REVISED

Work Session Agenda
Staunton City Council
Caucus Room
June 13, 2019
5:00 p.m.

Invocation/Moment of Silence—Mead

5:00 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:05 p.m.	**2.**	**2018 Virginia Dam Safety, Flood Prevention and Protection Assistance Grant Update—West Beverley Corridor Flood Study**
5:15 p.m.	**3. & E**	**Presentation of Proposed Comprehensive Plan 2018 – 2040**
5:45 p.m.	**4. & F**	**Discussion of the Citizen Participation Plan Relating to the Administration of the Community Planning & Development Programs of the U.S. Department of Housing and Urban Development as a HUD Entitlement Community**
6:00 p.m.		**Break**
6:15 p.m.	**5. & G**	**Discussion of Staunton City Council Vision and 3-Year Priorities**
6:25 p.m.	**6. & I**	**Discussion of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One**
6:30 p.m.	**7.**	**Closed Meeting for Consultation and Discussion with Legal Counsel for Necessary Legal Advice Regarding (a) the Role of the City Attorney as to One or More City Agencies or Authorities, (b) Specific Land Use Matter; (c) Procedural and**

	Substantive Contractual-Related Aspects for the Position of City Manager; and (d) Discussion and Consideration Regarding the Appointment and Employment for the Position of City Manager
7:15 p.m.	**Break**

REVISED

Regular Meeting Agenda
Staunton City Council
Council Chambers
June 13, 2019
7:30 p.m.

Call to Order

Pledge of Allegiance

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of May 9, 2019

Work Session and Regular Meeting of May 23, 2019

Special Called Meeting of May 29, 2019 (I)

Special Called Meeting of May 29, 2019 (II)

REGULAR MEETING

A. Public Hearing and Consideration of a Request by 212 Sunset Avenue LLC, to Vacate and Abandon an Alley Lying Behind Lots 1 through 8 of the J.H. Earman and S.N. Bagby Lots, known as 331 Churchville Avenue, 19 Arlington Street, 23 Arlington Street, 31 Arlington Street, and 35 Arlington Street, Staunton, Virginia

B. Public Hearing and Consideration of a Request by Mary Baldwin University for a Special Use Permit Under the Provisions of SCC 18.90.030, Uses Permitted on Review, of the HE-1, Higher Education District, of Title 18 Zoning, of the Staunton City Code

C. Public Hearing and Consideration of a Request by Mary Baldwin University for a Special Use Permit Under the Provisions of SCC 18.90.030, Uses Permitted on Review, of the HE-1, Higher Education District, of Title 18 Zoning, of the Staunton City Code

D. **Public Hearing and Consideration of a Request by TowerCo for a Special Use Permit Under the Provisions of SCC 18.185, Telecommunications Facilities, of Title 18 Zoning, of the Staunton City Code**

E. **Public Hearing of a Request by the City of Staunton, Pursuant to Virginia Code § 15.2-2223 and Virginia Code § 15.2-2230, to Complete its Mandatory Update and Review of the Comprehensive Plan by Adopting the City of Staunton, Virginia, Comprehensive Plan 2018 – 2040**

F. **Consideration of the Citizen Participation Plan Relating to the Administration of the Community Planning & Development Programs of the U.S. Department of Housing and Urban Development as a HUD Entitlement Community**

G. **Consideration of Staunton City Council Vision and 3-Year Priorities**

H. **Consideration of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three**

I. **Introduction of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One**

J. **City Council to Consider Appointment and Employment of New City Manager**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**City Council**
Item #	**1**	
Ordinance #		
Department:	**City Council**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Work Session and Regular Meeting Agendas**	

Background: Consistent with Procedural Memorandum No. 3, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

Suggested Motion: I move to approve the Work Session agenda and the Regular Meeting agenda [as presented] [with the following changes: as to the Work Session, the addition/deletion of _____; as to the Regular Session, the addition/deletion of _____].

City Manager: Stephen F. Owen

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J. **City Council to Consider Appointment and Employment of New City Manager**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **John Glover** **Nickie Mills**
Item #	**2**	
Ordinance #		
Department:	**Community Development**	
Council Vision:	**Built Environment** **Economic Development** **Resilience**	
Subject:	**2018 Virginia Dam Safety, Flood Prevention and Protection Assistance Grant Update—West Beverley Corridor**	

Background: As Council was briefed in March of 2018, a portion of the floodplain from 139 Park Boulevard to the intersection of West Beverley Street and Morris Mill Road is designated by the Federal Emergency Management Agency (FEMA) as Zone A. All other floodplains in the City are designated as Zone AE. In Zone A, the floodplain is mapped but no Base Flood Elevations (BFE) are given. This results in higher flood insurance premiums for property owners, makes it difficult to flood-proof structures, and generally creates challenges for property owners who desire to develop or re-develop their properties. An updated flood study would provide BFE's for this corridor, thus alleviating many of these issues. The boundaries of the flood zone would also likely be altered, based on improved information collected as a part of such a study. One result may be the removal of certain properties, or portions of properties, from the flood zone, and the addition of other properties, or portions of them, to the flood zone.

Based on discussions with engineering consultants, staff expected a flood study to cost no more than $150,000. The City had made requests in the past of FEMA and members of Congress for funding of such a study or a study itself. It seemed improbable that FEMA would undertake such a study in the near future due to its own funding challenges. Consequently, staff had

undertaken to identify a source of funding for a study by the City.

Staff determined that the Virginia Dam Safety, Flood Prevention and Protection Assistance Grant program, administered by the Virginia Resources Authority, in cooperation with the Virginia Department of Conservation and Recreation, would be an appropriate source of funding. At City Council's meeting on March 22, 2018, staff proposed an application for such a grant, with a required local match of 50%, not to exceed $75,000. The proposal had been presented previously to the West End Alliance at their meeting on March 13, 2018, and no opposition was noted.

At the March 22 meeting, Council voted unanimously to authorize an application by the City for such a grant. On August 1, 2018, a grant was awarded to the City, with a requirement that the funded study and associated FEMA process be completed within one year of the award date. A contract to perform the study was awarded to Timmons Group (Timmons), and the project commenced in January of 2019. Staff met with the West End Alliance on March 12, 2019, to provide an update on the study. A draft study report was reviewed and approved by staff for submission to FEMA, as required, earlier this month.

It is anticipated the results of the study will indicate that a significant number of property owners are to be removed from the floodplain and only a few added. In addition, many other property owners who may not be removed will have better data that may facilitate Letter of Map Amendments (LOMA) by FEMA to remove their properties from the floodplain or Elevation Certificates (EC) that could support a reduction of their flood insurance premiums. Timmons will now submit a Letter of Map Revision (LOMR) request to FEMA, with FEMA's approval expected within a six- to nine-month period. The process will likely extend beyond the grant deadline of August 1, 2019; if so, the grant manual allows the City to request an extension of time in the case of a pending FEMA action. Staff intends to update affected property owners at the July West End Alliance meeting.

Staff will attend Council's work session on June 13, 2019, to review generally the anticipated changes to the flood zone and answer questions from members of Council.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**3 & E**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing of the Draft City of Staunton, Virginia, Comprehensive Plan 2018 – 2040, Pursuant to Virginia Code § 15.2-2223 and Virginia Code § 15.2-2230**	

Background: In February of 2012, City Council adopted the City's current *Comprehensive Plan 2010 -2030*. If a comprehensive plan is to remain a valuable tool in the perennial task of orderly development in a growing city, it must be kept current. In recognition of this principle and because of a Commonwealth of Virginia mandate that comprehensive plans be reviewed and updated, in 2016, the City of Staunton began the process of updating its Comprehensive Plan. The Code of Virginia requires that the Plan:

- be general in nature;
- serve as a guide to development;
- survey both the locality's assets and challenges;
- prepare the community for future changes in population size, employment base, environmental quality, and the demand for public services and utilities;
- identify citizen concerns, needs, and aspirations;
- establish clear goals for the future; and
- outline strategies or recommendations for accomplishing future goals.

City staff and the Central Shenandoah Planning District Commission (CSPDC) staff worked with

a Citizen's Advisory Committee for approximately 20 months on an update of the City's Comprehensive Plan. The purpose of the Committee was to guide the development of the update on a section-by-section basis and solicit input from citizens. The committee met monthly and held a public input open house. Rebecca Joyce and Tracy Hibbitts were the CSPDC staff members assigned to the project.

Review: A draft Plan was introduced to the Planning Commission at its regular meeting on June 21, 2018. During the past year, the Planning Commission reviewed key aspects of the Plan, most notably the Future Land Use Map and the Goals and Objectives Chapter. During this review, the Commission conducted field trips and held four public work sessions. The changes noted during this review have been incorporated into the draft Plan.

The draft Comprehensive Plan can be viewed online at https://www.ci.staunton.va.us/departments/planning-zoning-division/comprehensive-plan.

At the May 16, 2019 meeting of the Planning Commission meeting, PDC staff provided an overview of the draft Comprehensive Plan and the changes that have been made during Planning Commission's review.

Planning Commission Recommendation: At its May 16 meeting, the Planning Commission held a public hearing on the draft Comprehensive Plan. One person spoke in favor of adoption, and no one spoke in opposition. On a 4-0 vote, the Commission voted to recommend approval of the draft Plan, concurring with staff's recommendation.

City staff, along with staff of the CSPDC, will provide an overview of the notable changes in the draft Comprehensive Plan during City Council's work session on June 13, 2019. The public hearing on the draft Plan has been properly noticed in *The News Leader*, and is scheduled for Council's regular meeting on the same date.

City Manager's Recommendation: Recommend that Council receive the briefing from staff and CSPDC staff, conduct the public hearing and table the matter until all public comments and Council questions can be addressed at a future work session.

Suggested Motion (to be made after the public hearing is conducted): I move that Council table the draft *City of Staunton, Virginia Comprehensive Plan 2018 -2040* until all public comments and Council questions can be addressed at a future work session.

City Manager: Stephen F. Owen

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Member:** **Billy Vaughn**
Item #	**4 & F**	
Ordinance #		
Department:	**Community Development**	
Council Vision:	**Built Environment**	
Subject:	**Consideration of the Citizen Participation Plan Relating to the Administration of the Community Planning & Development Programs of the U.S. Department of Housing and Urban Development for the City of Staunton as a HUD Entitlement Community**	

Background: On February 26, 2019, the City received official confirmation from the U.S. Department of Housing and Urban Development (HUD) that it has been designated as a new entitlement community starting with the federal fiscal year 2019. Under this program designation, the City will receive annual allocations from HUD. In a letter dated April 15, the City was notified that Congress appropriated $354,433 for its FY 2019 allocation.

To comply with federal regulatory requirements, the City must prepare a Citizen Participation Plan that outlines policies and procedures to maximize citizen involvement in the development of a 5-Year Consolidation Plan, 2019 Annual Action Plan, and Impediments to Affordable Housing Plan. Low and moderate income persons must be encouraged to participate in this process, particularly those that reside in areas where HUD assistance may be targeted. The City must also encourage the participation of minorities, non-English speaking persons, and persons with disabilities. Participation by nonprofits, community based organizations, public housing agencies, businesses, developers, City departments, and faith based organizations should also be encouraged.

In an effort to obtain input from various entities, a series of stakeholder meetings was held on June 4 and 5, 2019, in the Council Caucus Room. The following organizations, as well as numerous City departments, were invited to the meetings:

- Blue Ridge CASA
- Community Action Partnership of Staunton-Augusta-Waynesboro
- Community Foundation of Central Blue Ridge
- Community Housing Partners
- Greater Augusta Wellness Partnership
- Renewing Homes of Greater Augusta
- Staunton Augusta Waynesboro Habitat for Humanity
- Staunton Redevelopment and Housing Authority
- United Way of Greater Augusta
- Valley Community Services Board - Permanent Supportive Housing
- Valley Mission
- Valley Program for Aging Services
- Valley Supportive Housing

In addition to the stakeholder meetings, a public needs meeting was held on Tuesday, June 4, 2019, at 7:00 p.m. at Montgomery Hall Park Activity Room, to gather input from the community at large. Residents have also been invited to weigh-in on the City's community development needs in a community needs survey, available at the following link until June 21, 2019: https://www.surveymonkey.com/r/Staunton-CNS.

Mullin & Lonergan Associates (M&L) is under contract to guide the City through the entire process. Bill Wasielewski, Principal-in-Charge and Project Manager for M&L, will be in attendance at City Council's June 13 work session to present the draft Citizen Participation Plan. The draft plan, a copy of which is attached, is scheduled for Council's consideration during the regular meeting.

Attachments:

Draft City of Staunton Citizen Participation Plan, May 15, 2019

City Manager's Recommendation: Recommend that City Council adopt the Citizen Participation Plan.

Suggested Motion: I move to adopt the Citizen Participation Plan, as presented.

City Manager: Stephen F. Owen

City of Staunton, VA

CITIZEN PARTICIPATION PLAN

RELATING TO THE ADMINISTRATION OF

THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS

OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

Adopted by City Council on _____

City of Staunton, VA

CITIZEN PARTICIPATION PLAN
RELATING TO THE ADMINISTRATION OF THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

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CITY OF STAUNTON, VA
CITIZEN PARTICIPATION PLAN
RELATING TO THE ADMINISTRATION OF THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

A. Introduction

Purpose

Pursuant to the citizen participation requirements of 24 CFR Section 91.105 and 24 CFR Part 5, the City of Staunton, VA (referred to as the "City") sets forth the following amended Citizen Participation Plan (the "Plan") as it relates to the administration of the Community Planning and Development (CPD) programs funded by the U.S. Department of Housing and Urban Development (HUD). The Plan presents the City's plan for providing for and encouraging all citizens to participate in the development, revision, amendment, adoption, and implementation of:

1) The Citizen Participation Plan
2) The Consolidated Plan (CP)
3) The Annual Action Plan (AAP)
4) Analysis of Impediments to Fair Housing Choice (AI)
5) The Consolidated Annual Performance and Evaluation Report (CAPER), and
6) The Section 108 Loan Guarantee Program

Lead Agency

The Community Development Department of the City is the lead agency responsible for the administration of the Community Development Block Grant (CDBG) Program.

Effective Date

Subsequent to approval of this Citizen Participation Plan by City Council and HUD, this Plan shall be effective until it is amended or otherwise replaced.

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B. Encouragement of Citizen Participation

General

The City provides for and encourages citizens to participate in the development, revision, amendment, adoption and implementation of the Citizen Participation Plan, the Consolidated Plan, the Annual Action Plan, the Analysis of Impediments to Fair Housing Choice (AI), the CAPER, and the Section 108 Loan Guarantee Program. The City encourages participation by low- and moderate-income persons, particularly those living in areas designated as revitalization areas or in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low- and moderate- income neighborhoods. With respect to the public participation initiatives included in this Plan, the City will take appropriate actions to encourage the participation of all of its citizens, including minorities, non-English speaking persons, and persons with disabilities, as described below.

Non-English Speakers

The City has determined that, based on 2013-2017 American Community Survey data, one percent of residents speak English less than very well. Upon request, materials may be provided in Spanish.

Persons with Disabilities

To encourage the participation of persons with disabilities, the City will include the following language in all public meeting notices published in the *News Leader*:

> *The City of Staunton will make reasonable accommodations and services necessary for sensory-impaired and disabled citizens at the public meeting. Additionally, translation services may be offered upon request and availability. Persons requiring such accommodations/services should contact the City of Staunton's Clerk of Council at least five working days in advance of the meeting at simmonssf@ci.staunton.va.us or (540) 332-3810. TDD (540) 332-3968.*

The City will conduct all public meetings in locations that are handicapped-accessible, when available.

Low- and Moderate-Income Persons

The City will conduct at least one public meeting in a neighborhood that contains at least 51% low- and moderate-income residents, based on current HUD data, during the development of the Consolidated Plan and the Annual Action Plan.

Organizations and Agencies

The City encourages the participation of local and regional institutions, the Continuum of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations in the process of developing, revising, amending, adopting and implementing all documents covered by this Plan. This will be achieved through stakeholder interviews, focus groups and/or public meetings.

Local Public Housing Authority
The City, in consultation with Staunton Redevelopment and Housing Authority, encourages the participation of residents of any public housing developments located within the City in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan. The City will provide information to the Executive Director of Staunton Redevelopment and Housing Authority about the Consolidated Plan activities related to the public housing developments and communities so that Staunton Redevelopment and Housing Authority can make this information available at the annual public hearings required for its Public Housing Authority Agency Plan.

Public Notices
Public review/comment periods and public hearings held in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan shall be advertised in the *News Leader* no less than two weeks before the public hearing is held or the public comment begins.

Public Hearings
All public hearings will be scheduled at times and locations that are convenient for potential and actual program beneficiaries, and with accommodation for persons with disabilities and non-English speakers in accordance with this Plan.

Technical Assistance
The City's Community Development Department staff are available to assist organizations and other eligible individuals that are interested in submitting a proposal to obtain funding through the CDBG program. All potential applicants are strongly encouraged to contact the Community Development Department for technical assistance before initiating a funding request application.

Online Access
The City will post draft copies and final copies of all documents covered by this Plan on its website accessible at https://www.ci.staunton.va.us/departments/community-development.

Other Engagement Techniques
The Plan may be amended as the City continues to gain access to technology that improves the avenues of participation by its residents.

City Contact Person
All communication regarding the Plan, the Consolidated Plan, the Annual Action Plan, the CAPER, comments, complaints, reasonable accommodation for disabled persons, translation services, or other elements shall be directed to: The City of Staunton, Director of Community and Economic Development, City Hall, 3rd Floor; 116 W. Beverley St.; Staunton, VA 24401; 540.332.3862

C. The Citizen Participation Plan

Citizen Participation Plan Development

The City shall follow the following procedure when developing its Citizen Participation Plan.

a. Public Review of the Draft Plan

The draft Citizen Participation Plan will be made available for public review for a 15-day period prior to City Council consideration and adoption, and may be done concurrently with the public review and comment process for the Consolidated Plan. Copies of the draft Citizen Participation Plan will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

b. Comments Received on Draft Amended Plan

Written comments will be accepted by the City's Director of Community and Economic Development, or a designee, during the 15-day public review period.

c. Public Hearing

The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

d. City Council Action

Following the public hearing, the Plan will be presented to City Council for consideration and formal action.

e. Submission to HUD

A copy of the Citizen Participation Plan, including a summary of all written comments and those received during the public hearing as well as the City's responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Amendments to the Approved Citizen Participation Plan

The City shall follow the following procedure to amend its approved Citizen Participation Plan, as needed.

a. Amendment Considerations

The City will amend the Plan, as necessary, to ensure adequate engagement and involvement of the public in making decisions related to its federal funding programs. Substantial amendments to the Citizen Participation Plan may be required should a provision of the Plan

be found by the City to conflict with HUD regulations, or when changes in HUD regulations occur, or based on current HUD guidance. Edits to the Plan that only include updated contact information or editorial changes for clarity will not be released for public review and comment.

b. Draft Amended Plan Review
The draft Plan will be made available for public review for a 15-day period prior to City Council consideration and adoption, and may be done concurrently with the public review and comment process for the Consolidated Plan. Copies of the draft Amended Plan will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

c. Comments Received on Draft Amended Plan
Written comments will be accepted by the Director of the City's Community and Economic Development Department, or a designee, during the 15-day public review period.

d. Public Hearing
The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

e. City Council Action
Following the public hearing, the Plan will be presented to City Council for consideration and formal action.

f. Submission to HUD
A copy of the Amended Citizen Participation Plan, including a summary of all written comments and those received during the public hearing as well as the City's responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Plan Access

The approved Citizen Participation Plan, and any amendments, will be kept on file in the Community Development Department, City Hall, 3rd Floor; 116 W. Beverley St.; Staunton, VA 24401

The Plan can be accessed online at: https://www.ci.staunton.va.us/departments/community-development

Hard copies can be made available to those requesting the Plan by contacting the City's Director of Community and Economic Development, or a designee.

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D. The Consolidated Plan (CP)

Plan Development

The City will follow the process and procedures described below in the development of its Consolidated Plan (CP).

a. Stakeholder Consultation and Citizen Outreach

In the development of the CP, the City will consult with other public and private agencies including, but not limited to, the following:

- Staunton Redevelopment and Housing Authority
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, people with low-and moderate household income, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Continuum(s) of Care that serve(s) the jurisdiction
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
- Business and civic leaders
- Broadband internet service providers and organizations engaged in narrowing the digital divide
- Agencies whose primary responsibilities include the management of flood prone areas, public land or water resources
- Emergency management agencies.

When preparing the portion of the CP concerning lead-based paint hazards, the City shall consult with local or state health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead-poisoned.

When preparing the description of priority non-housing community development needs, the City will notify adjacent units of local government, to the extent practicable. This shall involve, at a minimum, the City sending a letter to the chief elected official of each adjacent unit of government notifying them of the draft CP and how to access a copy online for review and comment.

A variety of mechanisms may be utilized to solicit input from these persons/service providers/agencies/entities. These include written letters, telephone or in-person interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

b. Public Hearings

The City will conduct at least two public hearings in the development of the CP. The first public hearing will be conducted before the draft CP is published for public comment, during which the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs and proposed eligible activities.

c. Potential Displacement of Persons

Although the City does not anticipate any residential displacement to occur in the foreseeable future, it is required to describe its plans to minimize the displacement of persons and to assist any persons displaced. When displacement is unavoidable on a temporary or permanent basis, the City will comply with the federal Uniform Relocation Act. Should displacement of residents be necessary as a result of the use of funds covered by this Plan, the City shall compensate residents who are actually displaced in accordance with *HUD Handbook No. 1378, Tenant Assistance, Relocation and Real Property Acquisition*.

This resource is accessible online at:
https://www.hud.gov/program_offices/administration/hudclips/handbooks/cpd/13780

d. Public Display and Comment Period

The draft CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary and purpose of the CP; the anticipated amounts of funding (including program income, if any); proposed activities likely to result in displacement, if any; plans for minimizing the displacement of persons as a result of CDBG activities, if any; plans to assist persons actually displaced by the project, if any; the dates of the public display and comment period; the locations where copies of the draft CP can be examined; how comments will be accepted; when the document will be considered for action by City Council; and, the anticipated submission date to HUD. Copies of the draft CP will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website:

https://www.ci.staunton.va.us/departments/community-development

e. Comments Received on the Draft Consolidated Plan

Written comments will be accepted by the Director of the City's Department of Community Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CP for submission to HUD.

b. City Council Action

Following the public hearing, the CP will be presented to City Council for consideration and formal action.

c. Submission to HUD

The CP will be submitted to HUD no less than 45 days before the start of the City's five-year program cycle.

Revisions to the Consolidated Plan

The City shall follow the following procedure to revise its CP, as needed.

a. Revision Considerations

There are two types of amendments that may occur with the CP: minor amendments and substantial amendments. An amendment to the approved CP is considered substantial under the following circumstances:

- When an eligible activity is added
- When there is a change in the priorities identified in the CP

All other changes that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the City Manager and will not be subject to public comments. These changes will be fully documented and signed by the City Manager.

The City may choose to submit a copy of each amendment to the CP to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the City Manager.

b. Public Display and Comment Period

The draft Revised CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised CP can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft Revised CP will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

c. Public Hearing

The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

d. Comments Received on the Draft Revised Consolidated Plan

Written comments will be accepted by the City's Director of Community and Economic Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public hearings, in preparing the final Revised CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised CP for submission to HUD.

e. City Council Action

Following the public hearing, the Revised CP will be presented to City Council for consideration and formal action.

f. Submission to HUD

The Revised CP/Amendment will be submitted to HUD following the end of the public display and comment period and adoption by City Council.

In the Event of a Disaster

In the event of a local, state or federally declared disaster where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

a. A 3-day public display and comment period to amend the CP.
b. A minimum of one public hearing shall be held to receive comments on the Revised CP.
c. Following the public hearing, the Revised CP will be presented to City Council for consideration and formal action.
d. The Revised CP will be submitted to HUD upon City Council approval.

Plan Access

The Revised CP will be kept on file at the Department of Community Development, City Hall, 3rd Floor; 116 W. Beverley St.; Staunton, VA 24401

The Plan can be accessed online at: https://www.ci.staunton.va.us/departments/community-development

Hard copies can be made available to those requesting the Plan by contacting the City's Director of Community and Economic Development, or a designee.

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E. The Annual Action Plan (AAP)

The Annual Action Plan (AAP) is a component of the Consolidated Plan, and it describes the City's proposed use of available federal and other resources to address the priority needs and specific objectives in the CP for each program year; the City's method for distributing funds to local non-profit organizations; and, the geographic areas of the City to which it will direct assistance.

Plan Development

The City will follow the process and procedures described below in the development of its AAP.

a. Public Hearings

The City will conduct at least two public hearings during the development of the AAP. The first public hearing will be conducted before the AAP draft is published for public comment. During the first public hearing, the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing, consistent with the Analysis of Impediments to Fair Housing.

Both public hearings conducted for the Year 1 AAP may be conducted concurrently with the required public hearings for the five-year Consolidated Plan.

b. Public Display and Comment Period

The draft AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the AAP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft AAP will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

c. Comments Received on the Draft Annual Action Plan

Written comments will be accepted by the City's Director of Community and Economic Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing or orally at the public hearings in preparing the final AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AAP for submission to HUD.

d. City Council Action

Following the public hearing, the AAP will be presented to City Council for consideration and formal action.

e. Submission to HUD

The AAP will be submitted to HUD no less than 45 days before the start of the City's annual program year.

Revisions to the Annual Action Plan

The City shall follow the following procedure to revise its AAP, as needed.

a. Revision Considerations

There are two types of amendments that may occur with the AAP: minor amendments and substantial amendments. An amendment to the approved AAP is considered substantial under the following circumstances:

- When an eligible activity is added or deleted
- When a change occurs in the purpose, location, or beneficiaries of an activity previously approved
- When a 50 percent change in federal funding occurs where the project is $25,000 or less
- When a 25 percent change in federal funding occurs where the project is more than $25,000.

All other changes to funding allocations or approved eligible activities that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the City's Community Development Department and will not be subject to public comments. These changes will be fully documented and signed by the Director of Community and Economic Development.

The City may choose to submit a copy of each substantial amendment to the AAP to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the Director of Community and Economic Development.

b. Public Display and Comment Period

The draft Revised AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft Revised AAP will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

c. Public Hearing

The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

d. Comments Received on the Draft Revised Annual Action Plan

Written comments will be accepted by the City Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public hearings, in preparing the final Revised AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AAP for submission to HUD.

e. City Council Action

Following the public hearing, the Revised AAP will be presented to City Council for consideration and formal action.

f. Submission to HUD

The Revised AAP will be submitted to HUD following the end of the public display and comment period.

In the Event of a Disaster

In the event of a local, state or federally declared disaster where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

a. A 3-day public display and comment period to amend the AAP.
b. A minimum of one public hearing shall be held to receive comments on the Revised AAP.

c. Following the public hearing, the Revised AAP will be presented to City Council for consideration and formal action.
d. The Revised AAP will be submitted to HUD upon City Council approval.

Plan Access

The Revised AAP will be kept on file at the Department of Community Development, City Hall, 3rd Floor; 116 W. Beverley St.; Staunton, VA 24401

The Plan can be accessed online at: https://www.ci.staunton.va.us/departments/community-development

Hard copies can be made available to those requesting the Plan by contacting the City's Director of Community and Economic Development, or a designee.

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F. Consolidated Annual Performance and Evaluation Report (CAPER)

Report Development

The City shall follow the following procedure in the drafting and adoption of its Consolidated Annual Performance and Evaluation Report (CAPER).

a. Report Considerations

The Housing and Community Development Department will evaluate and report the accomplishments and expenditures of the previous program year for CDBG funds and draft the CAPER in accordance with HUD requirements.

b. Public Display and Comment Period

The draft CAPER will be placed on display for a period of no less than 15 days to encourage public review and comment. Public notice of the display and comment period will be published in the *News Leader* no less than two weeks before the comment period begins with accommodation for persons with disabilities and non-English Spanish speakers in accordance with this Plan. The public notice shall include a brief summary and purpose of the CAPER, a summary of program expenditures, a summary of program performance, the dates of the public display and comment period, the locations where copies of the draft CAPER can be examined, how comments will be accepted, and the anticipated submission date to HUD. Copies of the draft CAPER will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

c. Comments Received on the Draft CAPER

Written comments will be accepted by the City's Director of Community and Economic Development, or a designee, during the 15-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CAPER for submission to HUD.

d. Submission to HUD

The CAPER will be submitted to HUD within 90 days following the last day of the City's annual program year.

e. Plan Access

The CAPER will be kept on file at the Department of Community Development, City Hall, 3rd Floor; 116 W. Beverley St.; Staunton, VA 24401

The Plan can be accessed online at: https://www.ci.staunton.va.us/departments/community-development

Hard copies can be made available to those requesting the Plan by contacting the City's Director of Community and Economic Development, or a designee.

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G. Section 108 Loan Guarantee Program

Development of Section 108 Loan Guarantee Application

Applications for assistance filed by the City for Section 108 Loan Guarantee assistance authorized under HUD regulation 24 CFR Part 570, Subpart M, are subject to all provisions set forth within this Plan. Such applications for Section 108 assistance may be included as part of the Consolidated Planning process or may be undertaken separately anytime during the City's program year.

Before the City submits an application for Section 108 loan guarantee assistance, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to be made available (including program income), the range of activities that may be undertaken, the estimated amount that will benefit persons of low- and moderate-income, and any activities likely to result in displacement.

Public Display and Comment Period

The City will publish its proposed Section 108 loan application for review and comment. The public notice shall include a summary describing the contents and purpose of the application and listing the locations where the entire application may be examined. An application for Section 108 Loan Guarantee funding shall be made available for public review for a 30-day period prior to consideration and submission to HUD and may be done concurrently with the public review and comment process for the Consolidated Plan.

Copies of the proposed Section 108 loan application will be made available for review at the following locations:

- Community Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Economic Development Department; 116 W. Beverley St.; Staunton, VA 24401
- Staunton Public Library; 1 Churchville Avenue; Staunton, VA 24401
- Staunton Redevelopment and Housing Authority; 900 Elizabeth Miller Gardens; Staunton, VA 24401
- City of Staunton website: https://www.ci.staunton.va.us/departments/community-development

Comments Received on the Proposed Section 108 Application

Written comments will be accepted by the City's Director of Community and Economic Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final application. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final application for submission to HUD.

Submission to HUD

The Section 108 Loan Application will be submitted to HUD.

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H. Complaints

Residents may register complaints regarding any aspect of the CDBG program by contacting the City's Director of Community and Economic Development, or a designee. All written complaints received will be addressed in writing within 15 days.

Residents wishing to object to HUD approval of the final Consolidated Plan, Annual Action Plan or any other documents identified in this Plan may send written objections to the HUD Field Office at:

U.S. Dept of Housing & Urban Development
Richmond Field Office
600 East Broad Street, 3rd Floor
Richmond, VA 23219-4920

Any written objections should be made within 30 days after the City has submitted any of the documents covered by this Plan to HUD. Any objections made will only be submitted to HUD for the following reasons:

- The applicant's description of needs and objectives is plainly inconsistent with available facts and data
- The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant
- The application does not comply with the requirements of the CDBG program or other applicable laws
- The application's proposed activities which are otherwise ineligible under the program regulations.

Objections shall include both an identification of requirements not met and available facts and data.

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CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Member:** **Steve Owen**
Item #	**5 & G**	
Ordinance #		
Department:	**City Manager**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Staunton City Council Vision and 3-Year Priorities**	

Background: On November 1 and 2, 2018, and April 22, 2019, City Council conducted a retreat, facilitated by A. Tyler St. Clair. During the retreat, Council updated its vision statement and adopted new three-year priorities. Final drafts of the two documents are attached to this briefing. Subject to further refinement during the work session on June 13, 2019, these items are included on the agenda for Council's regular meeting on the same date, for consideration.

City Manager's Recommendation: Consider the City Council Vision for 2030 and related 3-Year Priorities.

Suggested Motion: I move that City Council adopt the City Council Vision for 2030 and related 3-Year Priorities.

City Manager: Stephen F. Owen

STAUNTON CITY COUNCIL VISION FOR 2030
Revised on April 22, 2019

Staunton is blessed by a palpable sense of creative energy that animates our civic life and enriches our culture. This creative energy is manifested in a vibrant arts scene, a future-oriented business environment, and a governance philosophy that honors the city's rich historical legacy while investing in an exciting future of innovation, growth, and resilience.

A Crossroads

Cradled between the misty Blue Ridge and the endless majesty of the Alleghenies, each morning for three centuries Staunton has greeted the dawn in one of the most beautiful places on earth.

As the Queen City of the Shenandoah Valley, Staunton has served as a crossroads where nature and urban life meet in the minds and hearts of our people, young and old, of different races and many creeds, who draw on the strength of their past to weather the challenges of the present in a quest to seize the opportunities of the future.

At a crossroads of trade and commerce, Staunton has long helped refine the bounty of the land into the wealth that built America. Today, Staunton offers a high quality of life with a high-speed connection to the global information economy that helps our entrepreneurs turn dreams into businesses.

At a crossroads of education and culture, Staunton has long hosted schools, colleges and all manner of institutions of learning and human benefit along with theatres, music festivals and art galleries. Today, Staunton actively supports the continued enrichment of all its citizens.

At a crossroads of America's pioneer past and its globalized future, Staunton remains committed to innovation.

We achieve this by concerted effort on:

Economic Development

Staunton’s existing businesses are supported and contribute back to the community. Neighborhoods feature a balance of residences, markets, and other small shops that are walkable, convenient, and have unique character. Our downtown and revitalized entrance corridors are thriving and attractive commercial destinations. Aggressive recruiting, small business development, the use of new technology, and strategic investments assure Staunton a diverse employment base ranging from retail and hospitality to high technology, green technology, crafts industries, and government agencies. Young adults see Staunton as a progressive place to apply their skills, build their careers, and raise their families. Retirees provide the community with valued perspective and energy which include wisdom, life experience, and a desire to give back which contribute to our economic success. The City’s regional approach to tourism and new business recruitment is a model for success, efficiency, and cooperation.

Education

Staunton provides the best education in Virginia and is the leader within our region by recruiting, retaining and supporting the best teachers, providing superb facilities, and working with institutes of higher learning that train and educate our future leaders, workforce, and entrepreneurs. Our institutions afford the opportunity for all citizens to reach their highest potential through education and career training.

Culture

Staunton remains a vibrant, exciting, and welcoming community. Visual arts, performing arts, music, galleries, and museums are just a few of our attractions. There are parks and recreational opportunities that cater to every interest for the outdoor enthusiast. Restaurants offer an array of tempting food choices and atmosphere where regular entertainment is on tap. Festivals are held throughout the year that also serve to highlight the many cultural offerings of a diverse population. For the history enthusiast, the city's unique architecture as well as its fabled citizenry provide a rare glimpse into the past. Resources abound whether it's a visit to the Blackfriars Playhouse, Woodrow Wilson Presidential Library, Museum of American Frontier Culture, or Mary Baldwin University. Rotating exhibits are held at the R.R. Smith Center for History and Art where local artists are featured and their works are highly collectible. Young international musicians are featured at the Heifetz Institute, and the Staunton Music Festival attracts lovers of classical music.

Inclusiveness

Staunton is proudly diverse and leverages its diversity and inclusivity as a great and sustaining strength. It is the premier place for all kinds of people to live and flourish. No one is left out and everyone has a voice in how the City is run. We strive continually to improve Staunton's quality of life by involving *all* citizens.

Resilience

Staunton enjoys an abundance of needed resources, both natural and engineered. Our water supply is pure and plentiful. Our air is clean. Citizens have adopted lifestyles that incorporate sustainability. We have developed independence through green energy creation. Staunton is a model for reduction, reuse and recycling of wastes, and productive redevelopment of important structures. Both citizens and City staff are educated and prepared for sudden catastrophic events, and Staunton has maintained adequate fund reserves to manage sudden change.

Responsive, Efficient Government

Local government in Staunton is distinguished by a successful partnership among citizens, City Council, and City staff. Stauntonians are invested and engaged in and contribute to the civic life of the city. As the birthplace of the Council-Manager form of government, the City continues a long tradition of professional administration, characterized by responsiveness to citizens of the city, prudent fiscal management, and the efficient and effective delivery of core services. The City leads in e-government and other innovation and is often called upon to share its success with other localities in the Commonwealth of Virginia and beyond.

Built Environment

Staunton's comprehensive plan, which includes a variety of ideas and solutions, guides us in our efforts to protect, preserve, and enhance the quality of life for all citizens. Staunton's land use policies encourage neighborhood development and redevelopment, making the city a model of growth balanced with preservation. The city enjoys livable, mixed-use communities and has housing affordable to a full range of households. Good roads for motor vehicles, bicycles, and pedestrians alike, as well as a comprehensive transit system, serve these communities. We benefit from planning that ensures that our public buildings and improvements leave a legacy for future generations, celebrate the dignity of the city, and meet future needs.



STAUNTON CITY COUNCIL 3-YEAR PRIORITIES TO ACCOMPLISH 2030 VISION
2019 - 2021
Finalized on April 22, 2019

	Economic Development
1	With a preference for employers with high-paying jobs, aggressively recruit and secure favorable development for the Staunton Crossing site to include advanced manufacturing, logistics, data centers, office park, retail, restaurants, and open space
2	Prepare the Staunton Crossing site for development and work with developers in a way that secures the best competitive position for the city which will include: • Completing Crossing Way access road • Demolishing outmoded structures • Achieving Tier 4 certification from the Virginia Economic Development Partnership
3	Working in partnership with the Staunton Downtown Development Association, Staunton Creative Community Fund, and Staunton Innovation Hub, maintain strategies to support local businesses, including start ups and expansions
4	Continue to support tourism activities and enhance Staunton's reputation as a tourist destination
5	Review and revise ordinances that are related to economic development to ensure that the city is business friendly and aligned with Council's vision including: • Review of the Zoning Ordinance • Review of the Corridor Overlay Ordinance - Enforcing and defending the ordinance as necessary - Bringing additional properties on each route into compliance, noting that the opportunity to model City's commitment only arises as properties improve or turn over - Bringing existing properties into voluntary compliance
6	Build and implement a strategy to attract private and non-profit investment, specifically in Staunton's Opportunity Zones, to include: • Identifying properties (land/buildings) available for development • Identifying potential projects • Developing a list of potential Opportunity Fund investors • Educating members of the community on the potential of Opportunity Funds

	Education
1	Provide resources to support the School Board's efforts to attract and retain high quality employees
2	Continue and strengthen the commitment to supportive relationships with the School Board and school division administrators to achieve the excellence and growth of our school system

Note: City Manager will ensure that the HR Director is aware of federal/state mortgage assistance programs already available to public service employees

Culture	
1	Continue to support festivals with the provision of in-kind services and logistical assistance by City departments such as public works, police, fire and rescue, tourism, and parks and recreation
2	Implement improvements consistent with the adopted Bicycle and Pedestrian Plan as funding becomes available
3	Review and adopt the Greenways Plan
4	Continue to support the efforts of organizations that are enhancing arts and culture in Staunton

Inclusiveness	
1	Conduct a citizen survey and use results to develop and implement a proactive strategy to achieve more citizen engagement
2	Review and modify as necessary all City policies to ensure that they are aligned to achieve inclusiveness, including attention to the diversity of staff and management and salary equity
3	Enhance and support efforts to promote the complete and diverse history of the city so that we enhance civic pride, instill ownership among all citizens, and create momentum for the vision

Resilience	
1	Continue to nurture the growing local food economy through strategies such as the Farmers' Market, community kitchen, food hub, etc.
2	Explore ways in which we can cut the City's dependence on fossil fuels and provide information to Council on cost benefit/resources needed for strategies such as: • Installation of solar panels on a public building (i.e. demonstration of commitment) • Electric cars and natural gas vehicles, including public transit vehicles
3	Continue Council's engagement efforts to protect our water supply from the potential impact of the Atlantic Coast Pipeline or other threats

Responsive, Efficient Government	
1	Implement interactive online opportunities to engage citizens
2	Move more transactions to the online environment and simplify and improve the efficiency of City processes (i.e. development review process, business licenses, bill payment) • Consider tutorials • Enhance education
3	Engage the communications manager to enhance communication regarding City services and initiatives such as citizen engagement, budget, inclusiveness, etc.

4	Develop strategies to enhance Council's awareness of progress and engagement to include: • A strategy to enable Council to review/discuss progress on Council Priorities (i.e. possible mini-retreat) • A strategy for liaisons to report on the work that they are doing with commissions/boards
5	Continue to offer the Citizen University to build community capacity and support

Built Environment	
1	Study changes to the City's land use policies and ordinances to enable more mixed use development and gradually implement those changes • Encourage developers to build developments that enable more self-sufficiency • Ensure that we do not overly restrict builders so that it is too expensive to build
2	Continue to develop a long term financing strategy to ensure that we can meet major needs for public buildings that are not currently in the CIP
3	Complete and extend the streetscape plan as funds allow
4	Support regional initiatives to provide more public transit opportunities
5	Implement policies that encourage the improvement, development, or replacement of blighted properties, with consideration of: • Options that may become available through Opportunity Funds • More robust zoning enforcement • More aggressive schedule of delinquent tax sales • Appropriate notification/education regarding compliance with historic preservation ordinances
6	Work with Augusta County to ensure adequate court facilities in downtown Staunton and to create a framework for meeting future needs
7	Support efforts to enhance broadband access throughout the city using the latest available technologies

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Member:** **Phil Trayer**
Item #	**6 & I**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Discussion and Introduction of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One** **Attachment: PDF Budget Amendment**	

Background: The first budget amendment for fiscal year 2020 has been prepared for your review and discussion. The total budget amendment equals $224,500. The introduction is scheduled for this meeting. Consideration of the ordinance is scheduled for July 11, 2019. No public hearing is required or advertised because the amendment is less than one percent of the total adopted FY2020 budget.

City Budget Amendment—$224,500

The General Fund amendment, totaling $224,500, appropriates $224,500 for additional state and recovered funds for additional positions within the Commonwealth Attorney's Office (two positions) and the Circuit Court Clerk's Office (one position). In addition, certification increases funded by the Compensation Board have been awarded to staff within the Clerk's Office, the Commissioner of the Revenue's Office and the Treasurer's Office.

City Manager's Recommendation: Recommend the ordinance be introduced as presented.

Suggested Motion: I move to introduce an ordinance amending the fiscal year 2020 budget by adding Budget Amendment Number One, totaling $224,500.

City Manager: Stephen F. Owen

Ordinance No. 2020-

AN ORDINANCE TO AMEND

THE FY 2020 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER ONE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2020 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue		
General Revenue	$	162,447
General Property Taxes		-
Recovered Costs	$	62,053
Other Local Taxes		-
Capital Grants and Contributions		-
Total Revenue	$	224,500
Appropriations		
General Government Administration	$	212,437
Judicial Administration		12,063
Public Works		-
Community Development		-
Transfer to the Capital Improvements Fund		-
Total Appropriations	$	224,500
GRAND TOTAL BUDGET AMENDMENT NUMBER ONE	**$**	**224,500**

BE IT FURTHER ORDAINED that the FY2020 Budget is amended to add one new position in the Circuit Court Clerk's Office (for a total of six authorized positions) and two new positions in the Commonwealth's Attorney's Office (for a total of nine authorized positions) to the summary entitled "FY2020 Authorized Full-Time Employee Positions," beginning on page 109 of the adopted budget.

INTRODUCED: June 13, 2019

Approved this _____day of _____2019

Effective Date: _____

CERTIFIED: _____

ATTEST:_____

Suzanne F. Simmons

Clerk of Council

Carolyn W. Dull

Mayor of Council

FY 2020 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
JUDICIAL ADMINISTRATION			
Clerk of Circuit Court			
To appropriate additional Commensation Board Reimbursement	11023-45317	$ 27,941	
To appropriate additional Court Recorder Fees	11022-41411	$ 5,000	
To appropriate additional Court Fines	11022-41410	$ 23,186	
Constitutional Salaries - 1 Additional Position / 1 Certification Adj	11022160-51007		$ 32,800
Group Life	11022160-52001		$ 430
Social Security	11022160-52010		$ 2,509
Retirement	11022160-52020		$ 4,458
Health Insurance	11022160-52005		$ 15,732
VLDP	11022160-52035		$ 174
Unemployment Insurance	11022160-52030		$ 25
Commonwealth Attorney			
To appropriate additional Commensation Board Reimbursement	11023-45310	$ 124,802	
To appropriate additional Court Fines	11022-41410	$ 31,508	
Constitutional Salaries - Two Additional Positions	11022210-51007		$ 101,394
Group Life	11022210-52001		$ 1,328
Social Security	11022210-52010		$ 7,757
Retirement	11022210-52020		$ 13,779
Health Insurance	11022210-52005		$ 31,464
VLDP	11022210-52035		$ 537
Unemployment Insurance	11022210-52030		$ 50
GENERAL GOVERNMENT ADMINISTRATION			
Treasurer			
To appropriate additional Commensation Board Reimbursement	11033-45313	$ 8,447	
To appropriate additional Court Fines	11022-41410	$ 959	
Constitutional Salaries - Certification Adjustment	11011340-51007		$ 7,675
Group Life	11011340-52001		$ 101
Social Security	11011340-52010		$ 587
Retirement	11011340-52020		$ 1,043
Commissioner of Revenue			
To appropriate additional Commensation Board Reimbursement	11033-45313	$ 1,257	
To appropriate additional Court Fines	11022-41410	$ 1,401	
Constitutional Salaries - Certification Adjustment	11011330-51007		$ 2,163
Group Life	11011330-52001		$ 28
Social Security	11011330-52010		$ 165
Retirement	11011330-52020		$ 301
TOTAL GENERAL FUND		**$ 224,500**	**$ 224,500**

BUDGET AMENDMENT NO. 1 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY		
General Revenues		
Commonwealth of Virginia	$	162,447
Donations - Public Safety		-
Total General Revenues	$	162,447
Recovered Costs		
Courts	$	62,053
Public Safety		
Total Recovered Costs	$	62,053
Total General Fund Revenues	**$**	**224,500**

GENERAL FUND EXPENDITURE SUMMARY		
Judicial Administration	$	212,437
General Government Administration		12,063
Total General Fund Expenditures	**$**	**224,500**

FY 2020 BUDGET AMENDMENT NUMBER ONE SUMMARY

CITY GOVERNMENT FUNDS		
GENERAL FUND	$	224,500
GRANTS FUND		-
WATER FUND		-
WATER CIP FUND		-
SEWER FUND		-
SEWER CIP FUND		-
PARKING FUND		-
CAPITAL IMPROVEMENTS FUND		-
TOTAL CITY FUNDS	**$**	**224,500**
FY 2020 BUDGET AMENDMENT NO. 1	**$**	**224,500**

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**City Council** _____ **Doug Guynn** **City Attorney**
Item #	7	
Ordinance #	**N/A**	
Department:	**City Council / City Attorney**	
Council Vision:		
Subject:	**Closed Meeting for Consultation and Discussion with Legal Counsel for Necessary Legal Advice Regarding (a) the Role of the City Attorney as to One or More City Agencies or Authorities, (b) Specific Land Use Matter; (c) Procedural and Substantive Contractual-Related Aspects for the Position of City Manager; and (d) Discussion and Consideration Regarding the Appointment and Employment for the Position of City Manager**	

Suggested Motion: I move that Council enter a closed meeting for the following purposes:

1. Consultation and discussion with legal counsel for necessary legal advice regarding the role of the city attorney as to one or more city agencies or authorities, pursuant to Virginia Code Section 2.2-3711(A)(8);
2. Consultation and discussion with legal counsel for necessary legal advice regarding a specific land use matter, pursuant to Virginia Code Section 2.2-3711(A)(8);
3. Consultation and discussion with legal counsel for necessary legal advice regarding procedural and substantive contractual-related aspects for the position of city manager, pursuant to Virginia Code Section 2.2-3711(A)(8); and
4. Discussion and consideration regarding the appointment and employment for the position of city manager, pursuant to Virginia Code Section 2.2-3711(A)(1).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

After the closed meeting: I move that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

Second. Discussion. Vote –Clerk of Council to poll members of Council.

City Council
WORK SESSION
May 9, 2019
5:00 p.m.

Council Members Present: Mayor Dull, Vice Mayor Kier, Council Members Curren, Harrington, Holmes, Oakes, and Mead.

Mayor Dull called the meeting of City Council to order.

1. Consideration of Work Session and Regular Meeting Agendas

Mayor Dull noted that City Council members had just returned from Betsy Bell Mountain for their annual visit. The invocation/moment of silence was given by Dr. Harrington while there.

2. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, the agendas were presented for Council consideration.

Dr. Harrington moved to approve the Work Session agenda and the Regular Meeting agenda as presented.

The motion was seconded by Mr. Holmes and carried unanimously as follows:

Dr. Harrington	aye	Ms. Mead	aye
Ms. Oakes	aye	Dr. Curren	aye
Mayor Dull	aye	Mr. Holmes	aye
Vice Mayor Kier	aye		

3. Valley Community Services Board (VCSB) Performance Contract Update

David Deering, Executive Director of Valley Community Services Board (VCSB), gave a presentation to City Council concerning VCSB's performance contract with the Commonwealth of Virginia Department of Behavioral Health and Developmental Services. The current performance contract, approved last year by City Council and the governing bodies of Augusta County, Highland County and the City of Waynesboro, provides for a term of two years.

Mr. Deering provided a review of the behavioral health services (mental health, substance abuse disorder services, and developmental services) provided by VCSB. He reviewed details of the performance contract and challenges faced by VCSB. A total of 6,129 clients received services in 2018, with a total of 5,255 clients in the catchment area.

Dr. Curren asked about drug overdose deaths and whether they were always intentional or accidental. Mr. Deering stated it could be both.

Steve Owen, City Manager, noted City Council had fully funded VCSB's budget request this year. Mr. Deering stated it was greatly appreciated.

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Vice Mayor Kier asked if all identified substance abuse clients were treated. Mr. Deering stated not all were treated being by the client's choice or lack of available service. He noted substance abuse by children is a growing problem.

Mayor Dull and Council members thanked Mr. Deering for the presentation.

4. Presentation of Quarterly Financial Report

Cindy Fitzgerald, Interim Director of Finance, presented a financial report for the third quarter of fiscal year 2019. The quarterly financial report included the sales, meals and lodging tax history. She noted these figures look good and have increased compared to last year.

Ms. Fitzgerald stated the City is on target for the third quarter. She noted the bulk of real estate taxes would be coming in June. Ms. Fitzgerald stated most departments are in line with where they should be by the end of March, 2019.

5. Discussion of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Jeanne Colvin, Budget Manager, stated this item is the second budget amendment for fiscal year 2019, for both the City and the School Board. The total budget amendment equals $52,095,492.

City Budget Amendment—$ 51,699,356

The General Fund amendment totals $1,226,420 and includes donated funds, additional state revenues, and insurance proceeds. The amendment appropriates $835,800 from state funds and $250,000 from the operating reserve to fund additional expenditures for the Comprehensive Services Act program required for additional students served in the program for FY2019. Other state funds include $7,150 for Technology Trust Funds for the Clerk of the Circuit Court, and $26,200 for the police department for additional forfeited asset funds received this year. Donated funds include $45,000 for the Library project and $52,290 for entrance improvements to Gypsy Hill Park. An appropriation for insurance proceeds of $9,980 includes repairs to a signal pole.

The City Capital Improvements Fund appropriates $1,789,936 for additional funds from federal and state grants for various projects, including the demolition project at Staunton Crossing Development, Central Avenue Improvements Project, and additional paving funds. The amendment allocates $2,700,000 from the CIP Undesignated Reserve Account for the projects approved in the FY2019-FY2023 Capital Improvement Plan, adopted February 14, 2019. The amendment also transfers $400,000 from the high school reserve to the City Bond Fund for the high school renovation project, and transfers $75,000 from the Betsy Bell Picnic Shelter project to the Gypsy Hill Park improvements for the tot playground and the sidewalk improvements at the pool to replace the equipment and allow for handicap access.

The Bond Fund appropriates $48,615,000 for the high school renovation project. Appropriations include $46 million in bond proceeds issued through Virginia Public School Authority, $1,915,000 transferred from the School CIP Fund, $400,000 transferred from the City CIP Fund, and $300,000 from interest income on the bond proceeds. The total project budget for the high school project is $48,715,000. The School Cafeteria appropriates $100,000 in the school budget amendment to purchase kitchen equipment. A supplemental budget amendment will be required at the

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completion of this project to account for all interest income on the bond proceeds and any expenditures as a result of the interest income. A reconcilement of the total project funds appropriated and expenditures should be completed and stored as part of the permanent debt files related to this bond issue.

The Community Development Fund appropriates $50,000 for federal grant funds from the U.S. Department of Housing and Urban Development to prepare a citizen participation plan for a new entitlement community program.

The Grants Fund appropriates $18,000 for a grant awarded to the Police Department for law enforcement training for officers to assist citizens with recommendations for mediation.

School Budget Amendment—$396,136

The Education Fund amendment totaling $81,136, appropriates $40,000 for additional state grant funds for instructional programs, and $41,136 for general revenues for recovered costs and other instructional supplies. Recovered costs include reimbursement from the high school project Bond Fund for the costs of construction managers, and insurance proceeds received for property damage. Additional funds for instructional programs were received for the Thacker Fund at Bessie Weller School, and the Seeds of Learning grant from Mary Baldwin University.

The School Capital Improvements Fund 966 amendment totaling $200,000 includes additional funds of $200,000 transferred from the City CIP Fund for the FY2019-FY2023 Capital Improvement Plan. The amendment also transfers $1,915,000 from the School CIP Fund to the City Bond Fund for the high school project. The total high school project budget is $48,715,000 with $46,000,000 from bond proceeds issued through Virginia Public School Authority, $300,000 from interest income on the bonds, $400,000 from the City CIP Fund, $1,915,000 transferred from the School CIP Fund and $100,000 from the Cafeteria Fund.

The State Operated Programs Fund amendment appropriates $15,000 from state funds to purchase a driver simulator for the students at the Juvenile Detention Center.

Ms. Colvin stated the introduction and public hearing of this ordinance is scheduled for tonight on the Regular meeting agenda, and adoption of the ordinance is scheduled for May 23, 2019.

This will be Item C on the Regular meeting agenda.

6. Discussion on the City's Federal Regulatory Requirements as a New HUD Entitlement Community

Billy Vaughn, Director of Economic Development, stated on February 26, 2019, the City received official confirmation from the U.S. Department of Housing and Urban Development (HUD) that it has been designated as a new entitlement community starting with the federal fiscal year 2019. Under this program designation, the City will receive annual allocations from HUD if funded by Congress. In a letter dated April 15, the City was notified that Congress appropriated $354,433 for its FY 2019 allocation. Mr. Vaughn noted this amount is for a potential annual allocation. He stated the City would no longer be able to apply for CDBG block grant funds from the state, which is a competitive program.

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Mr. Vaughn stated with this confirmation, there will be a deadline of August 16, 2019, to prepare a Citizen Participation Plan that outlines policies and procedures to maximize citizen involvement in the development of a 5-Year Consolidation Plan, 2019 Annual Action Plan, and Impediments to Affordable Housing Plan. Mr. Vaughn stated it was recommended by HUD that the City engage with an experienced firm to ensure that the City meets federal regulatory requirements. Last month, utilizing appropriate procurement procedures, the City selected and contracted with Mullin & Lonergan Associates (M&L), to assist with the development of the FY2019-2023 Consolidation Plan and FY 2019 Annual Action Plan. M&L provides professional technical consulting services to communities that receive federal entitlement funding from HUD. In addition to the seven Virginia localities that they serve, they have assisted Harrisonburg and Waynesboro with their programs.

Mr. Vaugh introduced William P. Wasielewski, Principal-in-Charge and Project Manager, who provided an overview of the required steps and actions for the City to meet HUD's August 16, 2019 submission deadline.

Mr. Wasielewski stated a Five-Year Consolidated Plan is a requirement for designation as a HUD Entitlement Community. He then addressed areas that will need to be met and the timeline for each. The plan will cover the period of October 1, 2019, through September 30, 2023.

Low-and-moderate income persons must be encouraged to participate in this process, particularly those that reside in areas where HUD assistance may be targeted. The City must also encourage the participation of minorities, non-English speaking persons, and persons with disabilities. Participation by nonprofits, community-based organizations, public housing agencies, businesses, developers, City departments, and faith-based organizations should also be encouraged.

During the preparation and adoption of the Consolidation Plan, the City is required to commence the collection and assessment of specific information, as well as undertake the following tasks and actions:

- Conduct a housing and homeless needs assessment, which includes the jurisdiction's estimated housing needs, number and types of families in need of housing assistance for extremely low income, low-to-moderate income, moderate income, and middle income families, renters or owners, elderly persons, single persons, large families, persons with HIV/AIDS and their families, and persons with disabilities over the next five years;
- Conduct a homeless needs assessment which describes the nature and extent of homelessness: an estimate of the number of persons who are not homeless but require supportive housing; and the number of housing units occupied by low-and-moderate income families that contain lead paint hazards;
- Prepare a housing market analysis;
- Develop a strategic plan which addresses non-housing community development needs and barriers to affordable housing;
- Prepare an anti-poverty strategy;
- Confirm that the Citizen Participation Plan, Five Year Consolidation Plan and 2019 Annual Action Plan are on 30-day public display for comments;
- Prepare the 2019 Annual Action Plan for CDBG;
- Confirm that all CDBG funds are allocated and used on eligible CDBG activity per 24 CFR Part 570;
- Insure that all CDBG projects meets a National Objective per 24 CFR Part 570; and

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- Adopt the Citizen Participation Plan, the Five-Year Consolidation Plan and Annual Action Plan by City Council prior to submission of the plan to HUD on or before August 16, 2019.

