

BRISTOL VIRGINIA PLANNING COMMISSION
Monday, January 14, 2019
12:00 pm

| MEMBERS PRESENT: | MEMBERS ABSENT: | STAFF: | OTHERS: |
|-------------------|-----------------|--------------|-------------|
| Todd Buchanan | | Sally Morgan | David McGee |
| Kevin Corbett | | Amy Thompson | Ben Herrick |
| Bart Long | | | |
| Susan Long | | | |
| Michael Pollard | | | |
| Kevin Wingard | | | |
| Jordan Pennington | | | |

I. Call to Order

Mr. Pennington called the meeting to order at 12:01 pm.

II. Approval of the Minutes of December 17, 2018 Regular Meeting

Mr. Wingard made a motion to approve the meeting minutes of December 17, 2018. Motion was seconded by Mr. Long and carried by the following votes:

AYES: Buchanan, B. Long, Pollard, Wingard and Pennington
ABSTAINS: Corbett, S. Long

III. Public Comment (for items not on the agenda)

No comments were made for items not on the agenda.

IV. New Business

A. Determination of Camouflaged Wireless Communications Facility – 629 State Street

Mr. Ben Herrick (Faulk and Foster Real Estate) spoke on behalf of Verizon Wireless Communications, requesting that the proposed wireless facility be considered a camouflaged wireless facility. Mr. Herrick provided photo simulations from four different locations showing the proposed wireless facilities. Mr. Herrick stated the antennas will be fixed to the top of the roof and enclosed inside two small enclosures which are 9.7 feet tall, in addition to antenna and equipment to be attached to the rear wall of the building and also installed inside the building. The enclosures on the roof would be sided with a faux brick material.

Ms. Morgan stated that city staff has reviewed the information submitted by the Verizon Wireless consultant and its engineering professionals, including required before and after photos simulating the appearance of the facility. Ms. Morgan recommended

that the proposed project would meet the definition of camouflaged wireless communication facility because it is roof mounted and architecturally screened from view, and painted to match the existing structure. Ms. Morgan stated that engineered drawings and a structural analysis have been submitted to the City, and a building permit and an electrical permit will be required.

Ms. Morgan stated that the proposal was submitted to the Believe in Bristol Design Committee for review and comments. She stated the committee recommended squaring off the camouflage to give the appearance of a chimney. Ms. Morgan stated that Mr. Herrick advised that the revision would require re-engineering.

Ms. Morgan read the definition of a camouflaged wireless communications facility.

Mr. Buchanan asked about the material of the housing on the roof. Mr. Herrick stated the housing consisted of light weight fiberglass and that there were other options of colors to camouflage the antenna, but the faux brick was chosen to match the existing building exterior.

Ms. Long asked if the antenna could be moved to another location less obvious to the public eye. She stated that the design does not meet the criteria of the beautification of Bristol and the city Comprehensive Plan guidelines. Mr. Herrick stated the general process of choosing a location for an antenna consists of Verizon Wireless selecting an optimal area for the coverage and determining the compatibility of the building for the antenna. Mr. Herrick stated that the antennas may not function properly if they were moved to another building and stated that Quaker Steak Building is the best option for coverage. *(Secretary's note: Following the meeting, Mr. Herrick provided information that was shared with Planning Commissioners about the other sites that were evaluated for the antenna).*

Mr. Wingard stated that the proposal is between two private companies and recommended approving the installation of the antenna because it meets the definition of a camouflaged wireless facility.

Mr. Wingard made a motion to approve the determination of the Camouflaged Wireless Communications Facility to be located at 629 State Street. Motion was seconded by Mr. Corbett and carried by the following votes:

AYES: Buchanan, Corbett, B. Long, Pollard, Wingard and Pennington

ABSTAINS: S. Long

B. Certified Planning Commission Training Program – 2019 Schedule

Ms. Morgan reported the Land Use Education Program done by Virginia Tech has been transferred to the VCU Wilder School of Government and Public Affairs. They continue to offer the Certified Planning Commissioner Program three times per year. Dates and locations for the 2019 schedule have recently been posted.

Ms. Morgan stated that one of the 3 programs this year will be held in Roanoke and participants must attend two sessions and also do self-study assignments from home during the time in between the two sessions. The dates for the program in Roanoke are June 20-21 and August 22-23. Mr. Pollard noted that he could attend those dates. It was

the consensus of the Commission that Mr. Pollard attend. (Ms. Morgan stated this was pending budgeted funds, but she thought the funds would be available).

V. Old Business

A. Zoning Ordinance Revision Project – Work Session

a. Finish up Division 13 - Signs

Planning Commissioners resumed their discussion regarding Division 13 – Signs and reviewed the latest revisions and suggestions provided by Mr. Pollard.

Mr. Pollard suggested making several revisions to the Temporary Signs category consisting of changing the maximum number of signs, location/manner and time limit. He also recommended revisions to the section regarding electronic messaging centers to replace section of 50-230b.

Planning Commissioners agreed by consensus to schedule a work session to continue Divisions 14-16. Ms. Morgan will send out an email about a proposed date for the work session.

b. Division 14 – Special Use Permits

c. Division 15 - Conditional Zoning

d. Division 16 – Variances and Appeals

VI. Adjournment

There being no further business, the meeting was adjourned at 1:54 pm.

Sally H. Morgan
City Planner