr. Meadows and seconded by Mr. Ennis, it was moved to forward this item to the Board of Supervisors with a recommendation of approval.

The motion carried unanimously.

6. **SPECIAL EXCEPTION AMENDMENT – SEAM13-SC-006 – LLEWELLYN J. EVANS, JR., TRUSTEE & AMERICAN TOWERS, INC. (OWNERS)/SPRINT & AMERICAN TOWERS (APPLICANTS) – SPRINT WA54XC454 – GLANAMMAN WAY (EVANS PROPERTY)** – An application for a Category 20 Special Exception Amendment to install one (1) new microwave dish on an existing telecommunication tower and to rectify a previous Special Exception condition that limited the maximum height of the tower to 180 feet when actual construction of the tower was approved at a height of 193 feet. The property is located at 7074 Glanamman Way, Scott District. (PIN 6995-26-0609-000 and 6995-38-2245-000) (Wendy Wheatcraft, Staff)

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

Ms. Garreau opened the public hearing.

Mr. James Michal, representative, respectfully requested approval for this Special Exception in order for Sprint to provide 4G service to Fauquier County.

Mr. Matt Russell, representative for American Towers, Inc., stated there have been no complaints in the twelve years the current tower has been constructed.

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

After discussion, on motion made by Ms. Garreau and seconded by Mr. Ennis, it was moved to forward this item to the Board of Supervisors with a recommendation of approval subject to the following conditions as amended with this application:

**EVANS PROPERTY
SEAM13-SC-006**

1. ~~The use shall comply with all FAA requirements at all times.~~ **The applicant shall obtain all necessary Federal Aviation Administration (FAA) approvals, and the tower shall conform to all Federal Communication Commission (FCC) and FAA regulations.**
2. ~~The tower shall be lighted only to meet FAA requirements with no additional lighting permitted.~~ **Signals, lights or illumination shall not be permitted on any antenna, unless required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), State or Federal authorities, or the County.**
3. The height of the tower shall not exceed ~~180~~ **193** feet.

4. The tower structure of this special exception telecommunications facility request shall be of a monopole type construction.
5. The tower shall be painted appropriately so as to minimize visual impact as permitted by FAA regulations.
6. A landscaping plan will be submitted with the Site Plan.
7. Prior to the issuance of a zoning permit, one (1) telecommunications provider shall have an executed lease with the applicant. The applicant shall provide written documentation to the Fauquier County Zoning Administrator in the event that any future co-location cannot be accommodated.
8. The applicant shall provide to the County public service agencies, at no cost to the locality, one acceptable site on the tower and necessary space in the equipment room.
9. Annual Report. The owner of each antenna or tower shall submit a report to the Zoning Administrator once a year, no later than July 1. The report shall state the current user status of the tower.
10. Antenna and Tower Removal. ~~Any antenna or tower shall be disassembled and removed from the site within ninety (90) days of the discontinuance of the use of the tower for wireless telecommunications purposes. Removal includes the removal of the antennas, telecommunication towers, fence footers, underground cables and landowner's approval.~~ Removal of the facility is subject to the terms identified in Section 11-107.2 of the Zoning Ordinance. The site shall be restored as closely as possible to its original condition. If there are two (2) or more users of a single tower, then this provision shall not become effective until all users cease using the tower.
11. The microwave dish shall not exceed three (3) feet in diameter and shall be of a material and color that matches the exterior of the existing telecommunications tower.
12. The applicant shall add the extent of the ingress/egress easement and the deed book and page number in which the easement is recorded to the Site Plan.
13. The applicant shall record the total height of the tower, 193 feet, on the Site Plan.
14. With the exception of minor maintenance, the applicant shall retain existing vegetation around the facility.
15. Future replacement or addition of by-right antennas and associated equipment, which do not require Special Exception approval, shall be processed administratively.

The motion carried unanimously.

7. **COMPREHENSIVE PLAN AMENDMENT** – A Comprehensive Plan Amendment to Chapter 9 related to Public Facilities and Utilities. (Kimberley Fogle, Staff)

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

Ms. Garreau opened the public hearing.

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

On motion made by Mr. Alm and seconded by Mr. Ennis, it was moved to table this item until the next regularly scheduled meeting, with the public hearing left open.

OTHER BUSINESS

Mr. Meadows stated that staff will need to work with interested parties for Item #3, Zoning Ordinance Text Amendment to Section 15-300, to clarify the intentions of this amendment prior to the next meeting.

In that there was no further business, the meeting was adjourned at 6:56 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**