Ms. Oakes asked if the timeline would be affected if the City Council meeting for July 25, 2019 was canceled. Mr. Wasielewski stated it should be alright if everything had been approved prior to that.

Ms. Mead asked Mr. Vaughn if he had a short list of potential projects proposed. Mr. Vaughn stated he currently did not, but would be looking into it after hearing from other entities and the public at community meetings. Mr. Wasielewski noted he wouldn't recommend Economic Development projects for the first few years of the program. He explained to Ms. Mead how a Section 108 loan program could potentially be used.

Mayor Dull stated economic development could be explored later after there were no issues with blight, sidewalks, sewer or anything that was needed for the low-and-moderate income citizens.

Mr. Holmes asked if this could be used towards rent relief or assistance. Mr. Wasielewski explained that would typically be through a third-party non-profit organization such as Habitat for Humanity.

Dr. Harrington asked Mr. Vaughn if he had an estimate of what it might cost the City in terms of consulting fees and additional personnel costs over time. Mr. Vaughn stated the City was under contract with Mullin & Lonergan Associates through next year and no more than 20% of the total allocation could be spent towards administration each year. Mr. Wasielewski explained possible options to address staffing needs.

Ms. Mead asked for clarification on whether the Central Shenandoah Planning District Commission (CSPDC) would be involved. Mr. Vaughn replied there was not adequate staff and that the CSPDC had never handled a HUD program. He noted concerns with this being a new program for the City. Mr. Wasielewski noted state programs are different than federal programs.

Mr. Vaughn stated he would keep Council updated as the process progressed.

7. <u>Closed Meeting for Consultation and Discussion with Legal Counsel for Necessary Legal Advice Regarding (a) a Claim Involving a Former Employee of One of the City's Departments or Agencies; and (b) Specific Land Use and Zoning Matters Involving Historic Preservation</u>

Ms. Oakes moved to enter a closed meeting for consultation and discussion with legal counsel for necessary legal advice regarding (a) a claim involving a former employee of one of the City's departments or agencies; and (b) specific land use and zoning matter involving historic preservation, pursuant to Virginia Code Section 2.2-3711(A)(8).

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Ms. Oakes	aye	Dr. Curren	aye
Mayor Dull	aye	Mr. Holmes	aye
Vice Mayor Kier	aye	Dr. Harrington	aye

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	Ms. Mead	aye		

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

The motion was seconded by Ms. Mead and carried unanimously as follows:

Mayor Dull	aye	Mr. Holmes	aye
Vice Mayor Kier	aye	Dr. Harrington	aye
Ms. Mead	aye	Ms. Oakes	aye
Dr. Curren	aye		

The work session adjourned at 7:07 p.m.

_____

Suzanne F. Simmons
Clerk of Council

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REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, May 9, 2019
7:30 p.m.
Council Chambers

PRESENT: **Mayor Carolyn W. Dull**
Ophie A. Kier, Vice Mayor
James L. Harrington
R. Terry Holmes
Erik D. Curren
Andrea Oakes
Brenda O. Mead

ALSO PRESENT: **Stephen F. Owen, City Manager**
Steven Rosenberg, Deputy City Manager
Douglas L. Guynn, City Attorney
Suzanne F. Simmons, Clerk of Council

Mayor Dull called the meeting to order. The Pledge of Allegiance was recited in unison.

MAYOR'S REPORT

Mayor Dull read the following Proclamation and presented it to Sara Hollberg, Chair of the Bicycle and Pedestrian Advisory Committee.

PROCLAMATION

WHEREAS, walking and bicycling have been important parts of the lives of many Americans for more than a century, and today City of Staunton residents of all ages engage in walking and bicycling for transportation, recreation, fitness, and fun; and

WHEREAS, walking and bicycling offer independent mobility for Stauntonians traveling between work, school, and home, and, when used as means of transportation, benefit all residents of Staunton by easing traffic congestion, reducing air pollution, and saving highway construction dollars; and

WHEREAS, walking and bicycling are recognized as activities that can reduce the onset of chronic disease and reduce childhood obesity, and their consideration in transportation and land use planning will help create a healthier and more active community in Staunton; and

WHEREAS, walking and bicycling offer a unique perspective from which residents and visitors may discover Staunton's natural beauty, history, and culture; and

WHEREAS, Bike and Walk to Work Day provides an opportunity to increase public awareness of the many benefits of walking and bicycling, to promote pedestrian and bicyclist

safety, and to encourage walking and bicycling;

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that May 17, 2019, is hereby designated as

Bike and Walk to Work Day

in the City of Staunton, and Council recognizes, with great appreciation, the efforts of the Staunton Bicycle and Pedestrian Advisory Committee to foster a more bicycle and pedestrian friendly community.

Adopted this 9th day of May, 2019.

/s/Carolyn W. Dull
CAROLYN W. DULL, MAYOR

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

Mayor Dull also presented the following Proclamation and presented it to Chief Jim Williams.

PROCLAMATION

WHEREAS, in 1962, President John F. Kennedy signed the Joint Resolution entitled "Joint Resolution to authorize the President to proclaim May 15 of each year as Peace Officers Memorial Day and the calendar week of each year during which such May 15 occurs as Police Week;" and

WHEREAS, annually thereafter, the President of the United States has issued a proclamation designating May 15 as Peace Officers Memorial Day, in honor of those law enforcement officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty; and

WHEREAS, the President has further designated the calendar week during which May 15 occurs as Police Week, in recognition of the service given by the men and women who, night and day, protect us through enforcement of our laws;

WHEREAS, law enforcement officers, including the dedicated members of the Staunton Police Department, serve with distinction in communities across the United States;

WHEREAS, it is important that all citizens know and understand the duties,

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responsibilities and sacrifices of their law enforcement officers and the hazards that they encounter, and that those officers recognize their duty to serve by safeguarding life and property and protecting them against violence and disorder;

WHEREAS, the men and women of the City of Staunton Police Department unceasingly provide a vital public service;

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that May 15, 2019, is hereby designated as

Peace Officers Memorial Day

And the week of May12–18, 2019 is designated as

National Police Week

in the City of Staunton to recognize the honorable service of all law enforcement officers, including those who have lost their lives or have become disabled in the performance of duty, in our community and communities across the nation.

Adopted this 9th day of May, 2019.

/s/Carolyn W. Dull
CAROLYN W. DULL, MAYOR

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

Mayor Dull stated there was an excellent Shenandoah Valley Partnership Economic Development forum held at Blue Ridge Community College. She noted the Shenandoah Valley Regional Airport is doing quite well with the new service provider and urged continued support.

Mayor Dull thanked everyone who participated in the Drug Take Back Day. She also thanked Pastor Vanessa Johnson at the Greater Love Christian Center. She noted Ms. Oakes and she had attended a sexual assault lecture there.

Mayor Dull stated she'd attended a grand opening of the Springhill Village Apartments. She noted there had been a complete renovation of the entire complex.

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ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Ms. Oakes stated she, Dr. Harrington, and Steve Rosenberg, Deputy City Manager, had attended a volunteer luncheon held at the Staunton Public Library. She thanked the citizens for volunteering their time and efforts.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of April 11, 2019.

The motion was seconded by Dr. Harrington and carried as follows:

Dr. Curren	aye	Vice Mayor Kier	aye
Dr. Harrington	aye	Ms. Oakes	aye
Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye		

Ms. Oakes moved to approve the budget work session minutes of April 18, 2019.

The motion was seconded by Ms. Mead and carried as follows:

Dr. Harrington	aye	Ms. Oakes	aye
Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye	Dr. Curren	aye
Vice Mayor Kier	aye		

REGULAR MEETING

A. Public Hearing and Consideration of a Request by JMB Investment Company LCC, for a Special Use Permit under the Provisions of Staunton City Code § 18.65.020(2), Uses, of the B-3, Planned Business District, of Title 18 Zoning, of the Staunton City Code

Mayor Dull made the following statement:

Within the Planned Business District, no building, structure or premises shall be used and no building or structure shall be erected until and unless the same has been approved and certain conditions have been met. The applicant seeks this Special Use Permit for the construction and operation of a retail store to be a Dollar General store at the intersection of Springhill Road and Route 262 in the City of Staunton. Just within the last few days, the applicant has submitted to the City various information including a traffic study. The applicant has asked that City Council table or delay the public hearing and consideration of the matter so that Council has adequate time to review the information. With advice from the City Attorney, Council has some options at this point. 1) proceed as outlined in the existing meeting agenda, 2) delay holding the public hearing totally, or 3) open the public hearing and receive comments, but also keep the public hearing open

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and continue it until another Council meeting so that everyone has had a chance to consider this.

It appears from the agenda briefing that there was public opposition to the Special Use Permit request and it also appears that there could be a substantial presence here in Council chambers of individuals who may want to speak, but like City Council members and City staff, have not had the opportunity to review the late hour received information from the applicant. I suggest to Council members that in recognition that it appears there are numerous individuals here who have an interest in the matter, Council may want to consider adopting a motion to open and conduct the public hearing yet keep the public hearing open to receive further public input at our next meeting, May 23, 2019, so that everyone has had a meaningful opportunity to consider the applicant's just submitted information and to bring forth any other information desired. That approach would, it seems to me, strike a reasonable balance and allow citizens and others, as well as City staff, time as well to review and develop any other information as part of Council's more mature consideration of the matter. If Council is interested in the suggested approach, while we would not discourage anyone at all from speaking tonight and speaking again on May 23, 2019, it may be more constructive for speakers to await dissemination of the new information from the applicant and then speak on May 23, 2019. We also could expect that City staff would post new information on-line at the City's website.

Mayor Dull asked Council their pleasure.

Vice Mayor Kier stated it would be his suggestion that the public hearing be opened, but continued until the May 23, 2019 meeting. He moved to continue the meeting until May 23, 2019.

Mr. Holmes seconded the motion.

Mayor Dull asked, with the new information received, if there was anything that Council members would want to return to the Planning Commission for review since it involved a traffic study.

Vice Mayor Kier asked for clarification that Planning Commission did not have the information initially. Mayor Dull stated that was correct and would be another option for Council to consider.

Doug Guynn, City Attorney, stated Planning Commission had already had a pass at this item and while there may be new information, given the amount of interest in the matter, it may be advisable for Mayor Dull to go ahead and open the public hearing and keep it open until the next meeting, then, at that time and after public input, decide or remand it to Planning Commission.

The motion carried as follows:

Mayor Dull	aye	Dr. Harrington	aye
Vice Mayor Kier	aye	Ms. Oakes	aye
Dr. Curren	aye	Ms. Mead	aye
Mr. Holmes	aye		

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Rodney Rhodes, Senior Planner, stated this request for a Special Use Permit to construct and operate a retail store at the intersection of Springhill Road and Route 262 comes to Council after consideration by the Planning Commission.

Mr. Rhodes stated at the Planning Commission meeting on April 18, 2019, a public hearing was held with substantial opposition expressed. Upon consideration of the matter, the Planning Commission voted 3-1, with one member abstaining, to recommend denial of the Special Use Permit.

Mr. Rhodes stated the applicant has indicated that it intends to construct and operate a Dollar General store at 1930 and 1932 Springhill Road. After review of the application, staff informed Planning Commission that they recommended tabling the matter to allow the applicant time to provide additional information. Mr. Rhodes stated within the last 48 hours, City staff received from the applicant various materials such as a traffic impact study, revised renderings, and various other materials. Mr. Rhodes noted neither the public, City staff nor Council members have had a meaningful opportunity to review the information. He stated he appreciated that Council, while being respectful of citizens present, would be willing to receive an initial comment from the applicant and members of the public. Mr. Rhodes stated City staff had no comment at that time on the just received information from the applicant and would await continuation of the public hearing to present its views after an opportunity to review the new information.

The Public Hearing was opened.

Charlie Kehoe, previous landscaping business owner at 1930 and 1932 Springhill Road, stated he never had traffic problems or any accidents. He stated the current business owner had never voiced any concerns to him.

Aaron Dickenson, JMB representative, apologized for the delay in submitting information. He noted after the Planning Commission meeting, traffic safety on Springhill Road was the number one concern from residents.

Robin Kehoe, owner of 1930 and 1932 Springhill Road, stated Springhill Village Apartments is only a few blocks from the proposed Dollar General. She noted those residents would appreciate the jobs as well as discounted food and clothing. She also referred to Farrier Court in the nearby area and the need for a neighborhood store.

Jennifer Lewis, 113 Iris Drive, Waynesboro, stated Dollar General did not offer nutritional food and voiced concerns over the sale of plastic items that the City is no longer able to recycle.

Linda Shallash, 1908 Springhill Road, agreed with Ms. Lewis and voiced concerns over pedestrian safety due to a lack of sidewalks as well as increased traffic.

Baldwin Jennings, 332 Sharon Lane, stated he supported the approval of Dollar General and that there needed to be development on that side of town.

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Fred Andes, 1910 Springhill Road, stated he was concerned about increased traffic and safety concerns. He noted reports from the Virginia Department of Transportation and Augusta County did not support this and asked that Council deny the Special Use Permit.

Pete Senter, 1810 Springhill Road, voiced concerns with traffic safety, and trash, lighting issues and maintenance upkeep if approved. He felt a different location would be better suited.

Noah Vanhoy, 1824 C Springhill Road, voiced concerns over pedestrian safety. He noted the location is inconvenient and not effective.

Henry Grebe, 115 Baldwin Lane, stated he was opposed to the proposal. He noted there are no other commercial entities on the bypass that would be this close to the road.

Charles Bishop, Jr., 38 Woodlee Road, stated he had previously submitted a letter to Planning Commission and felt this should be denied.

Mr. Andes returned to the dais. He stated the other three corners of the intersection should not be opened to development. He also spoke about tax revenue and safety issues.

Sara Blem, stated her father lived at 1878 Springhill Road. She stated she opposed the permit and asked that it be denied. She stated she had started a petition of local residents as well as an online petition. She questioned why empty commercial buildings in that area could not be reused.

Ms. Shallash noted the current business at that property is a residence and does not appear to be commercial.

William Collins, 1856 Springhill Road, stated there had been six fatalities on Route 262 and voiced concerns over traffic safety.

Mr. Senter stated if an overpass would need to be built, that would create more commercial businesses wanting to develop.

There being no one else wishing to speak, the Public Hearing was left open and continued to the May 23, 2019 Council meeting.

Mr. Guynn stated materials would be placed on the City's website for review.

B. Public Hearing and Consideration of a Request by Victor A. Meyer, Belvidere Group LLC, to Amend Title 18.55.030(4), Maximum Lot Coverage, of Title 18, Zoning, of the Staunton City Code

Mr. Rhodes stated Victor A. Meyer, Belvidere Group LLC, has requested an amendment to Section 18.55.030(4), Maximum Lot Coverage, of the B-1, Local Business District regulations of the Zoning Code. The amendment would increase the maximum building lot coverage allowed within the district from 35% to 50%. Mr. Meyer purchased the former Marino's Lunch, located at 901

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North Augusta Street, and plans to reopen the restaurant. Mr. Rhodes stated this was an example of challenges faced when trying to utilize existing commercial buildings that don't meet current regulations and codes.

Mr. Rhodes stated Mr. Meyer plans to construct two ADA compliant bathrooms and to increase the size of the kitchen for safety reasons. He noted a permit could not be issued for the 240 square foot addition because the current building exceeds the maximum lot coverage under the B-1 district which is 35% and it currently covers approximately 40% of the lot.

Mr. Rhodes stated staff has conducted a review of the proposed amendment, during which it did not identify any issues. Staff contacted several nearby cities in order to compare lot coverage restrictions. The following information was obtained:

> Lexington – The city does not stipulate a maximum lot coverage in the zoning ordinance. Minimum setbacks, off-street parking requirements and landscape buffers achieve open space needs. Minimum setback requirements are:
>
> Front – 30 feet
> Side – 30 feet
> Rear – 30 feet
>
> Lexington has a 10-foot landscape buffer requirement for businesses adjoining residential property. The buffer is part of the setback.
>
> Harrisonburg – The city does not have a maximum lot coverage restriction; however, the zoning code requires greater setbacks for business districts when they abut residential districts which reduces the buildable area of the lot and provides more open space. Minimum required setbacks are:
>
> Front – 30 feet
> Side – 10 feet residential
> Side – 0 feet business
> Rear – 30 feet
>
> Waynesboro – The city has a maximum lot coverage of 75% in its Local Business District. The lot coverage includes structures, parking lots and other impervious areas.

Mr. Rhodes stated the Staunton Zoning Code is more restrictive than the other jurisdictions.

Mr. Rhodes stated at its meeting of April 18, 2019, the Planning Commission held a public hearing on the matter. Several people spoke in favor of the request, and no one spoke in opposition to the amendment. On a 5-0 vote, the Commission voted unanimously to recommend approval of the amendment, concurring with staff's recommendation.

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Mr. Rhodes stated building lot coverage should be reviewed in all zoning districts to see if they are appropriate or needed to be changed to allow some expansions. He noted this has also occurred in residential areas.

The Public Hearing was opened.

Victor Meyer, 705 Knightly Lane, Mt. Sidney, thanked City staff and Planning Commission for their help. He noted Marino's offers fellowship to citizens, and he plans to bring it back much the way it was before being closed. Mr. Meyer stated Marino's was worth saving and reopening and holds an important place in the community.

Victor Meyer, Sr., 705 Knightly Lane, Mt. Sidney, stated this was a great opportunity and noted this could be the "home" of the Shenandoah bluegrass community.

There being no one else wishing to speak, the Public Hearing was closed.

Dr. Harrington moved that Council approve the amendment and adopt the ordinance, as presented, amending Chapter 18.55.030(4), Area Regulations, Maximum Lot Coverage, of Title 18, Zoning, as recommended by the Planning Commission.

The motion was seconded by Mr. Holmes and carried as follows:

Mayor Dull	aye	Dr. Curren	aye
Vice Mayor Kier	aye	Mr. Holmes	aye
Ms. Oakes	aye	Dr. Harrington	aye
Ms. Mead	aye		

Mayor Dull stated City Council expects to be there for the grand reopening.

Ordinance No. 2019-20

AN ORDINANCE AMENDING, RESTATING AND REORDAINING CHAPTER 18.55, B-1 LOCAL BUSINESS DISTRICT, OF TITLE 18 ZONING, OF THE STAUNTON CITY CODE

Recitals

A. Belvidere Group LLC, wishes to build an addition to 901 North Augusta Street, to increase the size of the commercial kitchen and to reopen a restaurant in the existing structure;

B. 901 North Augusta Street is zoned B-1, Local Business, and the maximum area that may be covered by structures in the B-1, Local Business District, is set forth in SCC § 18.55.030(4), Maximum Lot Coverage, and the existing structures on the lot already exceed the maximum area that may be covered;

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C. Belvidere Group LLC, has applied for an amendment to SCC § 18.55.030(4) to increase the maximum lot coverage from 35 percent to 50 percent;

D. City staff has determined that, in some instances, businesses located in B-1, Local Business Districts, are unduly burdened by the 35 percent maximum lot coverage limitation and recommended to Planning Commission that it endorse the proposed amendment;

E. The Staunton Planning Commission, after study and review, recommended approval of the proposed amendment to SCC § 18.55.030(4) to allow for a larger lot coverage in the B-1, Local Business District;

F. This matter has been properly advertised, heard, and considered; and

G. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton**,** Virginia, that Section 18.55.030(4), of Section 18.55.030, Area Regulations, of Chapter 18.55, B-1 Local Business District, of Title 18 Zoning, of the Staunton City Code be, and hereby is amended as follows:

Chapter 18.55
B-1 LOCAL BUSINESS DISTRICT

Sections:

18.55.010 General description.
18.55.020 Uses permitted.
18.55.030 Area regulations.
18.55.040 Height regulations.
18.55.050 Off-street parking.
18.55.060 Uses permitted on review.

….

18.55.030 Area regulations.

The following requirements shall apply to all uses permitted in this district:

(1) Front Yard. All buildings shall setback from the street right-of-way lines not less than 20 feet.

(2) Side Yard. On the side of a lot adjoining a residential district, there shall be a

side yard of not less than 25 feet. There shall be a side yard setback from an intersecting street of not less than 25 feet. In all other cases a side yard for a commercial building shall not be required.

(3) Rear Yard. None, except when abutting a residential or professional district and then there shall be a minimum rear yard, alley, service court, or combination thereof, of not less than 25 feet in depth, and all of the service areas of all buildings shall be completely screened from public view with permanent ornamental screening materials.

(4) Maximum Lot Coverage. No building or buildings shall cover more than ~~35~~50 percent of the lot area.

….

In all other respects, the provisions of chapter 18.55 of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: May 9, 2019
Adopted: May 9, 2019
Effective Date: May 9, 2019

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

C. Introduction and Public Hearing of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Jeanne Colvin, Budget Manager, stated this item is the second budget amendment for fiscal year 2019. The total budget amendment equals $52,095,492. The introduction and public hearing of this ordinance is scheduled for this meeting, and consideration of the ordinance is scheduled for May 23, 2019.

City Budget Amendment—$ 51,699,356

The General Fund amendment totals $1,226,420 and includes donated funds, additional state revenues, and insurance proceeds. The amendment appropriates $835,800 from state funds and $250,000 from the operating reserve to fund additional expenditures for the Comprehensive

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Services Act program required for additional students served in the program for FY2019. Other state funds include $7,150 for Technology Trust Funds for the Clerk of the Circuit Court, and $26,200 for the police department for additional forfeited asset funds received this year. Donated funds include $45,000 for the Library project and $52,290 for entrance improvements to Gypsy Hill Park. An appropriation for insurance proceeds of $9,980 includes repairs to a signal pole.

The City Capital Improvements Fund appropriates $1,789,936 for additional funds from federal and state grants for various projects, including the demolition project at Staunton Crossing Development, Central Avenue Improvements Project, and additional paving funds. The amendment allocates $2,700,000 from the CIP Undesignated Reserve Account for the projects approved in the FY2019-FY2023 Capital Improvement Plan, adopted February 14, 2019. The amendment also transfers $400,000 from the high school reserve to the City Bond Fund for the high school renovation project, and transfers $75,000 from the Betsy Bell Picnic Shelter project to the Gypsy Hill Park improvements for the tot playground and the sidewalk improvements at the pool to replace the equipment and allow for handicap access.

The Bond Fund appropriates $48,615,000 for the high school renovation project. Appropriations include $46 million in bond proceeds issued through Virginia Public School Authority, $1,915,000 transferred from the School CIP Fund, $400,000 transferred from the City CIP Fund, and $300,000 from interest income on the bond proceeds. The total project budget for the high school project is $48,715,000. The School Cafeteria appropriates $100,000 in the school budget amendment to purchase kitchen equipment. A supplemental budget amendment will be required at the completion of this project to account for all interest income on the bond proceeds and any expenditures as a result of the interest income. A reconcilement of the total project funds appropriated and expenditures should be completed and stored as part of the permanent debt files related to this bond issue.

The Community Development Fund appropriates $50,000 for federal grant funds from the U.S. Department of Housing and Urban Development to prepare a citizen participation plan for a new entitlement community program.

The Grants Fund appropriates $18,000 for a grant awarded to the Police Department for law enforcement training for officers to assist citizens with recommendations for mediation.

School Budget Amendment—$396,136

The Education Fund amendment totaling $81,136, appropriates $40,000 for additional state grant funds for instructional programs, and $41,136 for general revenues for recovered costs and other instructional supplies. Recovered costs include reimbursement from the high school project Bond Fund for the costs of construction managers, and insurance proceeds received for property damage. Additional funds for instructional programs were received for the Thacker Fund at Bessie Weller School, and the Seeds of Learning grant from Mary Baldwin University.

The School Capital Improvements Fund 966 amendment totaling $200,000 includes additional funds of $200,000 transferred from the City CIP Fund for the FY2019-FY2023 Capital Improvement Plan. The amendment also transfers $1,915,000 from the School CIP Fund to the

City Bond Fund for the high school project. The total high school project budget is $48,715,000 with $46,000,000 from bond proceeds issued through Virginia Public School Authority, $300,000 from interest income on the bonds, $400,000 from the City CIP Fund, $1,915,000 transferred from the School CIP Fund and $100,000 from the Cafeteria Fund.

The State Operated Programs Fund amendment appropriates $15,000 from state funds to purchase a driver simulator for the students at the Shenandoah Valley Juvenile Center.

Ms. Colvin stated at the end of this project there would need to be a reconciling budget amendment in the future. She noted all of the interest earnings on this project would need to be spent on the project.

Mr. Holmes moved to introduce an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number Two, totaling $52,095,492, and that Council conduct a public hearing of the ordinance.

The motion was seconded by Dr. Harrington and carried as follows:

Vice Mayor Kier	aye	Mr. Holmes	aye
Ms. Oakes	aye	Dr. Harrington	aye
Ms. Mead	aye	Mayor Dull	aye
Dr. Curren	aye		

The Public Hearing was opened.

There being no one wishing to speak, the Public Hearing was closed.

D. Public Hearing and Consideration of an Ordinance Granting a Non-Exclusive Cable Television Franchise to Shenandoah Cable Television, LLC to Operate a Cable Television System within the City of Staunton

Steve Owen, City Manager, stated a cable company operates within the City's rights-of-way, which the City owns and the use of which requires agreements and procedures in place. He noted there is currently a non-exclusive contract with Comcast. Shenandoah Cable Television, LLC has requested a cable television franchise, which would conditionally allow it to use the dedicated public rights-of-way within the corporate limits. The City has developed a form of franchise agreement and a form of ordinance, for a potential 15-year non-exclusive franchise. Mr. Owen stated there had been a change regarding the standard installation, increasing it from 125 to 150 feet, for an aerial drop to an existing distribution system in order to connect.

The Public Hearing was opened.

Greg Cook, Chair of the Cable Commission, stated he had reviewed the franchise agreement and approved it. He noted competition generally is a good thing.

Randolph Burton, 211 Hendren Avenue, stated he was in favor of having more choices regarding cable companies.

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There being no one wishing to speak, the Public Hearing was closed.

Dr. Curren moved that Council grant the cable television franchise to Shenandoah Cable Television, LLC and authorize the proposed agreement between the City and Shenandoah Cable Television, LLC.

The motion was seconded by Ms. Mead.

Ms. Oakes asked Mr. Owen to comment on the franchise agreement between the City and Comcast as well as the potential agreement between the City and Shenandoah Cable Television. She asked if they were similar in nature.

Mr. Owen stated there were a couple of differences, but they track almost word for word.

The motion carried as follows:

Ms. Oakes	aye	Dr. Harrington	aye
Ms. Mead	aye	Mayor Dull	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Mr. Holmes	aye		

Ordinance No. 2019 - 22

AN ORDINANCE GRANTING A NON-EXCLUSIVE CABLE TELEVISION FRANCHISE TO SHENANDOAH CABLE TELEVISION, LLC TO OPERATE A CABLE TELEVISION SYSTEM WITHIN THE CITY OF STAUNTON

Recitals

A. Pursuant to provisions of Article 1.2 of Chapter 21 of Title 15.2 of the Code of Virginia, no one may construct, install, maintain, or operate a cable television system through, on, over, or under any public rights-of-way within the City without first having applied for and being granted a franchise by the City;

B. Shenandoah Cable Television, LLC has asked that it be granted a non-exclusive franchise to operate a cable television system within the City;

C. The City and Shenandoah Cable Television, LLC have continued to negotiate a draft cable television franchise agreement (Agreement) and now have tentatively reached a proposed agreement, a copy of which is annexed and incorporated by reference hereto;

D. The City of Staunton is authorized by Chapter 2, Section 11 of the City Charter to control and regulate all property belonging to the City and by the provisions of Virginia Code §§ 15.2-2100, 15.2-2108.20, and 15.2-2108.21 to grant a negotiated cable television franchise;

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E. The provisions of Staunton City Code § 2.10.180 and Virginia Code § 15.2-2100 require a recorded affirmative vote of three-fourths of all of the City Council members to grant a franchise;

F. Notice of a public hearing for the proposed Agreement was advertised once a week for two successive weeks, on April 30, 2019 and May 7, 2019, in the *News Leader*, a newspaper having general circulation in the City of Staunton;

G. At the May 9, 2019 public hearing there was an opportunity to review economic considerations, the impact on private property rights, the impact on public convenience, the public need and potential benefit, including increased competition, and other relevant factors; and

H. These recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that it **HEREBY FINDS** the public welfare will be enhanced by the grant of the non-exclusive franchise requested by Shenandoah Cable Television, LLC and it is in the best interests of the City to grant **AND HEREBY GRANTS** a negotiated cable television franchise and authorizes the proposed Agreement in accordance with its terms between the City and Shenandoah Cable Television, LLC; and it is

FURTHER ORDAINED that the Staunton City Manager is authorized to sign such Agreement and any other documents embodying the terms approved herein on behalf of the City, upon approval of the City Attorney; and it is

FURTHER ORDAINED that such franchise and Agreement shall be effective upon the date upon which the Agreement is last signed by the City and Shenandoah Cable Television, LLC and shall be granted for an initial term of ten (10) years. The franchise and Agreement shall be automatically extended for one (1) additional term of five (5) years unless either party notifies the other in writing of its desire to enter renewal negotiations under the Cable Act, 47 U.S.C. §§ 521-573, at least three (3) years before the expiration date of the Agreement.

Introduced: May 9, 2019
Adopted: May 9, 2019
Effective Date: May 9, 2019

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

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E. Consideration of a Resolution Further Memorializing the Continuing Authority of the City Attorney to Authorize Claims, Actions, Suits, Appeals, Challenges and All Other Proceedings of Any Nature in Any Court, Tribunal, or in Any Forum

Mr. Guynn stated under the provisions of Section 2.35.010, General Powers and Duties, of Chapter 2.35, City Attorney, of Title 2, Administration, of the Staunton City Code, the City Attorney "shall have the management, charge and control of all law business of the city."

Mr. Guynn noted that law business was substantial. He stated the resolution before Council simply confirms that as part of that management charge and control of all of the law business of the city, the City Attorney has the prerogative to decide when to institute lawsuits, how to manage those lawsuits, when to take appeals, how to take those appeals, and even whether to discontinue any such matters in any court or tribunal.

Mr. Guynn asked that Council consider adopting the resolution that confirms the responsibility of the City Attorney as to law business of the City.

Ms. Mead moved that City Council adopt the proposed resolution affirming that the City Attorney has the continuing authority, without further action of City Council, to commence and defend and direct and manage all claims, actions, suits, appeals, challenges and all other proceedings of any nature and to discontinue any such matters in any court, tribunal or in any forum that, in the judgment and discretion of the City Attorney, serves the City's interests.

The motion was seconded by Dr. Harrington.

Ms. Oakes asked Mr. Guynn for clarification that he would be still advising City Council on any potential suits or future suits.

Mr. Guynn stated he had a moral and ethical obligation to do that as an attorney licensed in the Commonwealth of Virginia.

The motion carried as follows:

Ms. Mead	aye	Mayor Dull	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Ms. Oakes	aye
Dr. Harrington	aye		

RESOLUTION OF THE STAUNTON CITY COUNCIL FURTHER MEMORIALIZING THE CONTINUING AUTHORITY OF THE CITY ATTORNEY TO AUTHORIZE CLAIMS, ACTIONS, SUITS, APPEALS, CHALLENGES AND ALL OTHER PROCEEDINGS OF ANY NATURE IN ANY COURT, TRIBUNAL, OR IN ANY FORUM ON BEHALF OF THE CITY

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RECITALS

A. Under the provisions of Section 2.35.010, General Powers and Duties, of Chapter 2.35, City Attorney, of Title 2, Administration, of the Staunton City Code, the City Attorney "shall have the management, charge and control of all law business of the city."

B. Under the provisions of Section 2.35.030, Duties with respect to litigation, of Chapter 2.35, City Attorney, of Title 2, Administration, of the Staunton City Code,

> [i]t shall be the duty of the city attorney, unless otherwise directed by the council, to commence and prosecute all actions and suits to be commenced by the city before any tribunal in this state, whether in law or in equity, and to appear in defense and to advocate the rights and interests of the city, or of any officer of the city, in any suit or prosecution for any act in the discharge of his official duties wherein any estate, right, privilege, ordinance or acts of the city government may be brought in question.

C. These recitals are an integral part of this resolution.

NOW, THEREFORE, to the extent necessary, the Council of the City of Staunton **AFFIRMS** that the City Attorney has the continuing authority, without further action of City Council, to commence and defend and direct and manage all claims, actions, suits, appeals, challenges and all other proceedings of any nature and to discontinue any such matters in any court, tribunal or in any forum that, in the judgment and discretion of the City Attorney, serves the City's interests.

Adopted this ____ day of May, 2019.

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

Matters from the City Manager

Mayor Dull stated when she earlier referred to the Springhill Village Apartments renovation project, the project manager was very complimentary of City staff that was involved in that process.

Mr. Owen stated he had nothing to report. He noted he and Mr. Rosenberg had an opportunity to visit Montgomery Hall Park and view the mansion that has been completely painted. He noted the building is stunning and encouraged everyone to go see it.

Matters from the Public

Baldwin Jennings, 332 Sharon Lane, stated Gypsy Hill Park is the prettiest piece of real estate in the City and encouraged everyone to help keep the golf course open. He noted it is good for tourism and the citizens.

Noah Vanhoy, 1824 C Springhill Road, thanked Vice Mayor Kier and Mr. Owen for their help on his project for the Shenandoah Valley Governor's School. He then presented information on his research regarding solar energy in the City and state.

Vice Mayor Kier stated Noah was his mentee in the Model City Council a year ago. He noted Noah had done an excellent job and appreciated him speaking tonight.

Ms. Oakes stated she hoped he received an "A" for his project.

Dr. Curren asked Noah what school he attended. He stated he was a student at Lee High School as well as Shenandoah Valley Governor's School.

There was no one else wishing to speak.

Adjournment

There being no further business to come before Council, the meeting adjourned at 9:07 p.m.

_____

Suzanne F. Simmons
Clerk of Council

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City Council
WORK SESSION
May 23, 2019
6:00 p.m.

Council Members Present: Mayor Dull, Vice Mayor Kier, Council Members Curren, Harrington, Holmes, Oakes, and Mead.

The Mayor called the meeting to order at 6:00 p.m. and the invocation/moment of silence was given by Mr. Holmes.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, the agendas were presented for Council consideration.

Dr. Harrington moved to approve the Work Session agenda and the Regular Meeting agenda as presented.

The motion was seconded by Ms. Mead and carried unanimously as follows:

Ms. Oakes	aye	Dr. Curren	aye
Mayor Dull	aye	Mr. Holmes	aye
Vice Mayor Kier	aye	Dr. Harrington	aye
Ms. Mead	aye		

2. Presentation of the Office on Youth Annual Report

Ginny Newman, Executive Director of the Central Shenandoah Valley Office on Youth, (OOY) presented the annual report for FY2018. The OOY was formed in 1978, with the purpose of crossing government and organizational boundaries to foster collaborative efforts to prevent juvenile delinquency and develop youth programs. The OOY staff accomplishes this through a balance of direct service to youth and active support of other government and community agencies.

Ms. Newman stated OOY staff served 33% of all school age youth in the region in a face-to-face encounter. She noted over 5,000 youth were seen in the City during 2017-2018. The OOY provided parenting support to over 300 parents/guardians and case management to juveniles involved with the courts. Ms. Newman also spoke about the Youth Employment Program, teen pregnancy prevention, and the Crime Control Program. She stated $1 of prevention equals $36 saved according to statistics.

Ms. Newman presented an executive summary of the Youth Needs Assessment project undertaken in FY2018. The project addressed different issues in the area such as underage drinking, truancy, social media use, bullying, depression and suicide, as well as teen pregnancy. Ms. Newman stated OOY is working to develop more protective factors in all agencies as well as the community.

Dr. Harrington asked if the $30 saved for every dollar spent was a calculation based on policing or court costs. Ms. Newman stated that was correct and included foster care and child protective services.

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Mr. Holmes asked for clarification regarding underage drinking and whether that included drug use as well. Ms. Newman stated alcohol is more available, but drug use would be included in the work group also.

Mayor Dull asked if this area was higher than the state average for teen pregnancy. Ms. Newman responded affirmatively and noted OOY would remain a resource to area schools for presentations.

Ms. Mead asked if there were higher rates of abortion in the area. Ms. Newman stated there was not a higher rate partially due to lack of access in the Valley. She noted STD's were increasing drastically in the area.

Mayor Dull thanked Ms. Newman for their good work.

3. Presentation of the CAPSAW Annual Report

Anna Leavitt, Director of the Community Action Partnership of Staunton, Augusta, and Waynesboro (CAPSAW), presented to Council the annual report for FY2018.

Ms. Leavitt highlighted the following:

- CAPSAW funds and supports programs to provide services to low and moderate-income families.
- 26 agencies were funded in 2017 and 2018.
- $412,351 in grant funding was awarded to partner local programs.
- Economic impact was $3,394,752 in 2018.
- 139 unemployed individuals found jobs.
- 642 children enrolled in preschool, after school and summer educational activities.
- 989 volunteers were mobilized in support of CAPSAW programming.

Ms. Oakes asked Ms. Leavitt to explain to Council how local funds are used when federal funds are not appropriate. Ms. Oakes stated the Valley is fortunate to have Ms. Leavitt as the Executive Director for CAPSAW.

Mr. Holmes asked if there had been any decrease in service needs with unemployment rates being low. Ms. Leavitt stated that it has actually increased as citizens were still struggling to meet their needs.

Mayor Dull thanked Ms. Leavitt for the work she does for the community.

4. Discussion of Staunton City Council Vision and 3-Year Priorities

Steve Owen, City Manager, stated on November 1 and 2, 2018, and April 22, 2019, City Council conducted a retreat where Council updated its vision statement and adopted new three-year priorities. He noted there weren't a lot of changes made from the previous year, but Council also updated those priorities.

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Mr. Owen stated this item is being presented to Council for a possible final discussion. Subject to further refinement, these items can be included on the agenda for Council's meeting on June 13, 2019, for consideration.

Mr. Holmes asked if recycling issues should be revised. Mr. Owen stated he did not think that the three-year plan was specific to the level of recycling the City is doing. He stated that he didn't think that the language in the document would keep the City from trying to pursue options to find recycling solutions.

Mayor Dull stated she did not see anything that needed to be added or removed from previous discussions with Council.

Mr. Owen noted Council had asked for more accountability from the City Manager and explained process improvements that have been made. He noted this would be on the June 13, 2019 agenda for Council's consideration.

5. Discussion of An Ordinance Authorizing the Lease Agreement between the City of Staunton and Happy Birthday America, Inc.

Steve Rosenberg, Deputy City Manager, stated the City intends to enter into a lease agreement with Happy Birthday America, Inc. for the lease of Gypsy Hill Park and related facilities for the purposes of Fourth of July-related activities. He noted the lease period runs from July 1-5, 2019.

Mr. Rosenberg stated the lease takes the same form as it did last year as well as previous years with the predecessor organization. He noted the rental fee is $1. A public hearing is required by state code. Subsequent to the public hearing, Council may consider the proposed lease agreement and proposed ordinance.

Mr. Holmes asked what the estimated crowd size was from last year's activities. Mr. Rosenberg stated that was always a challenge to estimate and was not sure of a number.

This will be Item B on the Regular meeting agenda.

6. Discussion of An Ordinance Authorizing the Lease Agreement between the City of Staunton and Staunton Baseball, Inc. for the Limited Use of Baseball Field and Operation of Concession Rights

Mr. Rosenberg stated the City intends to enter into a lease agreement with Staunton Baseball, Inc. for the lease of John Moxie Memorial Baseball Stadium and related facilities for the purposes of the 2019 Valley League baseball season and the operation of the concession stand at the stadium. He noted Staunton Baseball, Inc. staff has requested access to office facilities beginning May 18, 2019. No field activity will take place until after May 23, 2019. Mr. Rosenberg stated this lease provides for the exclusive use of the stadium by the Staunton Braves.

A public hearing is required by state code. Subsequent to the public hearing, Council may consider the proposed lease agreement and proposed ordinance.

Mr. Rosenberg stated a similar agreement with Mary Baldwin University had been finalized and there would be no conflict, in terms of schedule, with the Staunton Braves season.

DRAFT

This will be Item C on the Regular meeting agenda.

7. Discussion of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three

Jeanne Colvin, Budget Manager, stated the third budget amendment for fiscal year 2019 involved only Staunton City Schools. The total budget amendment equals $274,448. The introduction is scheduled for this meeting. Consideration of the ordinance is scheduled for June 13, 2019. No public hearing is required or advertised because the amendment is less than one percent of the total adopted FY2019 budget.

School Budget Amendment—$274,448

The Education Fund amendment, totaling $224,448, appropriates $179,448 for additional state grant funds for math instructional programs at Shelburne Middle School, and $45,000 for general revenues for E-Rate reimbursement revenues to purchase computer supplies.

The Cafeteria Fund amendment appropriates $50,000 from the Chef Anne Foundation Grant to purchase a new point of sale system and food supplies for cafeteria operations.

Mr. Holmes asked for clarification regarding the point of sale system. Ms. Colvin explained how that system operates.

This will be Item E on the Regular meeting agenda.

8. Closed Meeting for Consultation and Discussion with Legal Counsel for Necessary Legal Advice Regarding Aspects of the Process Related to City Council's Closed Meeting(s) for Conducting City Manager Candidate Interviews in a Possible Undisclosed Location(s)

Ms. Oakes moved to enter a closed meeting for consultation and discussion with legal counsel for necessary legal advice regarding aspects of the process related to City Council's closed meeting(s) for conducting city manager candidate interviews in a possible undisclosed location(s), pursuant to Virginia Code Section 2.2-3711(A)(8).

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Mayor Dull	aye	Mr. Holmes	aye
Ms. Mead	aye	Dr. Harrington	aye
Vice Mayor Kier	aye	Ms. Oakes	aye
Dr. Curren	aye		

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

DRAFT

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Ms. Mead	aye	Dr. Harrington	aye
Vice Mayor Kier	aye	Ms. Oakes	aye
Dr. Curren	aye	Mayor Dull	aye
Mr. Holmes	aye		

The work session adjourned at 6:58 p.m.

_____

Suzanne F. Simmons
Clerk of Council

DRAFT

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, May 23, 2019
7:30 p.m.
Council Chambers

PRESENT: **Mayor Carolyn W. Dull**
Ophie A. Kier, Vice Mayor
James L. Harrington
R. Terry Holmes
Erik D. Curren
Andrea Oakes
Brenda O. Mead

ALSO PRESENT: **Stephen F. Owen, City Manager**
Steven Rosenberg, Deputy City Manager
Douglas L. Guynn, City Attorney
Suzanne F. Simmons, Clerk of Council

Mayor Dull called the meeting to order. The Pledge of Allegiance was recited in unison.

MAYOR'S REPORT

Mayor Dull stated she had attended a ribbon cutting at Tru by Hilton Hotel and the Fairfield Inn at Staunton Crossing. She noted the Tru is ranked third in Staunton and third in the region. The Fairfield Inn is ranked number one in Staunton, number one in the region, and number three for the entire state.

Mayor Dull stated she also attended a ribbon cutting at Martin's Grocery for their new on-line ordering and pick-up service.

She noted Council members attended a government social hosted by Augusta Health.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

There were no additional items by members of Council.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of April 25, 2019.

The motion was seconded by Mr. Holmes and carried as follows:

Dr. Harrington	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye	Ms. Oakes	aye
Dr. Curren	aye		

DRAFT

REGULAR MEETING

A. Continued Public Hearing and Consideration of a Request by JMB Investment Company LCC, for a Special Use Permit under the Provisions of Staunton City Code § 18.65.020(2), Uses, of the B-3, Planned Business District, of Title 18 Zoning, of the Staunton City Code

Rodney Rhodes, Senior Planner, stated this item was the continuation of the public hearing from May 9, 2019. He noted this was for a request from JMB Investment Company LLC, to construct a 9,100 square foot retail store (Dollar General) at 1930 and 1932 Springhill Road and at the intersection of Route 262.

Mr. Rhodes stated, similar to two weeks ago, information from a state agency has arrived late regarding the application. Prior to City Council's meeting on May 9, 2019, staff received additional information regarding the proposal and its potential impact on the area.

The Virginia Department of Transportation (VDOT) provided the following summary of crash data associated with the 262/613 intersection (includes operational areas/approaches of intersection) for the last five years (2014-present):

- Fatality: 0
- Incapacitating Injury: 2 (2018 Head On Crash, 2015 Other Crash)
- Non-Incapacitating Injury: 4 (2019, 2018, 2017, 2015 All Angle Crashes)
- Possible Injury: 1 (2015 Angle Crash)
- Property Damage Only: 2 (2018 and 2014, Both Angle Crashes)

The past five years of crash data do not result in a Potential Safety Improvement ranking from VDOT which would prioritize the intersection for studies and funding to mitigate safety issues.

Mr. Rhodes noted the applicant has requested additional time to review the information and prepare a response. Mr. Rhodes stated he had received a request to either table or continue the public hearing. However, it was staff's position to have City Council remand the matter back to Planning Commission to review this information as well as previous information that Planning Commission did not have an opportunity to review and address. Mr. Rhodes noted the applicant was agreeable to have this remanded back to Planning Commission.

Ms. Mead asked Mr. Rhodes if the additional information submitted was related to traffic at the intersection. Mr. Rhodes stated it did relate to traffic. He noted information was also received regarding traffic impact analysis as well as crash data that was in the agenda packet.

The Public Hearing was continued.

Michael Fulcher, 1842 Springhill Road, stated after review of the traffic impact analysis, he felt it was misleading in that it was only in the interests of the developer and not that of the traveling public. He felt the VDOT information provided was a thorough summary and analysis. He asked that the Special Use Permit be rejected.

DRAFT

Martin Lightsey, 2330 Springhill Road, stated his family owned property at 1928 Springhill Road. He noted nothing about the proposed project improved or enhanced the neighborhood and that 250 people had signed a petition against such. He noted concerns about traffic and safety and asked that the permit be denied.

Robert Baldygo, 1864A Springhill Road, spoke about retaining the character of that area, pedestrian and traffic safety, previous traffic fatalities, and added costs to VDOT.

Pete Senter, 1810 Springhill Road, stated there are no sidewalks in this area and expressed concerns regarding pedestrian and traffic safety. He also worried about future upkeep if passed and decrease in property values. He asked that this be denied.

An unidentified woman whose father lives on Springhill Road stated she was worried about increased traffic safety and crime as well as possible effects on Pope Run stream that runs in that area. She asked that this proposal be denied.

Eric Milnes, 30 Oak Lane, stated he would encourage the reuse of empty commercial buildings in the City.

Fred Andes, 1910 Springhill Road, presented a letter to Council regarding pedestrian safety, septic issues, and stream water quality. He asked that this item be denied.

Baldwin Jennings, 332 Sharon Lane, stated he was in favor of Dollar General. He noted it would increase business and help get infrastructure built.

Sharon Lanum, 1922 Springhill Road, voiced concerns about traffic safety, lighting, noise, and sewage. She noted this was out of character for the neighborhood and worried about decreased property values. She asked that this be denied.

Glen Worrell, 1993 Springhill Road, a county resident, stated that future road improvements to this area would be most costly and asked that this item be denied.

Pam Gibson, resident of Churchville, stated she had concerns regarding increased traffic and decreased property values, and asked that this item be denied.

Martha Arehart, 1902 Springhill Road, stated she had concerns about increased traffic and speed limits, tractor trailers and bicycle traffic. She asked that this item be denied.

Aaron Dickenson, representative for JMB Investment Company, LLC, stated the company has not had time to refute all of the points in the newly submitted information. He felt their engineer deserved a chance to review the material. He noted he had requested a meeting with VDOT to review their future plans should this item be tabled.

Milton Franklin, 1872 C Springhill Road, stated he has issues with litter and property damage. He voiced concerns over pedestrian and traffic safety. He asked that this item be denied.

DRAFT

Mr. Andes returned to the dais and voiced concerns with JMB and upkeep of property.

Linda Shallash, 1908 Springhill Road, read from an article regarding the effects of food products sold at Dollar General stores. She also referred to the legal status and purpose of the City's Comprehensive Plan. She asked that this item be denied.

An unidentified woman stated she had an online petition with 230 signatures received so far. She asked that this item be denied.

There being no one else wishing to speak, the Public Hearing was closed.

Ms. Oakes moved that Council remand the Special Use Application to the Planning Commission for its review of the additional information submitted by the applicant.

The motion was seconded by Mr. Holmes.

Ms. Oakes stated the reason that she made the motion is that she heard what the citizens said and that there was new information submitted. She noted the Planning Commission has the right to review the information. Ms. Oakes stated Mr. Rhodes had made the suggestion that Council allow Planning Commission to review all of the information and let them determine whether or not the information is useful. She noted Council could vote on this item soon; however, everyone needs to be informed. Ms. Oakes stated this area is zoned for Business and if Council were to deny this proposal then another business could petition Planning Commission. She stated the real issue, in her opinion, was that the residents need to petition City Council to review the zoning of that area. Ms. Oakes stated this would be the last public hearing on the matter. She stated at this point Council needed to allow Planning Commission the opportunity to review the new information and let them determine the value of that information and make a decision. Ms. Oakes stated this is a zoning issue more so than anything.

Ms. Mead stated she could not think of any additional information regarding traffic that would change her opinion of what should happen on the property. She noted she would not be in favor of continuing this matter.

Dr. Harrington stated he appreciated the offer that the Planning Department had made to review this further and bring it back at a later date, and under most circumstances he thought that would be the proper approach. However, he stated he was not in favor of this and noted he could not support this project and was ready to dispense with it tonight.

The motion failed as follows:

Mayor Dull	no	Ms. Oakes	aye
Dr. Curren	no	Dr. Harrington	no
Vice Mayor Kier	aye	Mr. Holmes	aye
Ms. Mead.	no		

DRAFT

Dr. Curren moved that Council deny the request for Special Use Permit for 1930 and 1932 Springhill Road as recommended by the Planning Commission.

The motion was seconded by Ms. Mead.

Ms. Oakes stated her concern is with the fact that the property is zoned Business, it was a zoning question in her mind and there could be another business submit application. She noted she felt this needed to go back to the Planning Commission for further review as well as the zoning issue. Ms. Oakes stated she could neither vote yes to uphold Dollar General and she could neither vote yes to say no because everyone has the right to have due process on this matter.

Vice Mayor Kier stated he agreed with Ms. Oakes. He noted he lived in that area also and spoke of when Route 262 constructed, how close it was eventually built to his home. He noted the bypass is an asset to Staunton, Augusta County, and the surrounding area. He stated he became used to the traffic and noise. Vice Mayor Kier stated there were comments made about the quality of the products, inferring that was the only thing that low-income people could afford or live with. He noted there were comments about how people needed to eat better, but stated no one had the right to tell a person where they had to purchase their food or anything else for that matter as well as how much they were to spend. He stated he had visited both Dollar General stores and noted they were clean and sell the exact same products sold at Martin's, Target or Walmart. He stated he understood what the citizens were saying and agreed that traffic possibly is a problem and needs to be dealt with. Vice Mayor Kier stated he would vote not to turn down this proposal.

Dr. Curren stated that for people who preferred to shop at Dollar General, there were already two locations available in the City, as well as Springhill Market, which is close to many residences on that road. He noted this is the second public hearing to be held on this item. He stated citizens had different opportunities to make their comments known and all forms of comments that he'd received, except for a very small number, have opposed the Dollar General. Dr. Curren stated he felt the opinion of the citizens is very clear. He stated he felt that the neighbors who were present at the meeting represented what the majority of the citizens would have to say about that store. He stated he personally saw very little benefit to a Dollar General store opening in this location and felt it was very clear that the weight of public opinion is against this store. Dr. Curren stated he would be voting to deny a Special Use Permit to this Dollar General project.

Mayor Dull stated there had been a question about why Planning Commission and Council were involved. She noted that was the way all of the proposals work. She stated Planning Commission is an advisory group of volunteers from the City and advise and make recommendations to Council to approve or deny proposals. Mayor Dull stated City Council approved or denied proposals. She noted Council in the past had remanded items back to Planning Commission.

Mayor Dull stated she wanted to correct the resident and make it known that it was not Council's idea to put a Dollar General at that location. She noted Council was not responsible for any business in the City.

Ms. Mead asked Mayor Dull to have the motion repeated.

DRAFT

Dr. Curren restated his motion that Council deny the request for Special Use Permit for 1930 and 1932 Springhill Road as recommended by the Planning Commission.

The motion carried as follows:

Dr. Curren	aye	Dr. Harringon	aye
Vice Mayor Kier	no	Mr. Holmes	no
Ms. Mead	aye	Mayor Dull	aye
Ms. Oakes	no		

B. Public Hearing and Consideration of an Ordinance Authorizing a Lease Agreement between City of Staunton and Happy Birthday America, Inc.

Steve Rosenberg, Deputy City Manager, stated this item is on the agenda to authorize the use of Gypsy Hill Park by Happy Birthday America, Inc. for Fourth of July festivities scheduled for July 3 and July 4, 2019. He noted the lease term commences on July 1, and ends on July 5, 2019. He further noted a public hearing is required by state law and subsequent to the public hearing the matter is ready for Council's consideration.

The Public Hearing was opened.

Jeff Ishee, President of Happy Birthday America, Inc., stated City Council had approved their request to lease Gypsy Hill Park for the past 49 years. He noted this would be the 50th year for the event and gave details of activities planned. Mayor Dull noted she performed at the first year the event was held.

There being no one else wishing to speak, the Public Hearing was closed.

Ms. Oakes moved that City Council adopt the ordinance authorizing the approval of the lease agreement between the City of Staunton and Happy Birthday America, Inc., and further authorizing the City Manager to execute the lease agreement with such modifications and in final form as approved by the City Attorney.

The motion was seconded by Mr. Holmes and carried as follows:

Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye	Ms. Oakes	aye
Dr. Curren	aye	Dr. Harrington	aye
Vice Mayor Kier	aye		

DRAFT

Ordinance No. 2019 -23

AN ORDINANCE
AUTHORIZING THE APPROVAL
OF A LEASE AGREEMENT
BETWEEN THE CITY OF STAUNTON AND
HAPPY BIRTHDAY AMERICA, INC. FOR
HAPPY BIRTHDAY AMERICA'S BIRTHDAY CELEBRATION
2019 FOURTH OF JULY HOLIDAY ACTIVITIES

Recitals

A. The City of Staunton owns and operates what is commonly known as Gypsy Hill Park;

B. Happy Birthday America, Inc. (HBA) is a privately organized and operated organization that has requested a lease agreement for charitable and educational purposes to sponsor and conduct Fourth of July-related activities for the year 2019;

C. HBA's Fourth of July activities provide the City and its residents with valuable civic, educational, and recreational opportunities;

D. The Council of the City of Staunton has conducted a public hearing regarding the proposed lease agreement;

E. This matter has been properly advertised, heard, and considered; and

F. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA that it authorizes the lease agreement between the City of Staunton and Happy Birthday America, Inc. to sponsor and conduct Fourth of July-related activities for the year 2019; and it is

FURTHER ORDAINED that the Staunton City Manager is authorized to execute the lease agreement with such modifications and in final form as approved by the City Attorney.

Introduced: May 23, 2019
Adopted: May 23, 2019
Effective Date: May 23, 2019

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

DRAFT

C. Public Hearing and Consideration of an Ordinance Authorizing the Lease Agreement between City of Staunton and Staunton Baseball, Inc. for the Limited Use of Baseball Field and Operation of Concession Rights

Mr. Rosenberg stated item is for a recurring matter considered by Council annually. He noted the proposed lease provides for the use of the baseball field in Gypsy Hill Park by the Staunton Braves for their Valley League baseball season which begins after May 23, 2019, and continues through August, 2019. He noted this item requires a public hearing under state law and subsequent to the public hearing is ready for Council's consideration.

The Public Hearing was opened.

There being no one wishing to speak, the Public Hearing was closed.

Dr. Harrington moved that City Council adopt the ordinance authorizing approval of the lease agreement between the City of Staunton and Staunton Baseball, Inc. for the limited use of the baseball field and operation of concession rights retroactively to and including May 18, 2019, and further authorizing the City Manager to execute the lease agreement with such modifications and in final form as approved by the City Attorney.

The motion was seconded by Mr. Holmes and carried as follows:

Dr. Curren	aye	Dr. Harrington	aye
Vice Mayor Kier	aye	Mayor Dull	aye
Ms. Mead	aye	Mr. Holmes	aye
Ms. Oakes	aye		

Ordinance No. 2019 -24

AN ORDINANCE
AUTHORIZING THE APPROVAL OF A LEASE AGREEMENT BETWEEN THE CITY OF STAUNTON AND STAUNTON BASEBALL, INC. FOR THE LIMITED USE OF BASEBALL FIELD AND OPERATION OF CONCESSION RIGHTS

Recitals

A. The City of Staunton owns and operates John Moxie Memorial Baseball Stadium in Gypsy Hill Park;

B. Staunton Baseball, Inc. is a privately organized and operated organization that has requested a lease agreement for the use of John Moxie Memorial Baseball Stadium for the purposes, during summer months, of playing baseball during the Valley League Baseball Season, including the operation of a concession stand;

C. The Valley Baseball League program provides the City and its residents with valued recreational and entertainment opportunities during the summer;

DRAFT

D. The Council of the City of Staunton has conducted a public hearing regarding the proposed lease agreement;

E. This matter has been properly advertised, heard, and considered; and

F. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA that it authorizes the lease agreement between the City of Staunton and Staunton Baseball, Inc. for the limited use of the baseball field and operation of concession rights retroactively to and including May 18, 2019; and it is

FURTHER ORDAINED that the Staunton City Manager is authorized to execute the lease agreement with such modifications and in final form as approved by the City Attorney.

Introduced: May 23, 2019
Adopted: May 23, 2019
Effective Date: May 23, 2019

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

D. Consideration of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Steve Owen, City Manager, presented the second budget amendment for fiscal year 2019. At Council's regular meeting on May 9, 2019, Council introduced the ordinance and conducted a public hearing. He noted consideration of the ordinance is scheduled for tonight's meeting. Mr. Owen stated the total budget amendment equals $52,095,492. He noted the Bond Fund appropriates $48,615,000 for the high school renovation project. He stated construction has already started on the project.

Vice Mayor Kier moved to adopt an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number Two, totaling $52,095,492.

The motion was seconded by Mr. Holmes and carried as follows:

Vice Mayor Kier	aye	Mayor Dull	aye
Ms. Mead	aye	Mr. Holmes	aye
Ms. Oakes	aye	Dr. Curren	aye
Dr. Harrington	aye		

DRAFT

(SEE ATTACHMENT A – BUDGET ORDINANCE 2019-25)

E. Introduction of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three

Mr. Owen stated this would be the final budget amendment for FY2019. The total budget amendment equals $274,448. He noted the ordinance was ready for introduction. Consideration of the ordinance is scheduled for June 13, 2019. No public hearing is required or advertised because the amendment is less than one percent of the total adopted FY2019 budget.

School Budget Amendment—$274,448

The Education Fund amendment, totaling $224,448, appropriates $179,448 for additional state grant funds for math instructional programs at Shelburne Middle School, and $45,000 for general revenues for E-Rate reimbursement revenues to purchase computer supplies.

The Cafeteria Fund amendment appropriates $50,000 from the Chef Anne Foundation Grant to purchase a new point of sale system and food supplies for cafeteria operations.

Mr. Holmes moved to introduce an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number Three, totaling $274,448.

The motion was seconded by Dr. Harrington and carried as follows:

Ms. Mead	aye	Mr. Holmes	aye
Dr. Harrington	aye	Dr. Curren	aye
Ms. Oakes	aye	Vice Mayor Kier	aye
Mayor Dull	aye		

F. City Council to Give Notice of Closed Meeting for City Manager Candidate Interviews in an Undisclosed Location

Mr. Guynn stated City Council has the prerogative under the law to hold City Manager candidate interviews in an undisclosed location. He noted Council elects that prerogative by giving public notice and during the next 15 calendar days it may hold those interviews in a disclosed or undisclosed location.

Mr. Guynn stated a motion is before Council to accomplish that so that Council may conduct the interviews in either a disclosed or undisclosed location. He noted that he would recommend Council adopt the motion as presented.

Mr. Guynn stated Council members had before them a memorandum calling for two special meetings of City Council – one at an undisclosed location and the other to be held in the Caucus Room at a designated date.

DRAFT

Ms. Oakes moved that City Council hereby give notice that within the next 15 days it may conduct interviews in disclosed or undisclosed locations for the purpose of interviewing candidates for the position of City Manager, pursuant to Virginia Code § 2.2-3712(B).

The motion was seconded by Dr. Harrington and carried as follows:

Dr. Harrington	aye	Dr. Curren	aye
Ms. Oakes	aye	Vice Mayor Kier	aye
Mayor Dull	aye	Ms. Mead	aye
Mr. Holmes	aye		

Matters from the City Manager

Mr. Owen stated he had nothing to report.

Matters from the Public

Baldwin Jennings, 332 Sharon Lane, stated he felt Dollar General deserved due process and was disappointed by Council's decision.

Mr. Guynn stated Council was within its discretion to take the action that Council took at tonight's meeting, and it was perfectly consistent with the law in his opinion.

Rosanne Vrugtman 1743 Englewood Drive, stated she was with the U.S. Census Bureau and looked forward to an opportunity to speak with Council members and City staff regarding changes for the 2020 census. She noted information would be taken on-line, by phone and mail, as well as door-to-door.

Eric Milnes, 30 Oak Lane, stated he had concerns regarding what the City was doing to make sure that the election process is secure.

Mayor Dull stated there was an Electoral Board and recommended that Mr. Milnes contact them.

Dr. Harrington stated City Council prepares a yearly legislative agenda and provides it to members of the General Assembly urging them to support or not support various pieces of legislation. He noted in this past agenda provided to the General Assembly, there was a section regarding voter security and expression of the City's concern as a statewide matter.

There was no one else wishing to speak.

DRAFT

Adjournment

There being no further business to come before Council, the meeting adjourned at 9:17 p.m.

_____

Suzanne F. Simmons
Clerk of Council

DRAFT

Ordinance No. 2019- 25

AN ORDINANCE TO AMEND

THE FY 2019 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER TWO

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2019 Budget is amended as follows:

GENERAL FUND		
Anticipated Revenue		
General Revenue	$	250,000
Recovered Costs		9,980
Miscellaneous Revenue		97,290
Capital Grants and Contributions		869,150
Total Revenue	$	1,226,420
Appropriations		
Judicial Administration	$	7,150
Public Safety		26,200
Public Works		9,980
Parks, Recreation, Cultural		97,290
Health & Welfare		1,085,800
Total Appropriations	$	1,226,420
GRANTS FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	18,000
Total Revenue	$	18,000
Appropriations		
Public Safety	$	18,000
Total Appropriations	$	18,000
CITY CAPITAL IMPROVEMENTS FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	1,789,936
Total Revenue	$	1,789,936
Appropriations		
Capital Projects	$	1,789,936
Total Appropriations	$	1,789,936
COMMUNITY DEVELOPMENT FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	50,000
Total Revenue	$	50,000
Appropriations		
Operations	$	50,000
Total Appropriations	$	50,000
BOND FUND		
Anticipated Revenue		
General Revenues-Bond Proceeds	$	46,000,000
Interest Income on Proceeds		300,000
Transfer from the School CIP Fund		1,915,000
Transfer from the City CIP Fund		400,000
Total Revenue	$	48,615,000
Appropriations		
Capital Improvements	$	48,615,000
Total Appropriations	$	48,615,000

STATE OPERATED PROGRAMS FUND

Anticipated Revenue		
Capital Grants and Contributions	$	15,000
Total Revenue	$	15,000
Appropriations		
Capital	$	15,000
Total Appropriations	$	15,000

EDUCATION FUND

Anticipated Revenue		
General Revenue	$	41,136
Capital Grants and Contributions		40,000
Total Revenue	$	81,136
Appropriations		
Operations	$	81,136
Total Appropriations	$	81,136

CAFETERIA FUND

Anticipated Revenue		
Appropriation of Prior Year Unassigned Balance	$	100,000
Total Revenue	$	100,000
Appropriations		
Capital-High School Cafeteria Kitchen Equipment	$	100,000
Total Appropriations	$	100,000

SCHOOL CIP FUND- 966

Anticipated Revenue		
Transfer from the City CIP Fund	$	200,000
Total Revenue	$	200,000
Appropriations		
Capital Improvements	$	200,000
Total Appropriations	$	200,000

GRAND TOTAL BUDGET AMENDMENT NO 2	**$**	**52,095,492**

INTRODUCED: May 9, 2019

PUBLIC HEARING: May 9, 2019

Public Hearing Advertisement Date: April 30, 2019

Approved this _____day of _____2019

Effective Date: _____

CERTIFIED: _____

ATTEST:_____

Suzanne F. Simmons
Clerk of Council

Carolyn W. Dull
Mayor of Council

FY 2019 BUDGET AMENDMENT NO. 2

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
JUDICIAL ADMINISTRATION			
CLERK OF THE CIRCUIT COURT			
To appropriate additional Comm of VA funds from the Supreme Court of Virginia	11023-45318-40310	$ 7,150	
Technology Trust Funds for records management/indexing	11022160-55429-40310		$ 7,150
PUBLIC SAFETY			
POLICE DEPARTMENT			
To appropriate additional state funds from forfeited assets received in FY2019			
State Forfeited Assets Revenue	11033-45427	$ 26,200	
State Forfeited Assets Expenditures	11033110-55472		$ 26,200
PUBLIC WORKS			
TRAFFIC SIGNALS			
To appropriate recovered costs from insurance proceeds for damages to a signal pole at West Johnson Street/ South Lewis Street.	11041-41928	$ 9,980	
Maintenance and repair to traffic signals	11044150-55348		$ 9,980
PARKS, RECREATION, CULTURAL			
RECREATION			
To appropriate donated funds for entrance improvements and other improvements to Gypsy Hill Park. Improvements include restoration of the historic central pier light fixture, new metal gateway sign, install new metal fencing, clean limestone walls, repaint the Garden Center, reconstruct the roof of several of the historic spring boxes, replace the street lights at the entrance with historic period lighting, repair the Purviance Tams plaque, and install a new sign describing the historic water system of Staunton. Total project estimate is $156,000. Only $52,290 will be spent in FY2019.	11073-41730	$ 52,290	
Building improvements/ capital outlay	11077110-58399-38300		$ 45,350
Building improvements/ capital outlay	11077110-58399-38700		$ 6,940
LIBRARY			
To appropriate donated funds from the Staunton Library Foundation and the Friends of the Library for the library renovation project.			
Donated funds	11071-41730-39100	$ 45,000	
Library renovation project	11077510-58311-39100		$ 45,000
HEALTH AND WELFARE			
COMPREHENSIVE SERVICES ACT			
To appropriate additional state and local funds for the Comprehensive Services Act			
Commonwealth of Virginia revenue		$ 835,800	
Appropriation of Operating Reserve		$ 250,000	
Transfer funds from the finance department salary savings			$ (50,000)
Transfer funds from risk management savings	11011520-55120		$ (29,200)
Transfer funds from risk management-self insurance collision	11011520-55125		$ (35,000)
Comprehensive Services Act	11055300-55530		$ 114,200
Comprehensive Services Act	11055300-55530		$ 1,085,800
TOTAL GENERAL FUND		**$ 1,226,420**	**$ 1,226,420**

BUDGET AMENDMENT NO. 1 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY		
General Revenues		
Appropriation of Prior Year Fund Balance		$ 250,000
Operating Reserve	250,000	
Recovered Costs		9,980
Public Works	9,980	
Miscellaneous Revenue		97,290
Donations-Recreation	52,290	
Donations-Library	45,000	
Capital Grants and Contributions		869,150
Clerk of the Circuit Court-Supreme Court of Virginia	7,150	
Police Department	26,200	
Health & Welfare	835,800	
Total General Fund Revenues		**$ 1,226,420**

GENERAL FUND EXPENDITURE SUMMARY	
Judicial Administration	$ 7,150
Public Safety	26,200
Public Works	9,980
Health & Welfare	1,085,800
Parks, Recreation, Cultural	97,290
Total General Fund Expenditures	**$ 1,226,420**

FY 2019 BUDGET AMENDMENT NO. 2

	LEDGER CODE	REVENUE	EXPENDITURE
CITY CAPITAL IMPROVEMENTS FUND			
FY2019-FY2023 CAPITAL IMPROVEMENT PLAN			
To allocate funds for the Capital Improvement Plan for FY2019-FY2023 adopted on February 14, 2019. $2,700,000 was approved in the FY2019 Budget Amendment Number 1 to be held in reserve until the CIP was completed.			
CIP Undesignated Reserve			$ (2,700,000)
Staunton Crossing Development Project -demolition	39088150-58470		$ 2,000,000
Gypsy Hill Park Restrooms Replacement Project	39077210-584**		$ 350,000
Transfer to the School CIP Fund	39099600-59394		$ 200,000
Greenways Project	39077210-58508		$ 100,000
Fire Truck Reserve	39033210-58463		$ 50,000
STAUNTON CROSSING/DEMOLITION PROJECT			
To appropriate grant funds from the Brownsfield Grant for the demolition project at Staunton Crossing	3908**-*****	$ 431,200	
Staunton Crossing Development Project-demolition	39088150-58470		$ 431,200
HIGH SCHOOL PROJECT			
High School Project Reserve	39066800-58490		$ (400,000)
Transfer $400,000 of the $1,300,000 reserve to the City Bond Fund for the high school project	39099600-*****		$ 400,000
VDOT PRIMARY PAVING PROJECTS			
To appropriate additional Commonwealth of Virginia Department of Transportation funds for paving projects	39043-45425	$ 974,500	
Statler Blvd and Staunton Crossing intersections	39044130-58499		$ 158,000
Resurface New Hope Road- Rte. 254	39044130-58499		$ 57,500
Resurface Statler Blvd	39044130-58499		$ 235,000
Resurface Middlebrook Ave	39044130-58499		$ 188,000
Resurface Statler Blvd- Rte. 261N	39044130-58499		$ 101,000
Resurface Statler Blvd- Rte. 261S	39044130-58499		$ 235,000
CENTRAL AVENUE IMPROVEMENTS PROJECT			
To appropriate additional federal transportation funds for the Central Avenue Improvements Project	39044-46250-70020	$ 384,236	
To transfer funds from the CIP Street Urban Reserve account for the local match	39044130-58456		$ (150,000)
Central Avenue Improvements Project	39044130-58483-70020		$ 150,000
Central Avenue Improvements Project	39044130-58483-70020		$ 384,236
GYPSY HILL PARK PLAYGROUND EQUIPMENT			
To reallocate funds for the Betsy Bell Picnic Shelter to replace the Gypsy Hill Park Tot playground equipment to allow for ADA improvements			
Betsy Bell Picnic Shelter	39077210-58507		$ (75,000)
Gypsy Hill Park Tot Playground	39077210-*****		$ 75,000
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 1,789,936**	**$ 1,789,936**

FY 2019 BUDGET AMENDMENT NO. 2

	LEDGER CODE	REVENUE	EXPENDITURE
COMMUNITY DEVELOPMENT FUND			
HUD ENTITLEMENT COMMUNITY			
To appropriate grant funds from the U.S. Department of Housing and Urban Development for a new entitlement community program to prepare a citizen participation plan. Total program funds equal $354,433, the balance of program funds, $304,433, will be appropriated in FY2020.			
Federal grant revenue	22083-462**	$ 50,000	
Professional Services	22088***-*****		$ 50,000
TOTAL COMMUNITY DEVELOPMENT FUND		**$ 50,000**	**$ 50,000**
GRANTS FUND			
POLICE DEPARTMENT			
To appropriate federal grant funds awarded from the Byrne Justice Assistance Grant Formula Funds to provide training to law enforcement officers to assist citizens with mediation recommendations.	21533-46252-40247	$ 18,000	
Professional Services	21533110-53010-40247		$ 18,000
TOTAL GRANTS FUND		**$ 18,000**	**$ 18,000**
CITY BOND FUND			
To appropriate bond proceeds and other local funds for expenditures for the Staunton High School Renovation Project.			
Bond Proceeds	39501-41746-73214	$ 46,000,000	
Interest Income on Bond Proceeds	39501-41510-73214	$ 300,000	
Transfer from the School CIP Fund	39501-	$ 1,915,000	
Transfer from the City CIP Fund	39501-	$ 400,000	
Construction	39569404-58360-73214		$ 43,037,135
Architect & Engineering	39569404-58354-73214		$ 2,439,150
Project Contingency	39569404-58389-73214		$ 260,293
Construction Testing & Inspection	39569404-58356-73214		$ 563,422
Project Contingency	39569404-58389-73211		$ 1,039,707
Furniture & Fixtures	39569404-58311-73211		$ 980,293
Construction Administration/Management	39569404-58356-73211		$ 170,000
Geotechnical Engineer	39569404-58353-73211		$ 60,000
Asbestos Monitoring Consultant	39569404-58353-73211		$ 40,000
Bond Counsel Fees	39569404-59521-73211		$ 25,000
TOTAL CITY BOND FUND		**$48,615,000**	**$ 48,615,000**

FY 2019 BUDGET AMENDMENT NUMBER TWO SUMMARY

CITY GOVERNMENT FUNDS	
GENERAL FUND	$ 1,226,420
CAPITAL IMPROVEMENTS FUND	$ 1,789,936
COMMUNITY DEVELOPMENT FUND	$ 50,000
GRANTS FUND	$ 18,000
BOND FUND	$ 48,615,000
TOTAL CITY GOVERNMENT FUNDS	**$51,699,356**
EDUCATION FUNDS	
EDUCATION FUND	$ 81,136
SCHOOL CIP FUND 966	$ 200,000
CAFETERIA FUND	$ 100,000
STATE OPERATED PROGRAMS FUND	$ 15,000
TOTAL EDUCATION FUNDS	**$ 396,136**
TOTAL FY2019 BUDGET AMENDMENT NO. 2	**$52,095,492**

STAUNTON CITY SCHOOLS
FY 2019 BUDGET
AMENDMENT NO. 2

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS					
COMPETITIVE INNOVATIVE EQUIPMENT GRANT					
To appropriate grant funds awarded from the Commonwealth of VA CTE Competitive Innovative Program Equipment Grants for High Demand Industry Sectors		$	37,500		
Computer equipment				$	37,500
VCU COMMUNITIES OF LEARNING GRANT					
To appropriate the balance of grant funds received in FY2018 for the Communities of Learning Grant	900300-40587-COL	$	1,500		
Education Supplies	91109884-56013-COL			$	1,500
STEM Grant					
To appropriate STEM grant funds for teacher recruitment and retention.	900300-	$	1,000		
Teacher Incentives	91102187-			$	1,000
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$**	**40,000**	**$**	**40,000**
LOCAL GENERAL REVENUE/PROGRAMS					
RECOVERED COSTS- CAPITAL PROJECTS					
To appropriate funds from the City Bond Fund to reimburse the Education Fund for the cost of construction management personnel for the high school project.					
Recovered Costs- Capital Projects	900100-40410-73211	$	18,000		
Wages	96509095-51130			$	8,000
Overtime	96509095-51182			$	5,931
Life Insurance	96509095-52001			$	131
Health Insurance	96509095-52005			$	1,300
FICA	96509095-52010			$	765
VRS Retirement	96509095-52020			$	1,568
Health Insurance Credit	96509095-52023			$	120
Workers Compensation	96509095-52025			$	100
VEC- Unemployment	96509095-52030			$	10
Disability Insurance	96509095-52035			$	75
BESSIE WELLER ELEMENTARY THACKER FUND					
To appropriate additional funds received from the Thacker Fund for Bessie Weller Elementary School	900100-49302	$	1,375		
Bessie Weller Elementary Thacker Fund	91101181-56109			$	1,375
MARY BALDWIN UNIVERSITY SEEDS OF LEARNING GRANT					
To appropriate funds received to purchase educational supplies	900300-40587	$	4,035		
Education supplies	91311195-56013			$	4,035
PROPERTY DAMAGE					
To appropriate insurance proceeds for damages to A.R. Ware school awning	900100-40510	$	15,765		
Building repair and maintenance	96609083-58298			$	15,765
To appropriate insurance proceeds for damages to a bus	900100-40510	$	1,961		
Vehicle repair and maintenance	93409096-53604			$	1,961
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		$	41,136	$	41,136
TOTAL EDUCATION FUND		**$**	**81,136**	**$**	**81,136**

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 2

		REVENUES	EXPENDITURES
SCHOOL CIP FUND 966			
Capital Improvement Projects			
Transfer from the City CIP Fund- FY2019-FY2023 CIP Plan		$ 200,000	
Undesignated Reserve	K9009000-58100		$ 200,000
To reallocate project funds to be transferred to the City Bond Fund for the high school renovation project.			
Undesignated Reserve	K9009000-58100		$ (1,380,000)
McSwain Parking Lot	K6209082-58213		$ (65,000)
High School Furniture & Fixture Reserve	K6609088-58102		$ (400,000)
Furniture & Fixture Reserve	K9009000-58102		$ (70,000)
Transfer funds to the Bond Fund for the high school project	K8909095-593*		$ 1,915,000
TOTAL SCHOOL CIP FUND 966		**$ 200,000**	**$ 200,000**
CAFETERIA FUND			
To appropriate unreserved fund balance to purchase a dishwasher for the renovated high school cafeteria		$ 100,000	
Capital Equipment			$ 100,000
TOTAL CAFETERIA FUND		**$ 100,000**	**$ 100,000**
STATE OPERATED PROGRAMS FUND			
To appropriate Comm of VA Department of Education funds to purchase a driver simulator for the Shenandoah Valley Juvenile Detention Center students.	920391-42220	$ 15,000	
Capital Equipment	S1109991-58207		$ 15,000
TOTAL STATE OPERATED PROGRAMS FUND		**$ 15,000**	**$ 15,000**
GRAND TOTAL BUDGET AMENDMENT NO. 2		**$ 396,136**	**$ 396,136**

DRAFT 5.30.19

(I)
SPECIAL CALLED MEETING OF STAUNTON CITY COUNCIL
Undisclosed Location
Wednesday, May 29, 2019

PRESENT: **Mayor Carolyn W. Dull**
Ophie A. Kier, Vice Mayor
James L. Harrington
R. Terry Holmes
Erik D. Curren
Andrea Oakes
Brenda O. Mead

ALSO PRESENT: **Nancy Bowman**

Mayor Dull called the meeting to order at approximately 8:30 a.m., noting it was a special called meeting as reflected in her May 23, 2019 memorandum to Council members.

Motion for Closed Session

Ms. Oakes moved to convene in a closed meeting at an undisclosed location for interviews of prospective candidates for employment, pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-3712(B), specifically to interview City Manager candidates.

The motion was seconded by Dr. Harrington and carried as follows:

Dr. Harrington	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye	Ms. Oakes	aye
Dr. Curren	aye		

Council conducted interviews of City Manager candidates.

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

The motion was seconded by Dr. Harrington and carried as follows:

Ms. Mead	aye	Dr. Harrington	aye
Vice Mayor Kier	aye	Ms. Oakes	aye
Dr. Curren	aye	Mayor Dull	aye
Mr. Holmes	aye		

DRAFT

DRAFT 5.30.19

Adjournment

Once completing the interviews, Mayor Dull announced that Council would recess and reconvene in the Caucus Room at City Hall at 1:30 p.m. to discuss and consider prospective candidates for the position of City Manager. The meeting was recessed at approximately 1:15 p.m.

_____

Carolyn W. Dull, Mayor

DRAFT

DRAFT 5.30.19

(II)
SPECIAL CALLED MEETING OF STAUNTON CITY COUNCIL
Caucus Room
Staunton City Hall
Wednesday, May 29, 2019

PRESENT: **Mayor Carolyn W. Dull**
Ophie A. Kier, Vice Mayor
James L. Harrington
R. Terry Holmes
Erik D. Curren
Andrea Oakes
Brenda O. Mead

ALSO PRESENT: **Nancy Bowman**

Mayor Dull reconvened Council, following a recess from a meeting at an undisclosed location, at approximately 1:30 p.m., noting it was a special called meeting as reflected in her May 23, 2019 memorandum to Council members.

Motion for Closed Session

Ms. Oakes moved to convene in a closed meeting for the purposes of discussion and consideration of prospective candidates for employment specifically in the position of City Manager, pursuant to Virginia Code Section 2.2-3711(A)(1).

The motion was seconded by Dr. Harrington and carried as follows:

Dr. Harrington	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Ms. Mead	aye
Mayor Dull	aye	Ms. Oakes	aye
Dr. Curren	aye		

A closed meeting discussion ensued.

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

The motion was seconded by Dr. Harrington and carried as follows by those present as the time of the motion:

Dr. Harrington	aye	Mayor Dull	aye
Ms. Oakes	aye		
Mr. Holmes	aye		

DRAFT

DRAFT 5.30.19

Adjournment

There being no further special meeting business to come before Council, Mayor Dull adjourned the meeting at approximately 4:00 p.m.

_____

Carolyn W. Dull, Mayor

DRAFT

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**A**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by 212 Sunset Avenue LLC, to Vacate and Abandon an Alley Lying Behind Lots 1 through 8 of the J.H. Earman and S.N. Bagby Lots, known as 331 Churchville Avenue, 19 Arlington Street, 23 Arlington Street, 31 Arlington Street, and 35 Arlington Street, Staunton, Virginia**	

Background: 212 Sunset Avenue LLC, is requesting vacation of an alley that runs parallel to Arlington Street from Donaghe Street to a point at the end of an undeveloped portion of Frazier Street (see attached map, Attachment 2). This alley was originally platted in Augusta County in 1876 (Aug. Co. Deed Book 91, Page 64, Attachment 3) as a 16½' street/alley. In 1888, the owners of lots 1 through 8 surrendered their rights to the street/alley and agreed that the northern boundary line of the street/alley was to be held, treated, and regarded as the northern boundary line of lots 1 through 8 (Aug. Co. Deed Book 106, Pages 346-347, Attachment 4). The property was then annexed into the City in 1905. In the course of its research, staff has not located any ordinance or found any indication that the Augusta County Board of Supervisors or Staunton City Council has ever taken action to vacate the alley.

Review: In April, the applicant made a request to vacate only the portion of the alley behind lots 7 and 8. At that time, and based on the recommendation of staff, Planning Commission asked the applicant to revise the application to include the entire alley and voted 5-0 to table the request to allow the applicant time to amend the application. 212 Sunset Avenue LLC, made

the requested revisions to the application which was re-advertised for public hearing.

Planning Commission Recommendation: At its meeting on May 16, 2019, the Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. On a 4-0 vote, the Commission voted to recommend approval of the alley vacation, concurring with staff's recommendation.

Attachments:
Attachment 1—Application and Supporting Documents Submitted by the Applicant
Attachment 2—Vicinity Map-Alley to be Vacated on Arlington Street
Attachment 3—Augusta County Deed Book 91, Page 64—Plat from 1877
Attachment 4—Augusta County Deed Book 106, Pages 346 and 347
Attachment 5—Ordinance of Vacation

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt the proposed ordinance and approve the vacation of an alley lying behind lots 1 through 8 of the J.H. Earman and S.N. Bagby lots, as recommended by the Planning Commission.

City Manager: Stephen F. Owen

Attachment 1

B. E. BRANNOCK
bbrannock@timberlakesmith.com

TimberlakeSmith
ATTORNEYS AT LAW

PHONE • FAX
T: 540.885.1517
F: 540.885.4537

REAL ESTATE FAX
F: 540.885.6780

MAILING ADDRESS
Post Office Box 108
Staunton, VA 24402-0108

OFFICE ADDRESS
25 North Central Ave.
Staunton, VA 24401

www.timberlakesmith.com

April 26, 2019



HAND DELIVERED
Timothy Hartless
City Planner
Planning & Zoning Division
City Hall 3rd Floor
116 W. Beverley Street
Staunton, VA 24401

Re: Alley to be vacated

Dear Tim:

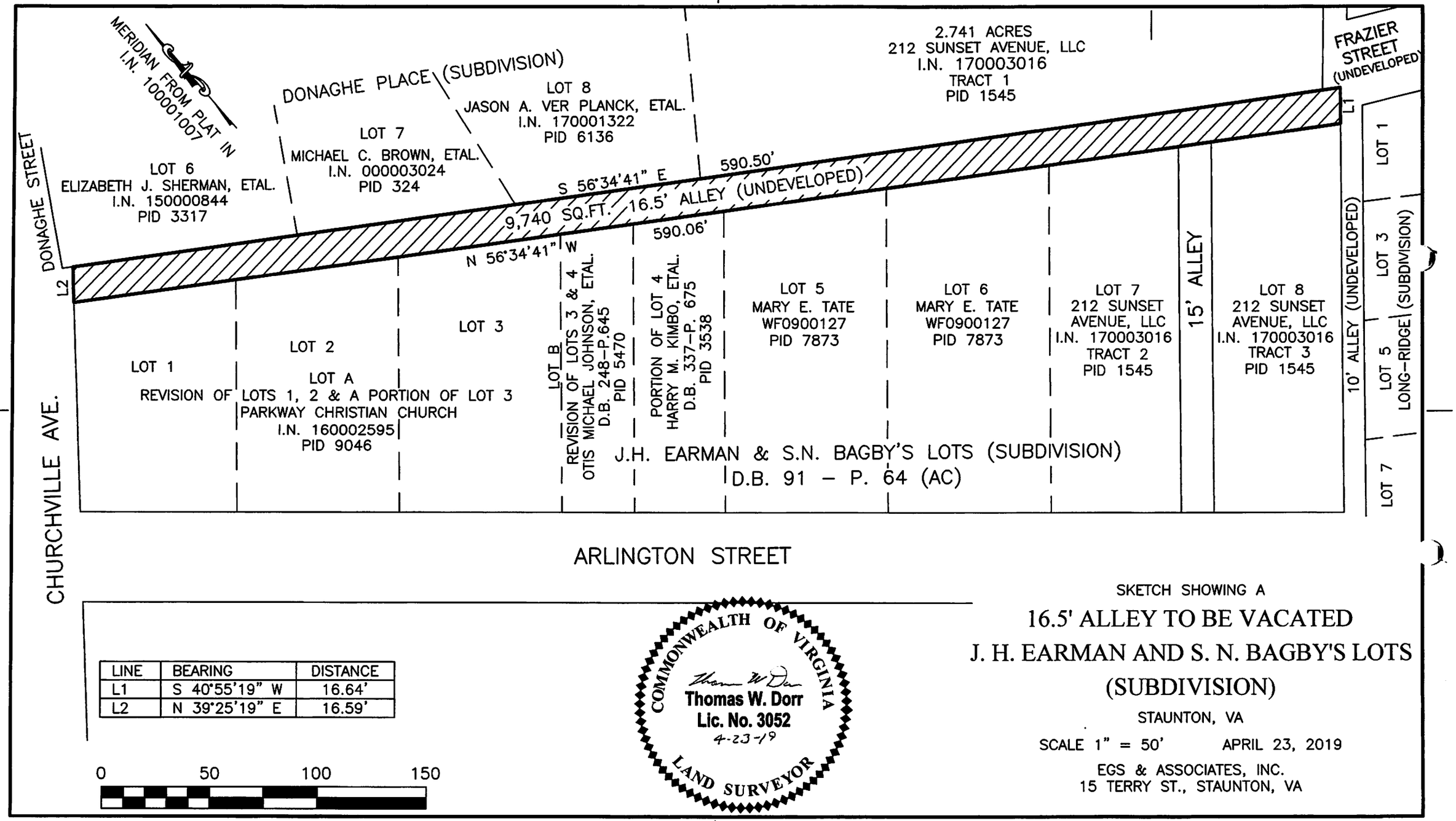
Please find enclosed four (4) originals of a Sketch Showing a 16.5' Alley to be Vacated J. H. Earman and S. N. Bagby's Lots (Subdivision) dated April 23, 2019 regarding the above-referenced matter. As requested by staff and the Planning Commission, this plat is being submitted to amend our application and enlarge the area requested to be vacated to cover the entire alleyway. I understand no additional fee is required. If your understanding on this varies from what I have represented herein, please advise.

Respectfully,

B. E. Brannock

BEB/tsl
Enclosures
cc: Robin Hamill-Ruth

W:\Lib\TSDocs\31073\0000\00188450.DOCX



LINE	BEARING	DISTANCE
L1	S 40°55'19" W	16.64'
L2	N 39°25'19" E	16.59'

0 50 100 150

COMMONWEALTH OF VIRGINIA
Thomas W. Dorr
Lic. No. 3052
4-23-19
LAND SURVEYOR

SKETCH SHOWING A

16.5' ALLEY TO BE VACATED
J. H. EARMAN AND S. N. BAGBY'S LOTS
(SUBDIVISION)

STAUNTON, VA

SCALE 1" = 50' APRIL 23, 2019

EGS & ASSOCIATES, INC.
15 TERRY ST., STAUNTON, VA

JOB # A30930817

Attachment 2

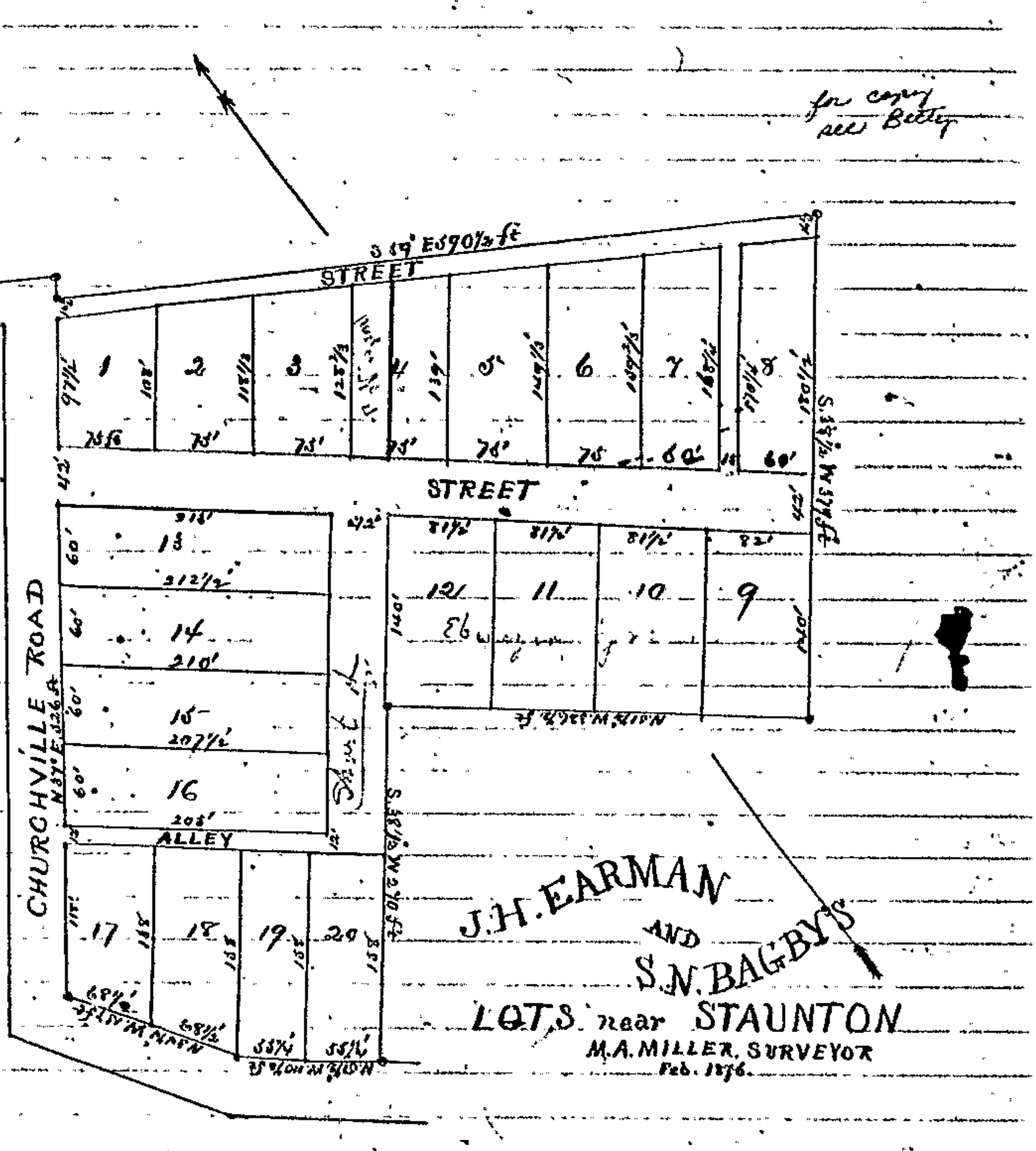
Vicinity Map - Alley to be Vacated on Arlington St



Attachment 3

Saml L. Wilson Trustees vers this day presented in the Office aforesaid and is with the Certificate of acknowledgment thereon endorsed admitted to record.
Teste William A. Burnett C.C.C.

for copy see Betty



Scale 1 in. = 100 ft

B.M.

This Deed, made this the 20th day of March in the year 1876. Between Joseph H. Earman and Harriet M. his wife and S.N. Bagby and Harriet Theresa his wife parties of the first part and A.H. Morel party of the second part, Witnesseth: that for and in Consideration of the sum of Three hundred Dollars to be paid in four equal annual instalments from this date, with interest from this date payable annually, and to be secured by a deed of trust of even date and executed co temporaneously with this deed, on the lot hereby Conveyed, the parties of the first part do grant and Convey unto the party of the second part with general warranty, a certain lot or parcel of land in the County of Augusta, situate near to and North west of the City of Staunton and designated as lot No 16 of the plat of lots herewith recorded, the land embraced in said plat being the same which was Conveyed to said Joseph H. Earman and S.N. Bagby by Thomas M. Shumate and wife by deed bearing date the 10th day of January 1876, of record in the Clerks office of the County Court of Augusta in Deed Book 89 page 331. The lot hereby Conveyed fronts on the East side of the Churchville road the distance of 60 feet and runs back between parallel lines to a 12 feet street the distance of 205 feet on the Southern line and 207½ feet on the Northern line, and is bounded on the South by a 12 feet alley and on the North by

Ord'r Recd to Grantee Jan 7th 1878 Pitts Jos Woodward & C

tion of this trust and the residue of the purchase money in three equal instalments payable respectively at one two and three years from the day of sale with interest from the day of sale, taking bonds therefor from the purchaser with approved personal security and also a deed of trust on the property sold, as additional security for the deferred instalments; and the said party of the second part shall collect and disburse the proceeds of said sale to the parties entitled thereto. And the said parties of the first part shall be suffered to remain in quiet and peaceable possession and enjoyment of the said tracts of land until the default aforesaid be made in payment of any of said bonds or the interest thereon, or any part of either, as above mentioned. And if the said J.M. Quarles and Wilson M. Brown or either of them shall well and truly pay all of said bonds and the interest thereon as aforesaid and make no default therein then this deed shall be void, or else shall remain in full force and virtue. Witness the following signatures and seals.

J.M. Quarles (Seal)
Cornelia Quarles (Seal)
W.M. Brown (Seal)
Alex. P. Robertson (Seal)

State of Virginia, County of Augusta, to wit:

I J.N. Green Smith Commissioner in Chancery of the Circuit Court of the County of Augusta, in the State of Virginia do certify that J.M. Quarles and W.M. Brown whose names are signed to the writing hereto annexed bearing date on the 16th day of July 1888, have acknowledged the same before me, in my County aforesaid.

Given under my hand this 20th day of July A.D. 1888.

J.N. Green Smith Com'r in Chy
Aug. Ct.

State of Virginia, County of Augusta, to wit:

I J. Hatch Staver a Notary Public for the County of Augusta, in the State of Virginia do certify that Cornelia Quarles whose name is signed to the writing hereto annexed bearing date on the 16th day of July 1888, has acknowledged the same before me in my County aforesaid. Given under my hand this 20th day of July A.D. 1888.

J. Hatch Staver N.P.

Virginia: In the Clerks Office of Augusta County Court July 26th 1888.

The foregoing Deed from J.M. Quarles wife &c to Alex. P. Robertson trustee to secure Ellen D. Family was this day presented in the office aforesaid and with the certificates annexed is admitted to record.

Teste William A. Burnett C.C.C.

Ext. Ship. to F.W. Dickinson Oct. 31/88 Note J.B. Hardwood Clerk

This Deed Made this 18th day of July 1888. between Frank W. Dickinson and M.G. Irvine party of the first part, Frank W. Dickinson party of the second part, Thomas Carroll party of the third part and W.P. Brown party of the fourth part, Witnesseth whereas J.H. Tarman & J.N. Bagby laid off into lots certain tract of land situate near Staunton on the Churchville road, and sold and conveyed the said lots in several portion, a plat of which said tract of land as laid off and subdivided into lots, is recorded in the Clerks Office of the County Court of Augusta County in Deed Book 11 Page 624.

And whereas it appears by said plat that an alley or street 16½ feet in width was laid off along the northern line of said tract of land from the Churchville road to the eastern line of said tract for the common use of the owners of the lots

contiguous to said alley. and whereas said street or alley has never in fact been opened for use and separated by fencing from the lots adjoining thereto; and whereas the said Frank H. Dickerson and W.C. Givens are owners as tenants in Common of the tract of land which is bounded on the north by said alley or street along its entire length from the Churchville road to the eastern end thereof; and whereas the said Frank H. Dickerson is the owner of lots No. 5, 6, 7 & 8 and of part of lot No. 4 as laid off and designated in said plat, all of which lots adjoin said alley; and whereas W. P. Brown is the owner of lots No. 2 & 3, and of the remaining part of lot No 4 as designated in said plat to which lots adjoin said street or alley. and whereas said Thomas Ewell is the owner of lot No 1. as designated in said plat which lot adjoins said street or alley. and whereas the said Frank H. Dickerson, W.C. Givens Thomas Ewell and W. P. Brown are the only parties who, as owners of lands or lots contiguous to said street or alley, are entitled to the use or benefit of the same, and whereas each and all of said parties desire that said street or alley, shall remain closed, and have agreed, each with the others, that each of said parties will surrender to the others his right to the Common use of said street or alley, that said street or alley shall be and remain forever closed, and that the Northern line or boundary of said street or alley, shall be held, deemed and treated as the Northern bounds any line of each lot designated in said plat which is bounded on the North by said street or alley. Therefore in Consideration of the premises, the said Frank H. Dickerson, W.C. Givens, W. P. Brown and Thomas Ewell do each release and surrender to the others, the right to the Common use of the alley or street 16½ feet in width designated in said plat, running along the northern line of said tract from the Churchville Road to the eastern line thereof.

And this deed further Witnesseth, that said Frank H. Dickerson, W.C. Givens W. P. Brown and Thomas Ewell have Covenanted and agreed each with the others, and do hereby Covenant and agree, each with the other, that said street or alley shall be and forever remain closed and shut up. and that the Northern boundary line of said street or alley, shall be hereafter deemed held treated and regarded as the Northern boundary line of lots No. 1. 2, 3, 4, 5, 6, 7 & 8 as designated in said plat, and which said lots are the only lots designated on said plat which adjoin said street or alley.

Witness the following signatures & seals.

J. L. Shelly (as to Agnes J. Bibb & W.C. Givens)
Witness

J. B. Woodward
Witness

F. H. Dickinson (Seal)
W.C. Givens (Seal)
Thomas Ewell (Seal)
Wm P. his X Brown (Seal)
mark

State of Virginia, Augusta County, to-wit:

I, Jos. B. Woodward, a Notary Public for the County of Augusta in the State of Virginia do hereby certify that Frank H. Dickerson, W. P. Brown and Thomas Ewell whose names are signed to the writing hereto annexed bearing date on the 18th day of July 1888, have acknowledged the same before me in my County aforesaid. Given under my hand this 27th day of July 1888.

Joseph B. Woodward N.P.

State of Pennsylvania, County of Cumberland, to-wit:

I, John L. Shelly, a Notary Public for the County of Cumberland in the State of Pennsylvania do hereby certify that W.C. Givens whose name is signed to the writing hereto annexed bearing date on the 18th day of July 1888, has ack-

Ordinance No. 2019-___

AN ORDINANCE VACATING AND ABANDONING ALL OF THAT 16.5 FOOT ALLEY PLATTED WITH LOTS 1 THROUGH 8 OF THE J.H. EARMAN AND S.N. BAGBY LOTS EXTENDING FROM AN UNDEVELOPED PORTION OF FRAISER STREET TO CHURCHVILL AVENUE

Recitals

A. An application for alley vacation has been filed by 212 Sunset Avenue LLC pursuant to §15.2-2272 of the Code of Virginia, 1950, as amended, to have all of that certain alley as hereinafter described, vacated and abandoned by the City of Staunton, Virginia;

B. A plat showing the aforesaid alley to be vacated and abandoned is attached hereto as Exhibit A;

C. The requirements of said section have been met along with those of §15.2-2204 of the Code of Virginia, 1950, as amended, and the Planning Commission of the City of Staunton, Virginia has recommended vacating said alley;

D. This matter has been properly advertised, heard, and considered; and

E. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton**,** Virginia, that the following alley, to wit: all that certain public alleyway extending from Frazier Street westward to and terminating at its intersection with Churchville Avenue across the lands of 212 Sunset Avenue LLC, Mary E. Tate, Harry M. Kimbo *et al*, Otis Michael Johnson and Parkway Christian Church, being a portion of the J. H. Earman and S. N. Bagby Lots more particularly described as follows:

All that certain area lying in the City of Staunton, Virginia containing 9,740 square feet, as more particularly designated and described on a plat entitled, "Sketch Showing a 16.5' Alley to be Vacated J. H. Earman and S. N. Bagby Lots (Subdivision) Staunton, VA" dated April 23, 2019, made by Thomas W. Dorr, Land Survey with EGS & Associates, Inc.be and it hereby is **VACATED, CLOSED and ABANDONED** with reservation to the City of Staunton of any existing utility lines located in the alley, with ownership of the area of the vacated alley determined in accordance with applicable law.

Introduced:

DRAFT

Adopted:
Effective Date:

_____
Carolyn W. Dull, Mayor

ATTEST:_____
Suzanne F. Simmons
Clerk of Council

DRAFT

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**B & C**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by Mary Baldwin University for Special Use Permits Under the Provisions of SCC 18.90.030, Uses Permitted on Review, of the HE-1, Higher Education District, of Title 18 Zoning, of the Staunton City Code**	

Background: Mary Baldwin University is requesting Special Use Permits to use two dwellings that it owns at 245 Sycamore Street and 249 Sycamore Street for student housing. The University purchased 245 Sycamore Street in 1988, and 249 Sycamore Street in 1987. Both properties were rezoned in 2002, to HE-1, Higher Education District, in a City-initiated rezoning of all properties owned by Mary Baldwin University. Since that time, it appears that the properties have continued to be used as single-family dwellings. In April, Mary Baldwin University officials approached the City about the possibility of obtaining building permits to change the use of the properties, which has prompted the Special Use Permit application.

Review: The properties are located at the end of Sycamore Street adjacent to the Mary Baldwin University campus. An attached map illustrates the surrounding zoning. Zoning to the north, south, and west is HE-1, Higher Education District, with R-4, High Density Residential District, to the east. The table below shows the size, number of bedrooms, and proposed occupancy for each dwelling.

Address	**Living Area** (according to the City real estate records)	**# of Bedrooms** (according to the applicant)	**Proposed Occupancy**
245 Sycamore St	1,728 square feet	4 bedrooms	6 persons (2 singles and 2 doubles)
249 Sycamore St	1,448 square feet	5 bedrooms	7 (3 singles and 2 doubles)

The Zoning Code states the General Purpose of the Higher Education Districts:

> Higher education districts are intended to provide appropriate areas for the development and operation of colleges and universities, including teaching facilities, academic and administrative support facilities, student, faculty and staff housing, athletic and recreation facilities, and other amenities and services related to the operation of institutions of higher education. The regulations for the district are designated to provide flexibility for uses which are harmonious within a college or university environment and result in minimal impact on the character of adjoining districts.

Staff conducted a review of the requests, and the following concerns were noted:

1. Conversion of the properties to student housing is a change of use under the Uniform Statewide Building Code from R-5 to R-2, and a building permit is required. Building Code requirements include:

   A fire sprinkler system
   A fire alarm system
   Smoke alarms

2. The Fire and Rescue Department has expressed concerns with fire truck access to both properties because of the narrow conditions that exist on Sycamore Street.

Staff proposed a series of conditions that would help to lessen conflicts and promote compatibility with the single-family residential uses to the east:

1. The number of students permitted to be housed at 245 Sycamore Street shall not exceed six.
2. The number of students permitted to be housed at 249 Sycamore Street shall not exceed seven.
3. All residents of the properties shall have Mary Baldwin University parking permits and should be required by the University to park on campus.
4. Pedestrian access points should be encouraged from campus rather than Sycamore Street. A sealed surface walkway must be installed connecting 245 Sycamore to campus such as the ones already installed for 249 Sycamore.
5. The applicant must obtain all necessary building permits and comply with the Virginia Uniform Statewide Building Code for the change of use.
6. Failure to comply with any of these conditions will result in immediate revocation of the Special Use Permit.

Planning Commission Recommendation: At its meeting of May 16, 2019, the Planning Commission held a public hearing on the matter. Five people spoke in opposition to the request, stating concerns with increased occupancy, traffic volume and speed, littering on the street and noise. On 4-0 votes, the Commission voted unanimously to recommend approval of the Special Use Permits, with the conditions recommended by staff and an additional condition limiting the SUP for one school year.

One of the neighbors contended at the public hearing, and in a follow-up email, that the dwelling at 245 Sycamore Street did not meet the side yard setback requirement for structures adjoining residential districts and therefore the property is not eligible for a Special Use Permit. This assertion is incorrect. Records from Historic Staunton Foundation indicate that the dwelling was constructed in the 1920s. The dwelling is deemed a legally existing nonconforming structure in that it was constructed prior to the rezoning of the property in 2002 which established a 25' side yard setback when adjoining residential districts. The proposed use of the property, student housing, does not require a greater setback than the existing use, single-family.

A suggested motion is provided below for each property.

Attachments:
Attachment 1—Application for Special Use Permit for 245 Sycamore Street
Attachment 2—Vicinity Map—245 Sycamore St
Attachment 3—Application for Special Use Permit for 249 Sycamore Street
Attachment 4—Vicinity Map—249 Sycamore Street
Attachment 5—Map of Current Zoning for 245 & 249 Sycamore St
Attachment 6—Electronic mail dated May 29, 2019, from Mark Pitts, and related comments

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit for 245 Sycamore Street, as recommended by the Planning Commission, with the following conditions:

1. The number of students permitted to be housed at 245 Sycamore Street shall not exceed six.
2. All residents of the property shall have a Mary Baldwin University parking permit and should be required by the University to park on campus.
3. Pedestrian access points should be encouraged from campus rather than Sycamore Street. A sealed surface walkway must be installed connecting 245 Sycamore to campus such as the ones already installed for 249 Sycamore.
4. The applicant must obtain all necessary building permits and comply with the Virginia Uniform Statewide Building Code for the change of use.
5. Failure to comply with any of these conditions will result in immediate revocation of the Special Use Permit.
6. The Special Use Permit shall expire on May 31, 2020.

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit for 249 Sycamore Street, as recommended by the Planning Commission, with the following conditions

1. The number of students permitted to be housed at 249 Sycamore Street shall not exceed seven.

2. All residents of the property shall have a Mary Baldwin University parking permit and should be required by the University to park on campus.
3. The applicant must obtain all necessary building permits and comply with the Virginia Uniform Statewide Building Code for the change of use.
4. Failure to comply with any of these conditions will result in immediate revocation of the Special Use Permit.
5. The Special Use Permit shall expire on May 31, 2020.

City Manager: Stephen F. Owen

Attachment 1

STAUNTON
VIRGINIA

DEPARTMENT OF PLANNING & INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: 4/18/19

NAME OF APPLICANT: Mary Baldwin University - Keith Callahan

ADDRESS OF APPLICANT: 101 East Frederick Street

PHONE #: 540-887-7201

E-MAIL ADDRESS: mkcallahan@marybaldwin.edu

IF APPLICANT IS ***NOT*** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 245 Sycamore Street

MAP PROVIDED: YES X NO _____ SITE PLAN PROVIDED: YES _____ NO X

FEE PAID: YES X NO _____ **check or cash only*

PRESENT ZONING OF THE PROPERTY: HE-1

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:
18.90.020

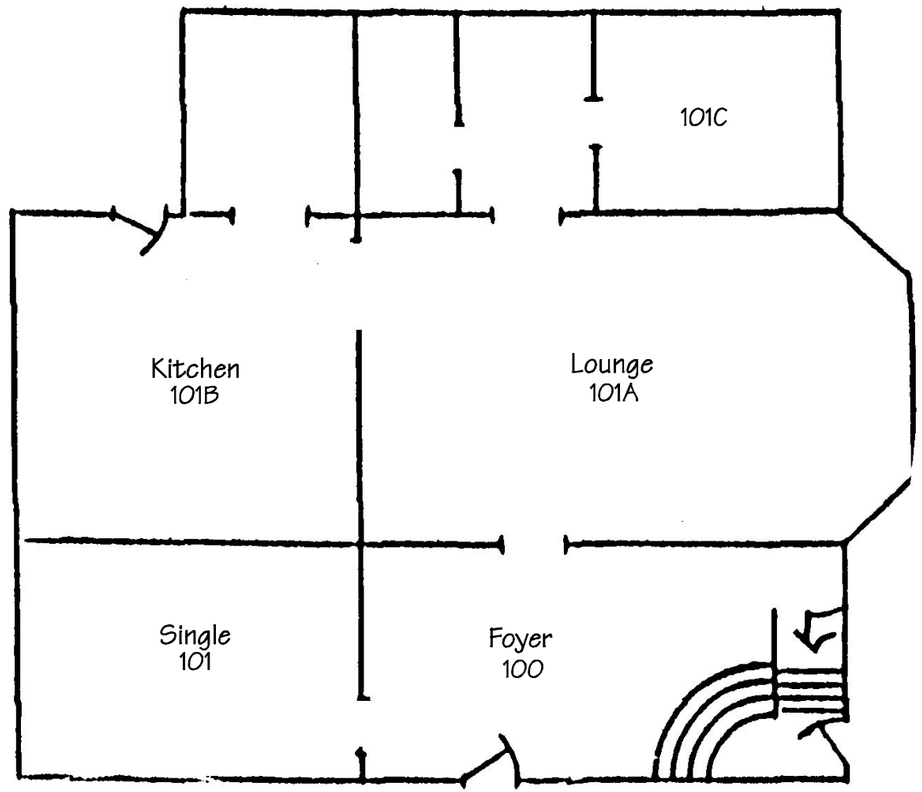
ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF ***NO***, EXPLAIN HOW UTILITIES WILL BE PROVIDED:
Yes

LEGAL DESCRIPTION OF PROPERTY: Lots 11 Parcel ID:1913
DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

Change of use from Single Family to Student Housing

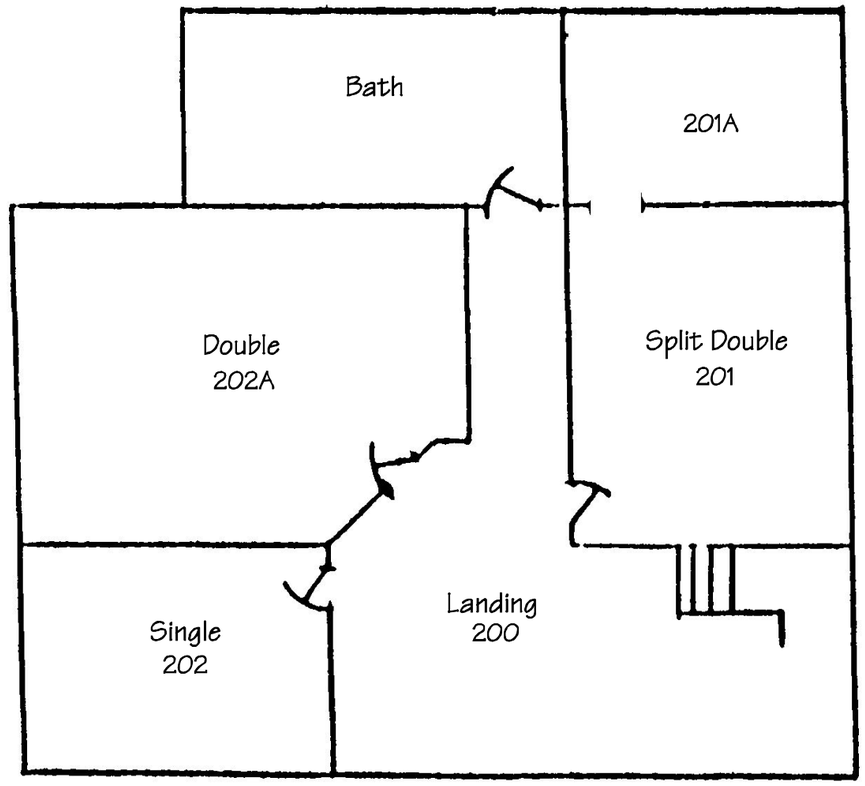
SIGNATURE: KH Callahan


Mary Baldwin University
ACADEMY ST
SYCAMORE ST
N COALTER ST
249
13
12
245
243
239
237
235
233
231
22
2
20
21
19
18
1
140
138
138-140
146
135
129-133



FIRST LEVEL

PROJECT	CRONE 100 LEVELS FIRST FLOORS	
SCALE	none	Mary Baldwin College
DATE	1/20/97	MBC-CIS
DWN BY	BETLEJ	
DOC NO.	CIS 000110	
SHT NO.	1 of 6	



SECOND LEVEL

PROJECT	CRONE 200 LEVEL SECOND FLOOR
SCALE none	Mary Baldwin College
DATE 1/20/97	MBC-CIS
DWN BY BETLEJ	
DOC NO. CIS 000110	
SHT NO. 4 of 6	

Attachment 2

Vicinity Map - 245 Sycamore St



Attachment 3

STAUNTON VIRGINIA

DEPARTMENT OF PLANNING & INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: 4/18/19

NAME OF APPLICANT: Mary Baldwin University - Keith Callahan

ADDRESS OF APPLICANT: 101 East Frederick Street

PHONE #: 540-887-7201

E-MAIL ADDRESS: mkcallahan@marybaldwin.edu

IF APPLICANT IS ***NOT*** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 249 Sycamore Street

MAP PROVIDED: YES X NO ____ SITE PLAN PROVIDED: YES ____ NO X

FEE PAID: YES X NO ____ **check or cash only*

PRESENT ZONING OF THE PROPERTY: HE-1

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:
18.90.020

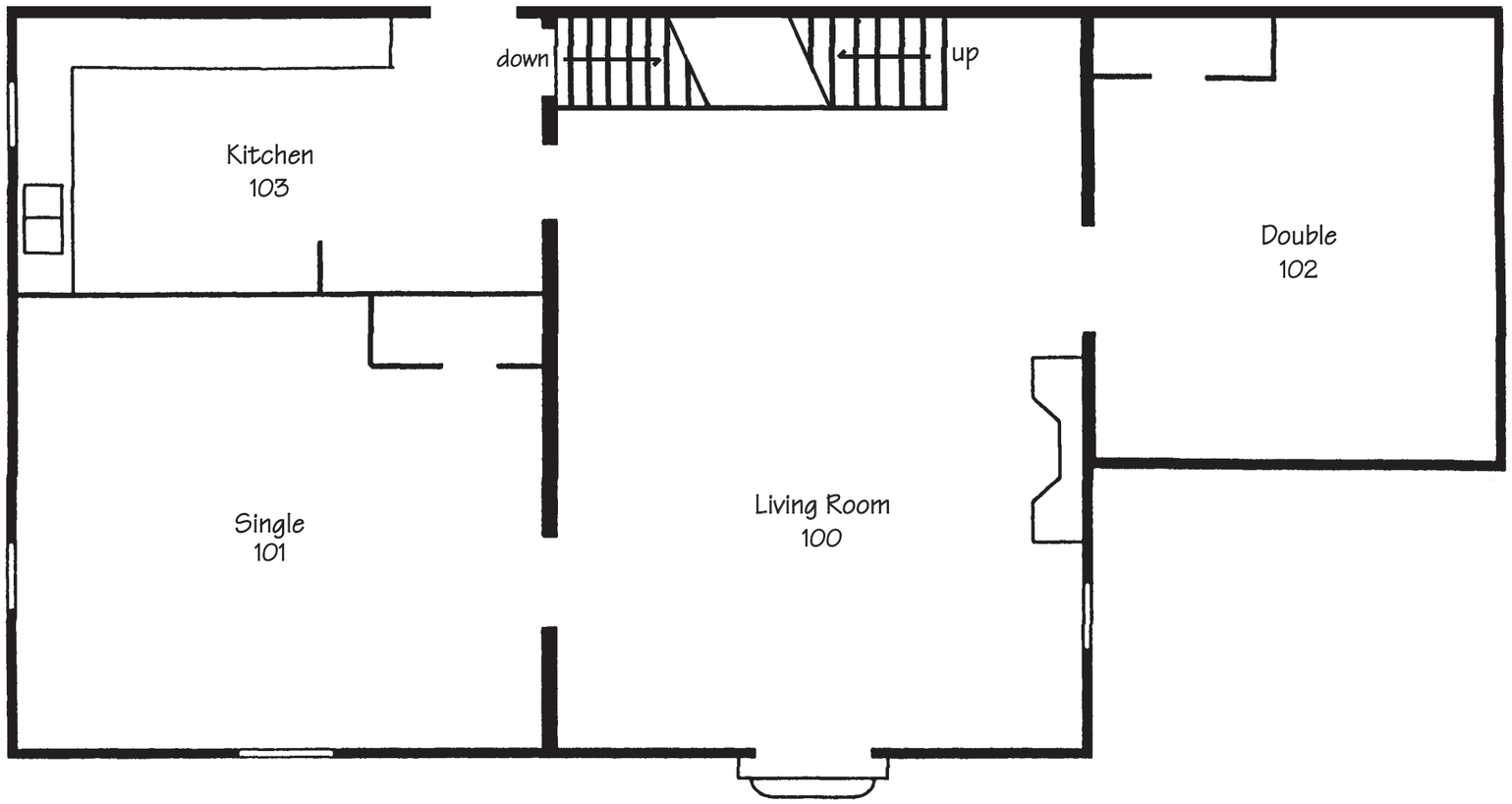
ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF ***NO***, EXPLAIN HOW UTILITIES WILL BE PROVIDED:
Yes

LEGAL DESCRIPTION OF PROPERTY: Lots 12 & 13 Parcel ID:8552
DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

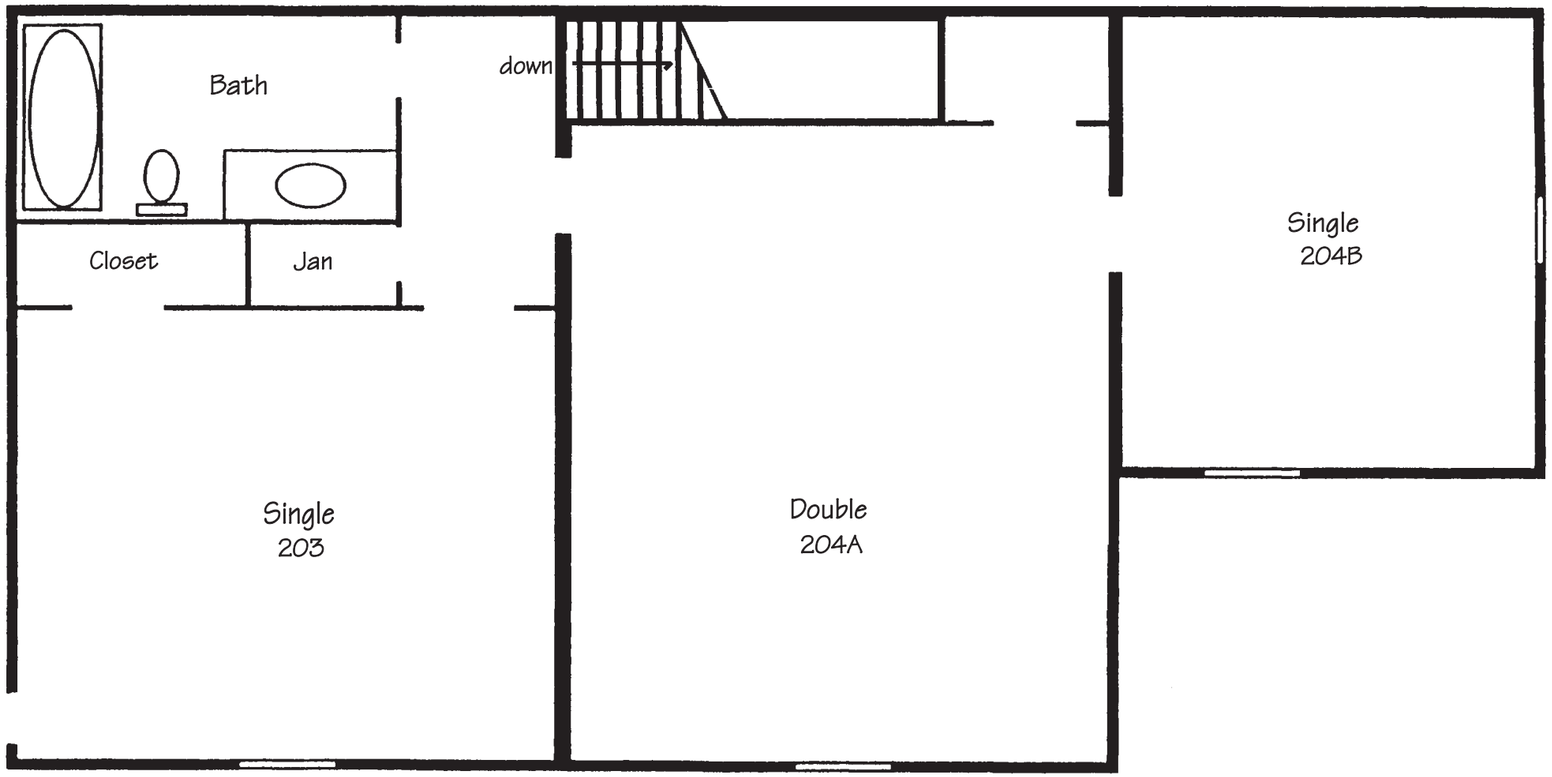
Change of use from Single Family to Student Housing

SIGNATURE: KH Callahan


Mary Baldwin University
ACADEMY ST
SYCAMORE ST
N COALTER ST
249
13
12
245
243
239
237
235
233
231
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138-140
146
135
129-133
234
218



PROJECT	SCOTT 100 LEVELS FIRST FLOORS
SCALE none	Mary Baldwin College
DATE 1/20/97 updated 7/30/07	MBC-CIS
DWN BY BETLEJ/NICHELSON	
DOC NO. CIS 000122	
SHT NO. 1 of 4	



PROJECT	SCOTT 200 LEVELS SECOND FLOORS
SCALE none	Mary Baldwin College
DATE 1/20/97 updated 7/30/07	MBC-CIS
DWN BY BETLEJ/NICHELSON	
DOC NO. CIS 000122	
SHT NO. 3 of 4	

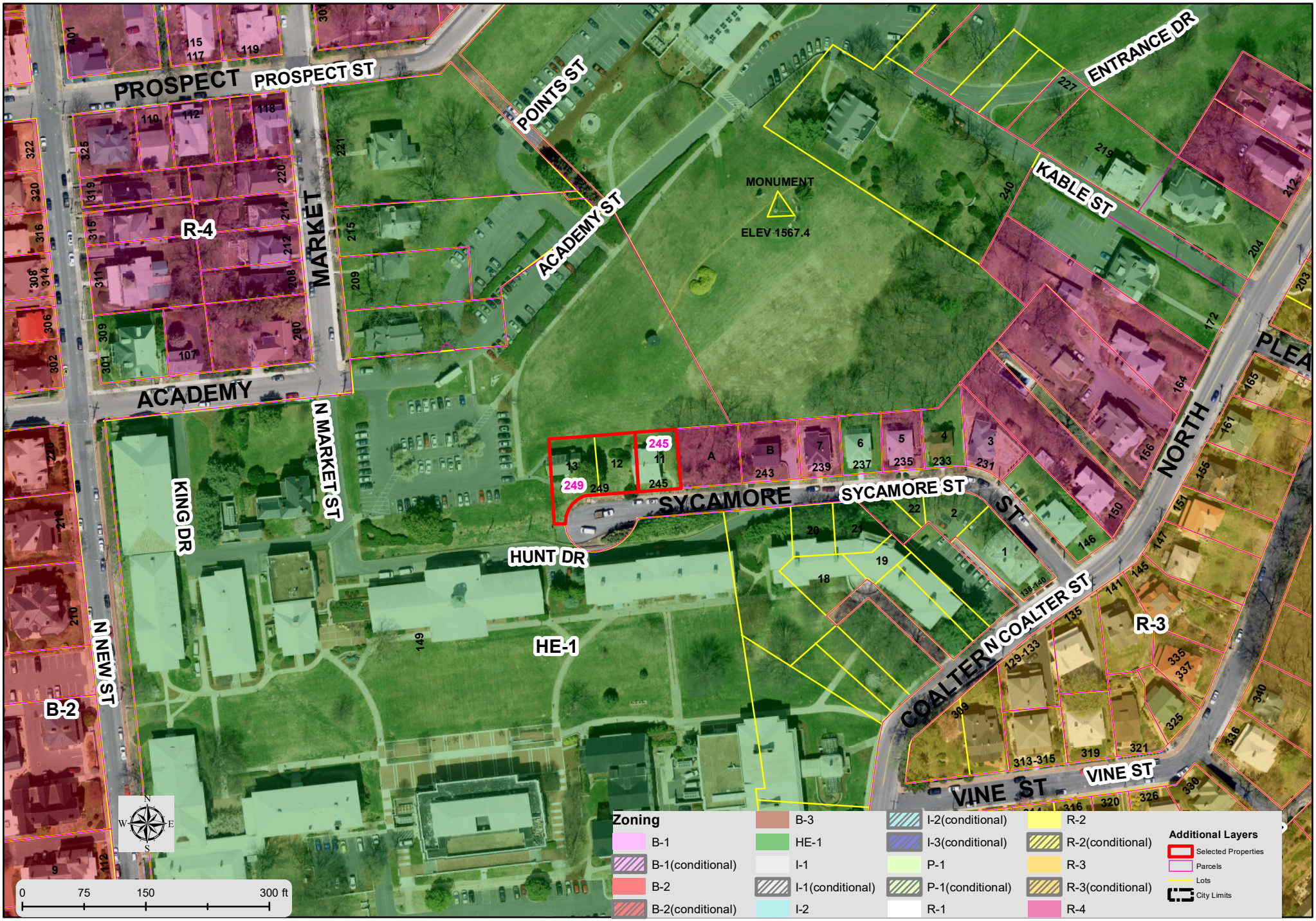
Vicinity Map - 249 Sycamore St

Attachment 4



Current Zoning for 245 & 249 Sycamore St

Attachment 5



Timothy A. Hartless

Attachment 6

From: Robin S. Wallace
Sent: Wednesday, May 29, 2019 4:31 PM
To: Rodney S. Rhodes; Timothy A. Hartless
Cc: Douglas L. Guynn
Subject: FW: Special Use Permit request for the Scott House by MBU
Attachments: Set Back Requirements for the Crone House.pdf

Rodney,
The owners at 239 Sycamore St. asked that I forward the email with attachment to you.
Thanks-
Robin

From: mark@haleyshope.net <mark@haleyshope.net>
Sent: Wednesday, May 29, 2019 4:08 PM
To: Robin S. Wallace <WallaceRS@ci.staunton.va.us>
Cc: HHE <alexandra@haleyshope.net>
Subject: Special Use Permit request for the Scott House by MBU

Mr. Douglas Guynn, Esq.

The attached PDF is an exact copy of the pertinent sections of HE-1 Higher Education District zoning code. This document reproduces the two pertinent sections of HE-1 18.90 zoning code. For simplicity, we have 'grayed' the comments which are not applicable to the current situation and have highlighted and embolden those which do apply.

These comments were presented at the last Planning Commission meeting. The commission requested Rodney Rhode's interpretation and we contend he was in error when he informed the commission that 18.90.040 did not apply in the current situation. Our contention is 18.90.040 is specifically included in the code for the precise purpose of maintaining appropriate setbacks between HE-1 and R-1 thru R-4 districts.

We acknowledge that Rodney Rhodes had only a few precious moments to respond to the commission and may have failed to fully understand the import of the code's clear and unimpeachable wording. We believe that after a measured and thorough re-reading of 18.90.040 that Mr. Rhodes may choose to amend his comments to the commission.

As this section is applicable only to the Crone House and not to the Scott House, it is fortuitous the special use permit applications were split into two independent requests. We contend it appropriate for City Council to be informed of the necessity to reject the application for the Crone House as a direct violation of the Zoning Code under section 18.90.040 and to then proceed to a sole consideration of the Scott House application for a Special Use permit without prejudice.

Thank you for your time and consideration,
Mark Pitts, CPE
239 Sycamore Street

COMMENTS ON CRONE HOUSE

Below are the two pertinent sections from Chapter 18.90 of the zoning code entitled HE-1 HIGHER EDUCATION DISTRICT in their entirety. We have 'grayed' the portions which are not applicable to the situation of the Crone house. The Crone house is adjacent to the R-4 properties at 243 Sycamore and has a side yard of 15'-0" from the face of the structure to the property line of the R-4 zoned property (Note: this ignores the approximate 14" additional roof overhang).

These sections are absolutely clear and unimpeachable. And as such, preclude the proposed change in use permitted upon review to a dormitory use for the Crone house.

18.90.030 Uses permitted on review

New buildings, conversion of **existing** buildings used as **single-family residences** to student housing, or conversion of existing buildings used as single-family residences to any use when conversion will materially alter the external appearance of the building, in every case if the building is located at any point closer than 75 feet to a public street **or residential district**, shall require a special use permit. (Zoning ordinance Art. 4, § 15)**.**

18.90.040 Area regulations

The following requirements shall apply to ALL uses permitted in this district.

(1) Front Yard. All buildings shall set back from public street right-of-way lines not less than 25 feet. In all other cases, a front yard shall not be required.

(2) **Side Yard**. On the side of a building adjoining a **residential** district there **shall be** a side yard of **not less than 25 feet**. There shall be a side yard setback from the intersecting street of not less than 25 feet. In all other cases, a side yard of 10 feet shall be required for one-story buildings, which shall increase to 12 feet for two stories, 15 feet for three stories and 25 feet for four or more stories. There shall be a five-foot setback for accessory buildings.

The 'grayed out' portions of paragraph (2) apply only to the situation where the adjoining or adjacent property is not residential (i.e. R-1, R-2, R-3 or R-4).

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**D**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by TowerCo for a Special Use Permit Under the Provisions of SCC 18.185, Telecommunications Facilities, of Title 18 Zoning, of the Staunton City Code**	

Background: TowerCo, on behalf of Shentel Wireless, is requesting a Special Use Permit to construct a new telecommunications tower and equipment compound at 2330 Morris Mill Road. The property is part of the former Unifi manufacturing facility and is located on Morris Mill Road adjacent to Route 262. The property is split zoned I-1, Light Industrial District, and I-2, Heavy Industrial District. The site of the proposed tower and compound is located within the portion of the property zoned I-2, Heavy Industrial Zoning District. A Special Use Permit is required for the construction of new telecommunications towers in all zoning districts.

Review: Staff has conducted a review of the request and has found no issues with the proposal. Telecommunications facilities are regulated through Chapter 18.185 of the Zoning Code. Section 18.185.090(1) establishes the following requirements for submittal and criteria to be considered in evaluating a Special Use Permit for a new telecommunications facility:

> (a) An inventory and contour map of its existing facilities that are within the city and at least five miles from the city line, including specific information about the location, height, coverage and capacity zones, and design of each telecommunications facility,

telecommunications tower and antenna. [no longer required]

(b) A conceptual plan of proposed sitings.

(c) A scaled site plan including topography.

(d) A scaled elevation view and other supporting drawings.

(e) Calculations and other documentation, signed and sealed by appropriate licensed professionals, showing the location and dimensions of all improvements.

(f) Radio frequency coverage. [no longer required]

(g) Setbacks.

(h) Parking.

(i) Security fencing.

(j) Landscaping.

(k) Adjacent uses.

(l) An engineering report, certifying that the proposed telecommunications tower is compatible for a minimum of three similar users including the primary user.

(m) Information demonstrating that antennas, telecommunications towers, and telecommunications facilities for possible co-locator antennas are no higher in elevations than necessary.

(n) Height of the proposed telecommunications tower.

(o) Proximity of the telecommunications tower to residential structures and residential district boundaries.

(p) Nature of the uses on adjacent and nearby properties.

(q) Surrounding topography (at least a 400- foot radius).

(r) Surrounding tree coverage and foliage (at least a 400-foot radius).

(s) Design of the telecommunications facility and telecommunications tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness.

(t) Proposed ingress and egress.

(u) Co-location policy which outlines policy regarding company’s willingness to co-locate on other company’s telecommunications towers and company’s willingness to accept other users on its

telecommunications towers.

(v) Consistency with the *Comprehensive Plan* and the purposes to be served by zoning.

(w) Actual photographs from the site showing adjoining properties and other relevant views and simulated photographic image of the proposed telecommunications tower from the adjoining properties.

(x) Other information deemed by the city to be necessary to assess compliance with this chapter.

In 2018, the Code of Virginia was amended to limit some of the information that localities may request and use in evaluating applications for telecommunication towers. As a result, some of the information noted in Chapter 18.185, pertaining to service coverage area or an applicant's need for the new facility, was neither required nor provided. (The Zoning Code will be amended to reflect this change to the Code of Virginia.)

The proposed monopole tower is 188 feet tall (including antennas) and will include a 50' x 50' fenced compound area for equipment. The facility will be approximately 322 feet from the nearest point of Morris Mill Road and 432 feet from the nearest residential structure. During its review, staff found the information provided to be complete and in general conformance with the requirements of Chapter 18.185. The proposal is consistent with the Zoning Code goal of encouraging the placement of telecommunication facilities in nonresidential areas and in areas where the adverse impacts on the City are minimal. A site plan of development will be required prior to the issuance of any building permit. A building permit and electrical permit will be required for the construction of the tower and the related equipment. This property is adjacent to the City's boundary with Augusta County. Staff shared the application with County staff, which had no comments concerning the request.

Planning Commission Recommendation: At its meeting on May 16, 2019, the Planning Commission held a public hearing on the matter. One individual spoke in opposition to the request, stating he owned a tower nearby and questioning why Shentel had not collocated on his tower. Earlier in the Shentel representative's presentation, the representative had addressed this issue, stating that the nearby tower lacked the structural capacity to hold the new equipment and was too close to Shentel's existing facility on the Beverley Manor Middle School property in Augusta County. On a 4-0 vote, the Commission voted to recommend approval of the request, concurring with staff's recommendation.

Attachments:
Attachment 1—Application and Documents Supplied by the Applicant
Attachment 2—Location Map 2330 Morris Mill Road

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit to locate a new telecommunications tower at 2330 Morris Mill Road, as recommended by the Planning Commission.

City Manager: Stephen F. Owen

Attachment 1

DEPARTMENT OF PLANNING & INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: April 10, 2019

NAME OF APPLICANT: TowerCo - David Hockey, Director of Zoning

ADDRESS OF APPLICANT: 5000 Valleystone Drive #200, Cary, NC 27519

PHONE #: 919-469-5559

E-MAIL ADDRESS: dhockey@towerco.com

IF APPLICANT IS ***NOT*** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 2330 Morris Mill Road

MAP PROVIDED: YES X NO ____ SITE PLAN PROVIDED: YES X NO ____

FEE PAID: YES X NO ____ **check or cash only*

PRESENT ZONING OF THE PROPERTY: I-2

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:
Section 18.80.020, I-2 Heavy Industrial District Uses Permitted and Section 18.185, Telecommunications Facilities

ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF ***NO***, EXPLAIN HOW UTILITIES WILL BE PROVIDED:
Yes.

LEGAL DESCRIPTION OF PROPERTY: Tax Parcel # 11057, Parcel C on Plat Revising Unifi Prop. 49.66 AC
DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

Installation of a 180' monopole telecommunications tower with 8' lightning rod, 50' x 50' fenced equipment compound and 12' wide gravel road, Shentel Equipment and antennas. See plans for additional details.

SIGNATURE: David Hockey

WILLIAMS MULLEN

Direct Dial: 434.951.5709
vlong@williamsmullen.com

April 11, 2019

VIA OVERNIGHT MAIL

Mr. Rodney Rhodes, Senior Planner
Department of Community Development
Planning & Zoning Division
City of Staunton
116 W. Beverly Street
Staunton, Virginia 24402

Re: Application for a Wireless Telecommunications Tower Special Use Permit
Site Name: Gypsy Hill
TowerCo Site #VA0347 / Shentel Site #69244
Proposed Site Address: 2330 Morris Mill Road, Staunton, VA
Tax Map Parcel# 11057

Dear Mr. Rhodes:

Our firm is counsel for TowerCo, LLC and we submit this letter and its contents on its behalf as applicant for a Special Use Permit for a Wireless Telecommunications Tower site at the above referenced property. The proposed "Gypsy Hill" tower is designed to support the needs of Shentel to improve its wireless telecommunications network in the area by providing additional capacity. Shentel, based in Edinburg, Virginia, and the successor to NTELOS Wireless, provides digital wireless telecommunications services in the western region of Virginia as a Sprint PCS affiliate.

Shentel current has its equipment located on a number of towers or tower support structures in the area, as shown on the enclosed list of existing sites within a 5-mile radius of the proposed Gypsy Hill tower. As the demand for wireless telecommunications and data have increased dramatically in recent years, Shentel is working to increase its infrastructure to provide additional capacity in its network through the use of in-fill capacity sites. The Gypsy Hill tower is designed to offload traffic from three of Shentel's other existing nearby sites in the area, each of which is shown on the enclosed map:

1. Site # 68943, a 190-foot monopole located at 520 Fraser Lane;
2. Site # 68954, a 195-foot self-support tower located at 250 North Jefferson Street; and
3. Site # 68959, a 114-foot monopole collocated on a Dominion Power transmission structure located at Baltimore Avenue and East Peabody Street.

With in-fill sites such as the Gypsy Hill tower, location is particularly important. Before proposing a new structure to serve Shentel's network needs, TowerCo first looked for other collocation opportunities in the designated area. Of all of the existing towers and other collocation structures within 5-miles of the Gypsy Hill tower site, Shentel already has its equipment located on those structures. As such, there are no collocation opportunities in the vicinity of the proposed location, so a new tower is required to support Shentel's antennas.

The subject property is particularly well-suited in terms of location relative to Shentel's other three sites that the Gypsy Hill tower will support, as well as in terms of its Industrial zoning and proximity to other industrial and commercial uses, and to the Woodrow Wilson Parkway. The proposal also furthers the purposes and intent of the City's Wireless Telecommunications Ordinance (the "Ordinance"), in that the proposed tower is located in a non-residential area, and by being designed to support future collocation, the tower will minimize the number of telecommunications facilities throughout the City and support the goal of the joint use of new and existing telecommunications facilities in the future. In addition, the proposed tower has been located in an industrial area where the adverse impact on the City to the extent possible is relatively minimal. By its design as a monopole tower, and with landscaping around the base of the tower compound, the proposed tower is configured in a way that minimizes the adverse visual impacts of the proposal.

The proposed tower complies with all siting requirements of Section 18.185.030 of the Ordinance, as well as all Federal requirements and other requirements of the Ordinance.

Enclosed in our application package are one (1) original and eighteen (18) copies of the following:

(1) Construction Drawings prepared by Mead & Hunt, sealed and dated April 4, 2019;
(2) Tower Structural Drawings, sealed and dated April 8, 2019;
(3) Photo Simulations;
(4) Aerial Map of the proposed location;
(5) Executed Colocation Statement;
(6) Federal Aviation Site Evaluation Report;
(7) FAA Determination Report;
(8) Existing Tower Sites Map and Data;
(9) Recorded Memorandum of Lease with Property Owner.

As you may be aware, the State Legislature recently approved, and the Governor signed into law House Bill 1258, which amended Article 7.2, Zoning for Wireless Communications Infrastructure, of the Code of Virginia. These amendments limit the ability of localities to require applicants for such Wireless Communications Infrastructure to provide certain proprietary, confidential, or other business information to justify the need for the project, including propagation maps and telecommunications traffic studies as part of the review and approval process. As such, some requirements from Section 18.185.090 of the Ordinance have not been included in the enclosed application package.

During the Pre-application meeting I attended at the City on February 6, a representative of the City's Fire & Rescue department expressed concern regarding the proximity of the proposed Gypsy Hill tower to designated emergency landing areas for the City's EMT helicopter. Specifically, concerns were expressed about the emergency landing area at Beverly Manor Middle School on Cedar Green Road in Augusta County, and at Shelbourne Middle School on Gruber Street. With regard to Beverly Manor Middle School, Shentel has advised that there is an existing telecommunications tower on the Middle School property already, and that Shentel recently collocated its antennas on that tower. Regarding Shelbourne Middle School, if the Gypsy Hill tower were approved, prior to construction TowerCo would ensure that the Fire & Rescue Department had the precise coordinates available and the tower height, so it can make its pilots aware of the tower just as we understand is the practice with the other numerous towers in the area. No additional information has been requested from TowerCo concerning these landing site locations. An FAA report and registration information has been provided in the application package. If additional information is required in connection with this issue, please advise as soon as possible.

If you have any questions or need any additional information, please do not hesitate to contact me. We look forward to working with you on this application.

Very truly yours,

Valerie W. Long

Valerie W. Long

cc: David Hockey – TowerCo (Via Email)
Debbie Balser – Shentel (Via Email)

Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
10101 Hillwood Parkway
Fort Worth, TX 76177

Aeronautical Study No.
2019-AEA-701-OE

Issued Date: 03/26/2019

Chad Doherty
TowerCo 2013 LLC
5000 Valleystone Dr
Cary, NC 27519

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Monopole VA0347 Gypsy Hill - Tower
Location:	Staunton, VA
Latitude:	38-09-40.18N NAD 83
Longitude:	79-06-23.91W
Heights:	1679 feet site elevation (SE)
	188 feet above ground level (AGL)
	1867 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/ lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 L Change 2.

This determination expires on 09/26/2020 unless:

(a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
(b) extended, revised, or terminated by the issuing office.
(c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (817) 222-5922, or debbie.cardenas@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2019-AEA-701-OE.

Signature Control No: 395218464-400582915 (DNE)
Debbie Cardenas
Technician

Attachment(s)
Frequency Data

cc: FCC

Frequency Data for ASN 2019-AEA-701-OE

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1670	1675	MHz	500	W
1710	1755	MHz	500	W
1850	1910	MHz	1640	W
1850	1990	MHz	1640	W
1930	1990	MHz	1640	W
1990	2025	MHz	500	W
2110	2200	MHz	500	W
2305	2360	MHz	2000	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
2496	2690	MHz	500	W

ASAC SITE SPECIFIC EVALUATION
FOR
Site Name: Gypsy Hill
Site Number: VA0347
Site Location: Staunton, VA.

Requestors Name: Chad Doherty
Company Name: TowerCo
Street Address: 5000 Valleystone Dr.
City and Zip: Cary, NC 27519

This is an evaluation based on application of surfaces identified in Federal Aviation Regulation (FAR) Part 77 and Federal Communication Commission (FCC) Rules Part 17.

EXECUTIVE SUMMARY

- **The max height that can be built at this site without notice to the FAA is 200 feet AGL or 1880 feet AMSL.**
- **The max No Extended Study height at this site is 499 AGL, or 2179 AMSL.**
- **The max no hazard height at this site is 499 AGL, or 2179 AMSL.**
- **The max no marking and lighting height at this site is 200 AGL, or 1880 AMSL.**

SITE DATA

Structure Type: Antenna Tower

Coordinates of site:	**Lat:**	**38° 9' 40.18"**
	Long:	**79° 6' 23.9"**
	Datum:	**NAD 83**

Site ground elevation:	**1680**
Total height above the ground of the entire structure (AGL):	**188**
Total height above mean sea level (AMSL):	**1868**

AIRPORT/HELIPORT INFORMATION

Nearest public use or Government Use (DOD) facility Augusta Medical Center.

This structure will be located 6.9 NM or 41973 FT from the helipad on a bearing of 124 degrees true to the helipad.

Nearest private use landing facility is Root Field.

This structure will be located 6.5 NM from the airport on a bearing of 83 degrees true to the airport.

STUDY FINDINGS

FAA FAR Part 77 paragraph 9 (FAR 77.9): **(Construction or Alteration requiring notice.) (These are the imaginary surfaces that the FAA has implemented to provide general criteria for notification purposes.)**

This structure does not require notification to the FAA.

FAA FAR Part 77 paragraph 17(FAR 77.17): **(Standards for Determining Obstructions.)(These are the imaginary surfaces that the FAA has implemented to protect aircraft safety. If any of these surfaces are penetrated, the structure may pose a Hazard to Air Navigation.)**

This structure does not exceed these surfaces.

FCC Notice Requirements:
(FCC Rules, Part 17)

This structure does not require notification to the FAA or FCC based on these rules.

FAA EMI:
(The FAA protects certain air navigational aids, radio transmitters, and RADAR facilities from possible interference. The distance and direction are dependent on the type of facility being evaluated. Some of these transmission and receiver facilities are listed in the National Flight Data Center (NFDC) database.)

This site would not affect any FAA air navigational aids or transmitters.

Military Airspace:
(This would include low level visual and instrument routes along with operations areas and special use airspace.)

This structure will not affect this airspace.

AM Facilities:
(The FCC protects AM radio stations from possible interference for a distance of 3.0 km for directional facilities, and 1.0 km for non-directional facilities. New changes to the FCC critical distances are calculated based on the AM transmission Movement Method Proof evaluation.)

This site was evaluated against the FCC's AM antenna database using the Movement Method proof calculations and no further action is required.

MARKING AND LIGHTING

FAA Advisory Circular 70/7460-1:

Marking and lighting is not required for this structure.

RECOMMENDATIONS

This site was evaluated in accordance with the requirements specified by the FAA under Federal Aviation Rules part 77, and found not to be a hazard to air navigation.

☐ **State filing required**

☒ **State filing not required**

The construction crane at a height of 198' AGL does not require notice.


MORRIS
Water Tank
Stonewall Dr
Westside Sch
Sherburne Jr High Sch
Staunton
Google Earth
© 2018 Google
3000 ft
N

April 8, 2019

VA0347- COLOCATION STATEMENT

This document is being provided to confirm that TowerCo 2013 LLC commits to allowing colocation on the proposed tower to be located at 2330 Morris Mill Road, Staunton, VA. Additionally, the wireless communication facility will be designed to accommodate multiple wireless tenants, thereby minimizing the potential for any new towers in the vicinity of the proposed facility.

As background, TowerCo is a privately held wireless infrastructure company that owns towers and leases space to all national and non-national wireless customers throughout the country. It is important to TowerCo that our sites have the capacity to handle multiple tenants.

Should you have any questions, please feel free to reach me at (919) 653-5746

Sincerely,

David Hockey
Director of Zoning

NOTARY BLOCK

State of NORTH CAROLINA
County of Wake

This instrument was acknowledged before me by David Hockey, Director of Zoning of TowerCo (Tower Facility owner), personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same.

WITNESS my hand and official seal, this 8th day of April, 2019.

NOTARY SEAL

TowerCo

Notary Public Jill E. Harvey
My Commission Expires: 7/26/2020

JILL E HARVEY
NOTARY PUBLIC
WAKE COUNTY, NC
My Commission Expires 7/26/2020

5000 Valleystone Dr. Suite 200 Cary, NC 27519 address | 919.469.5559 main | 919.469.5530 fax | info@towerco.com email | towerco.com website

VIRGINIA LAND RECORD COVER SHEET
FORM A – COVER SHEET CONTENT

INSTRUMENT 180002063
RECORDED IN THE CLERK'S OFFICE OF
STAUNTON CIRCUIT COURT ON
September 4, 2018 AT 03:30 PM
THOMAS E. ROBERTS , CLERK
RECORDED BY: RPM

(Area Above Reserved For Deed Stamp Only)

Instrument Date: 8/20/2018
Instrument Type: AGLT
Number of Parcels: 1 **Number of Pages:** 7
☒ City [ ] County
STAUNTON

TAX EXEMPT? VIRGINIA/FEDERAL LAW
[ ] Grantor:
[ ] Grantee:
Consideration: $10.00
Existing Debt: $0.00
Actual Value/Assumed: $0.00
PRIOR INSTRUMENT UNDER § 58.1-803(D):
Original Principal: $0.00
Fair Market Value Increase: $0.00
Original Book Number: **Original Page Number:** **Original Instrument Number:**
Prior Recording At: [ ] City [ ] County

Percentage In This Jurisdiction: 100%

BUSINESS / NAME
1 ☒ Grantor: MORRIS MILL ROAD LAND TRUST
2 [ ] Grantor: HURT, CHARLES WILLIAM TRUSTEE
1 ☒ Grantee: TOWERCO 2013 LLC
[ ] Grantee:

GRANTEE ADDRESS
Name: TOWERCO 2013 LLC
Address: 5000 VALLEYSTONE DRIVE SUITE 200
City: CARY **State:** NC **Zip Code:** 27519
Book Number: **Page Number:** **Instrument Number:**
Parcel Identification Number (PIN): 11057 **Tax Map Number:** 306
Short Property Description: PARCEL C ON PLAT REVISING-UNIFI PROP.-49.66 AC

Current Property Address: 2330 MORRIS MILL ROAD
City: STAUNTON **State:** VA **Zip Code:** 24401
Instrument Prepared By: JASON CATALINI **Recording Paid By:** TOWERCO
Recording Returned To: TOWERCO
Address: 5000 VALLEYSTONE DRIVE SUITE 200
City: CARY **State:** NC **Zip Code:** 27519

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VIRGINIA LAND RECORD COVER SHEET
FORM B – ADDITIONAL GRANTORS/GRANTEES

Instrument Date: 8/20/2018

Instrument Type: AGLT

Number of Parcels: 1 **Number of Pages:** 7

☒ City [ ] County
STAUNTON

(Area Above Reserved For Deed Stamp Only)

GRANTOR BUSINESS / NAME

3 [ ] **Grantor:** FISHER, SHIRLEY L. TRUSTEE
[ ] **Grantor:**
[ ] **Grantor:**
[ ] **Grantor:**
[ ] **Grantor:**
[ ] **Grantor:**
[ ] **Grantor:**
[ ] **Grantor:**

GRANTEE BUSINESS / NAME

[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**
[ ] **Grantee:**

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Prepared by and after recording return to:
TowerCo
5000 Valleystone Drive, Suite 200
Cary, North Carolina 27519
919-653-5700

(Recorder's Use Above this Line)

STATE OF VIRGINIA **Parcel No: 11057**

CITY OF STAUNTON

MEMORANDUM OF LEASE

Document Date: August 30, 2018

Grantor/Lessor: CHARLES WILLIAM HURT and SHIRLEY L. FISHER, Trustees of THE MORRIS MILL ROAD LAND TRUST
Address: P.O. Box 8147, Charlottesville, VA 22906

Grantee/Lessee: TOWERCO 2013 LLC, a Delaware limited liability company
Address: 5000 Valleystone Drive, Suite 200, Cary, NC 27519

Legal Description of the Land is attached as Exhibit A.

MEMORANDUM OF LEASE

This Memorandum of Lease made and entered into effective as of the 20th day of August, 2018, by and between CHARLES WILLIAM HURT and SHIRLEY L. FISHER, Trustees of THE MORRIS MILL ROAD LAND TRUST, having a mailing address of P.O. Box 8147, Charlottesville, VA 22906 (hereinafter referred to as "**Lessor**" or "Grantor") and TOWERCO 2013 LLC, a Delaware limited liability company having a mailing address of 5000 Valleystone Drive, Suite 200, Cary, North Carolina, 27519 (hereinafter referred to as "**Lessee**" or "Grantee").

1. Lessor and Lessee entered into that certain Ground Lease Agreement dated the 20th day of August, 2018 (the "Lease") for certain real property and easements as described in Exhibit B attached hereto (collectively, the "Premises"), which are a portion of that certain parcel of real property located in the City of Staunton, County of Augusta, State of Virginia, described in Exhibit A attached hereto (the "Land").

2. The Lease shall have an initial term of five (5) years, with five (5) additional five (5) year renewal terms.

3. The purpose of this Memorandum is to give record notice of the Lease and of the rights created thereby, all of which are hereby confirmed. In the event of a conflict between the terms of this Memorandum or the addition of any terms in this Memorandum which are not contained in the Lease, the Lease shall control. The terms of the Lease are hereby incorporated by reference.

4. Upon written notice to Lessee, Lessor is permitted to transfer the Lease only in connection with the sale of the Land and only on the following conditions: (a) the acquiring party must and will assume in writing all of the rights and obligations of Lessor under this Lease on and after the date of purchase of the Land and (b) Lessor must retain no rights or obligations under the Lease after the date of sale of the Land (a "Lessor Permitted Assignment"). Other than a Lessor Permitted Assignment, Lessor is prohibited from assigning, selling or otherwise transferring the Lease in whole or in part and Lessor is prohibited from granting any third party an easement or other real property interest in the Premises.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have executed this Memorandum under seal as of the dates set forth in the respective acknowledgements.

LESSOR:
CHARLES WILLIAM HURT and SHIRLEY L. FISHER, Trustees of THE MORRIS MILL ROAD LAND TRUST

By: _____
Name: Charles William Hurt
Title: Trustee
Date: 8/14/18

LESSOR ACKNOWLEDGMENT

STATE OF Virginia)
) ss:
COUNTY OF Albemarle)

The foregoing instrument was acknowledged before me this 14th August 2018 (date) by Charles William Hurt, Trustee of the Morris Mill Road Land Trust, on behalf of the trust.

Gail B Watkins
Notary Public
Print Name Gail B Watkins
My commission expires: May 31, 2021 (seal)

GAIL BREEDEN WATKINS
NOTARY PUBLIC
REG. #101082
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES MAY 31, 2021

By: Shirley L. Fisher
Name: Shirley L. Fisher
Title: Trustee
Date: 8/14/18

LESSOR ACKNOWLEDGMENT

STATE OF Virginia)
) ss:
COUNTY OF Albemarle)

The foregoing instrument was acknowledged before me this 14th August 2018 (date) by Shirley L. Fisher, Trustee of the Morris Mill Road Land Trust, on behalf of the trust.

Gail B Watkins
Notary Public
Print Name Gail B Watkins
My commission expires: May 31, 2021 (seal)

GAIL BREEDEN WATKINS
NOTARY PUBLIC
REG. #101082
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES MAY 31, 2021

LESSEE:
TOWERCO 2013 LLC, a Delaware limited liability company

By: _____
Name: Daniel Hunt
Title: VP & CFO
Date: 8/20/18

LESSEE ACKNOWLEDGMENT

STATE OF NORTH CAROLINA)
) ss:
COUNTY OF WAKE)

The foregoing instrument was acknowledged before me this August 20, 2018 (date) by Daniel Hunt, VP & CFO of TowerCo 2013 LLC, a Delaware limited liability company, on behalf of the limited liability company.

_____
Notary Public
Print Name Jill E. Harvey
Title or Rank: Paralegal / Notary Public
My commission expires: 7/26/2020
Serial Number, if any: _____

JILL E HARVEY
NOTARY PUBLIC
WAKE COUNTY, NC
My Commission Expires 7/26/2020

(seal)

EXHIBIT A

DESCRIPTION OF LAND

The Land is described and/or depicted as follows:

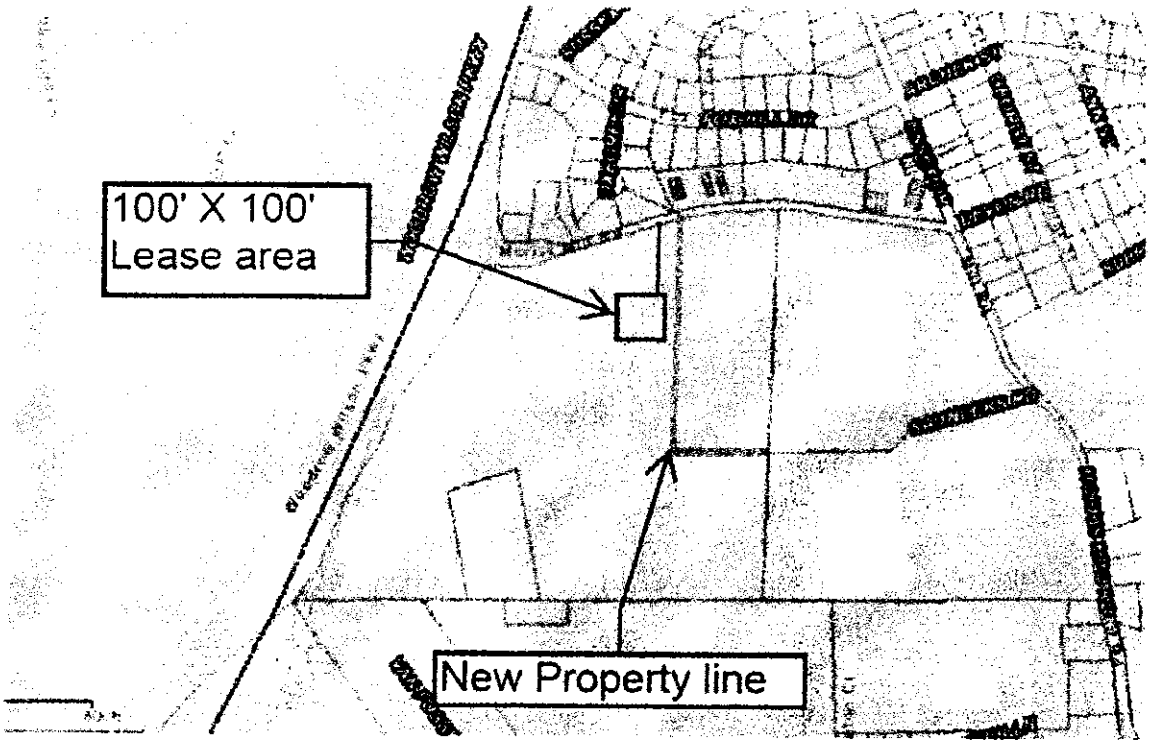
A PARCEL OF LAND, WITH ALL IMPROVEMENTS AND APPURTENANCES, LOCATED ON MORRIS MILL ROAD IN THE CITY OF STAUNTON, VIRGINIA, DESCRIBED AS PARCEL C CONTAINING 49.66 ACRES ON THE "PLAT SHOWING THE RECONFIGURATION OF PROPERTY OWNED BY UNIFI MANUFACTURING VIRGINIA, L.L.C. LYING ON THE SOUTH LINE OF MORRIS MILL ROAD" DATED APRIL 27, 2006, REVISED MAY 15, 2006 AND MAY 19, 2006, MADE BY HOWARD L. VANCE OF BALZER & ASSOCIATES, INC.

EXHIBIT B

DESCRIPTION OR DEPICTION OF PREMISES

An approximately 100' x 100' (10,000 square foot) tract of land, together with easements for ingress, egress and utilities described or depicted as follows. Exact legal description to be determined by survey.

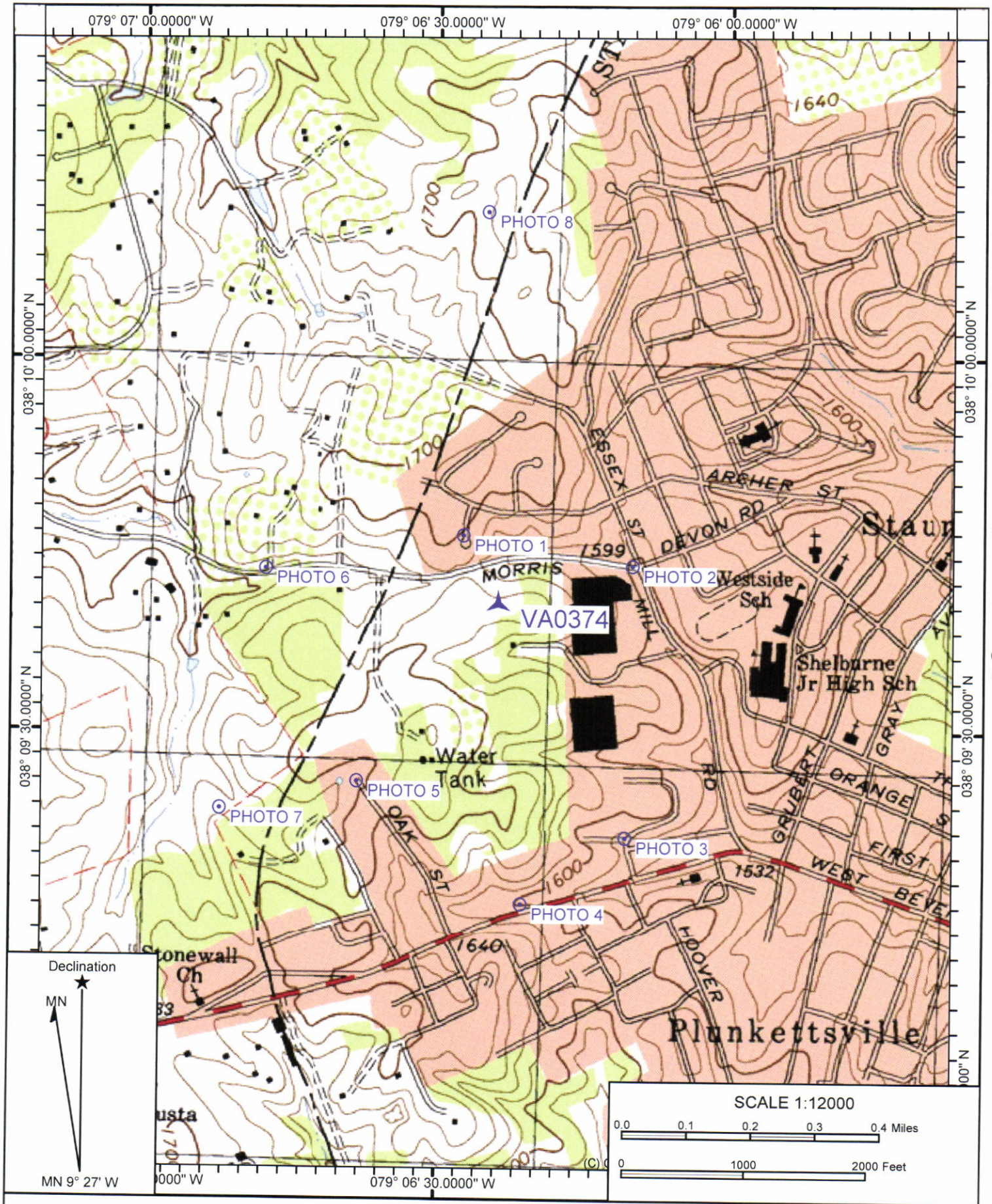
100'x100' (10,000 sq. ft) leased area with ingress/egress



Note: At Lessee's option, Lessee may replace this Exhibit with an exhibit setting forth the legal description of the Premises, or an as-built drawing depicting the site. Any visual or textual representation of the Improvements (as defined in the Lease) and facilities is illustrative only, and does not limit the rights of Lessee as provided for in the Lease. Without limiting the generality of the foregoing:

1. The Premises may be setback from the boundaries of Lessor's property as required by the applicable governmental authorities.
2. The access road's width may be modified as required by governmental authorities, including police and fire departments.
3. The locations of any access and utility easements are illustrative only. Actual locations may be determined by Lessee and/or the servicing utility company in compliance with local laws and regulations.

262
Blue Bird Ln
Lone Oak Ln
Augusta
Staunton (City)
262
Howard St
Locust Ave
N Sheets St
Van Fossen Ln
Morris Mill Rd
W Beverly St
Locust St
Hanover St
East Ave
Miller St
Bath St
Fox Hill Dr
Chesapeake St
Mulberry St
254
Staunton Ct
Noon St
Rowe St
Croyden Ln
Saunders Rd
Mill Rd
Archer St
Devon Rd
Park Hill Rd
George St
Hoover St
Birch St
Noon St
Ransom St
Cherry St
Morris Mill Rd
W Beverly St
3rd St
Surrey Rd
5th St
Villa St
Armentrout St
254
1st St
Orange St
Villa View Dr
Beverley Ct
G St

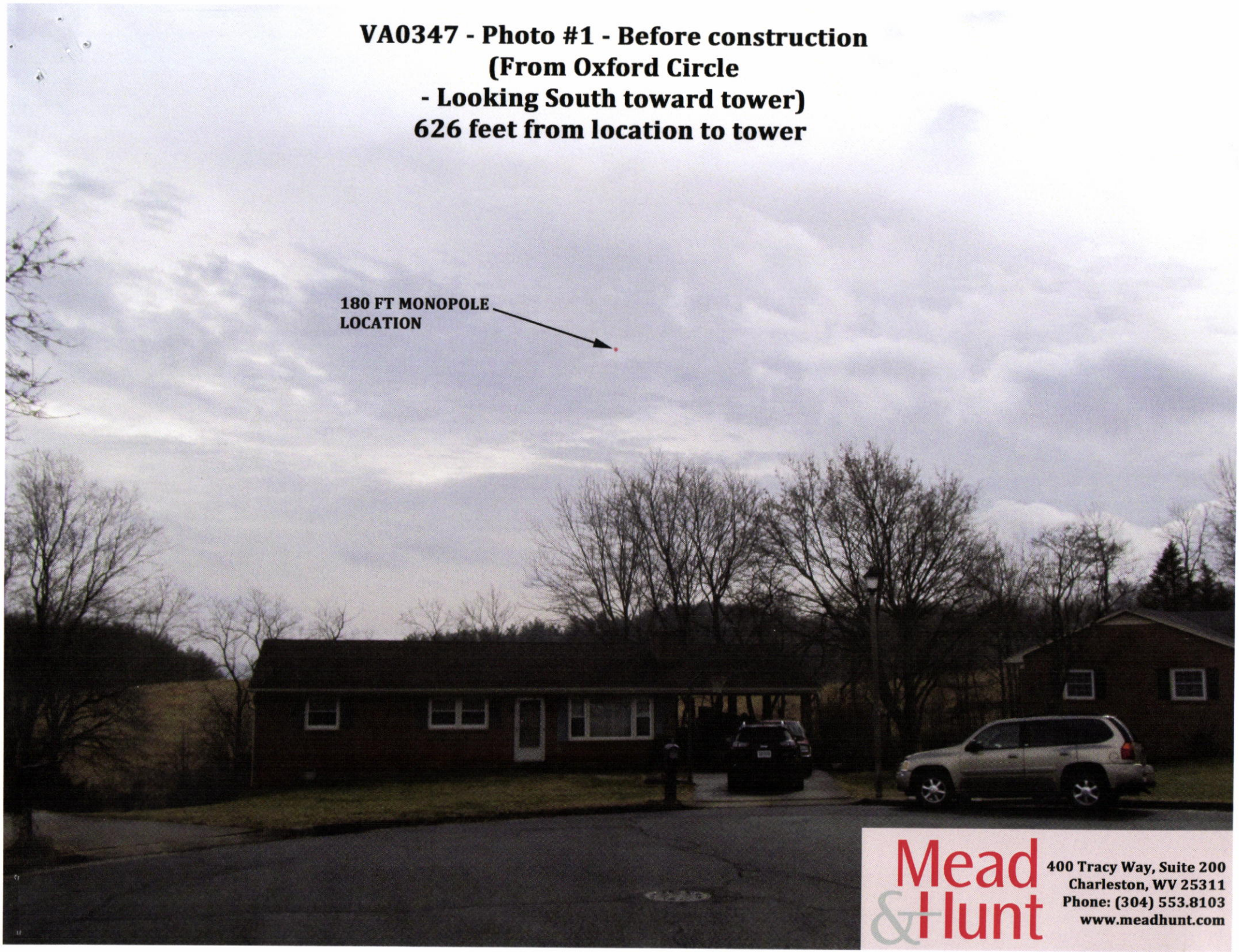


USGS: STAUNTON
Scale: 1 inch = 1,000 ft.
Date Prepared: 04/09/19

VA0347 - Photo Sim Location Map
Augusta County, VA

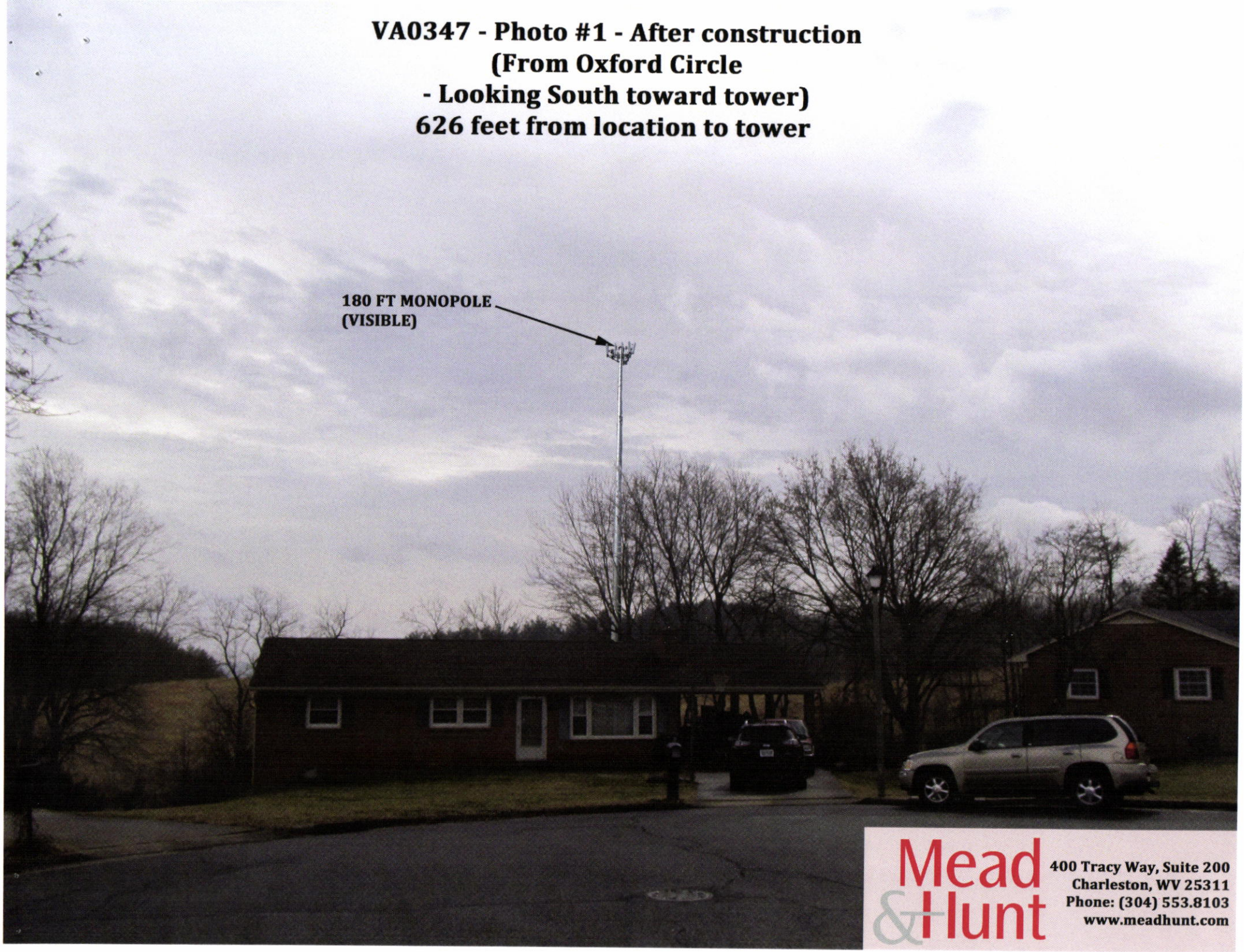
PHOTO SIMS PACKAGE

VA0347 - Photo #1 - Before construction
(From Oxford Circle
- Looking South toward tower)
626 feet from location to tower



Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553.8103
www.meadhunt.com

VA0347 - Photo #1 - After construction
(From Oxford Circle
- Looking South toward tower)
626 feet from location to tower



Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553.8103
www.meadhunt.com


VA0347 - Photo #2 - Before construction
(From intersection of Morris Mill Rd.
and Essex Dr.
- Looking West toward tower)
1144 feet from location to tower
180 FT MONOPOLE
LOCATION
Mead
&Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553-8103
www.meadhunt.com



Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553-8103
www.meadhunt.com



Mead & Hunt
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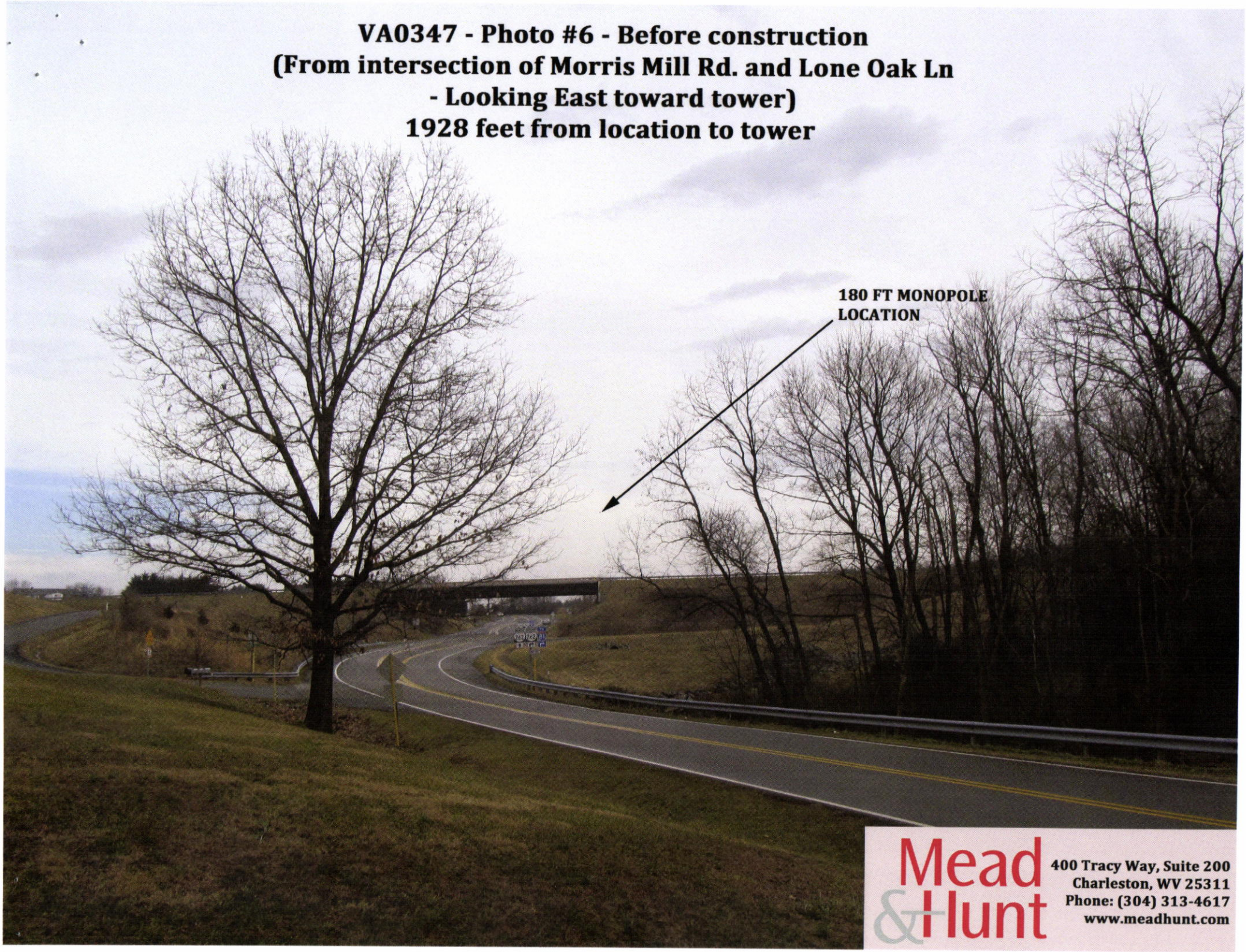

VA0347 - Photo #4
(From parking lot of Food Lion
on W. Beverley St.
- Looking North toward tower)
2447 feet from location to tower
180 FT MONOPOLE
(NOT VISIBLE)
LION
Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553-8103
www.meadhunt.com

VA0347 - Photo #5
(From the end of Van Fassen Lane - Looking Northeast toward tower)
1852 feet from location to tower



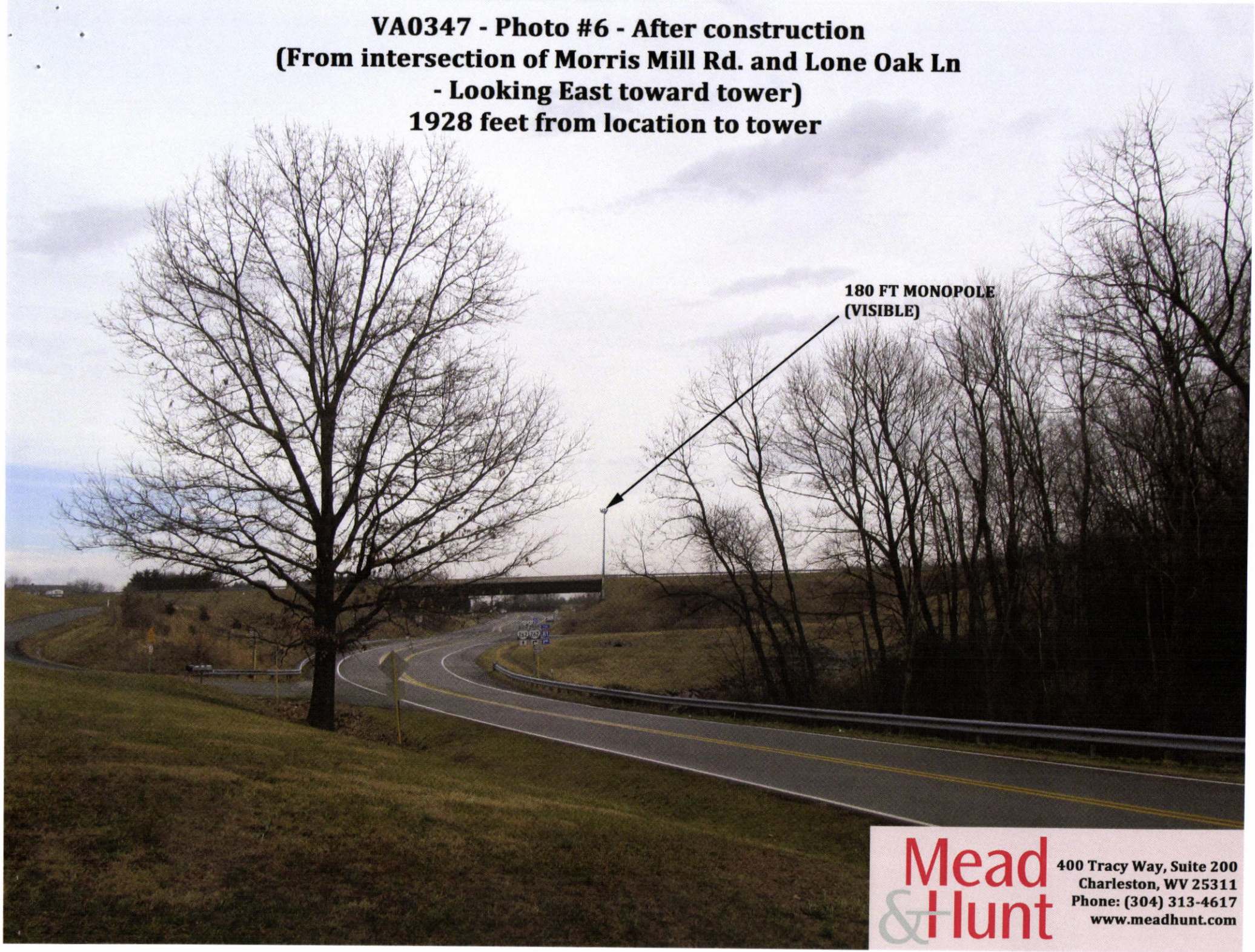
Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 553-8103
www.meadhunt.com

VA0347 - Photo #6 - Before construction
(From intersection of Morris Mill Rd. and Lone Oak Ln - Looking East toward tower)
1928 feet from location to tower



Mead & Hunt
400 Tracy Way, Suite 200
Charleston, WV 25311
Phone: (304) 313-4617
www.meadhunt.com

VA0347 - Photo #6 - After construction
(From intersection of Morris Mill Rd. and Lone Oak Ln - Looking East toward tower)
1928 feet from location to tower



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Charleston, WV 25311
Phone: (304) 313-4617
www.meadhunt.com

VA0347 - Photo #7 - Before construction
(From Rt 262- 0.4 miles south of Morris Mill Rd. - Looking Northeast toward tower)
2824 feet from location to tower



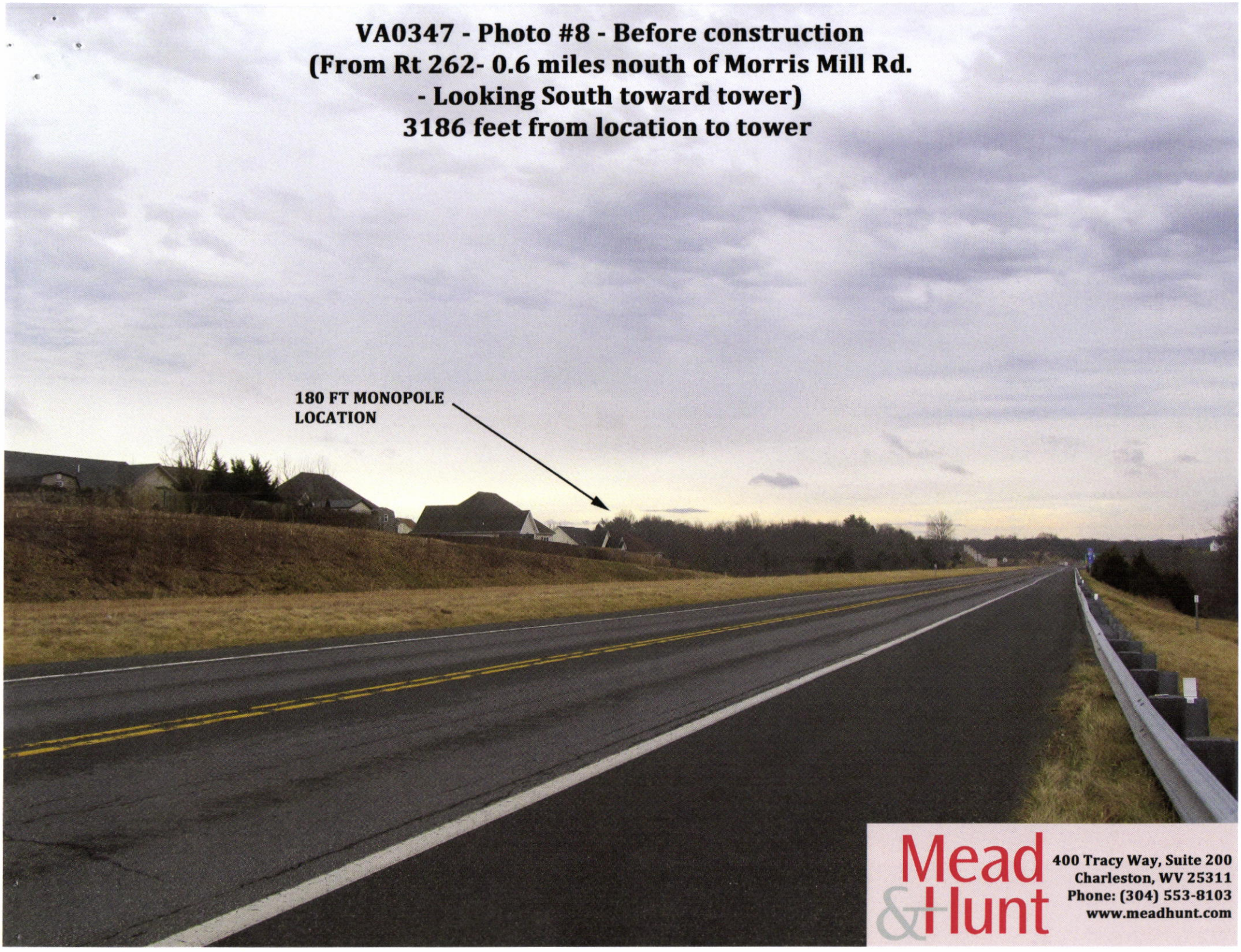
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VA0347 - Photo #7 - After construction
(From Rt 262- 0.4 miles south of Morris Mill Rd. - Looking Northeast toward tower)
2824 feet from location to tower



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VA0347 - Photo #8 - Before construction
(From Rt 262- 0.6 miles nouth of Morris Mill Rd. - Looking South toward tower)
3186 feet from location to tower



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VA0347 - Photo #8 - After construction
(From Rt 262- 0.6 miles nouth of Morris Mill Rd. - Looking South toward tower)
3186 feet from location to tower



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Sabre Industries™
Towers and Poles

Structural Design Report

180' Monopole
Site: Gypsy Hill, VA
Site Number: VA0347

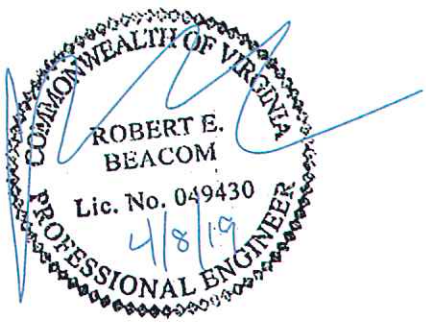
Prepared for: TOWERCO LLC
by: Sabre Towers & Poles ™

Job Number: 19-7723-JDS

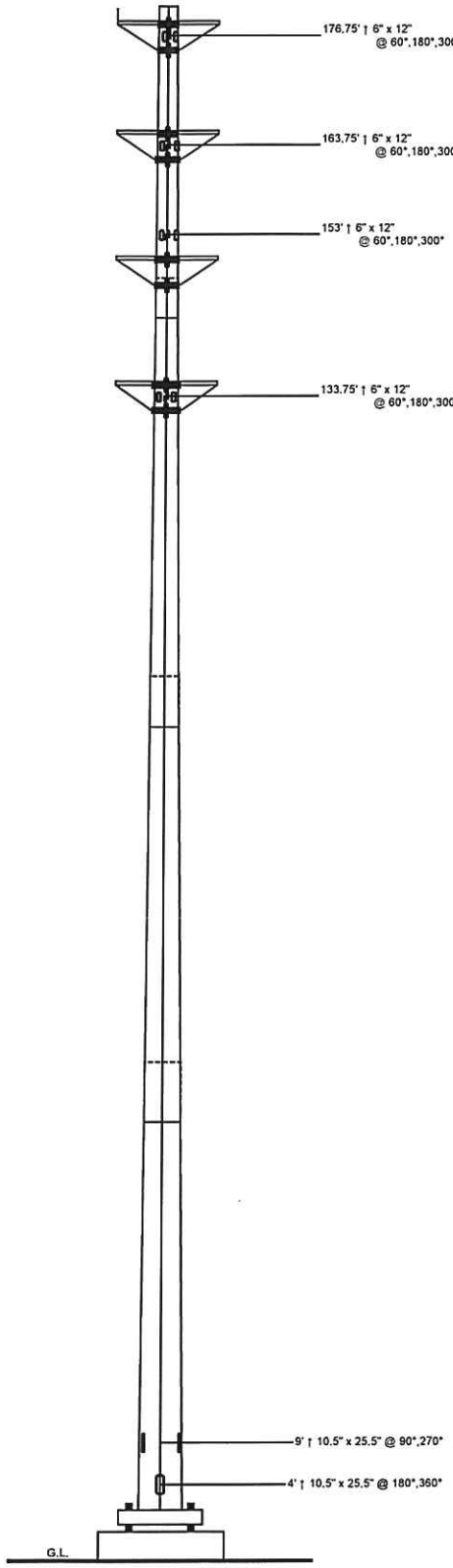
April 8, 2019

Monopole Profile..... 1

Pole Calculations..... 2-12



Length (ft)	53'-3"	53'-3"	53'-6"	37'-0"
Number Of Sides		18		
Thickness (in)	1/2"	7/16"	3/8"	1/4"
Lap Splice (ft)		7' - 3"	6' - 0"	4' - 9"
Top Diameter (in)	49.7"	40.76"	31.38"	25"
Bottom Diameter (in)	61.06"	52.12"	42.79"	32.89"
Taper (in/ft)	0.2133			
Grade	A572-65			
Weight (lbs)	18787	12268	8519	3297
Overall Steel Height (ft)	179			



Designed Appurtenance Loading

Elev	Description	Tx-Line
180	(1) 25,000 Sq. Inches EPA (4,500 lbs)	(12) 1 5/8"
178	Platform - 12' w/ Enhanced Support Rail	
165	Platform - 12' w/ Enhanced Support Rail	
165	(1) 30,000 sq. in. EPA 4000# (no ice)	(12) 1 5/8"
150	Platform - 12' w/ Enhanced Support Rail	
150	(1) 25,000 Sq. Inches EPA (4,500 lbs)	(12) 1 5/8"
135	Platform - 12' w/ Enhanced Support Rail	
135	(1) 15,000 Sq. Inches EPA (3,000 lbs)	(12) 1 5/8"

Design Criteria - ANSI/TIA-222-G

Ultimate Wind Speed (No Ice)	115 mph
Wind Speed (Ice)	30 mph
Design Ice Thickness	0.75 in
Structure Class	II
Risk Category	II
Exposure Category	C
Topographic Category	1

Load Case Reactions

Description	Axial (kips)	Shear (kips)	Moment (ft-k)	Deflection (ft)	Sway (deg)
3s Gusted Wind	85.08	53.05	7803.45	16.23	9.79
3s Gusted Wind 0.9 Dead	63.78	52.82	7602.67	15.71	9.46
3s Gusted Wind&Ice	131.77	7.59	1209.35	2.64	1.57
Service Loads	70.97	13.42	1961.79	4.16	2.48

Base Plate Dimensions

Shape	Diameter	Thickness	Bolt Circle	Bolt Qty	Bolt Diameter
Round	74"	2.5"	68.25"	22	2.25"

Anchor Bolt Dimensions

Length	Diameter	Hole Diameter	Weight	Type	Finish
84"	2.25"	2.625"	2664.2	A615-75	Galv

Notes

1) Antenna Feed Lines Run Inside Pole
2) All dimensions are above ground level, unless otherwise specified.
3) Weights shown are estimates. Final weights may vary.
4) Full Height Step Bolts
5) Tower Rating: 99.2%

Sabre Industries
Towers and Poles

Sabre Communications Corporation
7101 Southbridge Drive
P.O. Box 658
Sioux City, IA 51102-0658
Phone: (712) 258-6690
Fax: (712) 279-0814

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Job:	19-7723-JDS
Customer:	TOWERCO LLC
Site Name:	Gypsy Hill, VA VA0347
Description:	180' Monopole
Date:	4/8/2019 By: REB

(USA 222-G) - Monopole Spatial Analysis (c)2015 Guymast Inc.

Tel:(416)736-7453 Fax:(416)736-4372 Web:www.guymast.com

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Sabre Towers and Poles on: 8 apr 2019 at: 15:38:45

180' Monopole / Gypsy Hill, VA

* All pole diameters shown on the following pages are across corners.
See profile drawing for widths across flats.

POLE GEOMETRY

ELEV ft	SECTION NAME	No. SIDE	OUTSIDE DIAM in	THICK -NESS in	RESISTANCES ϕ*Pn kip	ϕ*Mn ft-kip	SPLICE TYPE	...OVERLAP... LENGTH ft	RATIO	w/t
179.0										
			25.39	0.250	1459.1	741.2				
	A	18								15.9
			32.36	0.250	1739.6	1131.4				
146.7										
			32.36	0.250	1739.6	1131.4				
	A/B	18					SLIP	4.75	1.76	
			32.90	0.375	2832.0	1858.5				
142.0										
			32.90	0.375	2832.0	1858.5				
	B	18								13.5
			42.14	0.375	3547.3	2996.9				
99.2										
			42.14	0.375	3547.3	2996.9				
	B/C	18					SLIP	6.00	1.71	
			42.70	0.438	4293.3	3665.5				
93.2										
			42.70	0.438	4293.3	3665.5				
	C	18								15.2
			51.34	0.438	4980.3	5130.1				
53.2										
			51.34	0.438	4980.3	5130.1				
	C/D	18					SLIP	7.25	1.70	
			52.05	0.500	5960.1	6210.5				
46.0										
			52.05	0.500	5960.1	6210.5				
	D	18								16.3
			62.00	0.500	6759.2	8415.9				
0.0										

POLE ASSEMBLY

SECTION NAME	BASE ELEV ft	BOLTS AT BASE OF SECTION NUMBER	TYPE	DIAM in	STRENGTH ksi	THREADS IN SHEAR PLANE	CALC BASE ELEV ft
A	142.000	0	A325	0.00	92.0	0	142.000
B	93.250	0	A325	0.00	92.0	0	93.250
C	46.000	0	A325	0.00	92.0	0	46.000
D	0.000	0	A325	0.00	92.0	0	0.000

POLE SECTIONS

SECTION NAME	No.of SIDES	LENGTH ft	OUTSIDE.DIAMETER BOT * in	TOP * in	BEND RAD in	MAT-ERIAL ID	FLANGE.ID BOT	TOP	FLANGE.WELD ..GROUP.ID.. BOT	TOP
A	18	37.00	33.40	25.39	0.000	1	0	0	0	0
B	18	53.50	43.45	31.86	0.000	2	0	0	0	0
C	18	53.25	52.92	41.39	0.000	3	0	0	0	0
D	18	53.25	62.00	50.46	0.000	4	0	0	0	0

* - Diameter of circumscribed circle

MATERIAL TYPES

TYPE OF SHAPE	TYPE NO	NO OF ELEM.	ORIENT & deg	HEIGHT in	WIDTH in	.THICKNESS. WEB in	FLANGE in	IRREGULARITY .PROJECTION. % OF AREA	ORIENT deg
PL	1	1	0.0	33.40	0.25	0.250	0.250	0.00	0.0
PL	2	1	0.0	43.45	0.38	0.375	0.375	0.00	0.0
PL	3	1	0.0	52.92	0.44	0.438	0.438	0.00	0.0
PL	4	1	0.0	62.00	0.50	0.500	0.500	0.00	0.0

& - With respect to vertical

MATERIAL PROPERTIES

MATERIAL TYPE NO.	ELASTIC MODULUS ksi	UNIT WEIGHT pcf	.. STRENGTH .. Fu ksi	Fy ksi	THERMAL COEFFICIENT /deg
1	29000.0	490.0	80.0	65.0	0.00001170
2	29000.0	490.0	80.0	65.0	0.00001170
3	29000.0	490.0	80.0	65.0	0.00001170
4	29000.0	490.0	80.0	65.0	0.00001170

* Only 3 condition(s) shown in full

LOADING CONDITION A

115 mph Ultimate wind with no ice. Wind Azimuth: 0♦

LOADS ON POLE

LOAD TYPE	ELEV ft	APPLY..LOAD..AT RADIUS ft	AZI	LOAD AZI	.....FORCES..... HORIZ kip	DOWN kip	.....MOMENTS..... VERTICAL ft-kip	TORSNAL ft-kip
C	179.000	0.00	0.0	0.0	8.5813	5.5177	0.0000	0.0000
C	177.000	0.00	0.0	0.0	0.0000	2.6508	0.0000	0.0000
C	177.000	0.00	0.0	0.0	1.1482	2.5836	0.0000	0.0000
C	164.000	0.00	0.0	0.0	0.0000	2.4561	0.0000	0.0000
C	164.000	0.00	0.0	0.0	11.1658	7.5013	0.0000	0.0000
C	149.000	0.00	0.0	0.0	0.0000	2.2314	0.0000	0.0000
C	149.000	0.00	0.0	0.0	9.3368	8.1013	0.0000	0.0000
C	134.000	0.00	0.0	0.0	0.0000	2.0068	0.0000	0.0000
C	134.000	0.00	0.0	0.0	5.9580	6.3013	0.0000	0.0000
D	179.000	0.00	180.0	0.0	0.0694	0.0840	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0794	0.0987	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0827	0.2575	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0827	0.2575	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0854	0.1632	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0854	0.1632	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0909	0.1778	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0909	0.1778	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0958	0.1924	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0958	0.1924	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0989	0.4354	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0989	0.4354	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0998	0.2441	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0998	0.2441	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.1027	0.2601	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.1027	0.2601	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.1045	0.2761	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.1045	0.2761	0.0000	0.0000

D	53.250	0.00	180.0	0.0	0.1050	0.6126	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.1050	0.6126	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.1034	0.3370	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0952	0.3685	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0948	0.3842	0.0000	0.0000
D	0.000	0.00	180.0	0.0	0.0948	0.3842	0.0000	0.0000

LOADING CONDITION M

115 mph Ultimate wind with no ice. Wind Azimuth: 0◊

LOADS ON POLE

LOAD TYPE	ELEV	APPLY..LOAD..AT RADIUS	AZI	LOAD AZI	.....FORCES..... HORIZ	DOWN	.....MOMENTS..... VERTICAL	TORSNAL
	ft	ft			kip	kip	ft-kip	ft-kip
C	179.000	0.00	0.0	0.0	8.5813	4.1383	0.0000	0.0000
C	177.000	0.00	0.0	0.0	0.0000	1.9881	0.0000	0.0000
C	177.000	0.00	0.0	0.0	1.1482	1.9377	0.0000	0.0000
C	164.000	0.00	0.0	0.0	0.0000	1.8420	0.0000	0.0000
C	164.000	0.00	0.0	0.0	11.1658	5.6260	0.0000	0.0000
C	149.000	0.00	0.0	0.0	0.0000	1.6736	0.0000	0.0000
C	149.000	0.00	0.0	0.0	9.3368	6.0760	0.0000	0.0000
C	134.000	0.00	0.0	0.0	0.0000	1.5051	0.0000	0.0000
C	134.000	0.00	0.0	0.0	5.9580	4.7260	0.0000	0.0000
D	179.000	0.00	180.0	0.0	0.0694	0.0630	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0794	0.0740	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0827	0.1931	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0827	0.1931	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0854	0.1224	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0854	0.1224	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0909	0.1333	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0909	0.1333	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0958	0.1443	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0958	0.1443	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0989	0.3265	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0989	0.3265	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0998	0.1831	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0998	0.1831	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.1027	0.1951	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.1027	0.1951	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.1045	0.2071	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.1045	0.2071	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.1050	0.4594	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.1050	0.4594	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.1034	0.2527	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0952	0.2764	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0948	0.2882	0.0000	0.0000
D	0.000	0.00	180.0	0.0	0.0948	0.2882	0.0000	0.0000

LOADING CONDITION Y

30 mph wind with 0.75 ice. Wind Azimuth: 0◊

LOADS ON POLE

LOAD TYPE	ELEV	APPLY..LOAD..AT RADIUS	AZI	LOAD AZI	.....FORCES..... HORIZ	DOWN	.....MOMENTS..... VERTICAL	TORSNAL
	ft	ft			kip	kip	ft-kip	ft-kip
D	179.000	0.00	180.0	0.0	0.0097	0.1137	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0110	0.1330	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0114	0.2933	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0114	0.2933	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0118	0.2004	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0118	0.2004	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0125	0.2179	0.0000	0.0000

D	113.500	0.00	180.0	0.0	0.0125	0.2179	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0131	0.2352	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0131	0.2352	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0135	0.4799	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0135	0.4799	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0136	0.2896	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0136	0.2896	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0139	0.3077	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.0139	0.3077	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.0141	0.3255	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.0141	0.3255	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.0142	0.6632	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.0142	0.6632	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.0138	0.3885	0.0000	0.0000
D	0.000	0.00	180.0	0.0	0.0126	0.4332	0.0000	0.0000

(USA 222-G) - Monopole Spatial Analysis (c)2015 Guymast Inc.

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Sabre Towers and Poles on: 8 apr 2019 at: 15:38:45

180' Monopole / Gypsy Hill, VA

MAXIMUM POLE DEFORMATIONS CALCULATED(w.r.t. wind direction)

MAST ELEV ft	DEFLECTIONS (ft) HORIZONTAL ALONG	HORIZONTAL ACROSS	DOWN	ROTATIONS (deg) TILT ALONG	TILT ACROSS	TWIST
179.0	16.23L	-0.06Q	2.01L	9.79L	-0.03Q	0.00B
168.2	14.45L	-0.05Q	1.71L	9.70L	-0.03Q	0.00B
157.5	12.70L	-0.05Q	1.42L	9.42L	-0.03Q	0.00B
146.7	11.02L	-0.04Q	1.15L	8.91L	-0.03Q	0.00B
142.0	10.31L	-0.04Q	1.04L	8.72L	-0.03Q	0.00B
127.7	8.27L	-0.03Q	0.75L	7.95L	-0.03Q	0.00Q
113.5	6.44L	-0.03Q	0.51L	7.00L	-0.03Q	0.00Q
99.2	4.85L	-0.02Q	0.33L	5.97L	-0.02Q	0.00Q
93.2	4.25L	-0.02Q	0.27L	5.58L	-0.02Q	0.00Q
79.9	3.07L	-0.01Q	0.16L	4.67L	-0.02Q	0.00Q
66.6	2.09L	-0.01Q	0.09L	3.78L	-0.01Q	0.00Q
53.2	1.31L	-0.01Q	0.04L	2.90L	-0.01Q	0.00Q
46.0	0.97L	0.00Q	0.03L	2.49L	-0.01Q	0.00Q
34.5	0.54L	0.00Q	0.01L	1.83L	-0.01Q	0.00Q
23.0	0.24L	0.00Q	0.00L	1.20L	0.00Q	0.00Q
11.5	0.06L	0.00Q	0.00L	0.59L	0.00Q	0.00Q
0.0	0.00A	0.00A	0.00A	0.00A	0.00A	0.00A

MAXIMUM POLE FORCES CALCULATED(w.r.t. to wind direction)

MAST ELEV	TOTAL AXIAL	SHEAR.w.r.t.WIND.DIR ALONG	SHEAR.w.r.t.WIND.DIR ACROSS	MOMENT.w.r.t.WIND.DIR ALONG	MOMENT.w.r.t.WIND.DIR ACROSS	TORSION

ft	kip	kip	kip	ft-kip	ft-kip	ft-kip
179.0						
	5.52 D	8.59 C	0.00 H	0.03 C	0.02 H	0.00 H
	11.67 D	10.49 C	0.00 H	-121.48 B	0.05 K	-0.04 R
168.2						
	11.70 B	10.50 H	-0.02 W	-121.47 K	-0.06 R	-0.04 B
	22.62 B	22.46 H	-0.02 W	-337.50 L	-0.22 L	-0.13 R
157.5						
	22.63 I	22.48 U	-0.02 U	-337.48 L	-0.21 L	-0.13 R
	33.98 I	32.65 U	-0.02 U	-639.80 L	-0.44 L	-0.24 R
146.7						
	34.04 B	32.86 U	0.14 C	-640.10 D	-0.55 N	-0.24 R
	35.25 B	33.25 U	0.14 C	-816.89 A	-0.61 L	0.27 K
142.0						
	35.29 B	33.31 L	-0.22 T	-817.01 A	-0.72 L	0.29 K
	45.90 B	40.47 L	-0.22 T	-1406.92 L	3.20 K	-0.56 B
127.7						
	45.85 B	40.52 L	-0.22 Q	-1406.93 L	3.23 K	-0.57 B
	48.36 B	41.80 L	-0.22 Q	-2069.34 L	5.51 T	-0.91 B
113.5						
	48.36 B	41.80 L	-0.23 Q	-2069.28 L	5.49 T	-0.91 B
	51.08 B	43.15 L	-0.23 Q	-2745.69 L	8.64 Q	-1.21 B
99.2						
	51.09 B	43.08 L	-0.22 T	-2745.60 L	8.73 Q	-1.21 B
	53.69 B	43.67 L	-0.22 T	-3034.30 L	10.02 Q	-1.34 B
93.2						
	53.70 B	43.75 L	-0.22 Q	-3034.34 L	9.99 Q	-1.34 B
	56.94 B	45.07 L	-0.22 Q	-3687.07 L	12.96 Q	-1.50 Q
79.9						
	56.92 B	45.01 L	-0.23 Q	-3687.11 L	12.97 Q	-1.49 Q
	60.38 B	46.38 L	-0.23 Q	-4350.28 L	16.02 Q	-1.70 Q
66.6						
	60.38 B	46.37 L	-0.23 Q	-4350.34 L	16.02 Q	-1.70 Q
	64.05 B	47.76 L	-0.23 Q	-5023.73 L	19.11 Q	-1.87 Q
53.2						
	64.06 B	47.78 L	-0.26 Q	-5023.74 L	19.13 Q	-1.87 Q
	68.50 B	48.54 L	-0.26 Q	-5394.56 L	20.99 Q	-1.95 Q
46.0						
	68.50 B	48.55 L	-0.26 Q	-5394.59 L	20.94 Q	-1.95 Q
	72.43 B	49.72 L	-0.26 Q	-5989.26 L	23.95 Q	-2.05 Q
34.5						
	72.43 B	49.72 L	-0.24 K	-5989.27 L	23.95 Q	-2.06 Q
	76.48 B	50.86 L	-0.24 K	-6589.71 L	26.58 Q	-2.12 Q
23.0						
	76.48 B	50.86 L	-0.24 Q	-6589.71 L	26.57 Q	-2.12 Q
	80.66 B	51.97 L	-0.24 Q	-7194.80 L	29.34 Q	-2.16 Q
11.5						
	80.66 B	51.96 L	-0.24 Q	-7194.80 L	29.35 Q	-2.16 Q
	85.08 B	53.05 L	-0.24 Q	-7803.45 L	32.12 Q	-2.17 Q
base reaction	85.08 B	-53.05 L	0.24 Q	7803.45 L	-32.12 Q	2.17 Q

COMPLIANCE WITH 4.8.2 & 4.5.4

ELEV ft	AXIAL	BENDING	SHEAR + TORSIONAL	TOTAL	SATISFIED	D/t(w/t)	MAX ALLOWED

179.00							
	0.00D	0.00E	0.01C	0.00C	YES	15.87A	45.2
	0.01D	0.14B	0.01C	0.15B	YES	17.49A	45.2
168.25							
	0.01B	0.14K	0.01H	0.15L	YES	17.49A	45.2
	0.01B	0.34L	0.03H	0.35L	YES	19.10A	45.2
157.50							
	0.01I	0.34L	0.03U	0.35B	YES	19.10A	45.2
	0.02I	0.57L	0.04U	0.59L	YES	20.72A	45.2
146.75							
	0.01B	0.36D	0.02U	0.37D	YES	13.23A	45.2
	0.01B	0.43A	0.02U	0.44A	YES	13.70A	45.2
142.00							
	0.01B	0.44A	0.02L	0.45A	YES	13.47A	45.2
	0.01B	0.63L	0.03L	0.65L	YES	14.90A	45.2
127.75							
	0.01B	0.63L	0.03L	0.65L	YES	14.90A	45.2
	0.01B	0.79L	0.02L	0.80L	YES	16.33A	45.2
113.50							
	0.01B	0.79L	0.02L	0.80L	YES	16.33A	45.2
	0.01B	0.92L	0.02L	0.93L	YES	17.76A	45.2
99.25							
	0.01B	0.77L	0.02L	0.78L	YES	14.97A	45.2
	0.01B	0.80L	0.02L	0.81L	YES	15.48A	45.2
93.25							
	0.01B	0.83L	0.02L	0.84L	YES	15.18A	45.2
	0.01B	0.88L	0.02L	0.90L	YES	16.33A	45.2
79.92							
	0.01B	0.89L	0.02L	0.90L	YES	16.33A	45.2
	0.01B	0.94L	0.02L	0.95L	YES	17.47A	45.2
66.58							
	0.01B	0.94L	0.02L	0.95L	YES	17.47A	45.2
	0.01B	0.98L	0.02L	0.99L	YES	18.62A	45.2
53.25							
	0.01B	0.83L	0.02L	0.84L	YES	16.07A	45.2
	0.01B	0.84L	0.02L	0.85L	YES	16.62A	45.2
46.00							
	0.01B	0.87L	0.02L	0.88L	YES	16.31A	45.2
	0.01B	0.89L	0.02L	0.90L	YES	17.17A	45.2
34.50							
	0.01B	0.89L	0.02L	0.90L	YES	17.17A	45.2
	0.01B	0.90L	0.02L	0.92L	YES	18.04A	45.2
23.00							
	0.01B	0.90L	0.02L	0.92L	YES	18.04A	45.2
	0.01B	0.92L	0.02L	0.93L	YES	18.90A	45.2
11.50							
	0.01B	0.92L	0.02L	0.93L	YES	18.90A	45.2
	0.01B	0.93L	0.02L	0.94L	YES	19.77A	45.2
0.00							

MAXIMUM LOADS ONTO FOUNDATION(w.r.t. wind direction)

DOWN	SHEAR.w.r.t.WIND.DIR ALONG	ACROSS	MOMENT.w.r.t.WIND.DIR ALONG	ACROSS	TORSION
kip	kip	kip	ft-kip	ft-kip	ft-kip
85.08	53.05	-0.24	-7803.45	32.12	-2.17
B	L	Q	L	Q	Q

(USA 222-G) - Monopole Spatial Analysis (c)2015 Guymast Inc.

Tel:(416)736-7453 Fax:(416)736-4372 Web:www.guymast.com

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Sabre Towers and Poles on: 8 apr 2019 at: 15:38:53

180' Monopole / Gypsy Hill, VA

********** Service Load Condition **********

* Only 1 condition(s) shown in full

LOADING CONDITION A

60 mph wind with no ice. Wind Azimuth: 0◆

LOADS ON POLE

LOAD TYPE	ELEV ft	APPLY..LOAD..AT RADIUS ft	AZI	LOAD AZI	.....FORCES..... HORIZ kip	DOWN kip	.....MOMENTS..... VERTICAL ft-kip	TORSNAL ft-kip
C	179.000	0.00	0.0	0.0	2.1810	4.5981	0.0000	0.0000
C	177.000	0.00	0.0	0.0	0.0000	2.2090	0.0000	0.0000
C	177.000	0.00	0.0	0.0	0.2918	2.1530	0.0000	0.0000
C	164.000	0.00	0.0	0.0	0.0000	2.0467	0.0000	0.0000
C	164.000	0.00	0.0	0.0	2.8378	6.2511	0.0000	0.0000
C	149.000	0.00	0.0	0.0	0.0000	1.8595	0.0000	0.0000
C	149.000	0.00	0.0	0.0	2.3730	6.7511	0.0000	0.0000
C	134.000	0.00	0.0	0.0	0.0000	1.6723	0.0000	0.0000
C	134.000	0.00	0.0	0.0	1.5142	5.2511	0.0000	0.0000
D	179.000	0.00	180.0	0.0	0.0176	0.0700	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0202	0.0823	0.0000	0.0000
D	146.750	0.00	180.0	0.0	0.0210	0.2145	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0210	0.2145	0.0000	0.0000
D	142.000	0.00	180.0	0.0	0.0217	0.1360	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0217	0.1360	0.0000	0.0000
D	127.750	0.00	180.0	0.0	0.0231	0.1482	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0231	0.1482	0.0000	0.0000
D	113.500	0.00	180.0	0.0	0.0244	0.1604	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0244	0.1604	0.0000	0.0000
D	99.250	0.00	180.0	0.0	0.0251	0.3628	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0251	0.3628	0.0000	0.0000
D	93.250	0.00	180.0	0.0	0.0254	0.2035	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0254	0.2035	0.0000	0.0000
D	79.917	0.00	180.0	0.0	0.0261	0.2168	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.0261	0.2168	0.0000	0.0000
D	66.583	0.00	180.0	0.0	0.0266	0.2301	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.0266	0.2301	0.0000	0.0000
D	53.250	0.00	180.0	0.0	0.0267	0.5105	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.0267	0.5105	0.0000	0.0000
D	46.000	0.00	180.0	0.0	0.0263	0.2808	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0242	0.3071	0.0000	0.0000
D	11.500	0.00	180.0	0.0	0.0241	0.3202	0.0000	0.0000
D	0.000	0.00	180.0	0.0	0.0241	0.3202	0.0000	0.0000

MAXIMUM POLE DEFORMATIONS CALCULATED(w.r.t. wind direction)

MAST ELEV ft	.....DEFLECTIONS (ft)..... HORIZONTAL ..... ALONG	ACROSS	DOWN	.....ROTATIONS (deg)..... TILT ..... ALONG	ACROSS	TWIST

179.0	4.16C	-0.01E	0.14K	2.48C	-0.01E	0.00H
168.2	3.70C	-0.01E	0.12K	2.46C	-0.01E	0.00H
157.5	3.24C	-0.01E	0.10K	2.38C	-0.01E	0.00H
146.7	2.81C	-0.01E	0.08K	2.25C	-0.01E	0.00H
142.0	2.62C	-0.01E	0.07K	2.20C	-0.01E	0.00H
127.7	2.10C	-0.01E	0.05K	2.01C	-0.01E	0.00B
113.5	1.63H	-0.01E	0.04K	1.77C	-0.01E	0.00F
99.2	1.23H	0.00E	0.02K	1.50C	-0.01E	0.00F
93.2	1.07H	0.00E	0.02K	1.41C	0.00E	0.00F
79.9	0.77H	0.00E	0.01K	1.18H	0.00E	0.00B
66.6	0.53H	0.00E	0.01K	0.95H	0.00E	0.00E
53.2	0.33B	0.00E	0.00K	0.73H	0.00E	0.00E
46.0	0.24B	0.00E	0.00K	0.63H	0.00E	0.00E
34.5	0.14B	0.00E	0.00K	0.46B	0.00E	0.00E
23.0	0.06B	0.00E	0.00K	0.30B	0.00E	0.00E
11.5	0.01B	0.00E	0.00E	0.15B	0.00E	0.00E
0.0	0.00A	0.00A	0.00A	0.00A	0.00A	0.00A

MAXIMUM POLE FORCES CALCULATED(w.r.t. to wind direction)

MAST ELEV ft	TOTAL AXIAL kip	SHEAR.w.r.t.WIND.DIR ALONG kip	ACROSS kip	MOMENT.w.r.t.WIND.DIR ALONG ft-kip	ACROSS ft-kip	TORSION ft-kip
179.0	4.60 D	2.18 B	0.00 H	-0.01 F	0.00 H	0.00 H
168.2	9.73 D	2.67 B	0.00 H	-30.94 B	-0.01 B	0.00 H
	9.74 E	2.67 E	0.00 B	-30.94 K	-0.02 B	0.00 H
157.5	18.85 E	5.71 E	0.00 B	-85.97 E	-0.05 I	-0.01 B
	18.86 E	5.72 D	-0.01 H	-85.96 E	-0.05 I	-0.01 B
146.7	28.33 E	8.30 D	-0.01 H	-162.90 E	-0.08 I	-0.02 H
	28.33 E	8.35 D	0.03 I	-162.94 E	-0.08 E	-0.02 B
142.0	29.35 E	8.45 D	0.03 I	-207.97 D	-0.14 I	-0.03 H
	29.36 C	8.41 K	0.05 F	-207.90 D	-0.17 I	-0.03 H
127.7	38.22 C	10.23 K	0.05 F	-356.36 K	-0.65 L	-0.05 H
	38.21 E	10.23 C	-0.05 E	-356.37 K	-0.65 L	-0.05 H
113.5	40.32 E	10.56 C	-0.05 E	-522.60 C	1.20 E	-0.07 H
	40.32 E	10.56 C	-0.05 E	-522.60 C	1.20 E	-0.07 H
99.2	42.60 E	10.91 C	-0.05 E	-692.22 C	1.97 E	-0.09 B
	42.60 E	10.91 C	-0.04 E	-692.17 C	1.99 E	0.09 F
93.2	44.78 E	11.06 C	-0.04 E	-764.66 C	2.25 E	0.10 F
	44.78 E	11.05 B	-0.06 E	-764.66 C	2.25 E	0.10 F
79.9	47.49 E	11.39 B	-0.06 E	-927.52 C	3.01 E	0.12 F

	47.49 E	11.39 H	-0.05 E	-927.52 C	3.01 E	0.12 F
	50.38 E	11.74 H	-0.05 E	-1093.57 C	3.69 E	0.13 F
66.6						
	50.38 E	11.74 H	-0.05 E	-1093.57 C	3.69 E	0.13 F
	53.45 E	12.10 H	-0.05 E	-1262.36 H	4.41 E	-0.14 E
53.2						
	53.45 E	12.08 H	-0.06 E	-1262.36 H	4.40 E	-0.14 E
	57.15 E	12.28 H	-0.06 E	-1355.41 H	4.80 E	-0.15 E
46.0						
	57.15 E	12.27 H	-0.05 E	-1355.39 H	4.81 E	-0.15 E
	60.43 E	12.57 H	-0.05 E	-1504.61 H	5.43 E	-0.16 E
34.5						
	60.43 E	12.57 B	-0.05 E	-1504.62 H	5.43 E	-0.16 E
	63.81 E	12.86 B	-0.05 E	-1655.57 H	6.04 E	-0.16 E
23.0						
	63.81 E	12.86 B	-0.05 E	-1655.57 H	6.05 E	-0.16 E
	67.29 E	13.14 B	-0.05 E	-1808.04 B	6.63 E	-0.16 E
11.5						
	67.29 E	13.14 B	-0.05 E	-1808.04 B	6.63 E	-0.16 E
	70.97 E	13.42 B	-0.05 E	-1961.79 B	7.22 E	-0.17 E
base reaction	70.97 E	-13.42 B	0.05 E	1961.79 B	-7.22 E	0.17 E

COMPLIANCE WITH 4.8.2 & 4.5.4

ELEV ft	AXIAL	BENDING	SHEAR + TORSIONAL	TOTAL	SATISFIED	D/t(w/t)	MAX ALLOWED
179.00	0.00D	0.00F	0.00B	0.00F	YES	15.87A	45.2
	0.01D	0.04B	0.00B	0.04E	YES	17.49A	45.2
168.25	0.01E	0.04K	0.00E	0.04K	YES	17.49A	45.2
	0.01E	0.09E	0.01E	0.10E	YES	19.10A	45.2
157.50	0.01E	0.09E	0.01D	0.10E	YES	19.10A	45.2
	0.02E	0.14E	0.01D	0.16E	YES	20.72A	45.2
146.75	0.01E	0.09E	0.01D	0.10E	YES	13.23A	45.2
	0.01E	0.11D	0.01D	0.12D	YES	13.70A	45.2
142.00	0.01C	0.11D	0.01K	0.12D	YES	13.47A	45.2
	0.01C	0.16K	0.01K	0.17K	YES	14.90A	45.2
127.75	0.01E	0.16K	0.01C	0.17K	YES	14.90A	45.2
	0.01E	0.20C	0.01C	0.21C	YES	16.33A	45.2
113.50	0.01E	0.20C	0.01C	0.21C	YES	16.33A	45.2
	0.01E	0.23C	0.01C	0.24C	YES	17.76A	45.2
99.25	0.01E	0.19C	0.01C	0.20C	YES	14.97A	45.2
	0.01E	0.20C	0.01C	0.21C	YES	15.48A	45.2
93.25	0.01E	0.21C	0.01B	0.22C	YES	15.18A	45.2
	0.01E	0.22C	0.00B	0.23C	YES	16.33A	45.2
79.92	0.01E	0.22C	0.00H	0.23C	YES	16.33A	45.2
	0.01E	0.24C	0.00H	0.25C	YES	17.47A	45.2

66.58							
	0.01E	0.24C	0.00H	0.25C	YES	17.47A	45.2
	0.01E	0.25H	0.00H	0.26H	YES	18.62A	45.2
53.25							
	0.01E	0.21H	0.00H	0.22H	YES	16.07A	45.2
	0.01E	0.21H	0.00H	0.22H	YES	16.62A	45.2
46.00							
	0.01E	0.22H	0.00H	0.23H	YES	16.31A	45.2
	0.01E	0.22H	0.00H	0.23H	YES	17.17A	45.2
34.50							
	0.01E	0.22H	0.00B	0.23H	YES	17.17A	45.2
	0.01E	0.23H	0.00B	0.24H	YES	18.04A	45.2
23.00							
	0.01E	0.23H	0.00B	0.24H	YES	18.04A	45.2
	0.01E	0.23B	0.00B	0.24B	YES	18.90A	45.2
11.50							
	0.01E	0.23B	0.00B	0.24B	YES	18.90A	45.2
	0.01E	0.23B	0.00B	0.24B	YES	19.77A	45.2
0.00							

MAXIMUM LOADS ONTO FOUNDATION(w.r.t. wind direction)

DOWN	SHEAR.w.r.t.WIND.DIR ALONG	SHEAR.w.r.t.WIND.DIR ACROSS	MOMENT.w.r.t.WIND.DIR ALONG	MOMENT.w.r.t.WIND.DIR ACROSS	TORSION
kip	kip	kip	ft-kip	ft-kip	ft-kip
70.97	13.42	-0.05	-1961.79	7.22	-0.17
E	B	E	B	E	E

Sabre Industries™
Towers and Poles

SO#: 19-7723-JDS
Site Name: Gypsy Hill, VA
Date: 4/8/2019

Round Base Plate and Anchor Rods, per ANSI/TIA 222-G

Pole Data

Diameter:	61.060	in (flat to flat)
Thickness:	0.5	in
Yield (Fy):	65	ksi
# of Sides:	18	"0" IF Round
Strength (Fu):	80	ksi

Reactions

Moment, Mu:	7803.45	ft-kips
Axial, Pu:	85.08	kips
Shear, Vu:	53.05	kips

Anchor Rod Data

Quantity:	22		
Diameter:	2.25	in	
Rod Material:	A615		
Strength (Fu):	100	ksi	
Yield (Fy):	75	ksi	
BC Diam. (in):	68.25	BC Override:	

Anchor Rod Results

Maximum Rod (Pu+ Vu/η):	258.2 Kips	
Allowable Φ*Rnt:	260.0 Kips	(per 4.9.9)
Anchor Rod Interaction Ratio:	**99.3%** Pass	

Plate Data

Diameter (in):	74	Dia. Override:	
Thickness:	2.5	in	
Yield (Fy):	50	ksi	
Eff Width/Rod:	8.81	in	
Drain Hole:	2.625	in. diameter	
Drain Location:	28.25	in. center of pole to center of drain hole	
Center Hole:	48.5	in. diameter	

Base Plate Results

Base Plate (Mu/Z):	41.7 ksi	
Allowable Φ*Fy:	45.0 ksi	(per AISC)
Base Plate Interaction Ratio:	**92.7%** Pass	

GYPSY HILL
VA0347

GYPSY HILL
69244

INSTALLATION OF PROPOSED
180' MONOPOLE TOWER

CONTRACTOR & SUBCONTRACTOR'S WORK SHALL COMPLY WITH ALL APPLICABLE NATIONAL, STATE, AND LOCAL CODES AS ADOPTED BY THE LOCAL AUTHORITY HAVING JURISDICTION (AHJ) FOR THE LOCATION. THE EDITION OF THE AHJ ADOPTED CODES AND STANDARDS IN EFFECT ON THE DATE OF CONTRACT AWARD SHALL GOVERN THE DESIGN.

BUILDING CODE:
INTERNATIONAL BUILDING CODE (IBC), 2015 AS ADOPTED BY THE STATE OF VIRGINIA.

ELECTRICAL CODE:
NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70 - 2015, NATIONAL ELECTRICAL CODE (NEC 2015), AS ADOPTED BY THE STATE OF VIRGINIA.

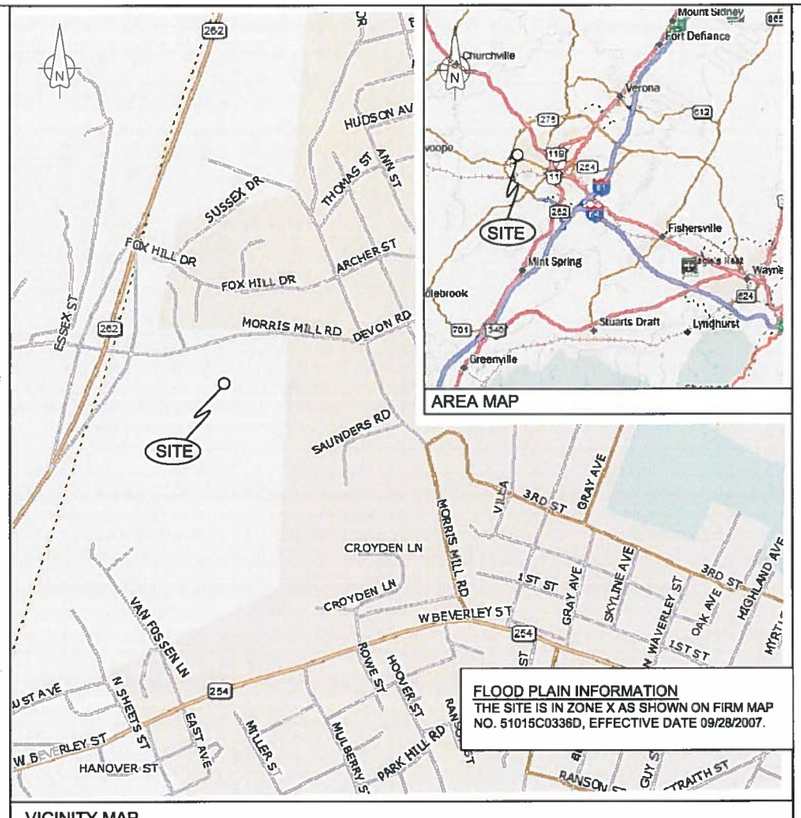
LIGHTNING PROTECTION CODE:
NFPA 780 - 2015, LIGHTNING PROTECTION CODE.

SUBCONTRACTOR'S WORK SHALL COMPLY WITH THE LATEST EDITION OF THE FOLLOWING STANDARDS.
AMERICAN CONCRETE INSTITUTE (ACI) 318, BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE
AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC), MANUAL OF STEEL CONSTRUCTION FOURTEENTH EDITION
TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222-H, TIA 607, COMMERCIAL BUILDING GROUNDING AND BONDING REQUIREMENTS FOR TELECOMMUNICATIONS

INSTITUTE FOR ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE) 81, GUIDE FOR MEASURING EARTH RESISTIVITY, GROUND IMPEDANCE, AND EARTH SURFACE POTENTIALS OF A GROUND SYSTEM
IEEE 1100 (2012) RECOMMENDED PRACTICE FOR POWERING AND GROUNDING OF ELECTRONIC EQUIPMENT

IEEE C62.41, RECOMMENDED PRACTICES ON SURGE VOLTAGES IN LOW VOLTAGE AC POWER CIRCUITS (FOR LOCATION CATEGORY "C3" AND "HIGH SYSTEM EXPOSURE")

IEEE C2 NATIONAL ELECTRIC SAFETY CODE, LATEST VERSION



VICINITY MAP

AREA MAP

FLOOD PLAIN INFORMATION
THE SITE IS IN ZONE X AS SHOWN ON FIRM MAP NO. 51015C0336D, EFFECTIVE DATE 09/28/2007.

SITE NAME
GYPSY HILL
(SHENTEL SITE NAME: GYPSY HILL)

SITE NUMBER
VA0347
(SHENTEL SITE #: 69244)

SITE ADDRESS
2330 MORRIS MILL ROAD
STAUNTON, VA

PROPERTY OWNER
CHARLES WM. HURT & SHIRLEY L. FISHER
TRUSTEES FOR MILL ROAD LAND TRUST
PO BOX 8147
CHARLOTTESVILLE, VA 22906

SITE DATA
NAD 83 LATITUDE - N38° 09' 40.18" (38.161161°)

NAD 83 LONGITUDE - W79° 06' 23.91" (-79.106642°)

LEASE AREA
10,000 SQUARE FEET

PROJECT DESCRIPTION
INSTALLATION OF A 180' MONOPOLE TOWER WITH 8' LIGHTNING ROD IN A 75' x 75' FENCED COMPOUND. CONSTRUCTION OF 12' WIDE GRAVEL ROAD. NEW UTILITY RUNS TO TOWER SITE. INSTALLATION OF SHENTEL EQUIPMENT AND ANTENNAS.

JURISDICTION
CITY OF STAUNTON
TAX PARCEL ID: 11057
ZONE: I-2

CONTACTS

MIKE MACPHERSON
DIRECTOR OF OPERATIONS
(919) 553-5701 - PHONE
(941) 400-2252 - CELL
mmacpherson@towerco.com

MEAD & HUNT
CURTIS PAXTON
(304) 553-8103 - PHONE
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311

SHENTEL (CONSTRUCTION)
BRADLEY S. BAYS
(443) 454-0180 - PHONE
Brad.Bays@emp.shentel.com

SHENTEL (SITE ACQUISITION)
DEBBIE BALSER
(540) 941-4650 x3071 - PHONE
Deborah.Balser@emp.shentel.com

SHEET T-1	TITLE SHEET
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SHEET L-2	LEASE MAP
SHEET L-3	LEGAL DESCRIPTIONS
SHEET R-1	RADIUS MAP
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SHEET D-13	SECTOR FRAME DETAILS (SHENTEL)
SHEET D-14	RRH MOUNTING DETAILS (SHENTEL)
SHEET D-15	RRH MOUNTING DETAILS (SHENTEL)
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SHEET D-19	GENERAL NOTES (SHENTEL)

SHEET INDEX

DESIGN ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

SURVEYING

encompass
1370 WASHINGTON PIKE
SUITE 308
BRIDGEVILLE, PA 15017
(412) 564-5215 PHONE

CONSULTANT TEAM DWG BY: WKM

SITE DIRECTIONS

FROM WAYNESBORO, VA: TAKE I-64 W (9.7 MI). MERGE ONTO I-64 W/I-81 S (0.6 MI). TAKE EXIT 220 FOR STATE ROUTE 262 TOWARD US-11 (0.3 MI). CONTINUE ONTO VA-262 N (5.0 MI). TAKE EXIT RAMP TO MORRIS MILL ROAD (0.2 MI). TURN RIGHT (EAST) ONTO MORRIS MILL ROAD (0.16 MI). TOWER SITE ACCESS IS ON THE RIGHT (SOUTH) SIDE OF MORRIS MILL ROAD AND IS LOCATED AT N38° 09' 43.79", W79° 06' 23.91".

DIRECTIONS TO SITE

PROJECT INFORMATION

POLICE/FIRE/RESCUE
911

ELECTRIC POWER
VIRGINIA DOMINION POWER
CONTACT: CUSTOMER SERVICE
PHONE#: 866-366-4357

TELEPHONE
SHENTEL
CONTACT: CUSTOMER SERVICE
PHONE#: 800-743-6835

SHENTEL NOC
(800) 768-5220 - PHONE

EMERGENCY AND UTILITY CONTACTS

TowerCo
SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19
3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
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(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

TITLE SHEET — SHEET T-1

X:\4340300\182319.01\Drawings\182319.01-rl REV 4-3-19.dwg, 4/4/2019 9:56:20 AM, \\crw-inf-dc01\CRW_7845

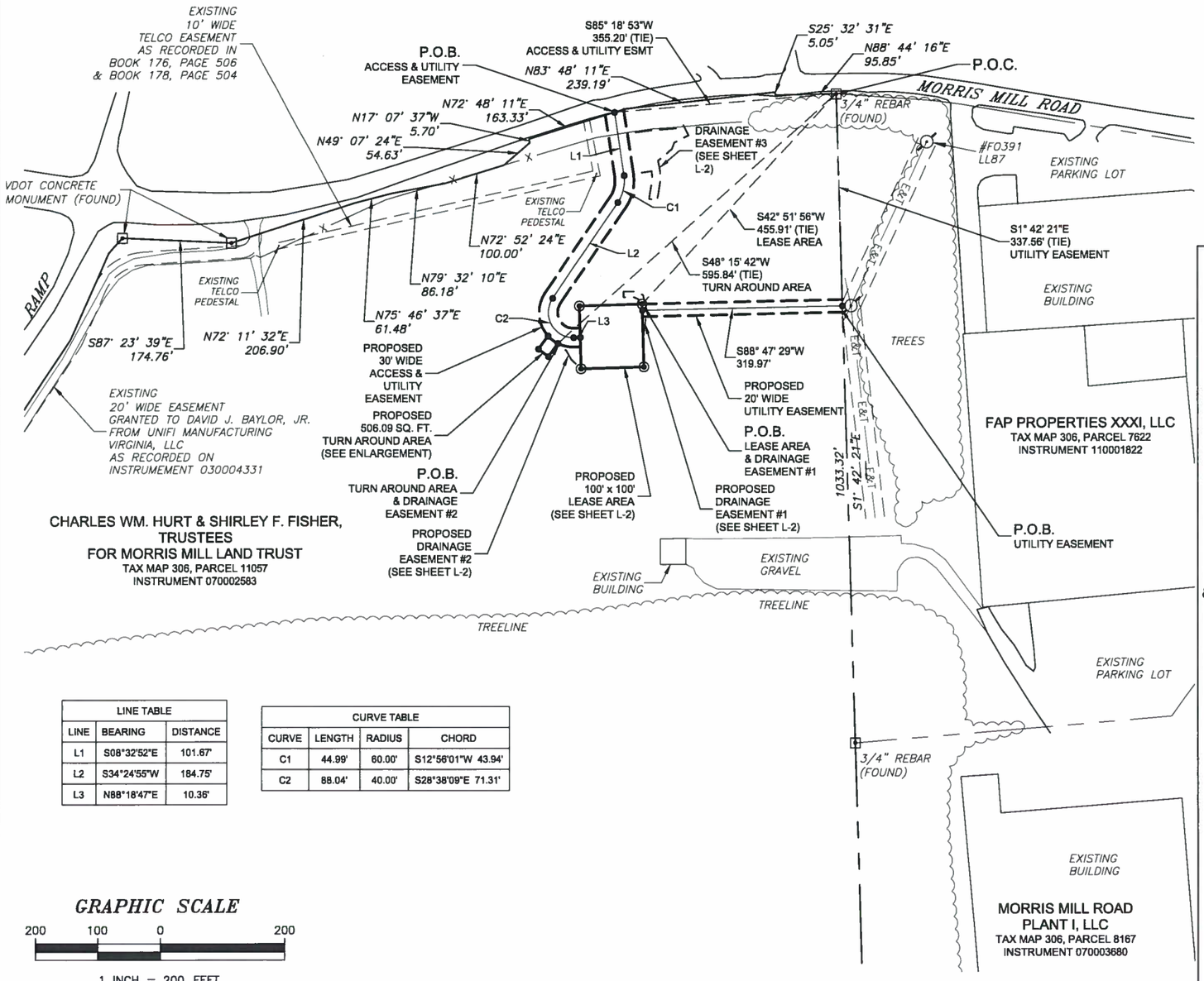
NOTES:

1. THIS IS NOT A BOUNDARY SURVEY.
2. THE INTENT OF THIS SURVEY IS TO LOCATE A 10,000 SQ. FT. TRACT OF LAND, SITUATED ON THE SOUTHERN SIDE OF MORRIS MILL ROAD IN THE CITY OF STAUNTON, VIRGINIA, LOCATED ON PROPERTY NOW OR FORMERLY CHARLES WM. HURT & SHIRLEY F. FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST, AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON, VIRGINIA ON INSTRUMENT 070002583. THE LOCATION OF EXTERIOR BOUNDARY LINES OF THE PARENT TRACT AND ADJOINING PARCELS AS SHOWN ON THESE PLANS HEREIN ARE BASED UPON DEED DESCRIPTIONS, EXISTING SURVEY INFORMATION, AND HAVE BEEN RELATED TO MONUMENTS RECOVERED IN THE FIELD. THESE DRAWINGS DO NOT REPRESENT A BOUNDARY SURVEY OF THE PARENT OR ADJOINING TRACT(S) OF LAND.
3. THE HORIZONTAL AND VERTICAL DATUM ARE BASED FIELD WORK COMPLETED ON NOVEMBER 5, 2018 AND POST-PROCESSED OBSERVATIONS UTILIZING A TRIMBLE 5800 UNIT BASED ON NAD83 (2011) AND NAVD88 (GEOID12B).
4. ALL BEARINGS ARE BASED UPON THE VIRGINIA STATE PLANE COORDINATE SYSTEM NAD83 (2011) NORTH ZONE. ALL DISTANCES SHOWN ARE HORIZONTAL UNIT GRID DISTANCES.
5. ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY MAPS, THE PROPOSED TELECOMMUNICATIONS SITE IS LOCATED IN ZONE "X", MAP NUMBER 51015C0336D EFFECTIVE DATE SEPTEMBER 28, 2007.
6. NO WETLANDS AREAS HAVE BEEN INVESTIGATED BY THIS SURVEY.
7. THIS PLAT IS SUBJECT TO INFORMATION CONTAINED IN A CERTAIN TITLE REPORT, PREPARED BY US TITLE SOLUTIONS, FILE NUMBER 61479-VA1808-5039, DATED SEPTEMBER 21, 2018.

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)

LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- WATER LINE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S08°32'52"E	101.67'
L2	S34°24'55"W	184.75'
L3	N88°18'47"E	10.36'

CURVE TABLE			
CURVE	LENGTH	RADIUS	CHORD
C1	44.99'	60.00'	S12°56'01"W 43.94'
C2	88.04'	40.00'	S28°38'09"E 71.31'

GRAPHIC SCALE

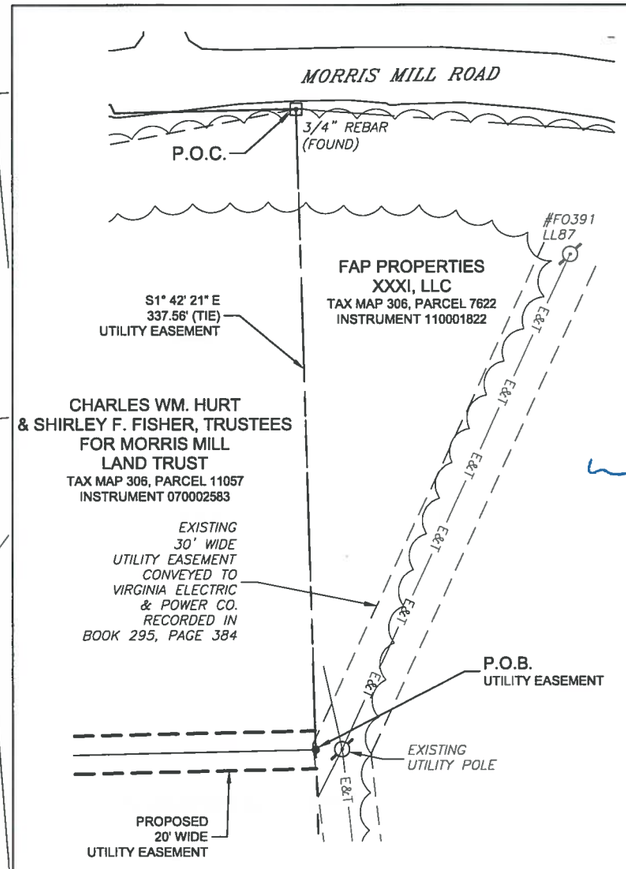
200 100 0 200

1 INCH = 200 FEET

REFERENCES:

PLAT SHOWING RECONFIGURATION OF PROPERTY OWNED BY UNIFI MANUFACTURING VIRGINIA, LLC. LYING ON THE SOUTH LINE OF MORRIS HILL ROAD, PREPARED APRIL 27, 2006, REVISED MAY 15, 2006 AND MAY 19, 2006. PREPARED BY HOWARD L. VANCE P.S.#1854.

PLAT SHOWING 18.08 ACRES OF LAND LYING AT THE SOUTHWEST CORNER OF MORRIS HILL ROAD, PREPARED BY HOWARD L. VANCE PS# 1854, BALZER AND ASSOCIATES, DATED AUGUST 3, 2011.



ENLARGED UTILITY EASEMENT #1
SCALE: 1" = 80'

TowerCo

SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19

COMMONWEALTH OF VIRGINIA
WILLIAM JOHN WHITMAN II
Lic. No. 3012
LAND SURVEYOR

encompass

1370 WASHINGTON PIKE
SUITE 308
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(412) 564-5215 - PHONE

PROJECT # R4340300-182319.01

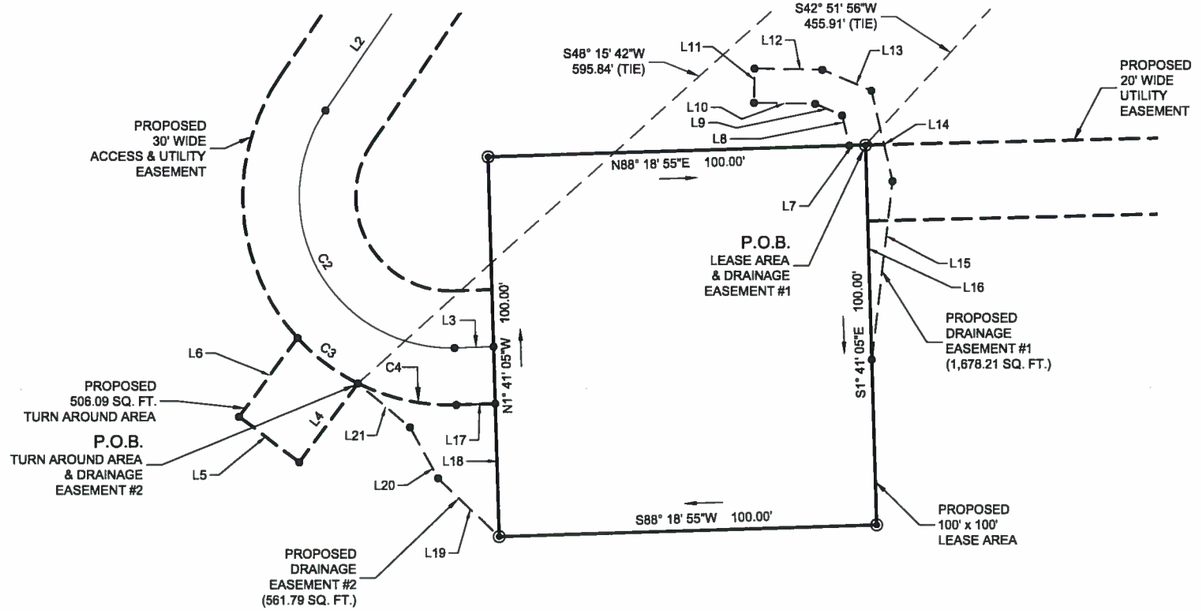
LEASE MAP

SHEET L-1

LINE TABLE		
LINE	BEARING	DISTANCE
L4	S36°52'08"W	25.92'
L5	N53°07'52"W	20.00'
L6	N36°52'08"E	25.92'
L7	S88°18'55"W	4.27'
L8	N13°15'29"W	8.16'
L9	N66°52'36"W	7.81'
L10	N88°54'34"W	16.26'
L11	N01°05'26"E	9.00'
L12	S88°54'34"E	18.01'

LINE TABLE		
LINE	BEARING	DISTANCE
L13	S66°52'36"E	14.11'
L14	S13°15'29"E	24.44'
L15	S06°42'07"W	47.30'
L16	N01°41'05"W	56.48'
L17	N88°18'47"E	10.35'
L18	S01°41'05"E	35.00'
L19	N46°30'25"W	22.39'
L20	N29°03'06"W	15.33'
L21	N49°55'20"W	17.99'

CURVE TABLE			
CURVE	LENGTH	RADIUS	CHORD
C3	20.11'	55.00'	S53°07'52"E 20.00'
C4	26.96'	55.00'	S77°38'49"E 26.69'

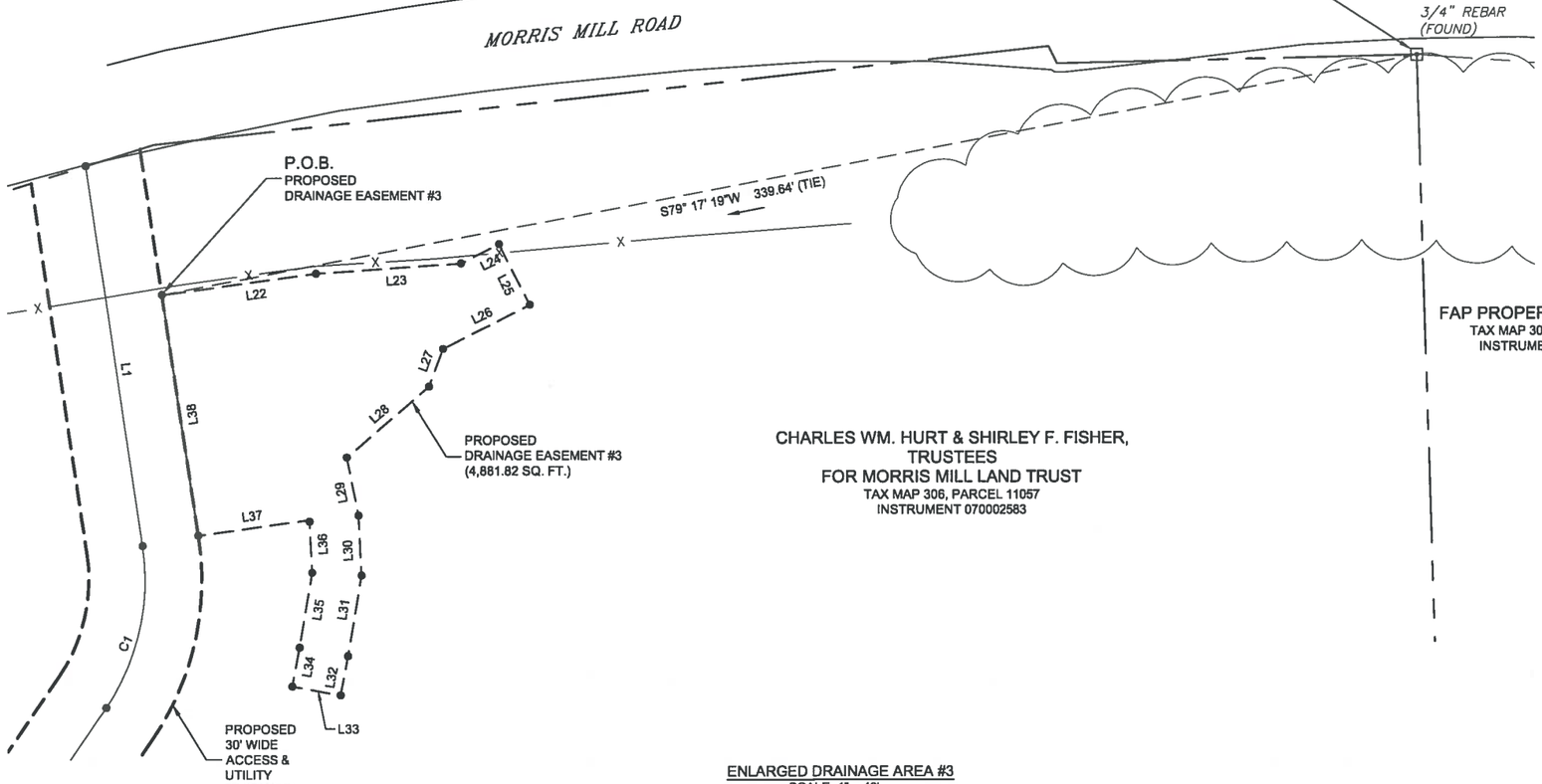


ENLARGED LEASE AREA, TURN AROUND & DRAINAGE AREAS #1 &2
SCALE: 1" = 40'

LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- WATER LINE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



ENLARGED DRAINAGE AREA #3
SCALE: 1" = 40'

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)

LINE TABLE		
LINE	BEARING	DISTANCE
L22	N82°16'25"E	41.35'
L23	N86°02'03"E	38.63'
L24	N63°09'12"E	11.27'
L25	S26°50'48"E	18.00'
L26	S63°09'12"W	25.79'
L27	S20°07'07"W	10.60'
L28	S49°26'23"W	28.90'
L29	S11°12'47"E	15.65'
L30	S02°52'24"E	15.90'

LINE TABLE		
LINE	BEARING	DISTANCE
L31	S09°33'20"W	21.63'
L32	S10°26'40"W	10.54'
L33	N79°33'20"W	13.00'
L34	N10°26'40"E	10.43'
L35	N09°33'20"E	20.12'
L36	N02°52'24"W	13.54'
L37	S82°16'25"W	29.81'
L38	N08°32'52"W	64.40'

TowerCo®
SHENTEL®
Always connected to you

SITE NAME: GYPSY HILL

SITE NUMBER: VA0347

SITE ADDRESS: 2330 MORRIS MILL ROAD
STAUNTON, VA

AREA: LEASE AREA = 10,000 SQ. FT.

PROPERTY OWNER:
CHARLES WM. HURT & SHIRLEY L. FISHER
TRUSTEES FOR MILL ROAD LAND TRUST
PO BOX 8147
CHARLOTTESVILLE, VA 22906

LATITUDE: N38°09'40.18" (38.161161°)

LONGITUDE: W79°06'23.91"(-79.106642°)

COUNTY: AUGUSTA

DISTRICT: CITY OF STAUNTON

TAX MAP: 306

PARCEL: 11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19

COMMONWEALTH OF VIRGINIA
WILLIAM JOHN WHITMAN II
Lic. No. 3012
LAND SURVEYOR

encompass
1370 WASHINGTON PIKE
SUITE 308
BRIDGEVILLE, PA 15017
(412) 564-5215 - PHONE

PROJECT # R4340300-182319.01

LEASE MAP

SHEET L-2

ACCESS & UTILITY EASEMENT
BEING A 30 FOOT WIDE STRIP OF LAND, 15 FEET EITHER SIDE OF CENTERLINE, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; SAID CENTERLINE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 85° 18' 53" W, 355.20 FEET TO A POINT IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE THROUGH SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST THE FOLLOWING FIVE (5) COURSES:

(1) S 08° 32' 52" E, 101.67 FEET TO A POINT;

(2) THENCE WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 60.00 FEET, AN ARC LENGTH OF 44.99 FEET, AND A CHORD BEARING S 12° 56' 01" W, 43.94 FEET TO A POINT;

(3) THENCE S 34° 24' 55" W, 184.75 FEET TO A POINT;

(4) THENCE WITH A CURVE TO THE LEFT HAVING A RADIUS OF 40.00 FEET, AN ARC LENGTH OF 88.04 FEET, AND A CHORD BEARING S 28° 38' 09" E, 71.31 FEET TO A POINT;

(5) THENCE N 88° 18' 47" E, 10.36 FEET TO A POINT IN THE WESTERLY LINE OF A 10,000 SQ. FT. LEASE AREA; SAID POINT BEING THE TERMINUS OF THE DESCRIBED ACCESS & UTILITY EASEMENT CONTAINING 12,894.01 SQ. FT. (0.296 ACRES), MORE OR LESS.

TOTAL LENGTH OF EASEMENT = 429.81 FEET.

TURN AROUND AREA
BEING A 506.09 SQ. FT. TRACT OF LAND, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; SAID 506.09 SQ. FT. TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 48° 15' 42" W, 595.84 FEET TO A POINT IN THE WESTERLY LINE OF A 30 FOOT WIDE ACCESS & UTILITY EASEMENT; SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID 30 FOOT WIDE ACCESS & UTILITY EASEMENT FOR THE FOLLOWING THREE (3) COURSES:

(1) S36° 52' 08" W, 25.92 FEET TO A POINT;

(2) THENCE N 53° 07' 52" W, 20.00 FEET TO A POINT;

(3) THENCE N 36° 52' 08" E, 25.92 FEET TO A POINT IN THE AFOREMENTIONED 30 FOOT WIDE ACCESS & UTILITY EASEMENT;

THENCE WITH THE SAME FOR THE FOLLOWING ONE (1) COURSE:
(1) WITH A CURVE TO THE LEFT HAVING A RADIUS OF 55.00 FEET, AN ARC LENGTH OF 20.11 FEET AND A CHORD BEARING S 53° 07' 52" E, 20.00 FEET TO THE TRUE POINT OF BEGINNING CONTAINING 506.09 SQ. FT. (0.012 ACRES), MORE OR LESS.

UTILITY EASEMENT
BEING A 20 FOOT WIDE STRIP OF LAND, 10 FEET EITHER SIDE OF CENTERLINE, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; SAID CENTERLINE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 01° 42' 21" E, 337.56 FEET TO A POINT IN THE EASTERLY LINE OF SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST; SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE THROUGH SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST THE FOLLOWING ONE (1) COURSE:

(1) S 88° 47' 29" W, 319.97 FEET TO A POINT IN THE EASTERLY LINE OF A 10,000 SQ. FT. LEASE AREA; SAID POINT BEING THE TERMINUS OF THE DESCRIBED UTILITY EASEMENT CONTAINING 6,399.47 SQ. FT. (0.147 ACRES), MORE OR LESS.

TOTAL LENGTH OF EASEMENT = 319.97 FEET.

LEASE AREA
BEING A 100 FOOT BY 100 FOOT TRACT OF LAND, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; SAID 100 FOOT BY 100 FOOT TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 42° 51' 56" W, 455.91 FEET TO A 5/8" REBAR WITH CAP (SET); SAID REBAR BEING THE TRUE POINT OF BEGINNING; THENCE THROUGH SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST THE FOLLOWING FOUR (4) COURSES:

(1) S 01° 41' 05" E, 100.00 FEET TO A 5/8" REBAR WITH CAP (SET);

(2) THENCE S 88° 18' 55" W, 100.00 FEET TO A 5/8" REBAR WITH CAP (SET);

(3) THENCE N 01° 41' 05" W, 100.00 FEET TO A 5/8" REBAR WITH CAP (SET);

(4) THENCE N 88° 18' 55" E, 100.00 FEET TO THE TRUE POINT OF BEGINNING CONTAINING 10,000 SQ. FT. (0.230 ACRES), MORE OR LESS.

DRAINAGE EASEMENT #1
BEING A 1678.21 SQ. FT. TRACT OF LAND, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 42° 51' 56" W, 455.91 FEET TO A 5/8" REBAR WITH CAP (SET); SAID REBAR BEING THE NORTHEASTERLY CORNER OF A 10,000 SQ. FT. LEASE AREA AND BEING THE TRUE POINT OF BEGINNING; THENCE WITH SAID LEASE AREA FOR THE FOLLOWING ONE (1) COURSE:

(1) S 88° 18' 55" W, 4.27 FEET TO A POINT;

THENCE LEAVING THE AFOREMENTIONED LEASE AREA THE FOLLOWING EIGHT (8) COURSES:

(1) N 13° 15' 29" W, 8.16 FEET TO A POINT;

(2) THENCE N 66° 52' 36" W, 7.81 FEET TO A POINT;

(3) THENCE N 88° 54' 34" W, 16.26 FEET TO A POINT;

(4) THENCE N 01° 05' 26" E, 9.00 FEET TO A POINT;

(5) THENCE S 88° 54' 34" E, 18.01 FEET TO A POINT;

(6) THENCE S 66° 52' 36" E, 14.11 FEET TO A POINT;

(7) THENCE S 13° 15' 29" E, 24.44 FEET TO A POINT;

(8) THENCE S 06° 42' 07" W, 47.30 FEET TO A POINT IN THE EASTERLY LINE OF THE AFOREMENTIONED 10,000 SQ. FT. LEASE AREA; THENCE WITH SAID LEASE AREA THE FOLLOWING ONE (1) COURSE:
(1) N 01° 41' 05" W, 56.48 FEET TO THE TRUE POINT OF BEGINNING CONTAINING 1,678.21 SQ. FT. (0.039 ACRES), MORE OR LESS.

DRAINAGE EASEMENT #2
BEING A 561.79 SQ. FT. TRACT OF LAND, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 48° 15' 42" W, 595.84 FEET TO A POINT IN THE WESTERLY LINE OF A 30 FOOT WIDE ACCESS & UTILITY EASEMENT; SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE WITH SAID EASEMENT FOR THE FOLLOWING TWO (2) COURSES:

(1) WITH A CURVE TO THE LEFT HAVING A RADIUS OF 55.00 FEET, AN ARC LENGTH OF 26.96 FEET, AND A CHORD BEARING S 77° 38' 49" E, 26.69 FEET TO A POINT;

(2) THENCE N 88° 18' 47" E, 10.35 FEET TO A POINT IN THE WESTERLY LINE OF A 10,000 SQ. FT. LEASE AREA;

THENCE WITH SAID LEASE AREA FOR THE FOLLOWING ONE (1) COURSE:

(1) S 01° 41' 05" E, 35.00 FEET TO A 5/8" REBAR WITH CAP (SET); SAID REBAR BEING THE SOUTHWESTERLY CORNER OF THE AFOREMENTIONED 10,000 SQ. FT. LEASE AREA;

THENCE LEAVING SAID LEASE AREA THE FOLLOWING THREE (3) COURSES:

(1) N 46° 30' 25" W, 22.39 FEET TO A POINT;

(2) THENCE N 29° 03' 06" W, 15.33 FEET TO A POINT;

(3) THENCE N 49° 55' 20" W, 17.99 FEET TO THE TRUE POINT OF BEGINNING CONTAINING 561.79 SQ. FT. (0.013 ACRES), MORE OR LESS.

DRAINAGE EASEMENT #3
BEING A 4881.82 SQ. FT.TRACT OF LAND, LOCATED ON PROPERTY NOW OR FORMERLY OWNED BY CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST AS RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF STAUNTON ON INSTRUMENT 070002583; AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A 3/4" REBAR (FOUND) IN THE SOUTHERLY RIGHT OF WAY LINE OF MORRIS MILL ROAD; SAID REBAR ALSO BEING A COMMON CORNER TO SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST PROPERTY AND PROPERTY NOW OR FORMERLY OWNED BY FAP PROPERTIES XXXI, LLC AS RECORDED ON INSTRUMENT 110001822; THENCE S 79° 17' 19" W, 339.64 FEET TO A POINT IN THE EASTERLY LINE OF A 30 FOOT WIDE ACCESS & UTILITY EASEMENT; SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID ACCESS & UTILITY EASEMENT AND THROUGH SAID CHARLES WM. HURT & SHIRLEY FISHER, TRUSTEES FOR MORRIS MILL LAND TRUST THE FOLLOWING SIXTEEN (16) COURSES:

(1) N 82° 16' 25" E 41.35 FEET TO A POINT;

(2) THENCE N 86° 02' 03" E, 38.63 FEET TO A POINT;

(3) THENCE N 63° 09' 12" E, 11.27 FEET TO A POINT;

(4) THENCE S 26° 50' 48" E, 18.00 FEET TO A POINT;

(5) THENCE S 63° 09' 12" W, 25.79 FEET TO A POINT;

(6) THENCE S 20° 07' 07" W, 10.60 FEET TO A POINT;

(7) THENCE S 49° 26' 23" W, 28.90 FEET TO A POINT;

(8) THENCE S 11° 12' 47" E, 15.65 FEET TO A POINT;

(9) THENCE S 02° 52' 24" E, 15.90 FEET TO A POINT;

(10) THENCE S 09° 33' 20" W, 21.63 FEET TO A POINT;

(11) THENCE S 10° 26' 40" W, 10.54 FEET TO A POINT;

(12) THENCE N 79° 33' 20" W, 13.00 FEET TO A POINT;

(13) THENCE N 10° 26' 40" E, 10.43 FEET TO A POINT;

(14) THENCE N 09° 33' 20" E, 20.12 FEET TO A POINT;

(15) THENCE N 02° 52' 24" W, 13.54 FEET TO A POINT;

(16) THENCE S 82° 16' 25" W, 29.81 FEET TO A POINT IN THE EASTERLY LINE OF THE AFOREMENTIONED 30 FOOT WIDE ACCESS & UTILITY EASEMENT;

THENCE WITH SAID EASEMENT THE FOLLOWING ONE (1) COURSE:
(1) N 08° 32' 52" W, 64.40 FEET TO THE TRUE POINT OF BEGINNING CONTAINING 4,881.82 SQ. FT. (0.112 ACRES), MORE OR LESS.

TowerCo
SHENTEL
Always connected to you

SITE NAME: GYPSY HILL

SITE NUMBER: VA0347

SITE ADDRESS: 2330 MORRIS MILL ROAD
STAUNTON, VA

AREA: LEASE AREA = 10,000 SQ. FT.

PROPERTY OWNER:
CHARLES WM. HURT & SHIRLEY L. FISHER
TRUSTEES FOR MILL ROAD LAND TRUST
PO BOX 8147
CHARLOTTESVILLE, VA 22906

LATITUDE: N38°09'40.18" (38.161161°)

LONGITUDE: W79°06'23.91"(-79.106642°)

COUNTY: AUGUSTA

DISTRICT: CITY OF STAUNTON

TAX MAP: 306

PARCEL: 11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19

COMMONWEALTH OF VIRGINIA
WILLIAM JOHN WHITMAN II
Lic. No. 3012
LAND SURVEYOR

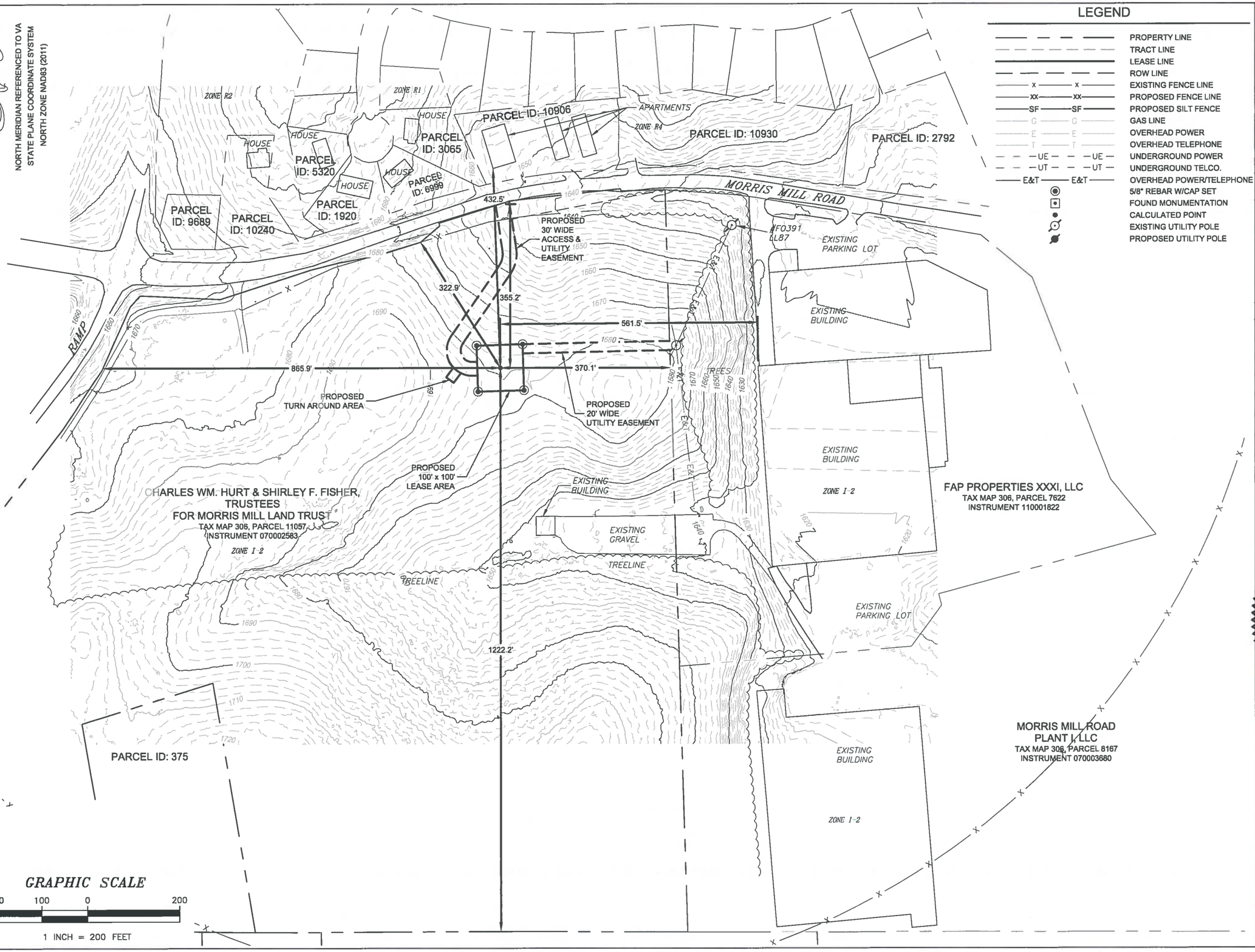
encompass
1370 WASHINGTON PIKE
SUITE 308
BRIDGEVILLE, PA 15017
(412) 564-5215 - PHONE

PROJECT # R4340300-182319.01

LEGAL DESCRIPTIONS

SHEET L-3

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- PROPOSED FENCE LINE
- PROPOSED SILT FENCE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

GRAPHIC SCALE

200 100 0 200

1 INCH = 200 FEET

TowerCo

SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19
3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J BOWYER
Lic. No. 040205626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

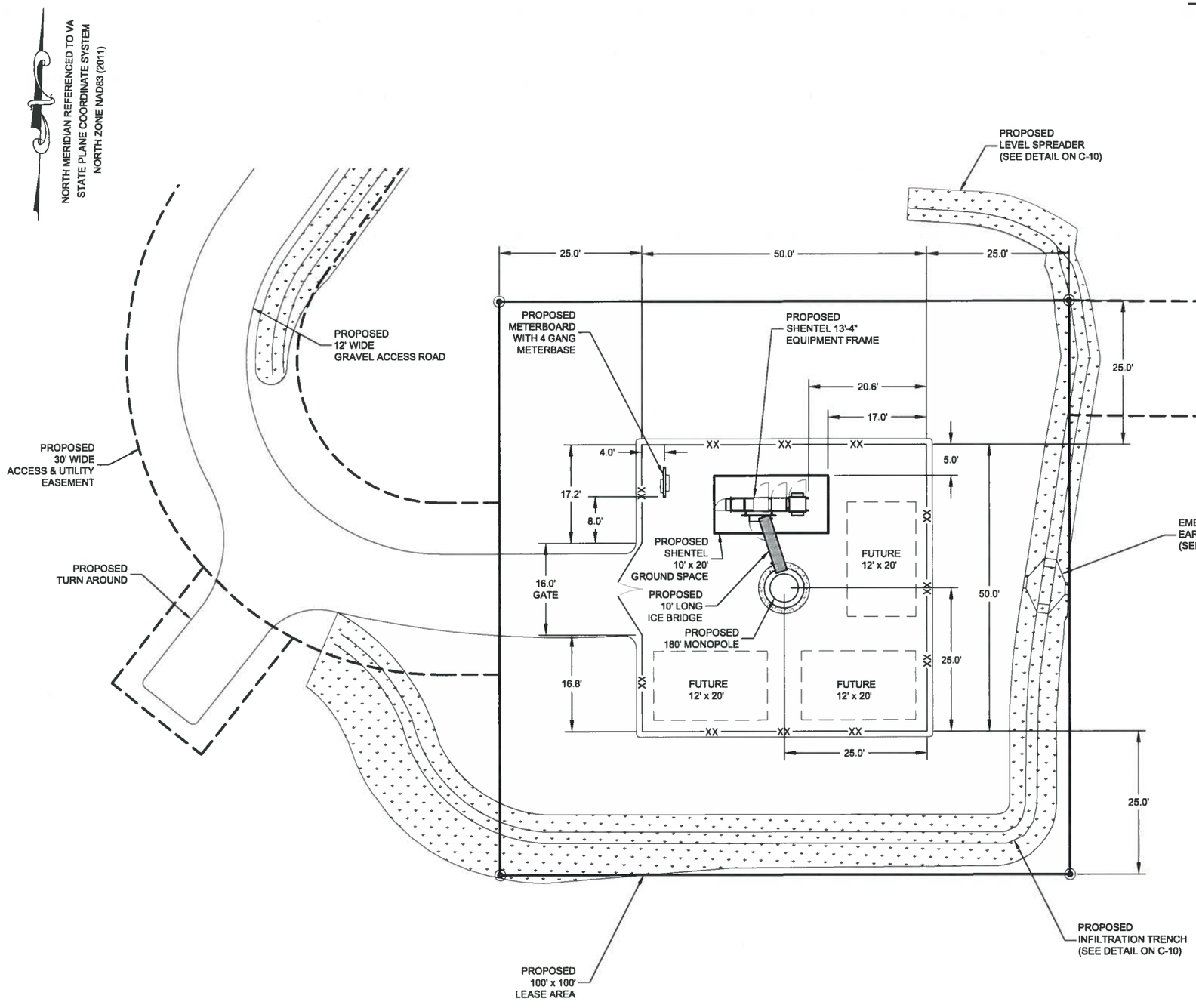
PROJECT # R4340300-182319.01

RADIUS MAP

SHEET R-1

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- PROPOSED FENCE LINE
- PROPOSED SILT FENCE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

GRAPHIC SCALE

20 10 0 20

1 INCH = 20 FEET

Know what's below. Call before you dig.

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SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
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DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

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COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
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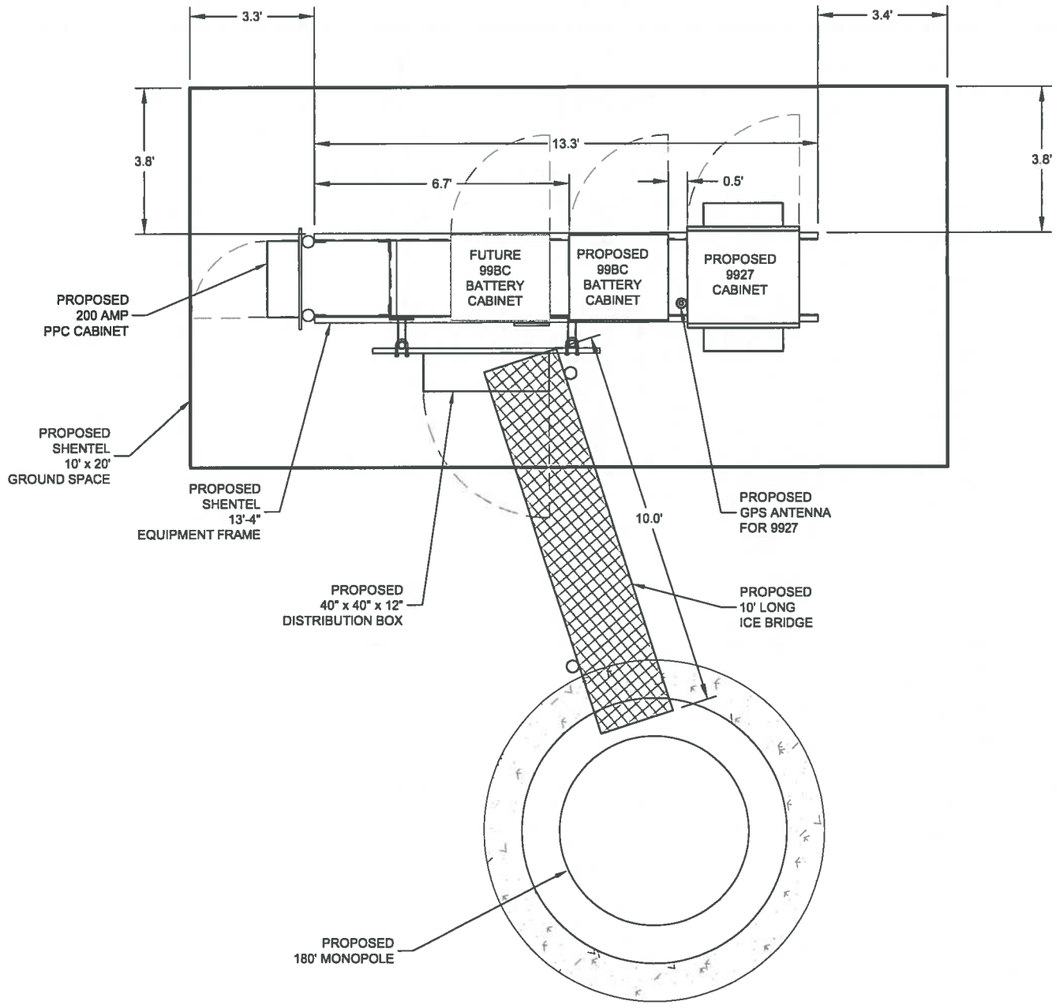
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SITE PLAN

SHEET C-1

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- PROPOSED FENCE LINE
- PROPOSED SILT FENCE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

GRAPHIC SCALE

4 2 0 4

1 INCH = 4 FEET

TowerCo

SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
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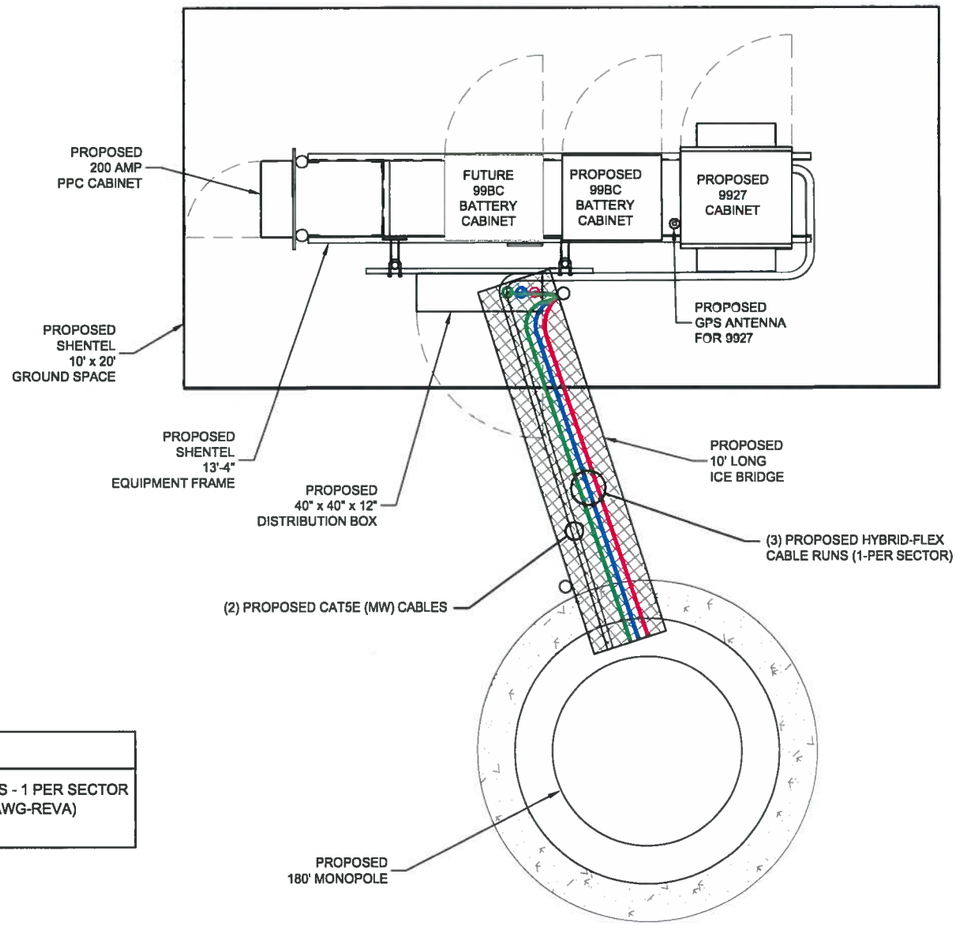
811 Know what's below. Call before you dig.

PROJECT # R4340300-182319.01

EQUIPMENT LAYOUT PLAN (SHENTEL) — SHEET C-2

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



LEGEND

	PROPERTY LINE
	TRACT LINE
	LEASE LINE
	ROW LINE
x x	EXISTING FENCE LINE
xx xx	PROPOSED FENCE LINE
SF SF	PROPOSED SILT FENCE
G G	GAS LINE
E E	OVERHEAD POWER
T T	OVERHEAD TELEPHONE
UE UE	UNDERGROUND POWER
UT UT	UNDERGROUND TELCO.
E&T E&T	OVERHEAD POWER/TELEPHONE
	5/8" REBAR W/CAP SET
	FOUND MONUMENTATION
	CALCULATED POINT
	EXISTING UTILITY POLE
	PROPOSED UTILITY POLE

CABLES
(6) PROPOSED HYBRID-FLEX CABLES - 1 PER SECTOR (942-98856-1FXXX-HYBRID-CABLE-6AWG-REVA)
(2) PROPOSED CAT5E CABLES

SECTOR	ILLUSTRATED ON DRAWING AS	FIELD COLOR CODING
ALPHA	RED	RED
BETA	BLUE	BLUE
GAMMA	GREEN	YELLOW

HYBRID–FLEX CABLE LENGTHS	
TOTAL CABLE LENGTH OF ALPHA SECTOR	198'
TOTAL CABLE LENGTH OF BETA SECTOR	199'
TOTAL CABLE LENGTH OF GAMMA SECTOR	199'

GRAPHIC SCALE

4 2 0 4

1 INCH = 4 FEET

Know what's below. Call before you dig.

TowerCo®

SHENTEL® Always connected to you

SITE NAME: GYPSY HILL

SITE NUMBER: VA0347

SITE ADDRESS: 2330 MORRIS MILL ROAD STAUNTON, VA

AREA: LEASE AREA = 10,000 SQ. FT.

PROPERTY OWNER: CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906

LATITUDE: N38°09'40.18" (38.161161°)

LONGITUDE: W79°06'23.91"(-79.106642°)

COUNTY: AUGUSTA

DISTRICT: CITY OF STAUNTON

TAX MAP: 306

PARCEL: 11057

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COMMONWEALTH OF VIRGINIA
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PROFESSIONAL ENGINEER

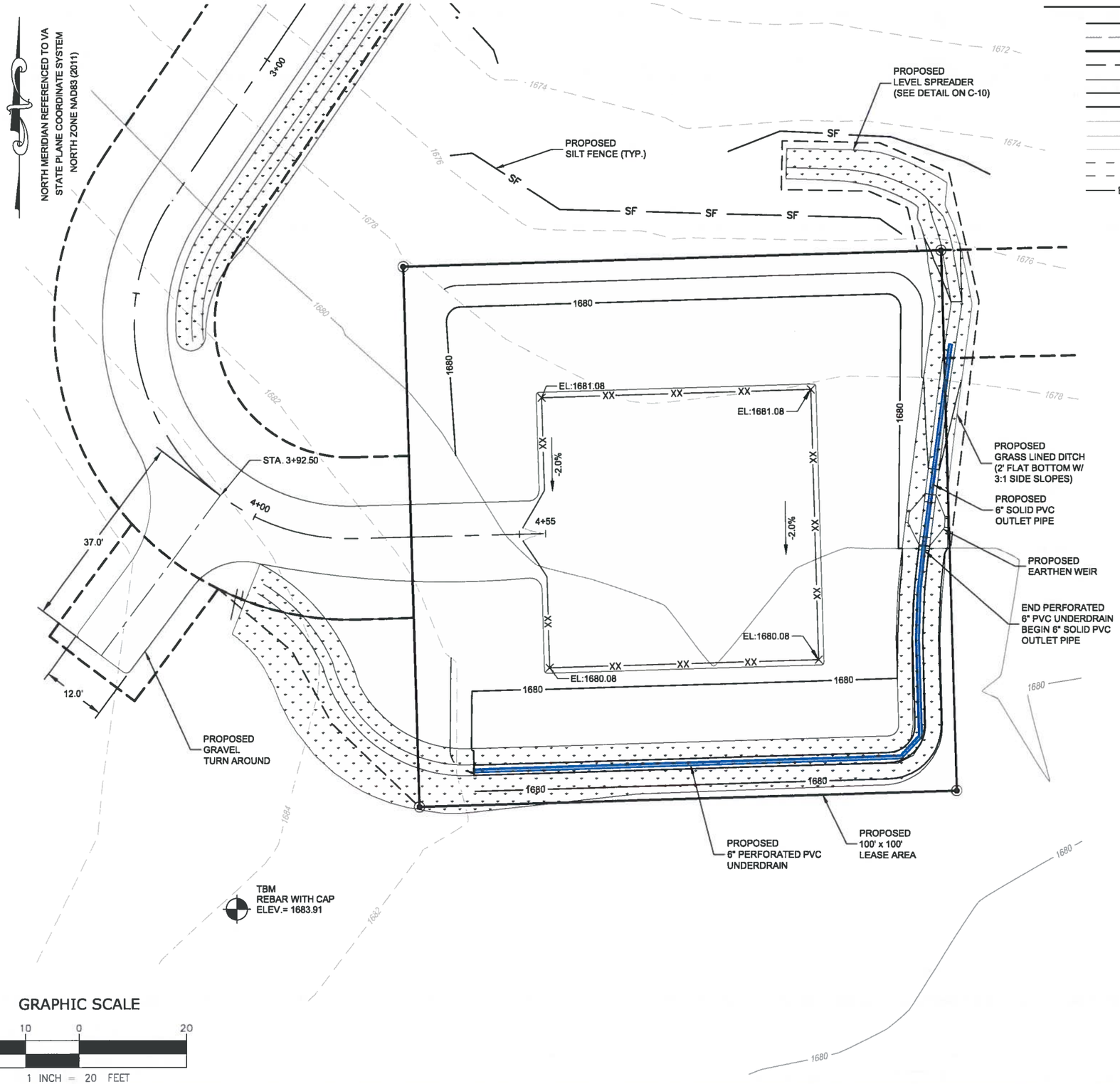
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PROJECT # R4340300-182319.01

HYBRIFLEX CABLE DIAGRAM

SHEET C-3

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LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- PROPOSED FENCE LINE
- PROPOSED SILT FENCE
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- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

GRAPHIC SCALE

20 10 0 20

1 INCH = 20 FEET

Know what's below. Call before you dig.

TowerCo

SHENTEL Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
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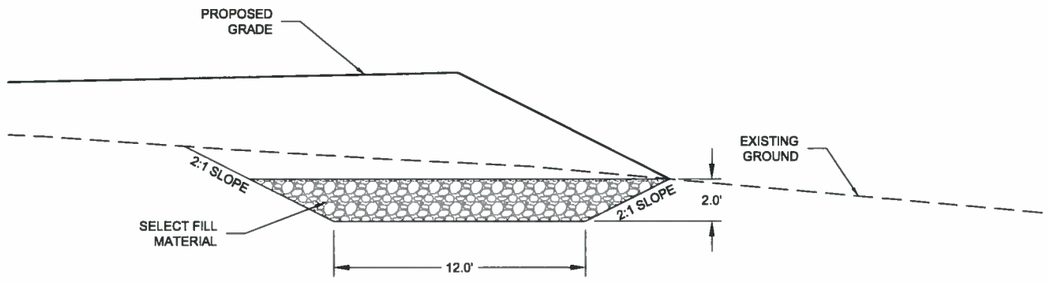
COMMONWEALTH OF VIRGINIA
CARL J BOWYER
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4-4-19
PROFESSIONAL ENGINEER

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PROJECT # R4340300-182319.01

GRADING AND E&SC PLAN (TOWER SITE) — SHEET C-4

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TYPICAL 12' WIDE TOE KEY DETAIL
NOT TO SCALE

EMBANKMENT PLACEMENT

1) ALL FILL SLOPES ARE TO BE CLEARED AND GRUBBED OF ALL TRESS AND VEGETATION. FILL SLOPES SHALL BE CONFIGURED NO STEEPER THAN 2:1 (H:V) UNLESS NOTED. A SUITABLE BENCH AREA SHALL BE CONSTRUCTED AT THE TOE OF THE SLOPE AT A MINIMUM WIDTH OF 15 FEET. THE SOIL SHALL BE STRIPPED AND RE-COMPACTED TO THE SPECIFIED COMPACTION REQUIREMENT FOR THE PROJECT BEFORE BEGINNING THE PLACEMENT OF ANY EMBANKMENT MATERIAL. THIS BENCH SHOULD SLOPE AWAY FROM THE EMBANKMENT AT A SLOPE OF 20:1 (H:V). THE INITIAL FILL MATERIAL PLACED ON THE FOUNDATION BENCH SHOULD CONSIST OF A MINIMUM OF 2 FT. THICK BLANKET OF SELECT ROCK FILL. DRAINAGE OF THE SELECT EMBANKMENT SHOULD ALWAYS BE OBTAINED EITHER LONGITUDINALLY OR BY OCCASIONAL LATERAL TRENCHES IF THE TOE IS BACKFILLED.
2) UNLESS OTHERWISE DETERMINED BY GEOTECHNICAL RECOMMENDATION, IF THE SPECIFIED COMPACTION REQUIREMENTS ARE REASONABLY UNOBTAINABLE AT THE BASE OF THE FILL, THE CONTRACTOR SHALL PLACE A LAYER OF SELECT ROCK MATERIAL FOR A THICKNESS OF NO LESS THAN 2 FEET TO BRIDGE OVER THE AREA BEFORE PLACING ANY ADDITIONAL EMBANKMENT LIFTS. THE FILL SHOULD BE BENCHED (KEYED) INTO BEDROCK, IF POSSIBLE. ALL FILL LIFTS SHOULD BE PLACED IN LEVEL, HORIZONTAL LIFTS AS THE FILL PROGRESSES UP THE SLOPE. EACH FILL BENCH SHOULD BE THE WIDTH AS SHOWN ON THE GRADING PLAN TO ALLOW FOR PROPER COMPACTION AND EQUIPMENT OPERATION. FILL OR BACKFILL SHOULD CONSIST OF NON-ORGANIC SOIL/ROCK MATERIAL WITH A MAXIMUM PARTICLE SIZE OF 4 INCHES IN ANY DIRECTION, OR DETERMINED BY THE TYPE OF MATERIAL BEING PLACED AS OUTLINED BELOW. THE MOISTURE CONTENT OF FILL MATERIAL SHOULD BE WITHIN THREE PERCENT OF THE OPTIMUM MOISTURE CONTENT AS DETERMINED BY A STANDARD PROCTOR TEST.
3) THE LIFT THICKNESS SHALL BE DETERMINED BY THE TYPE OF MATERIAL BEING PLACED AS FOLLOWS:
   a. RANDOM MATERIAL SHALL BE PLACED IN SUCCESSIVE LAYERS NOT TO EXCEED 6 INCH COMPACTED LIFTS.
   b. HARD SHALE MATERIAL MIXED WITH 0 TO 35 % OF SUITABLE RANDOM MATERIAL BY VISUAL INSPECTION SHALL BE PLACED IN LIFTS NOT TO EXCEED 24 INCHES AFTER COMPACTION. HARD SHALE MATERIAL MIXED WITH 35 TO 65 % OF SUITABLE RANDOM MATERIAL BY VISUAL INSPECTION SHALL BE PLACED IN LIFTS NOT TO EXCEED 12 INCHES AFTER COMPACTION. HARD SHALE HAVING 66% OR MORE OF RANDOM MATERIAL SHALL BE PLACED IN LIFTS NOT TO EXCEED 6 INCHES AFTER COMPACTION. THE THICKNESS OF EACH LAYER SHALL BE AS THIN AS THE MATERIAL WILL PERMIT.
   c. ROCK MATERIAL (I.E. SANDSTONE, LIMESTONE, OR CONCRETE THAT CANNOT BE COMPACTED INTO 6-INCH LAYERS) MIXED WITH 0 TO 35 % OF SUITABLE RANDOM MATERIAL BY VISUAL INSPECTION SHALL BE PLACED IN LIFTS NOT TO EXCEED 36 INCHES AFTER COMPACTION. ROCK MATERIAL MIXED WITH 35 TO 65 % OF SUITABLE RANDOM MATERIAL BY VISUAL INSPECTION SHALL BE PLACED IN LIFTS NOT TO EXCEED 12 INCHES AFTER COMPACTION. ROCK HAVING 66% OR MORE OF RANDOM MATERIAL SHALL BE PLACED IN LIFTS NOT TO EXCEED 6 INCHES AFTER COMPACTION. THE THICKNESS OF EACH LAYER SHALL BE AS THIN AS THE MATERIAL WILL PERMIT.
4) SUFFICIENT LEVELING AND COMPACTION EQUIPMENT SHALL BE PROVIDED TO PERFORM THE WORK AFTER EACH LAYER HAS BEEN PLACED. VIBRATORY EQUIPMENT, GRID, PADDLE-FOOT, OR VIBRATORY ROLLERS, OR OTHER SUITABLE COMPACTING EQUIPMENT APPROVED BY THE OWNERS ENGINEER, SHALL BE USED FOR MATERIAL THAT IS PREDOMINATELY ROCK OR HARD SHALE. APPROVED PNEUMATIC OR POWER DRIVEN BACKFILL TAMPERS SHALL BE USED IN AREAS INACCESSIBLE TO ROLLERS. THE MINIMUM WIDTH OF BACKFILL ANYWHERE IN THE EMBANKMENT IS 12 FEET IF ALL ROCK, AND 10 FEET PLUS IF THE WIDTH OF THE SELECT EMBANKMENT BLANKET AND RANDOM MATERIAL ARE USED UNLESS OTHERWEISE NTOED IN THE PLANS. DURING CONSTRUCTION, THE WIDTH OF THE SELECT EMBANKMENT MAY BE INCREASED EITHER IF, THE FILL WIDTH OF THE EMBANKMENT IS CONSTRUCTED OF ROCK OR THAT THE MINIMUM 10 FOOT WIDTH OF EARTH BACKFILL SHALL BE RETAINED TO ALLOW PROPER COMPACTION.
5) ANY GROUNDWATER SEEPS ENCOUNTERED DURING CONSTRUCTION SHOULD BE DRAINED WITH A PERMANENT UNDERDRAIN TO PREVENT POSSIBLE SATURATION OF THE FILL EMBANKMENT. THE CONTRACTOR SHALL NOTIFY THE OWNERS ENGINEER IF SUCH WATER IS ENCOUNTERED BEFORE PLACING ANY UNDERDRAINS OR ADDITION BACKFILL MATERIAL.
6) ANY FILL OR BACKFILL REQUIRED SHOULD BE PLACED IN LOOSE LIFTS AND COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY THE STANDARD PROCTOR LABORATORY TEST (ASTM D-698). THE CONTRACTOR SHALL BE RESPONSIBLE TO ASSURE THAT ADEQUATE COMPACTION HAS BEEN ACHIEVED PRIOR TO PLACEMENT OF ADDITIONAL LIFTS. THE MOISTURE CONTENT OF FILL MATERIAL SHOULD BE WITHIN THREE PERCENT OF THE OPTIMUM MOISTURE CONTENT AS DETERMINED BY A STANDARD PROCTOR TEST.

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SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
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AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
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COMMONWEALTH OF VIRGINIA
CARL J BOWYER
Lic. No. 0402051626
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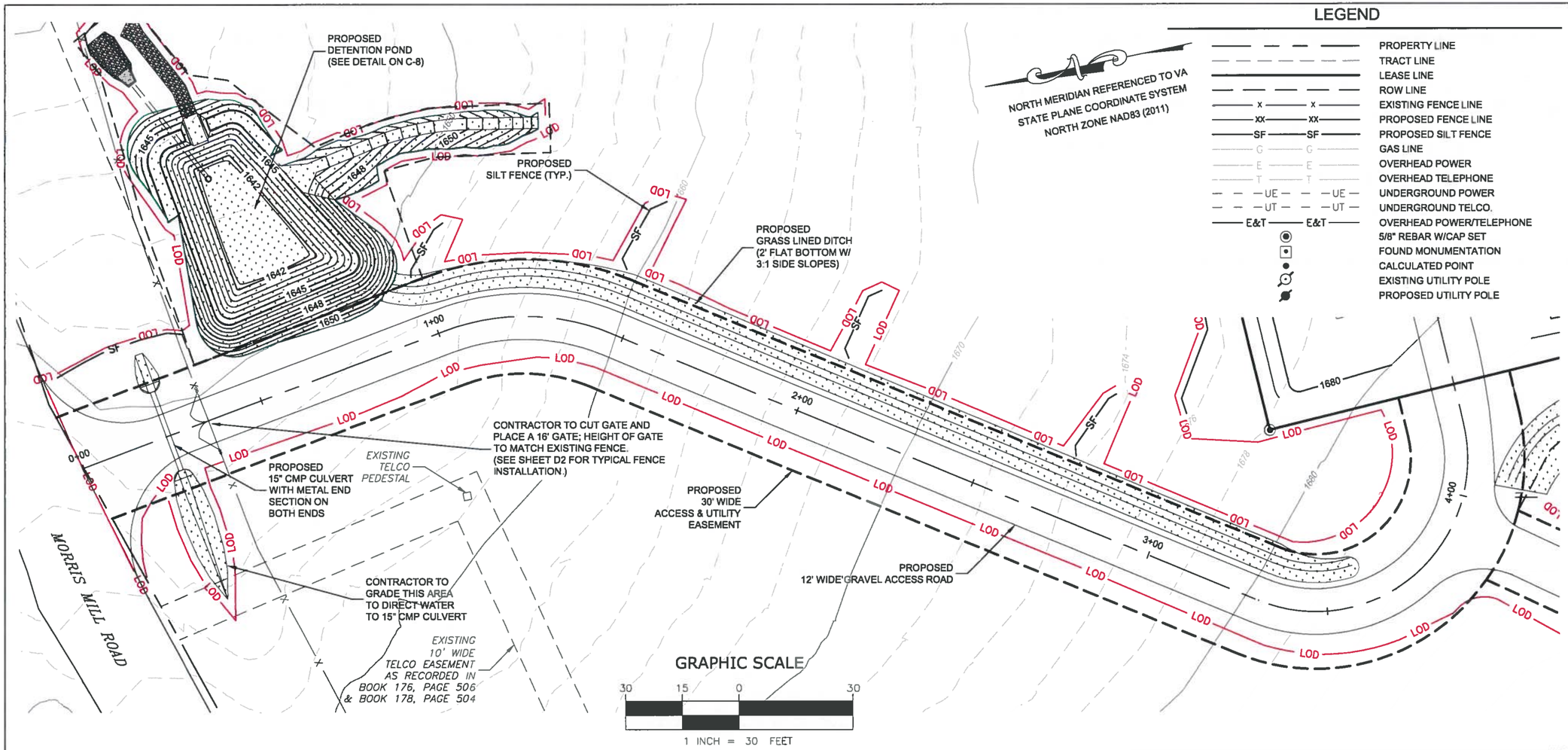
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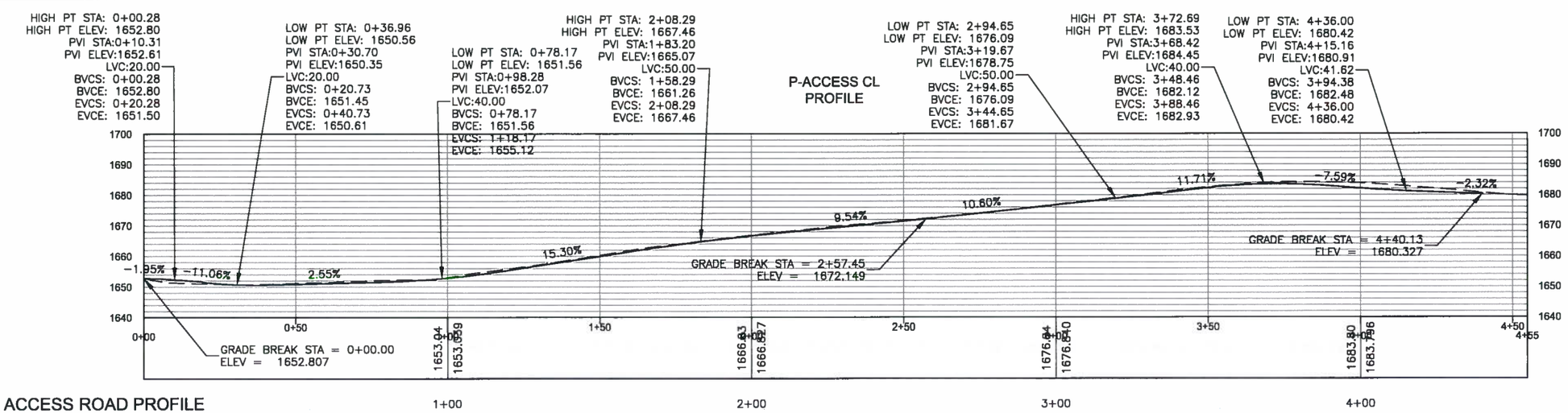
PROJECT # R4340300-182319.01

EMBANKMENT PLACEMENT DETAILS

SHEET C-4A

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ACCESS ROAD PROFILE

SCALE: 1" = 40'

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PROJECT # R4340300-182319.01

GRADING AND E&SC PLAN (ACCESS ROAD) — SHEET C-5

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CONSTRUCTION SEQUENCE

CONSTRUCTION SITE: THE FOLLOWING CONSTRUCTION SEQUENCE HAS BEEN ESTABLISHED. THE CONTRACTOR SHALL MINIMIZE THE AREA OF DISTURBANCE DURING CONSTRUCTION BY FOLLOWING THE CONSTRUCTION SEQUENCE. ALL EARTH DISTURBANCE ACTIVITIES SHALL PROCEED IN ACCORDANCE WITH THE FOLLOWING STAGING OF EARTH MOVING ACTIVITIES. EACH STAGE SHALL BE COMPLETED BEFORE SUBSEQUENT STAGES ARE INITIATED. THE CONTRACTOR SHALL UTILIZE THE BEST MANAGEMENT PRACTICES (BMP'S) IN MINIMIZING AND CONTROLLING EROSION GENERATED FROM ALL CONSTRUCTION ACTIVITIES.

1.0 INSTALL EROSION AND SEDIMENTATION MEASURES

1.1 INSTALL FILTER FENCE DOWNSLOPE OF ALL PROPOSED CONSTRUCTION ACTIVITY.

1.2 CLEAR AND GRUB EXISTING VEGETATION, STRIP TOPSOIL FROM CONSTRUCTION ENTRANCE.

1.3 ESTABLISH A SOIL STOCKPILE IF REQUIRED AT A SUITABLE LOCATION WITH THE PROJECT.

1.4 IMMEDIATELY PLACE FILTER FABRIC AND STONE ENTRANCE MATERIAL AS DETAILED ON PLAN. NOTE: NO CONSTRUCTION EQUIPMENT SHALL BE PERMITTED TO LEAVE THE SITE UNTIL THE CONSTRUCTION ENTRANCE HAS BEEN INSTALLED.

1.5 STABILIZE ANY REMAINING DISTURBED AREAS BY SEEDING AND MULCHING ANY AREAS THAT WOULD BE EXPOSED FOR MORE THAN 20 DAYS IN ACCORDANCE WITH THE TEMPORARY SEEDING CHART.

2.0 CONSTRUCT ACCESS ROAD.

2.1 INSTALL E&S CONTROL MEASURES ALONG ACCESS ROAD AT THE TOE OF FILL SLOPE OR AREAS ALONG THE ACCESS ROAD SUBJECT TO EROSION AND CONSTRUCT ACCESS ROAD FROM THE ENTRANCE TO THE LIMITS OF FENCED AREA OF THE TOWER SITE.

2.2 CLEAR AND GRUB ANY EXISTING VEGETATION AND STRIP TOPSOIL FROM THE ACCESS ROAD AND UTILITY EASEMENT AREA.

2.3 THE CONTRACTOR SHALL BE RESPONSIBLE FOR STOCKPILING ANY AND ALL MATERIAL ON OR OFF THE SITE THAT MAY ME UTILIZED ON THE PROJECT . ANY AND ALL UNSUITABLE SOIL AND WASTE MATERIALS SHALL BE REMOVED FROM THE SITE AND SHALL BE PROPERLY DISPOSED OF. ALL AREAS OF STOCKPILED MATERIAL AND WASTE SITES SHALL BE PROPERLY STABILIZED IN ACCORDANCE WITH ALL STATE AND LOCAL REGULATIONS AND ORDINANCES.

2.4 IMMEDIATELY COMPACT SUBGRADE AND PLACE ROAD BASE MATERIAL TO DEPTH AS SHOWN ON TYPICAL SECTION.

2.5 TEMPORARILY STABILIZE ANY REMAINING DISTURBED SOIL WITH TEMPORARY SEEDING AND MULCH, AS PER SEEDING CHART. AFTER MARCH 15, AS WEATHER PERMITS, SOIL MAY BE STABILIZED ACCORDING TO EITHER THE TEMPORARY OR FINAL SEEDING CHARTS. ANY DISTURBED AREA ON WHICH ACTIVITY HAS CEASED AND WILL REMAIN EXPOSED FOR MORE THAN 20 DAYS, MUST BE STABILIZED IMMEDIATELY.

3.0 GRADE TOWER SITE AND STABILIZE.

3.1 INSTALL DOWNSLOPE E&S CONTROL DEVICES (SILT FENCE, ETC.)

3.2 CLEAR AND GRUB VEGETATION, STRIP TOPSOIL AND UNACCEPTABLE MATERIAL FROM AREA TO BE GRADED.

3.3 THE CONTRACTOR SHALL BE RESPONSIBLE FOR STOCKPILING ANY AND ALL MATERIAL ON OR OFF THE SITE THAT MAY ME UTILIZED ON THE PROJECT. ANY AND ALL UNSUITABLE SOIL AND WASTE MATERIALS SHALL BE REMOVED FROM THE SITE AND SHALL BE PROPERLY DISPOSED OF. ALL AREA OF STOCKPILED MATERIAL AND WASTE SITES SHALL BE PROPERLY STABILIZED IN ACCORDANCE WITH ALL STATE AND LOCAL REGULATIONS AND ORDINANCES.

3.4 ROUGH GRADE SITE AS SHOWN ON PLANS. CUT AND FILL SLOPES SHALL BE NO GREATER THAN 2:1 UNLESS OTHERWISE NOTED.

3.5 IMMEDIATELY STABILIZE SIDE SLOPES BY TRACKING AND COMPACTING SOIL USING A DOZER OR SUITABLE EQUIPMENT THEN IMMEDIATELY SEED AND MULCH ALL EXPOSED DISTURBED AREAS.

4.0 CONSTRUCT TOWER AND INSTALL EQUIPMENT SHELTER.

4.1 EXCAVATE AREAS FOR TOWER FOUNDATION FOOTINGS. THE CONTRACTOR SHALL DISPOSE OF OR REUSE ANY SUITABLE MATERIAL EXTRACTED DURING THE EXCAVATION OPERATIONS. ALL MATERIAL SHALL BE HANDLED IN THE SAME MANNER AS ALL OTHER WASTE OR STOCKPILED MATERIAL, PROPERLY DISPOSED OF OR STOCKPILED AND STABILIZED.

4.2 INSTALL TOWER FOOTINGS TO THE SPECIFICATIONS AND DIMENSION AS PRESCRIBED AND DESIGNED BY OTHERS. IF FOUNDATION TRENCHES REQUIRE DEWATERING, PUMP WATER SHALL BE FILTERED THROUGH A SEDIMENT DEWATERING TRAP BEFORE DISCHARGING.

4.3 BACKFILL AROUND FOUNDATIONS AND COMPLETE FINAL GRADING AROUND BUILDING AND TOWER. STABILIZE WITH STONE BASE (GRAVEL APRON) AS DETAILED ON PLAN.

4.4 ERECT TOWER IN ACCORDANCE WITH THE SPECIFICATIONS AND ERECTION PLANS AND PROCEDURES PREPARED AND SUPPLIED BY OTHERS.

4.5 INSTALL EQUIPMENT SHELTER AND ERECT THE FENCE. STABILIZE ANY REMAINING AREAS THAT MAY BE EXPOSED FOR MORE THAN 20 DAYS IN ACCORDANCE WITH THE TEMPORARY SEEDING CHART.

4.6 OVERLAY CONSTRUCTION ENTRANCE AND OR ACCESS ROAD WITH #3 AASHTO CRUSHED AGGREGATE MATERIAL AS SHOWN ON THE PLAN DETAILS.

5.0 DEMOBILIZATION

5.1 COMPLETE PERMANENT STABILIZATION MEASURES (FINAL SEEDING) FOR ENTIRE SITE AND/OR REPAIR DAMAGED CRUSHED STONE AREAS.

5.2 AFTER ALL AREAS ARE AT LEAST 75% PERMANENTLY STABILIZED BY VISUAL INSPECTION, TEMPORARY CONTROL MEASURES PLACE DOWN SLOPE (FILTER FENCE, ROCK FILTERS, ETC.) MAY BE REMOVED.

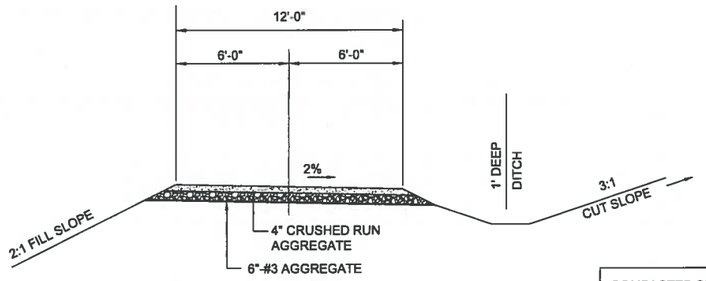
6.0 EARTH MOVING DURING WINTER CONDITIONS

6.1 IN ORDER TO MINIMIZE THE POTENTIAL FOR SOIL EROSION AND RESULTING POLLUTION DURING THE WINTER MONTHS, THE FOLLOWING E & S POLLUTION CONTROL MEASURES SHALL BE UTILIZED FOR ALL SOILS LOCATED ON THE SITE.

6.2 WHEN FROZEN SOILS ARE ENCOUNTERED, THEY MUST BE STABILIZED WITHIN 3 DAYS OF DISTURBANCE WITH THE MEASURES CALLED OUT IN THE CONSTRUCTION SEQUENCE AND AS SHOWN ON THE PLAN. AREAS THAT ARE NOT TO BE PERMANENTLY STABILIZED WITH STONE SHALL BE STABILIZED WITH MULCH AND JUTE NETTING UNTIL TEMPORARY OR FINAL SEEDING CAN BE ACCOMPLISHED.

6.3 ADDITIONAL STONE SHALL BE PLACED ON THE CONSTRUCTION ENTRANCE AND OR ACCESS ROAD IF REQUIRED TO MAINTAIN ITS EFFECTIVENESS.

SITE PREPARATION: A SOIL TEST ANALYSIS IS RECOMMENDED TO DETERMINE THE NECESSARY SOIL AMENDMENTS; HOWEVER, IF THIS IS NOT POSSIBLE, APPLY 6 TONS OF AGRICULTURAL GRADE LIMESTONE PER ACRE PLUS (10-20-20) FERTILIZER AT THE RATE OF 1000 LBS. PER ACRE AND WORK IN WHERE POSSIBLE. AFTER SEEDING, MULCH WITH STRAW AT A RATE OF 3 TONS PER ACRE. IF FINAL SEEDING IS NOT ACCOMPLISHED WITHIN THE SAME GROWING SEASON, LIME, FERTILIZER, AND MULCH SHALL BE REAPPLIED AT THE TIME OF FINAL SEEDING AT THE SAME RATES AS INDICATED ABOVE.

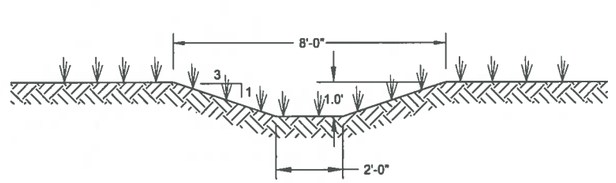


COMPACTED SUBGRADE MIN. 95% STANDARD PROCTOR TO 12" BELOW STONE

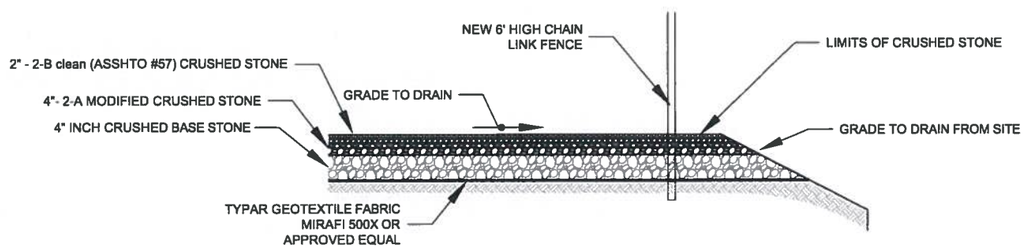
ACCESS ROAD TYPICAL SECTION
NOT TO SCALE

GENERAL NOTES

1. CONTRACTOR WILL BE RESPONSIBLE FOR THE REMOVAL OF UNSUITABLE MATERIAL THAT WILL NOT COMPACT PROPERLY.
2. CONTRACTOR WILL PROVIDE ENOUGH MATERIAL TO INSURE THAT THE FINISHED STONE ELEVATION OF THE ACCESS ROAD IS HIGHER THAN THE SURROUNDING GROUND.
3. THE LOCATIONS OF ANY CULVERTS AND/OR DITCHES SHOWN HEREON ARE SHOWN IN THEIR APPROXIMATE PRE-CONSTRUCTION CONFIGURATION. THE FINAL OR AS-BUILT LOCATIONS MAY BE FIELD ADJUSTED BY THE CONSTRUCTION MANAGER TO COMPENSATE FOR MINOR VARIATIONS IN THE ROADWAY LOCATION, SLOPES, DITCHES, ETC.



TYPICAL GRASS LINED DRAINAGE DITCH SECTION
NOT TO SCALE



SECTION THROUGH TOWER YARD
NOT TO SCALE

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COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
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CHARLESTON, WV 25311
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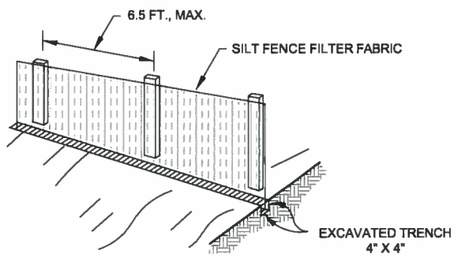
PROJECT # R4340300-182319.01

CIVIL DETAILS

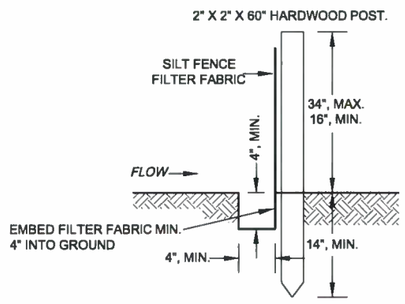
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1. SET POSTS ALONG CONTOUR OF THE LAND AND EXCAVATE TRENCH UP SLOPE ALONG THE LINE OF POSTS.
2. ATTACH THE FILTER FABRIC TO THE FENCE POSTS AND EXTEND IT INTO THE DITCH.
3. BACKFILL AND COMPACT THE TRENCH WITH EXCAVATED SOILS.



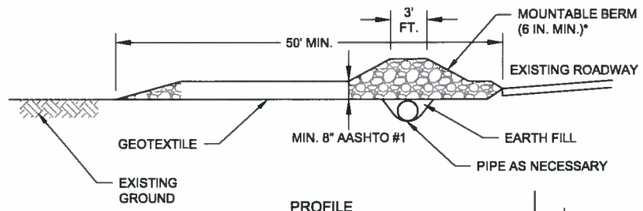
SILT FENCE DETAIL
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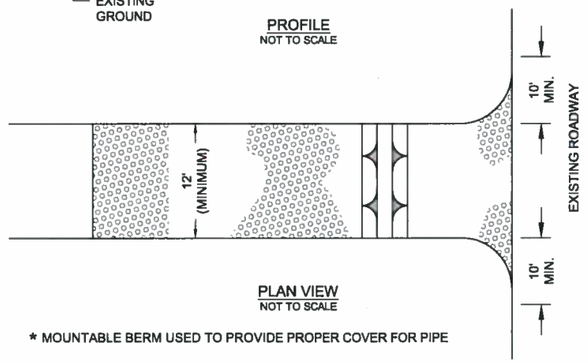
SILT FENCE NOTES:

1. FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL AND CUT TO ALIGNMENT LENGTH TO AVOID JOINTS. WHERE JOINTS ARE UNAVOIDABLE, THE FABRIC SHALL BE SPLICED TOGETHER AT A SUPPORT POST BY TWISTING THE POST OF EACH RUN AROUND EACH OTHER.
2. FILTER FABRIC SHALL BE FASTENED SECURELY TO THE UP SLOPE SIDE OF THE SUPPORT POSTS USING ONE INCH, MINIMUM, LONG HEAVY-DUTY WIRE STAPLES OR TIE WIRES WITH EIGHT INCHES, MINIMUM, OF FABRIC EXTENDED INTO THE TRENCH. DO NOT STAPLE FABRIC TO TREES. FILTER FABRIC SHALL BE NON-WOVEN "MIRAFI 100X", "EXXON GTF 180" OR EQUAL.
3. COMPACTED SOIL BACKFILL SHALL BE PLACED IN THE 4" BY 4" TRENCH ATOP THE EXTENDED FABRIC.
4. POSTS SHALL BE CONSTRUCTED OF 2" X 2" HARDWOOD OR 2" x 4" PINE BY 60" LONG.
5. APPROVED PREFABRICATED UNITS INCLUDE "GEOFAB", "ENVIROFENCE", OR APPROVED EQUAL.
6. THE MAXIMUM RUN OF SLOPE ABOVE A ROW OF SILT FENCE IS 110 FEET.

SILT FENCE INSTALLATION DETAIL
NOT TO SCALE



PROFILE
NOT TO SCALE



PLAN VIEW
NOT TO SCALE

* MOUNTABLE BERM USED TO PROVIDE PROPER COVER FOR PIPE

NOTES:

REMOVE TOPSOIL PRIOR TO INSTALLATION OF ROCK CONSTRUCTION ENTRANCE. EXTEND ROCK OVER FULL WIDTH OF ENTRANCE.

RUNOFF SHALL BE DIVERTED FROM ROADWAY TO A SUITABLE SEDIMENT REMOVAL BMP PRIOR TO ENTERING ROCK CONSTRUCTION ENTRANCE.

MOUNTABLE BERM SHALL BE INSTALLED WHEREVER OPTIONAL CULVERT PIPE IS USED AND PROPER PIPE COVER AS SPECIFIED BY MANUFACTURER IS NOT OTHERWISE PROVIDED. PIPE SHALL BE SIZED APPROPRIATELY FOR SIZE OF DITCH BEING CROSSED.

MAINTENANCE: ROCK CONSTRUCTION ENTRANCE THICKNESS SHALL BE CONSTANTLY MAINTAINED TO THE SPECIFIED DIMENSIONS BY ADDING ROCK. A STOCKPILE SHALL BE MAINTAINED ON SITE FOR THIS PURPOSE. ALL SEDIMENT DEPOSITED ON PAVED ROADWAYS SHALL BE REMOVED AND RETURNED TO THE CONSTRUCTION SITE IMMEDIATELY. IF EXCESSIVE AMOUNTS OF SEDIMENT ARE BEING DEPOSITED ON ROADWAY, EXTEND LENGTH OF ROCK CONSTRUCTION ENTRANCE BY 50 FOOT INCREMENTS UNTIL CONDITION IS ALLEVIATED OR INSTALL WASH RACK. WASHING THE ROADWAY OR SWEEPING THE DEPOSITS INTO ROADWAY DITCHES, SEWERS, CULVERTS, OR OTHER DRAINAGE COURSES IS NOT ACCEPTABLE.

ROCK CONSTRUCTION ENTRANCE DETAILS
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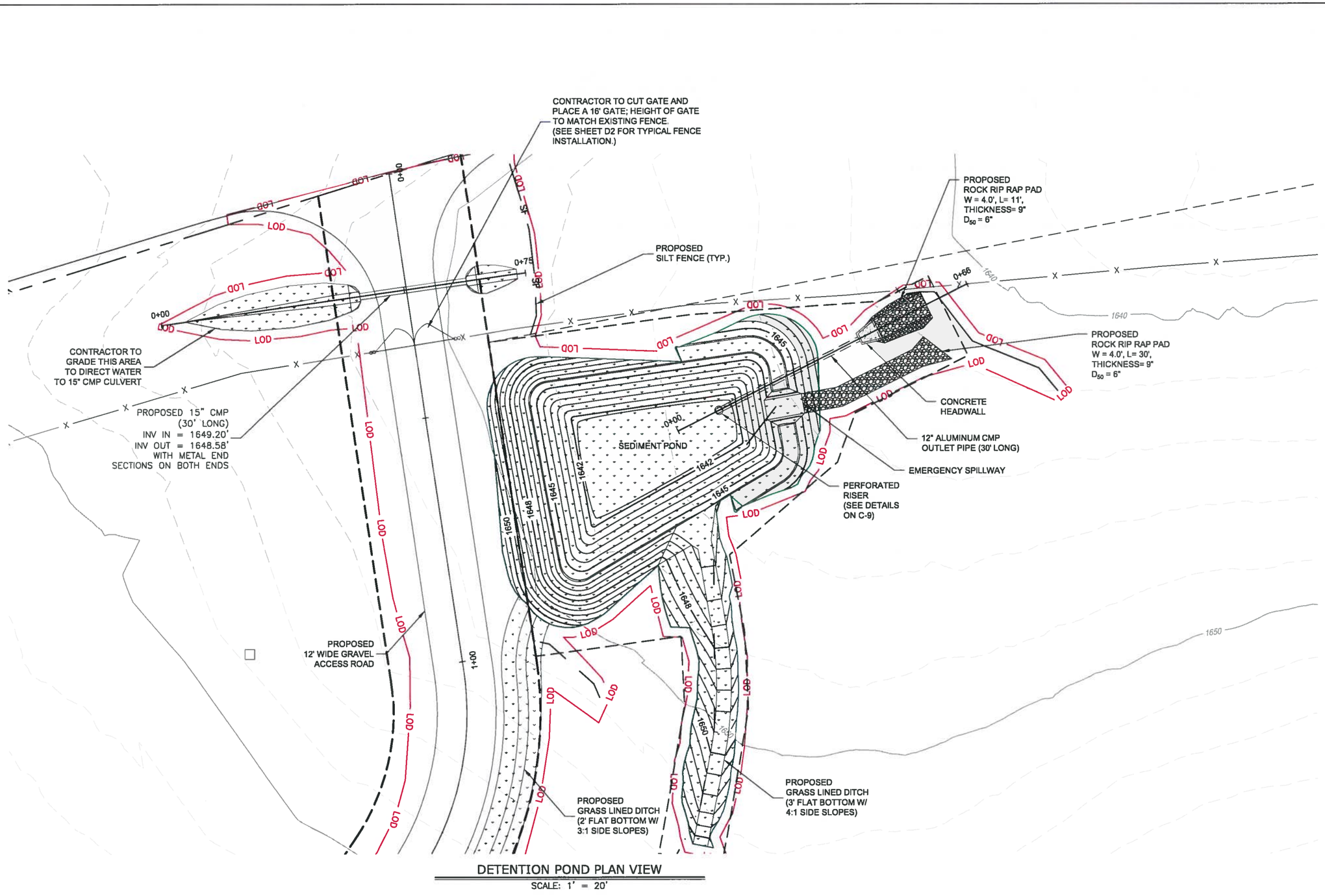
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CIVIL DETAILS

SHEET C-7

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DETENTION POND PLAN VIEW

SCALE: 1' = 20'

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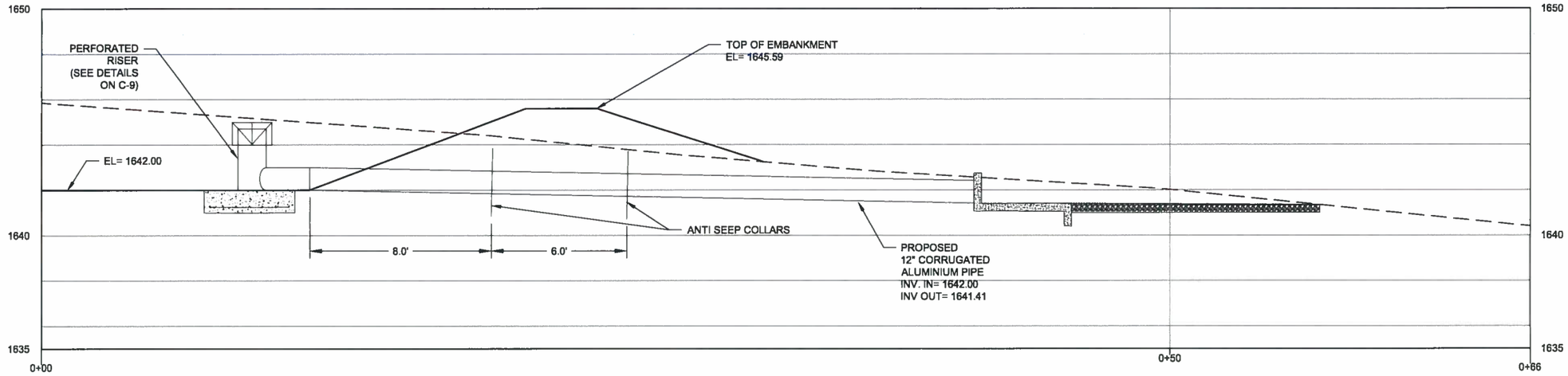
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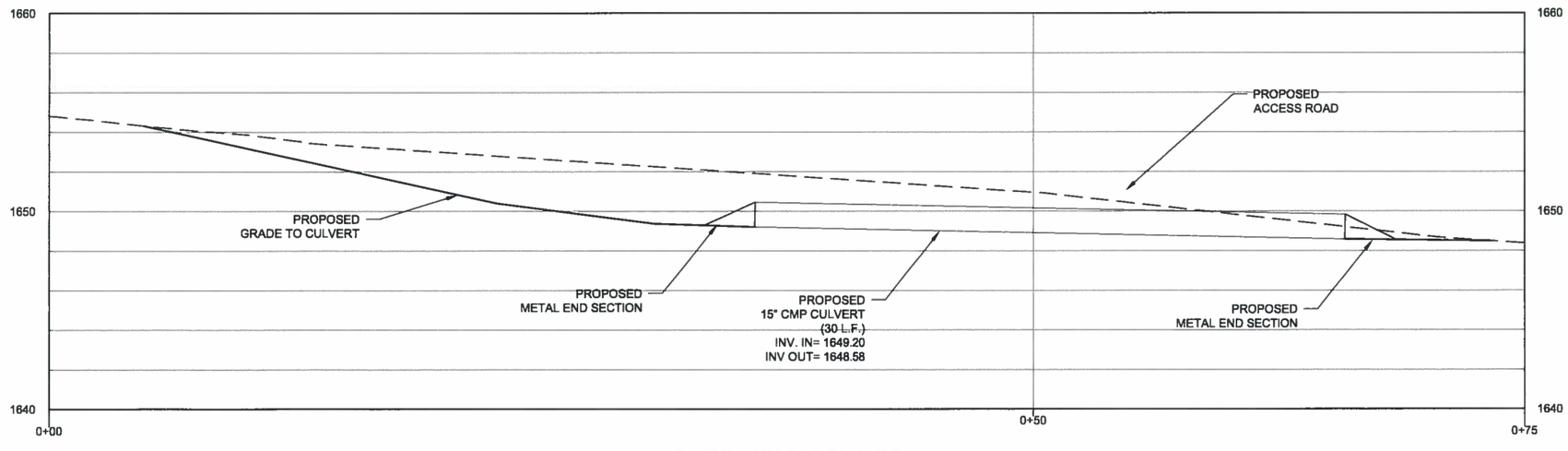
STORMWATER MANAGEMENT DETAILS

SHEET C-8



DETENTION POND DISCHARGE PROFILE

NOT TO SCALE



15" CMP CULVERT PROFILE

NOT TO SCALE

TowerCo

SHENTEL

Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19
3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

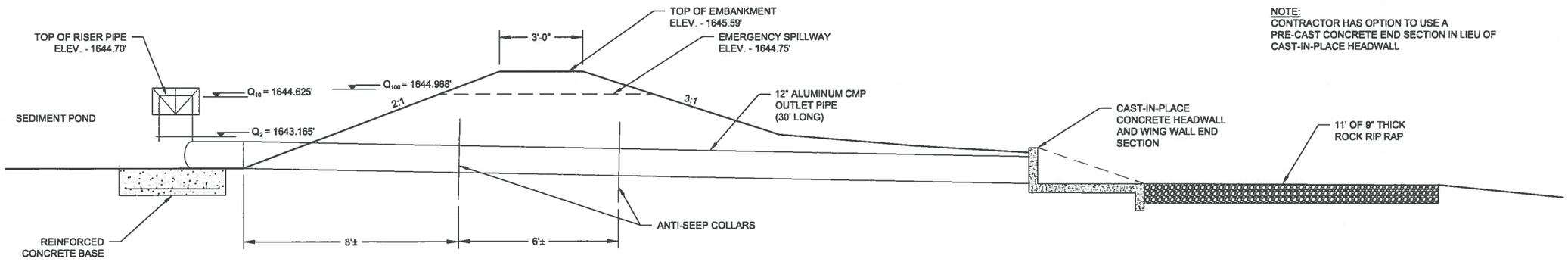
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PROJECT # R4340300-182319.01

STORMWATER MANAGEMENT DETAILS

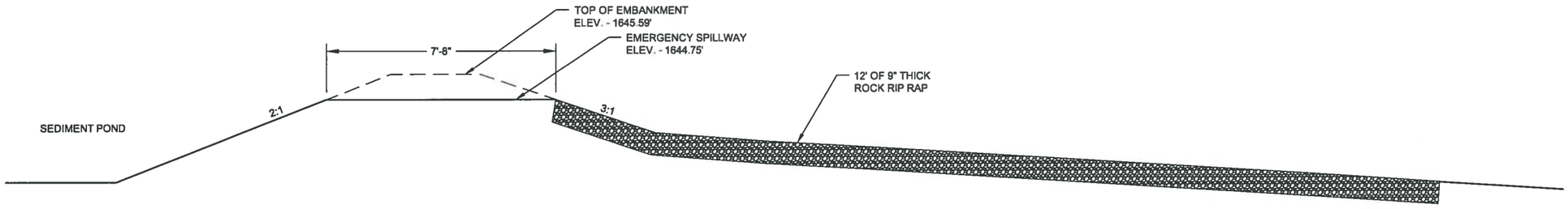
SHEET C-8A

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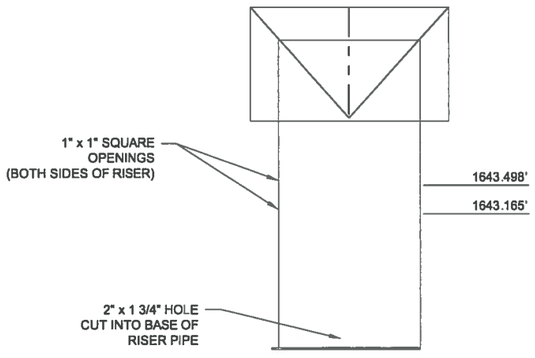


NOTE:
CONTRACTOR HAS OPTION TO USE A PRE-CAST CONCRETE END SECTION IN LIEU OF CAST-IN-PLACE HEADWALL

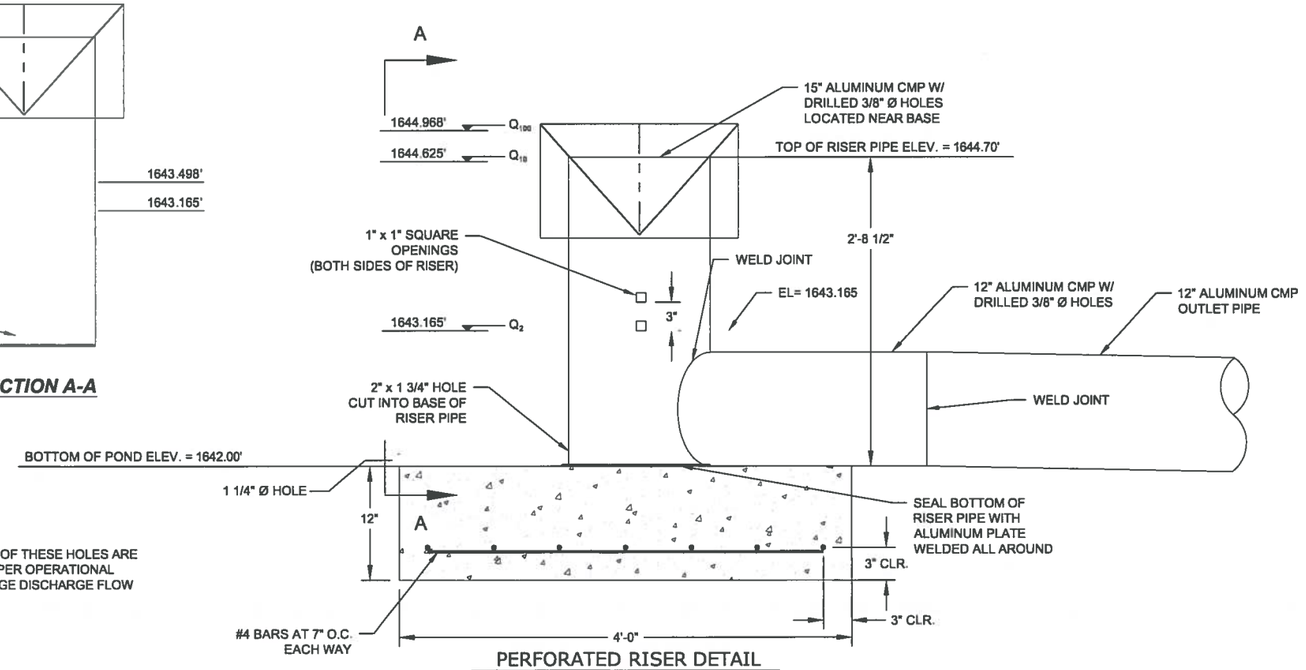
TYPICAL DISCHARGE PROFILE
NOT TO SCALE



EMERGENCY SPILLWAY PROFILE
NOT TO SCALE



SECTION A-A



NOTE:
ELEVATION LOCATION OF THESE HOLES ARE CRITICAL TO THE PROPER OPERATIONAL CONTROL OF THE STAGE DISCHARGE FLOW FROM RISER PIPE

PERFORATED RISER DETAIL
NOT TO SCALE

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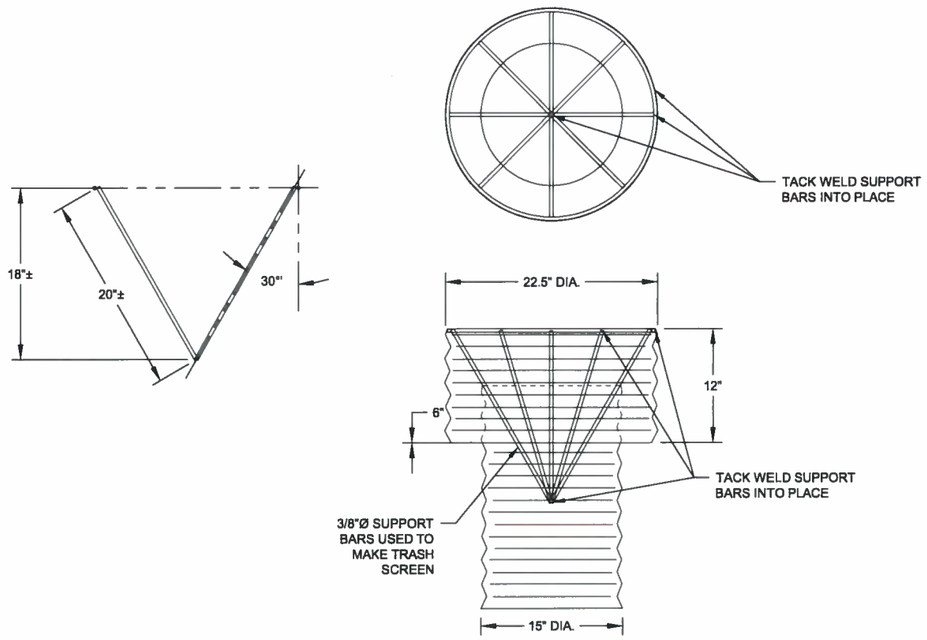
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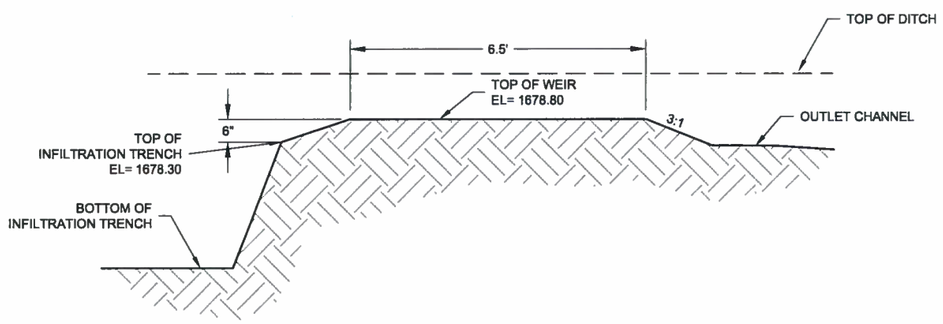
SHEET C-9

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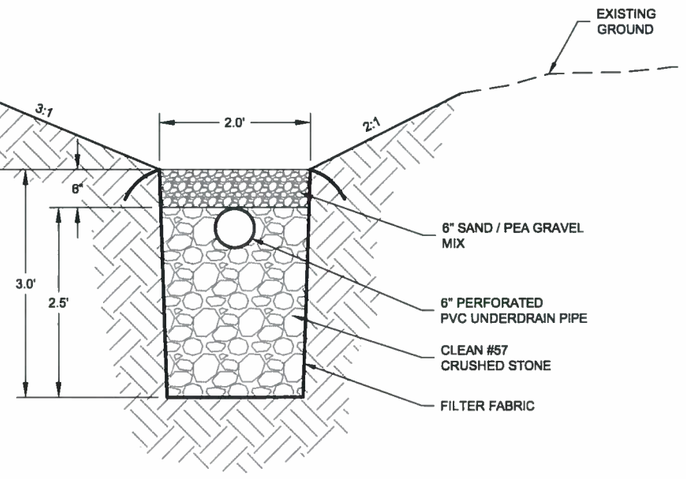
ANTI-VORTEX TRASH RACK

NOT TO SCALE



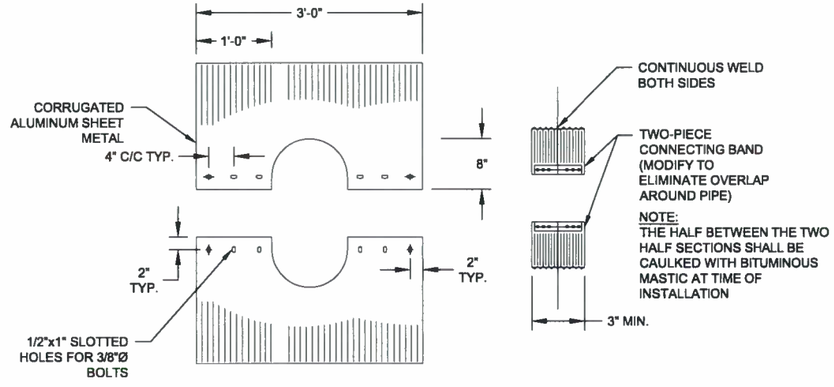
EMERGENCY SPILLWAY / EARTHEN WEIR DETAIL

NOT TO SCALE



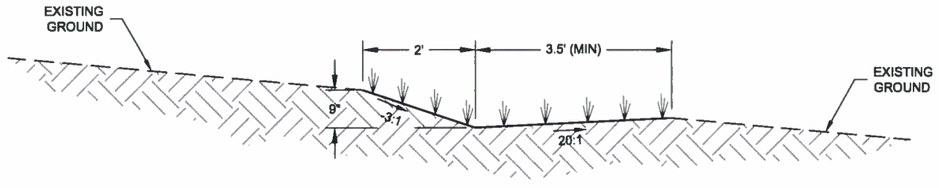
INFILTRATION TRENCH DETAIL

NOT TO SCALE



ANTI-SEEP COLLAR

NOT TO SCALE



LEVEL SPREADER DETAIL

NOT TO SCALE

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SHENTEL
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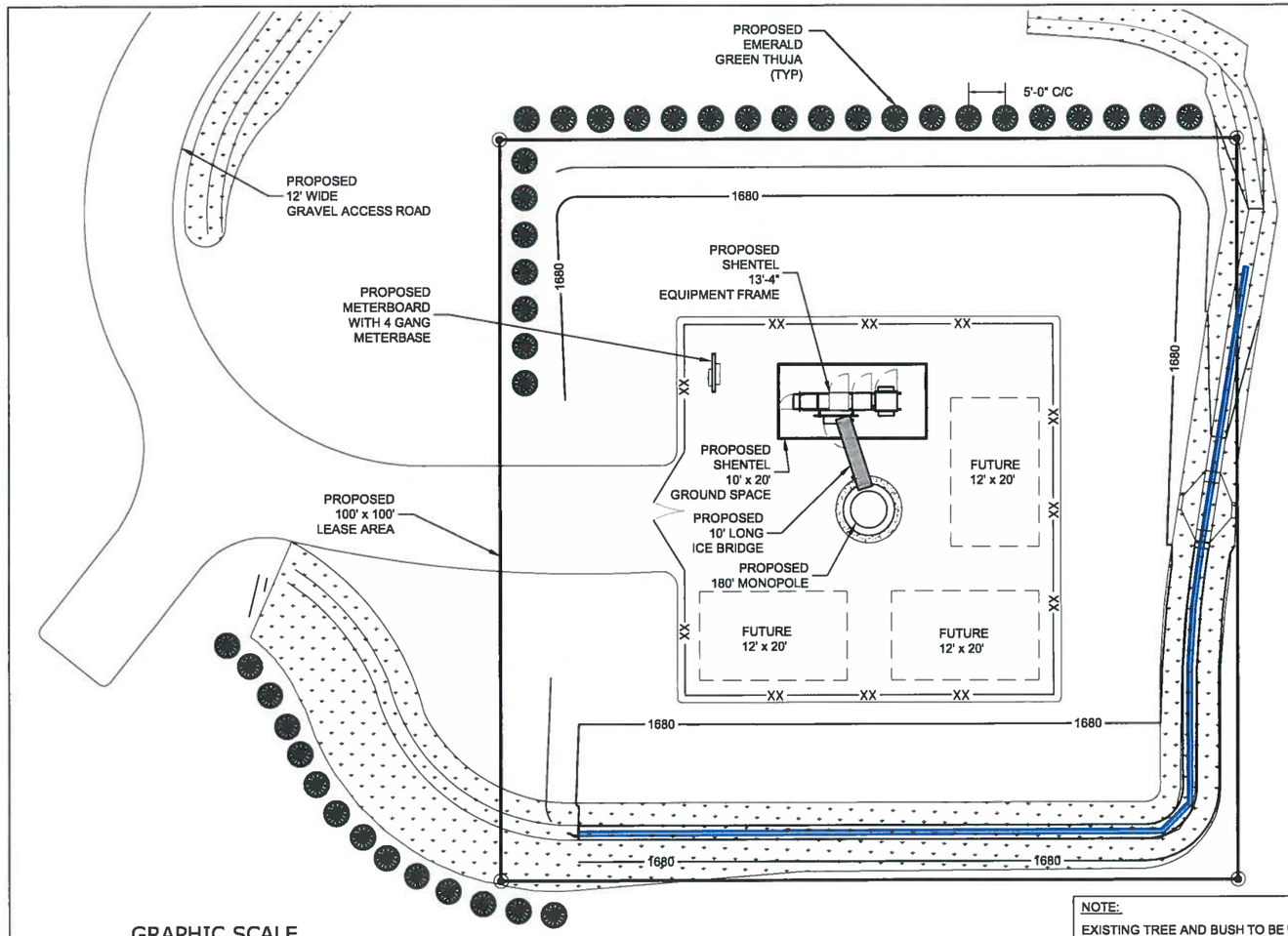
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PROJECT # R4340300-182319.01

STORMWATER MANAGEMENT DETAILS

SHEET C-10

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GRAPHIC SCALE

20 10 0 20

1 INCH = 20 FEET

NOTE:

EXISTING TREE AND BUSH TO BE USED IN LIEU OF LANDSCAPING ON EAST AND SOUTH SIDES OF COMPOUND.

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)

LEGEND

- PROPERTY LINE
- TRACT LINE
- LEASE LINE
- ROW LINE
- EXISTING FENCE LINE
- PROPOSED FENCE LINE
- PROPOSED SILT FENCE
- GAS LINE
- OVERHEAD POWER
- OVERHEAD TELEPHONE
- UNDERGROUND POWER
- UNDERGROUND TELCO.
- OVERHEAD POWER/TELEPHONE
- 5/8" REBAR W/CAP SET
- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

811 Know what's below. Call before you dig.

PLANT SCHEDULE				
BOTANICAL NAME		SIZE AT PLANTING	SPACING	# OF PLANTS
ARBORNTAE, THUJA GENUS	EMERALD GREEN THUJA	8' TALL	5.0' O.C.	40

GENERAL LANDSCAPE PLAN NOTES

MAINTENANCE: ALL NEW PLANTINGS AND EXISTING TREES ARE TO BE RETAINED AS SHOWN ON THE APPROVED PLANTING PLAN. PLAN SHALL BE SUBJECT TO REGULAR MAINTENANCE CONSISTING OF, BUT NOT LIMITED TO, FERTILIZATION, PRUNING, REPLACEMENT, INSECT AND DISEASE CONTROL, WATERING, MULCHING, AND WEED CONTROL.

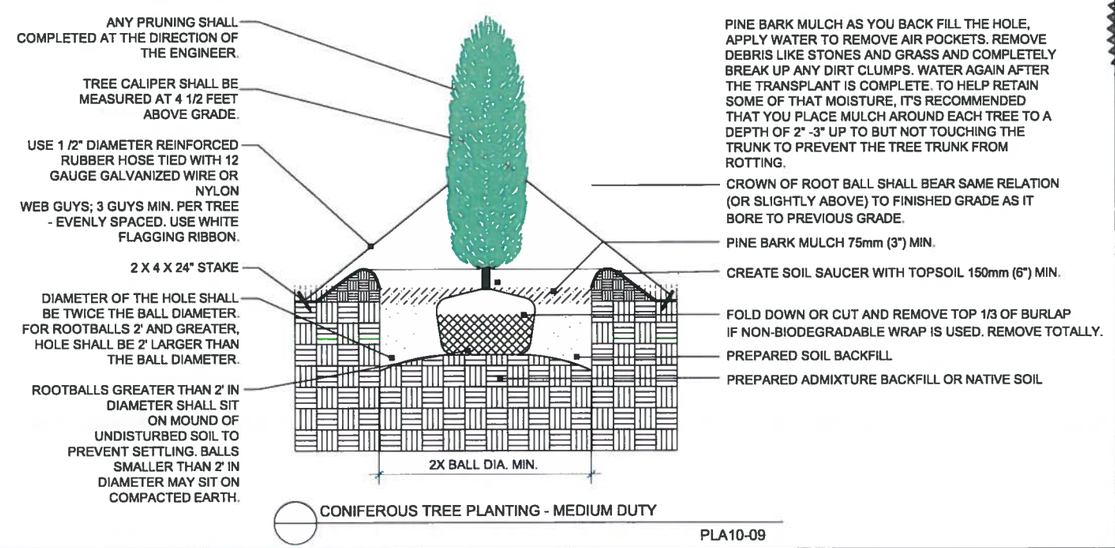
GREEN AREAS: GREEN AREAS SHALL CONSIST OF EARTH CAPABLE OF SUSTAINING PLANT MATERIAL AND PROVIDING NATURAL PERCOLATION OF WATER. GREEN AREAS SHALL NOT BE USED TO STORE MATERIALS, PRODUCTS OR EQUIPMENT. WHERE ORNAMENTAL PLANTS AND/OR TURF GRASSES ARE TO BE ESTABLISHED, TOPSOIL OR A PREPARED SOIL MIXTURE SHALL BE APPLIED AT DEPTHS NOT LESS THAN THREE INCHES FOR GRASSES, TWELVE INCHES FOR SHRUBS AND EIGHTEEN INCHES FOR TREES IN AREAS WHERE THE SUBSOIL OR EXISTING SOIL PRESENTS ONE OR MORE OF THE FOLLOWING PROBLEMS:

A. THE TEXTURE, PH, OR NUTRIENT BALANCE OF THE AVAILABLE SOIL CANNOT BE MODIFIED BY REASONABLE MEANS TO PROVIDE AN ADEQUATE GROWTH MEDIUM FOR THE SPECIFIED PLANTS.

B. THE SOIL MATERIAL IS TOO SHALLOW TO PROVIDE AN ADEQUATE ROOT ZONE AND TO SUPPLY NECESSARY MOISTURE AND NUTRIENTS FOR PLANT GROWTH.

C. THE SOIL CONTAINS SUBSTANCES POTENTIALLY TOXIC TO PLANT GROWTH. OTHERWISE, THE EXISTING SOILS SHALL BE MODIFIED THROUGH THE USE OF SOIL AMENDMENTS (I.E. PEATMOSS, PERLITE, LIME, GYPSUM, ETC.) TO PROVIDE AN ADEQUATE GROWING MEDIUM. TOPSOIL OR PREPARED SOIL MIXTURES SHALL BE FRIABLE AND LOAMY. THEY SHALL BE FREE OF DEBRIS, TRASH, STUMPS, ROCKS, ROOTS, NOXIOUS WEEDS, AND SUBSTANCES POTENTIALLY TOXIC TO PLANTS. ALL TOPSOIL AND PREPARED SOIL MIXTURES SHALL MEET OR EXCEED THE FOLLOWING MINIMUM CRITERIA:

1. SOIL SOLIDS SHALL CONSIST OF 40 PERCENT SAND, 40 PERCENT SILT, 10 PERCENT CLAY, AND 10 PERCENT ORGANIC MATTER.
2. PH LEVEL SHALL BE ADJUSTED AS NECESSARY TO MATCH THE SPECIFIC PH NEEDS OF THE PROPOSED PLANTS.
3. SOLUBLE SALTS SHALL NOT EXCEED 500 PPM.



CONIFEROUS TREE PLANTING - MEDIUM DUTY

PLA10-09

TowerCo

SHENTEL Always connected to you

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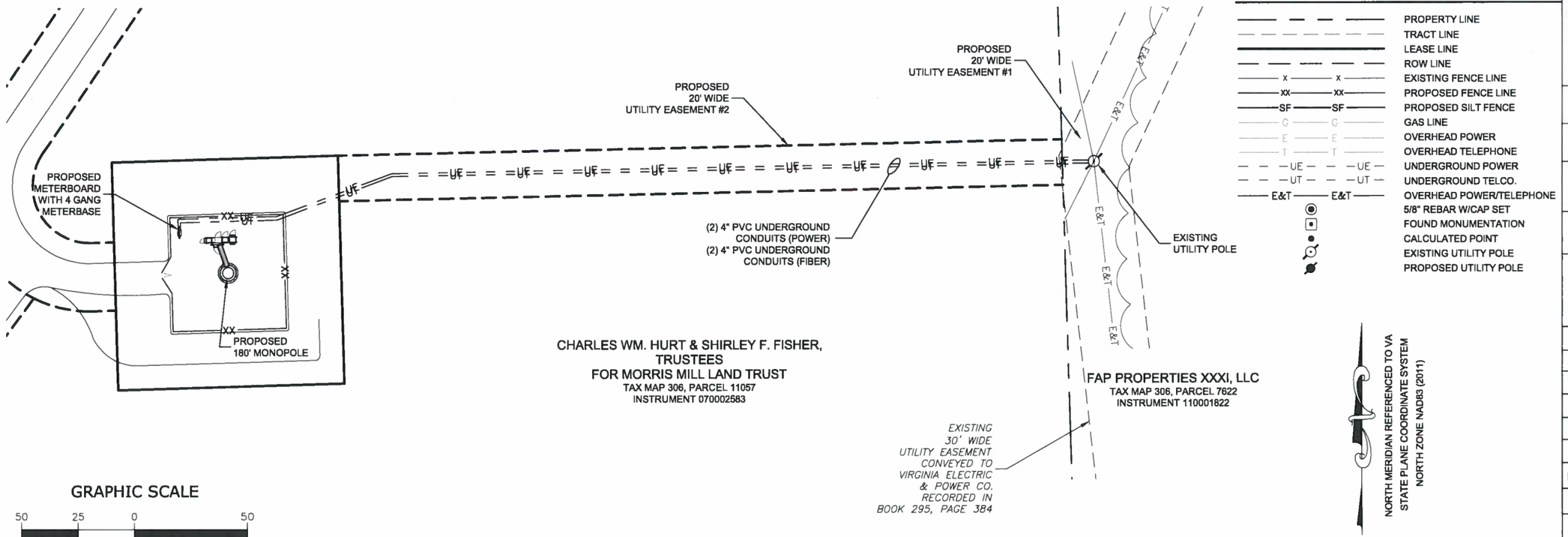
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PROJECT # R4340300-182319.01

LANDSCAPE PLAN

SHEET P-1

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GRAPHIC SCALE

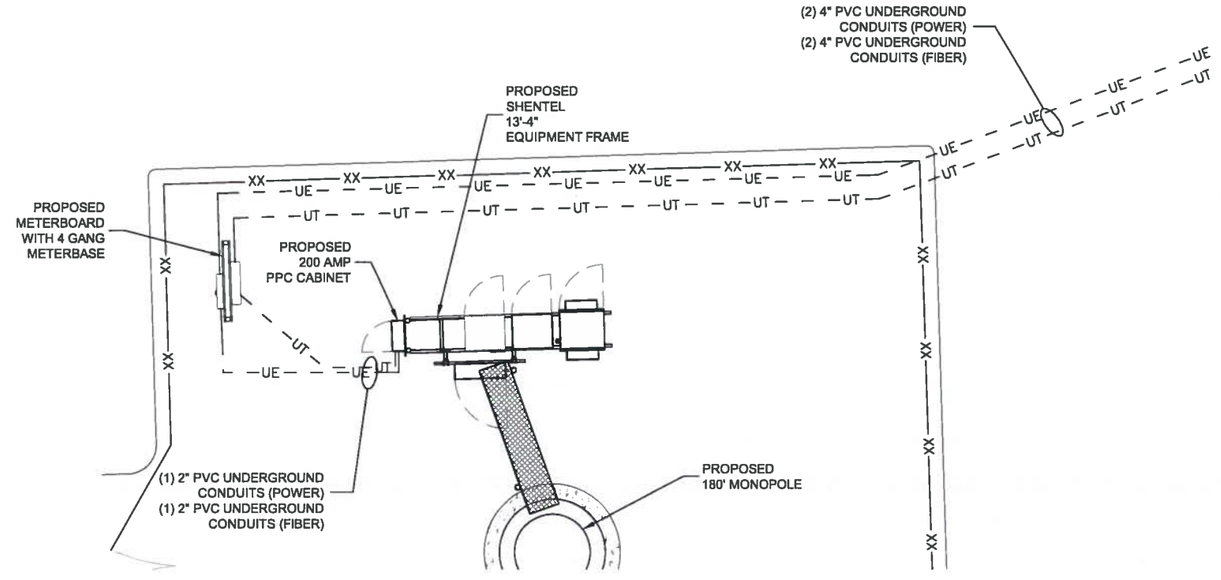
50 25 0 50

1 INCH = 50 FEET

LEGEND

- PROPERTY LINE
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- UNDERGROUND TELCO.
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- FOUND MONUMENTATION
- CALCULATED POINT
- EXISTING UTILITY POLE
- PROPOSED UTILITY POLE

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



GRAPHIC SCALE

10 5 0 10

1 INCH = 10 FEET

NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)

Know what's below. Call before you dig.

TowerCo

SHENTEL
Always connected to you

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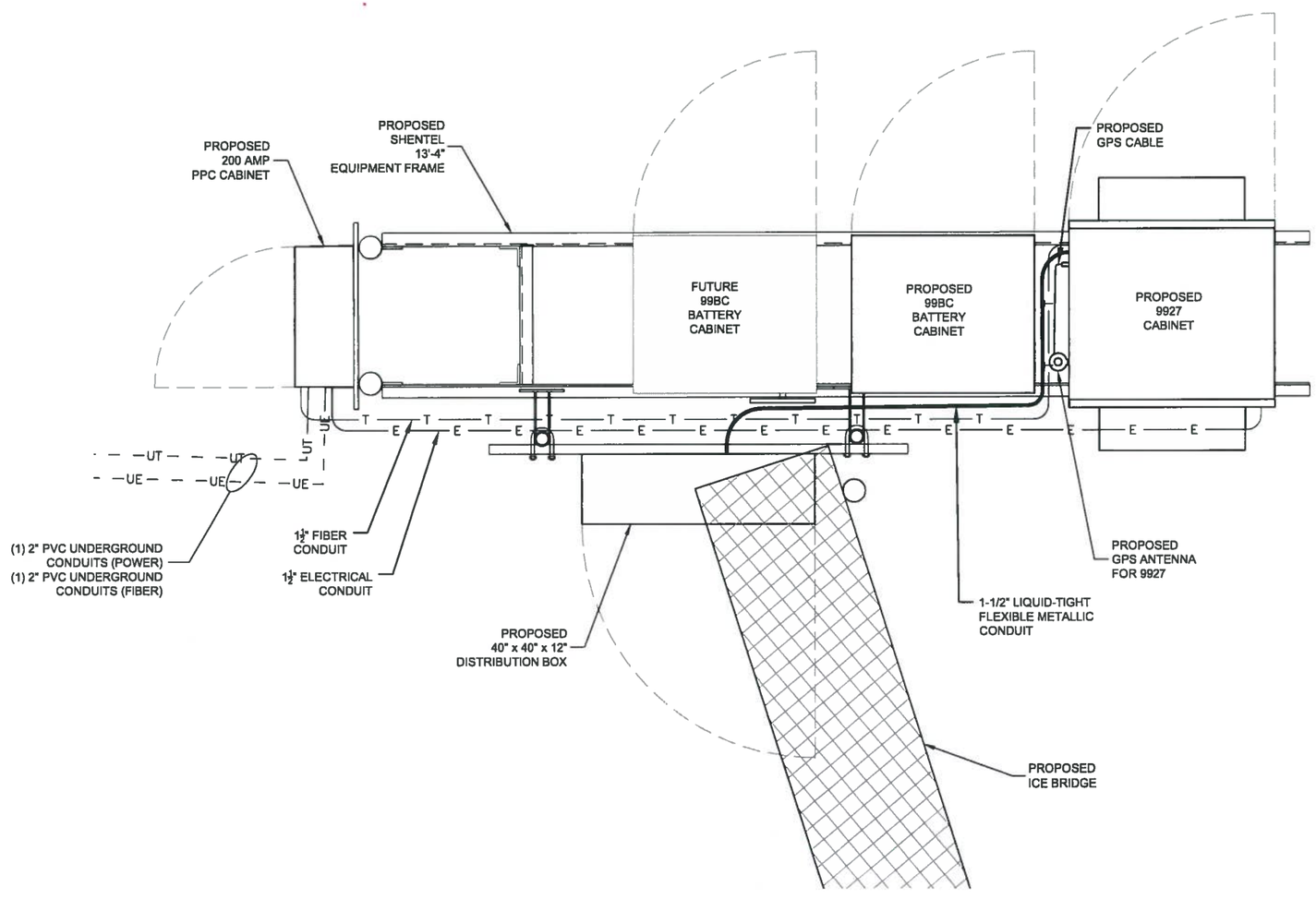
PROJECT # R4340300-182319.01

UTILITY SERVICE PLAN

SHEET E-1

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



LEGEND

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GRAPHIC SCALE

2 1 0 2

1 INCH = 2 FEET

TowerCo

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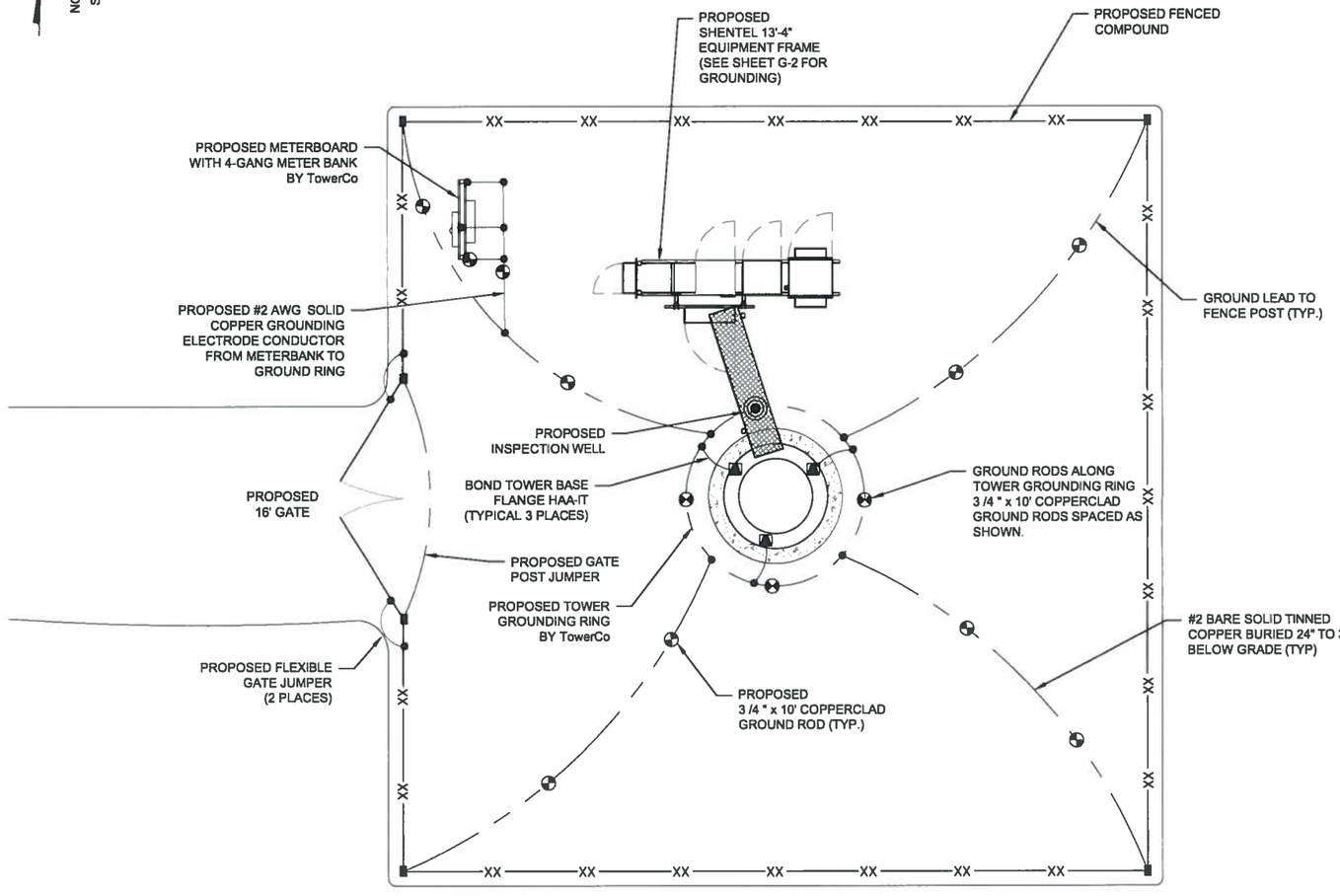
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UTILITY SERVICE PLAN (SHENTEL) — SHEET E-2

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



GRAPHIC SCALE

10 5 0 10

1 INCH = 10 FEET

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LEGEND

- ¾" X 10' COPPERCLAD GROUND ROD SPACED AT 10' O.C. MIN. CADWELD CONNECTION TO GROUND ROD GTC-181T #90 CADWELD SHOT
- HARGER UNIVERSAL PIPE CLAMP CONNECTION
- CADWELD CONNECTION: PCC-1T1T FOR #2 TO #2, #90 SHOT OR PCC-2Q1T FOR #4/O TO #2, #115 SHOT PARALLEL TYPE CONNECTION
- ----E---- UNDERGROUND ELECTRIC CONDUIT
- ----T---- UNDERGROUND TELCO CONDUIT
- #2 BARE SOLID TINNED COPPER GROUND WIRE
- GROUNDING PIGTAIL, 12 FT LONG. ALL PIGTAILS INTO BLDG. TO BE #2 BARE SOLID TINNED
- THOMPSON #233M 18"x18"x20 OUNCE COPPER PLATE (BY VITAL TOWERS)
- INSPECTION WELL SEE DETAIL DWG. D-6
- CADWELD CONNECTION VSC-1T (FLAT CONNECTIONS) #45 CADWELD SHOT
- CADWELD CONNECTION TO MONOPOLE TOWER HAA-1T (PREFERRED TO HORIZONTAL BOLT PLATE) OR TO VERTICAL (ALTERNATE)
  -VSC-1T-V8C IF TOWER LEG IS 6" TO 10" DIA.
  -VSC-1T-V21C FOR PIPE 12" TO 30" DIA.
  -VSC-1T FOR PIPE LARGER THAN 32" DIA.
- COMPRESSION LUG CONNECTION
- SPARE GROUND (TO BE COILED AND HAVE 6" COVER)

GROUNDING NOTES

1. ALL GROUND ELECTRODE SYSTEMS (INCLUDING TELECOMMUNICATION, RADIO, LIGHTNING PROTECTION, AND AC POWER GE'S) SHALL BE BONDED TOGETHER, AT OR BELOW GRADE, BY TWO OR MORE COPPER BONDING CONDUCTORS IN ACCORDANCE WITH THE NEC.
2. THE SUBCONTRACTOR SHALL PERFORM IEEE FALL-OF-POTENTIAL RESISTANCE TO EARTH TESTING (PER IEEE 1100 AND 81) FOR GROUND ELECTRODE SYSTEMS. THE SUBCONTRACTOR SHALL FURNISH AND INSTALL SUPPLEMENTAL GROUND ELECTRODES AS NEEDED TO ACHIEVE A TEST RESULT OF 5 OHMS OR LESS.
3. THE SUBCONTRACTOR IS RESPONSIBLE FOR PROPERLY SEQUENCING GROUNDING AND UNDERGROUND CONDUIT INSTALLATION AS TO PREVENT ANY LOSS OF CONTINUITY IN THE GROUNDING SYSTEM OR DAMAGE TO THE CONDUIT.
4. METAL CONDUIT AND TRAY SHALL BE GROUNDED AND MADE ELECTRICALLY CONTINUOUS WITH LISTED BONDING FITTINGS OR BY BONDING ACROSS THE DISCONTINUITY WITH #6 AWG COPPER WIRE UL APPROVED GROUNDING TYPE CONDUIT CLAMPS.
5. METAL RACEWAY SHALL NOT BE USED AS THE NEC REQUIRED EQUIPMENT GROUND CONDUCTOR. STRANDED COPPER CONDUCTORS WITH GREEN INSULATION, SIZED IN ACCORDANCE WITH THE NEC, SHALL BE FURNISHED AND INSTALLED WITH THE POWER CIRCUITS TO BTS EQUIPMENT.
6. EACH BTS CABINET FRAME SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH GREEN INSULATED SUPPLEMENTAL EQUIPMENT GROUND WIRES, 6 AWG STRANDED COPPER OR LARGER FOR INDOOR BTS; 2 AWG STRANDED COPPER FOR OUTDOOR BTS.
7. CONNECTIONS TO THE GROUND BUS SHALL NOT BE DOUBLED UP OR STACKED. BACK TO BACK CONNECTIONS ON OPPOSITE SIDES OF THE GROUND BUS ARE PERMITTED.
8. ALL EXTERIOR GROUND CONDUCTORS BETWEEN EQUIPMENT/GROUND BARS AND THE GROUND RING, SHALL BE #2 AWG SOLID TINNED COPPER UNLESS OTHERWISE INDICATED.
9. ALUMINUM CONDUCTOR OR COPPER CLAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
10. ENCLOSE ALL EXPOSED GROUNDS IN SEALTITE AND FILL WITH SILICONE.
11. USE OF 90° BENDS IS PROHIBITED, MAXIMUM BENDING IN THE PROTECTION GROUNDING CONDUCTORS IS 45°.
12. EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
13. ALL GROUND CONNECTIONS ABOVE GRADE (INTERIOR & EXTERIOR) SHALL BE FORMED USING HIGH PRESS CRIMPS.
14. COMPRESSION GROUND CONNECTIONS MAY BE REPLACED BY EXOTHERMIC WELD CONNECTIONS.
15. ICE BRIDGE BONDING CONDUCTORS SHALL BE EXOTHERMICALLY BONDED OR BOLTED TO THE BRIDGE AND THE TOWER GROUND BAR.
16. APPROVED ANTIOXIDANT COATINGS (I.E., CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL COMPRESSION AND BOLTED GROUND CONNECTIONS.
17. ALL EXTERIOR GROUND CONNECTIONS SHALL BE COATED WITH A CORROSION RESISTANT MATERIAL.
18. MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BONDED TO THE GROUND RING, IN ACCORDANCE WITH THE NEC.
19. BOND ALL METALLIC OBJECTS WITHIN 6 FT OF MAIN GROUND WIRES WITH 1-#2 AWG TIN-PLATED COPPER GROUND CONDUCTOR.
20. GROUND CONDUCTORS USED IN THE FACILITY GROUND AND LIGHTNING PROTECTION SYSTEMS SHALL NOT BE ROUTED THROUGH METALLIC OBJECTS THAT FORM A RING AROUND THE CONDUCTOR, SUCH AS METALLIC CONDUITS, METAL SUPPORT CLIPS OR SLEEVES THROUGH WALLS OR FLOORS. WHEN IT IS REQUIRED TO BE HOUSED IN CONDUIT TO MEET CODE REQUIREMENTS OR LOCAL CONDITIONS, NON-METALLIC MATERIAL SUCH AS PVC PLASTIC CONDUIT SHALL BE USED. WHERE USE OF METAL CONDUIT IS UNAVOIDABLE (E.G., NON-METALLIC CONDUIT PROHIBITED BY LOCAL CODE) THE GROUND CONDUCTOR SHALL BE BONDED TO EACH END OF THE METAL CONDUIT.

TowerCo

SHENTEL Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19
3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

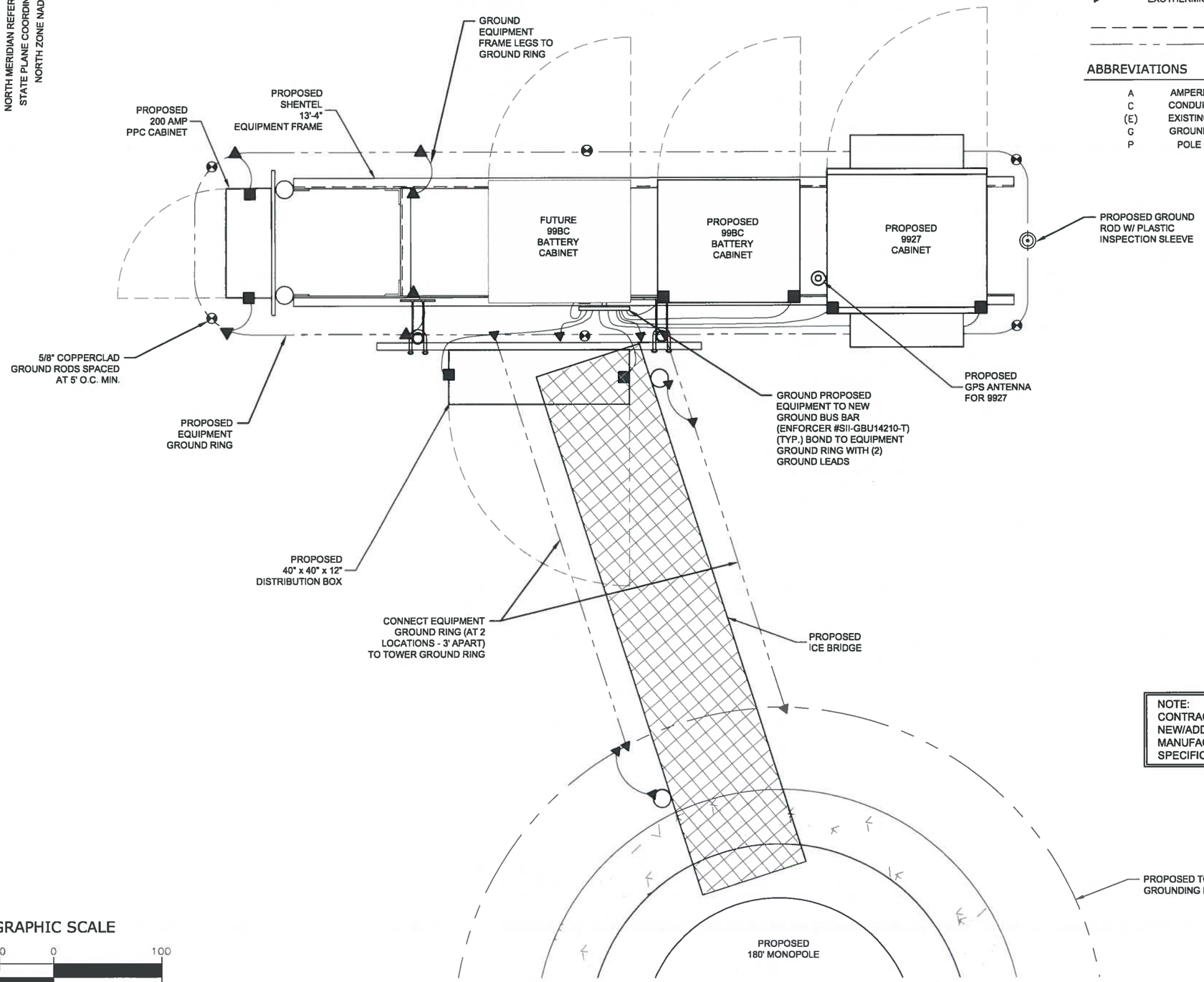
PROJECT # R4340300-182319.01

GROUNDING PLAN

SHEET G-1

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NORTH MERIDIAN REFERENCED TO VA STATE PLANE COORDINATE SYSTEM NORTH ZONE NAD83 (2011)



GROUNDING LEGEND

- 5/8" x 8' COPPER-CLAD STEEL GROUND ROD
- GROUND ROD WITH PLASTIC INSPECTION SLEEVE
- COMPRESSION LUG CONNECTION
- EXOTHERMIC WELD GROUNDING CONNECTION
- PROPOSED GROUND LEAD
- GROUND RING

ABBREVIATIONS

A	AMPERE	PVC	POLYVINYL CHLORIDE
C	CONDUIT	V	VOLT
(E)	EXISTING	W	WIRE
G	GROUND	ø	PHASE
P	POLE		

NOTE:
CONTRACTOR TO GROUND ALL NEW/ADDED EQUIPMENT PER MANUFACTURERS SPECIFICATIONS AND NEC REQUIREMENTS.

GRAPHIC SCALE

100 50 0 100

1 INCH = 100 FEET

Know what's below. Call before you dig.

TowerCo

SHENTEL
Always connected to you

SITE NAME: GYPSY HILL

SITE NUMBER: VA0347

SITE ADDRESS: 2330 MORRIS MILL ROAD STAUNTON, VA

AREA: LEASE AREA = 10,000 SQ. FT.

PROPERTY OWNER:
CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST
PO BOX 8147
CHARLOTTESVILLE, VA 22906

LATITUDE: N38°09'40.18" (38.161161°)

LONGITUDE: W79°06'23.91"(-79.106642°)

COUNTY: AUGUSTA

DISTRICT: CITY OF STAUNTON

TAX MAP: 306

PARCEL: 11057

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COMMONWEALTH OF VIRGINIA
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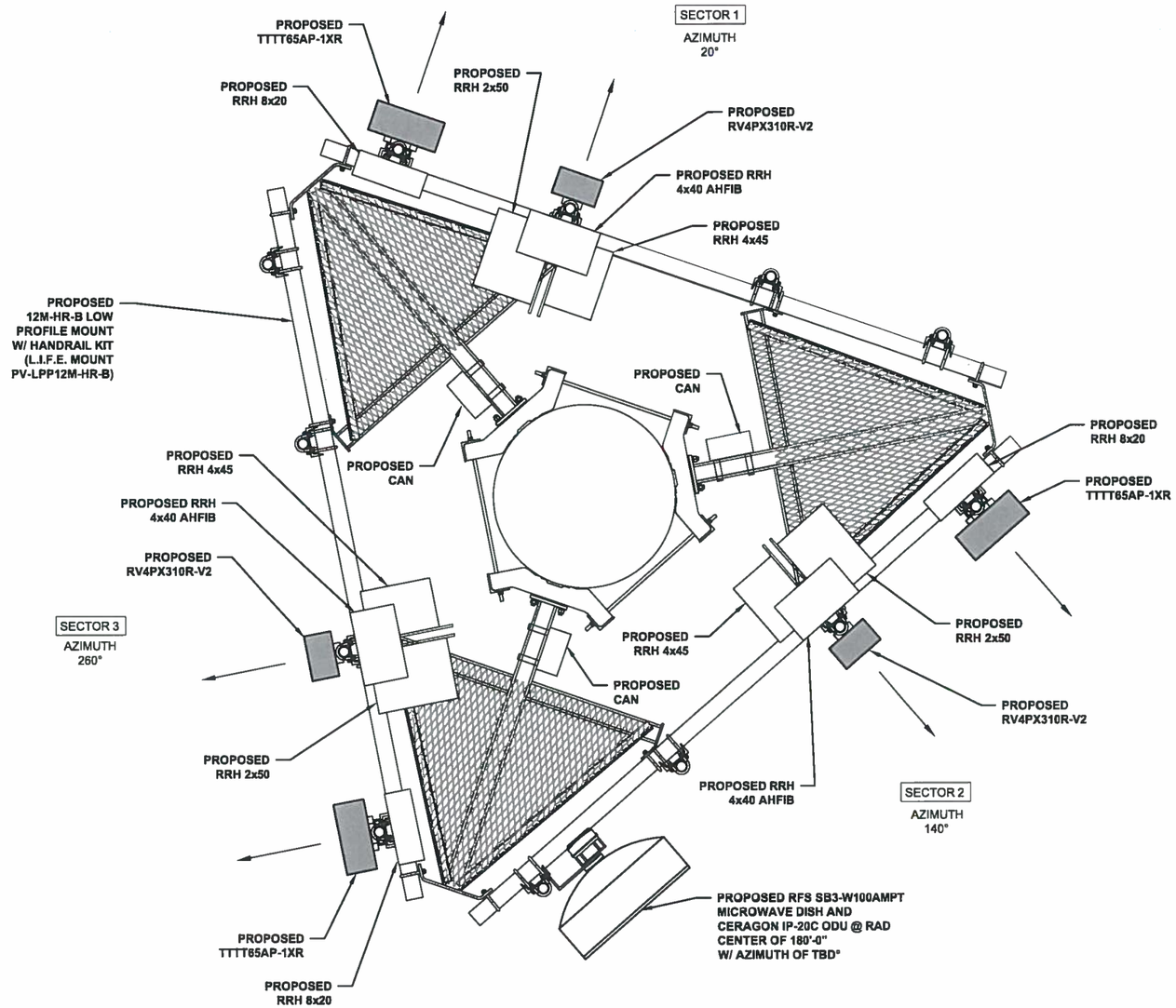
Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

GROUNDING PLAN (SHENTEL)

SHEET G-2

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PROPOSED ANTENNA CONFIGURATION
N.T.S.

CABLES
(6) PROPOSED HYBRID-FLEX CABLES - 1 PER SECTOR (942-98856-1FXXX-HYBRID-CABLE-6AWG-REVA) (2) PROPOSED CAT5E CABLES

NOTES:

1. TOWER AND TOWER FOUNDATION DESIGN HAS BEEN PREPARED AND PROVIDED BY OTHERS. REFER TO MANUFACTURE'S APPROVED TOWER DRAWINGS OR CURRENT STRUCTURAL ANALYSIS. THE RF RAD CENTER OF THE PROPOSED ANTENNAS AND MOUNTING PLATFORM ARE BASED ON INFORMATION PROVIDED THROUGH SHENTEL.
2. THIS DRAWING IS A GRAPHICAL REPRESENTATION OF THE TOWER, THE RF RAD CENTER OF THE PROPOSED ANTENNAS AND PROPOSED MOUNTING PLATFORM/SECTOR FRAME BASED ON INFORMATION PROVIDED THROUGH SHENTEL, AND /OR ANALYZED BY OTHERS. MEAD & HUNT CERTIFIES ONLY THAT INFORMATION PROVIDED TO MEAD & HUNT FOR THE PREPARATION OF THESE PLANS AND IS NOT CERTIFYING NOR WARRANTING THE DESIGN NOR VERIFYING THE ANALYTICAL RESULTS OF THE STRUCTURAL ANALYSIS PERFORMED BY OTHERS.
3. THE CONTRACTOR SHALL VERIFY THE LOCATION OF THE PROPOSED CABLES, CABLE LADDER, AND/OR OTHER CABLE SUPPORTING SYSTEM PER CURRENT STRUCTURAL ANALYSIS.
4. ALL COAX CABLES SHALL BE STACKED IN ACCORDANCE WITH THE CURRENT STRUCTURAL ANALYSIS. THE CONTRACTOR OR SUBCONTRACTOR SHALL FURNISH AND INSTALL CABLE LADDER RACK, CABLE TRAYS, ETC., AND/OR CONDUIT AS REQUIRED TO SUPPORT CABLES.
5. **THE CONTRACTOR SHALL VERIFY WITH SHENTEL 48 HOURS PRIOR TO INSTALLATION OF ALL EQUIPMENT/RF CONFIGURATION AND ANY RELATED WORK RELATED TO THE COMPLETION OF THIS PROJECT.**
6. THIS DRAWING IS FOR GENERAL INFORMATION ONLY.

NOTE:
HYBRID-FLEX CABLES ARE TO BE MOUNTED UNDER THE CROSS ARM TO AVOID FOOT TRAFFIC.

TowerCo
SHENTEL
Always connected to you

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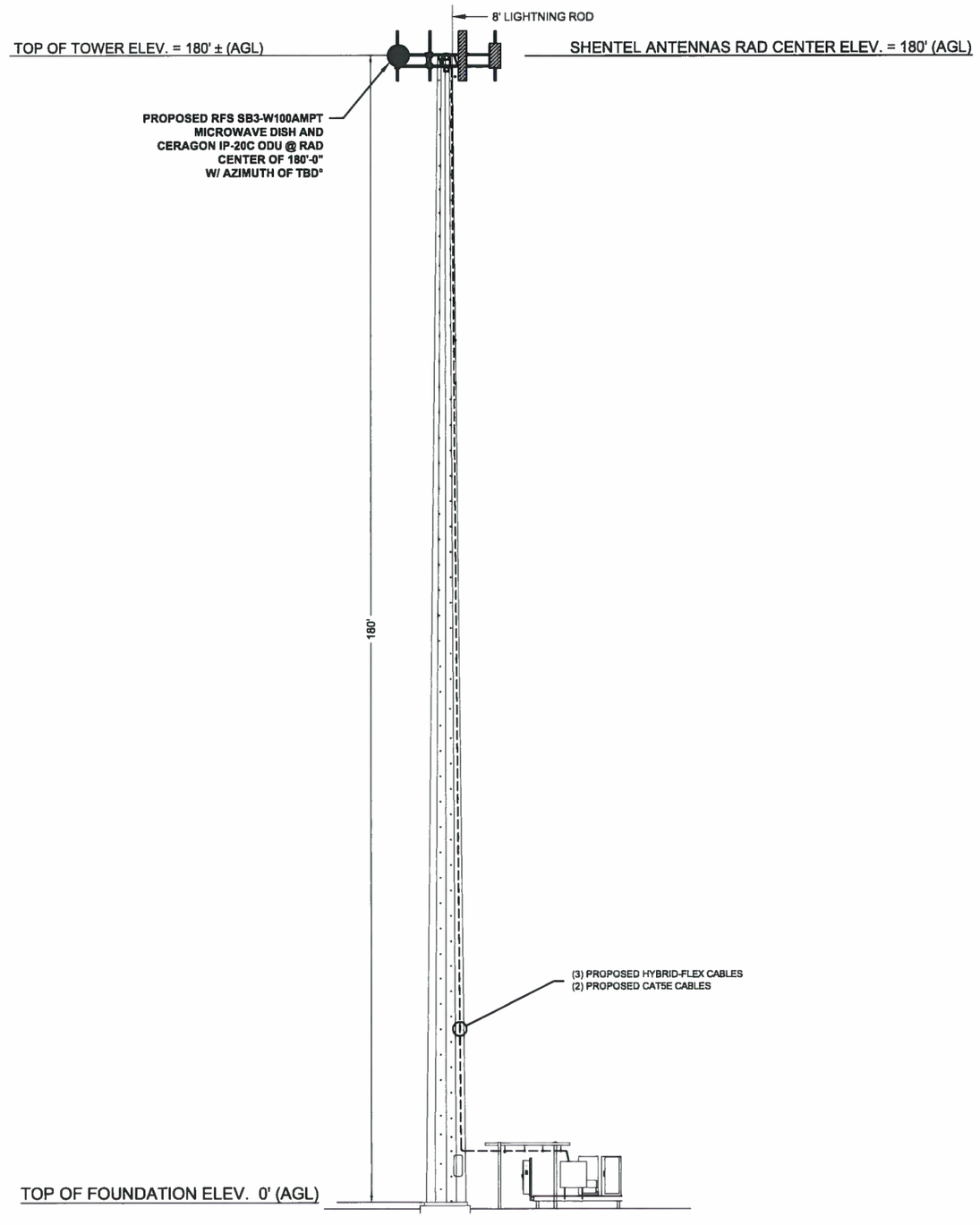
COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
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PROJECT # R4340300-182319.01

ANTENNA CONFIGURATION (SHENTEL) — SHEET A-1

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TOWER ELEVATION

N.T.S.

CABLES
(6) PROPOSED HYBRID-FLEX CABLES - 1 PER SECTOR (942-98856-1FXXX-HYBRID-CABLE-6AWG-REVA)
(2) PROPOSED CAT5E CABLES

NOTES:

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TowerCo

SHENTEL
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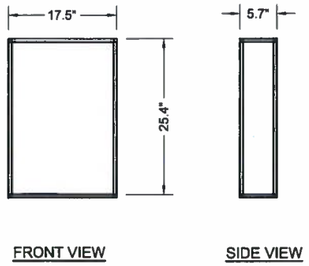
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PROJECT # R4340300-182319.01

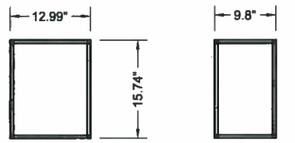
TOWER ELEVATION | SHEET A-2

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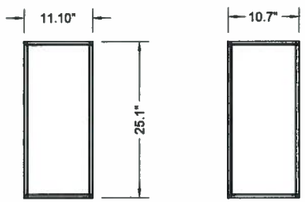
FRONT VIEW SIDE VIEW

8x20 2.5 GHZ RRH
NOT TO SCALE
25.4"Lx17.5"Wx5.7"D
66.1 LBS



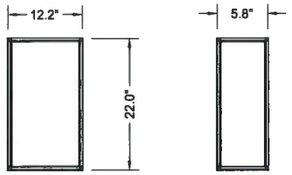
FRONT VIEW SIDE VIEW

2x50 800 MHZ RRH
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15.74"Lx12.99"Wx9.8"D
52.9 LBS



FRONT VIEW SIDE VIEW

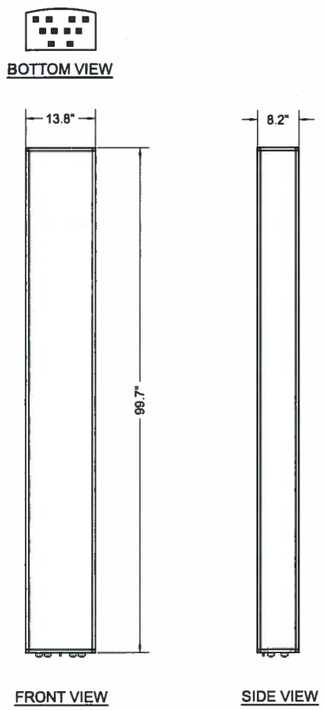
4x45 1900 MHZ RRH
NOT TO SCALE
25.1"Lx11.10"Wx10.7"D
59.5 LBS



FRONT VIEW SIDE VIEW

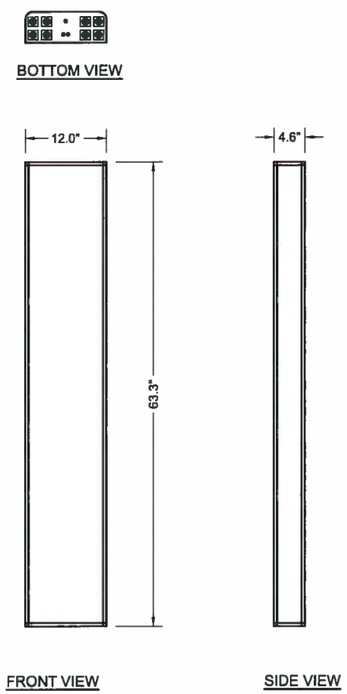
4x40 AHFIB RRH
NOT TO SCALE
22.0"Lx12.2"Wx5.8"D
66.1 LBS

* DIMENSION & WEIGHTS OF RRH UNITS ARE WITHOUT SOLAR SHIELD AND MOUNTING BRACKET



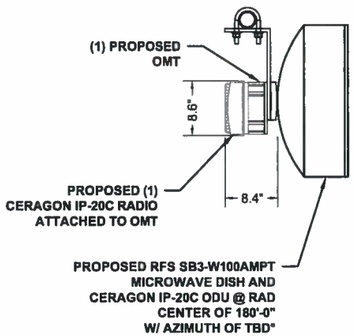
FRONT VIEW SIDE VIEW

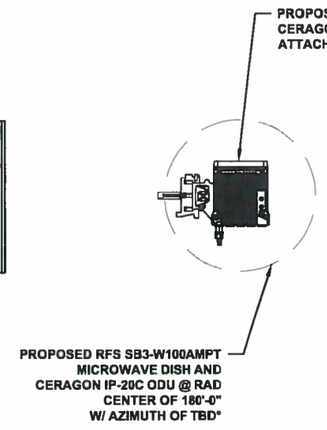
RV4PX310R-V2
NOT TO SCALE
99.7"Lx13.8"Wx8.2"D
86.0 LBS
COMMSCOPE

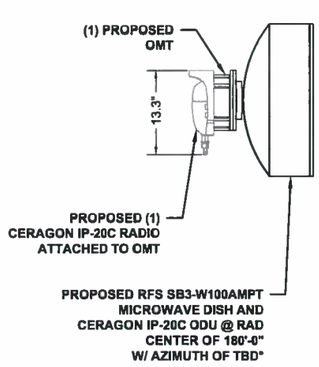


FRONT VIEW SIDE VIEW

TTTT65AP-1XR
NOT TO SCALE
63.3"Lx12.0"Wx4.6"D
33.3 LBS
COMMSCOPE







1 CHANNEL DIRECT MOUNT ANTENNA

TowerCo
SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
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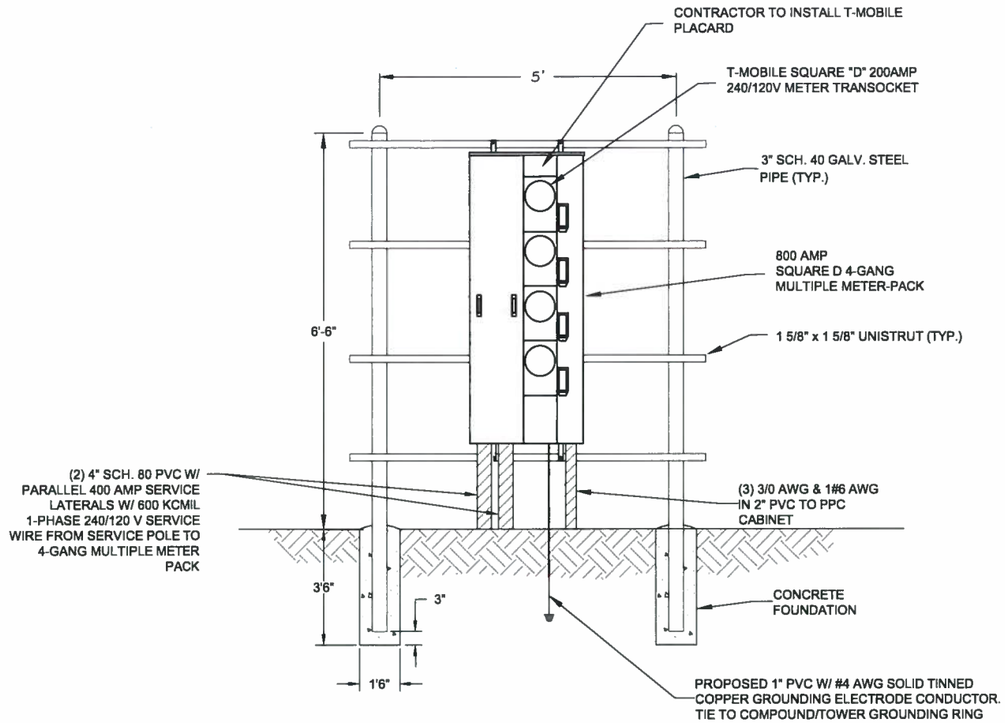
COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

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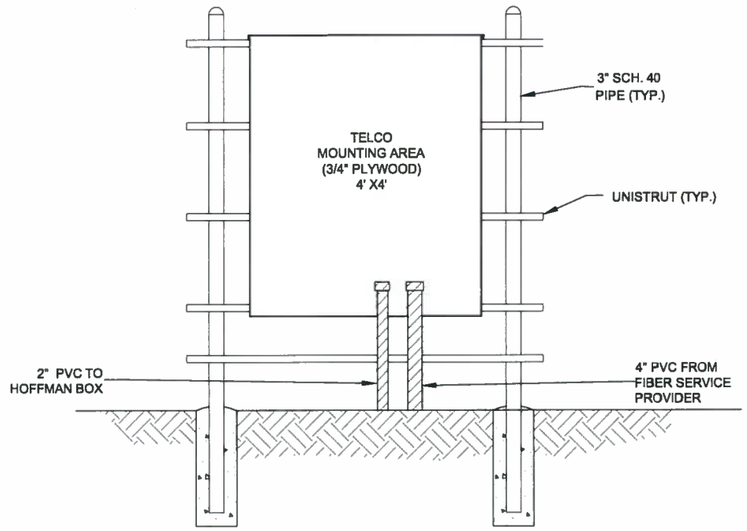
PROJECT # R4340300-182319.01

ANTENNA DETAILS (SHENTEL) | SHEET A-3

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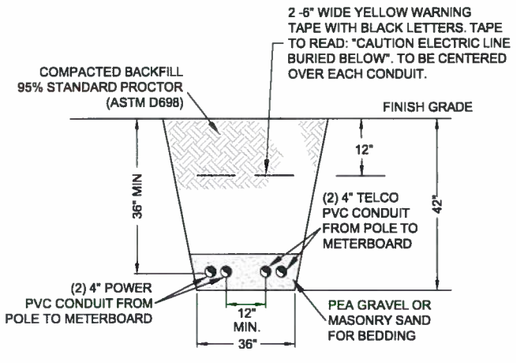
(FRONT VIEW–TOWARD FENCE)



(REAR VIEW–TOWARD TOWER)

PROPOSED METERBOARD DETAIL (BY TowerCo)

N.T.S.

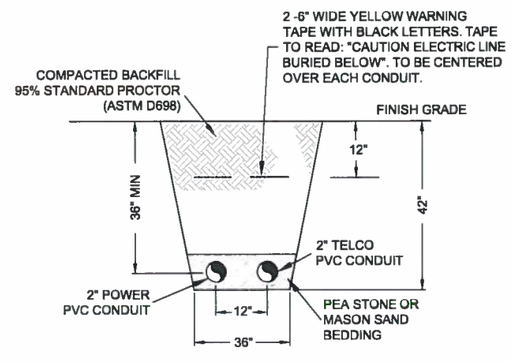


TRENCHING DETAIL FOR CONDUIT ROUTING FROM UTILITY POLE TO METERBOARD

NO SCALE

NOTE:

1. CONDUITS ARE TO BE STUBBED UP TO NEAREST UTILITY POLE WITHIN 2" OF THE POLE.
2. ALL DISTURBED AREAS NOT COVERED BY STONE ARE TO BE SEEDED AND MULCHED.
3. CONTRACTOR WILL BE RESPONSIBLE FOR REMOVAL OF UNSUITABLE MATERIAL WHICH WILL NOT COMPACT PROPERLY.
4. WHEN 2 OR MORE CONDUITS RUN IN THE SAME TRENCH MAINTAIN A MINIMUM OF 12" BETWEEN TELCO AND POWER CONDUITS AND PLACE WARNING TAPE LABELED AS SHOWN ABOVE.



TRENCHING DETAIL FOR CONDUIT ROUTING FROM METERBOARD TO PPC CABINET

NO SCALE

TowerCo

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COMMONWEALTH OF VIRGINIA
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4-4-19
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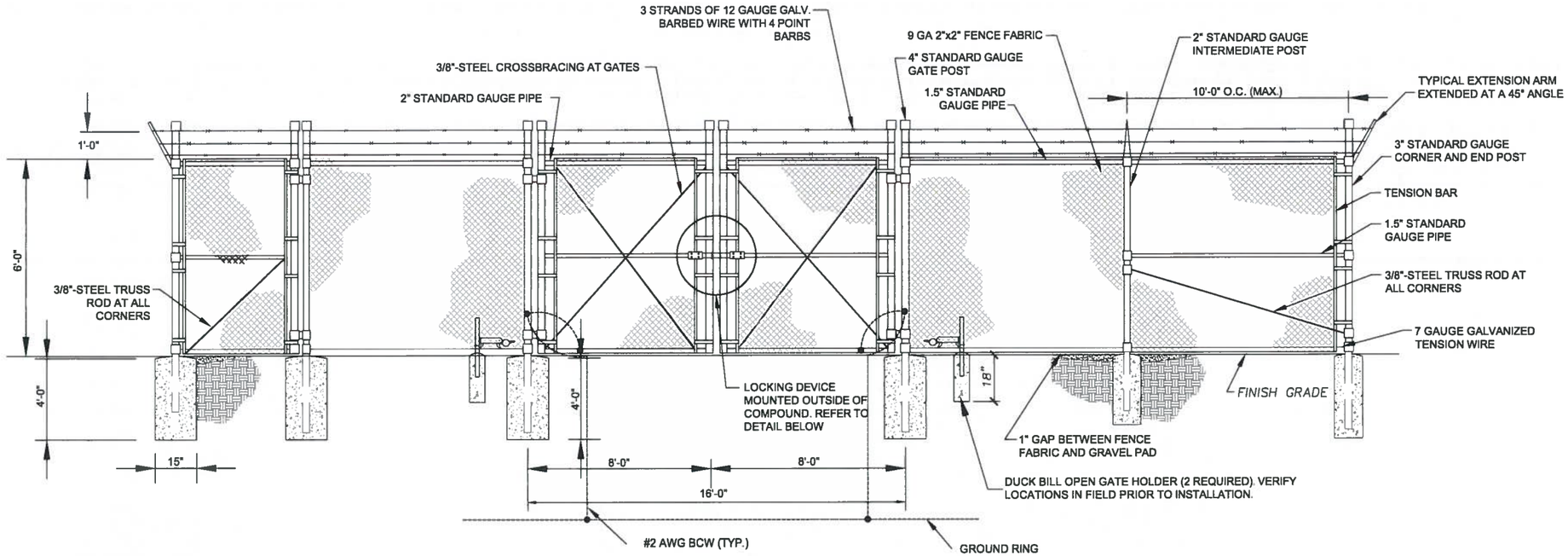
Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

SHEET D-1

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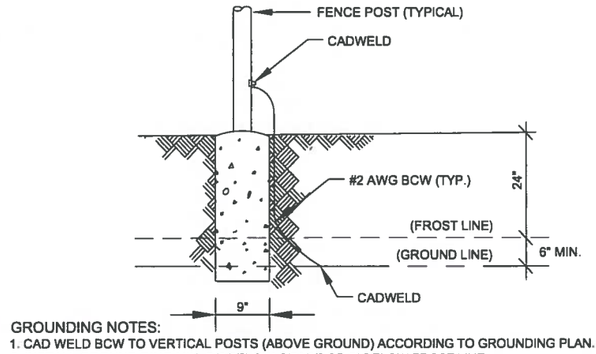


GROUNDING NOTES:

1. 4" O.D. GATE POSTS.
2. 2" O.D. PERIMETER FRAMING POSTS.
3. 1-1/2" O.D. INTERIOR FRAMING.
4. GATE JUMPER SHALL BE MIN. #2/0 AWG WELDED CABLE. BURNDY TYPE B WITH SLEEVES ON EACH END DESIGNED FOR EXOTHERMIC WELDING.
5. GATE JUMPER SHALL BE INSTALLED SO THAT IT WILL NOT BE SUBJECTED TO STRAIN DAMAGE WHEN GATE IS FULLY OPEN IN EITHER DIRECTION.

72 INCH HIGH CHAIN LINK FENCE/GATE DETAIL

NOT TO SCALE

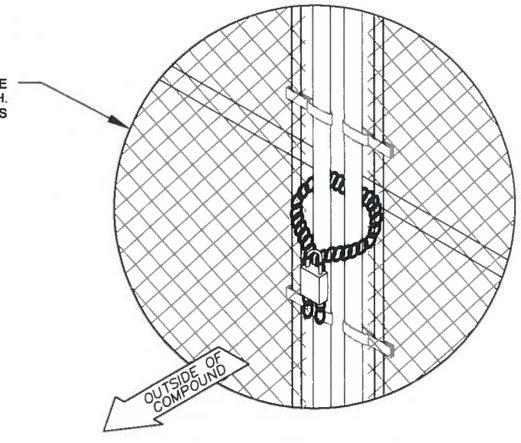


GROUNDING NOTES:

1. CAD WELD BCW TO VERTICAL POSTS (ABOVE GROUND) ACCORDING TO GROUNDING PLAN.
2. INSTALL GROUND RING MIN. 24" BELOW GRADE OR 6" BELOW FROST LINE.

FENCE GROUNDING DETAIL

NOT TO SCALE



CHAIN & LOCK DETAIL

FENCE SPECIFICATIONS

1. FENCING MATERIAL SHALL BE CYCLONE TYPE (1) FENCE AS MANUFACTURED BY USS OR EQUAL.
2. FABRIC HEIGHT IS TO BE 6 FEET EXCLUDING BARBED WIRE.
3. BARBED WIRE SHALL BE 3-STRANDS/CLASS 3 GALVANIZED/INVINCIBLE WITH EXTENSION ARMS EXTENDING UPWARD AND OUTWARD AT A 45° ANGLE.
4. FABRIC SHALL BE 2" MESH/9 GAUGE MIN. WITH ZINC COATING.
5. GATE SHALL HAVE POSITIVE TYPE LATCHING DEVICES WITH PROVISIONS FOR PADLOCKING.
6. ALL POSTS, RAILS AND APPURTENANCES SHALL BE 9 GAUGE HOT-DIPPED ZINC COATED STEEL. FENCE POSTS SHALL HAVE TOPS WHICH EXCLUDE MOISTURE.
7. ENDS, CORNERS, PULL AND GATE POSTS ARE TO BE BRACED WITH THE SAME MATERIAL AS THE RAILS. ALL POSTS SHALL BE SET IN A CONCRETE FOUNDATION OF 1:2:4 MIX HAVING A MINIMUM DIAMETER OF 9" TO 15" AND EMBEDDED A MINIMUM OF 36 INCHES INTO THE FOOTER. LINE POSTS SHALL BE EVENLY SPACED 10 FOOT OR LESS APART.
8. PERSONNEL EXPERIENCED IN THE FENCING INDUSTRY SHALL INSTALL THE FENCE. THE CONTRACTOR SHALL ENHANCE THE INSTALLATION TO INCREASE THE APPEARANCE OF A SECURE FACILITY TO PROTECT EQUIPMENT AND TO DETOUR AND PREVENT ENTRANCE OF UNAUTHORIZED PERSONNEL AND ANIMALS

TowerCo

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Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
2	FINAL	01/17/19
3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

SHEET D-2

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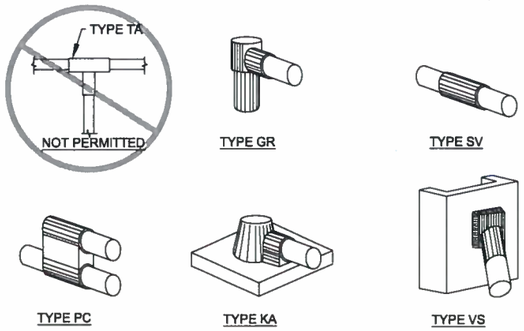
LEGEND

① 2/0 BARE, TINNED, STRANDED COPPER WIRE 30" BELOW GRADE OR 6" BELOW FROST LINE, WHICHEVER IS DEEPEST

INSPECTION WELL

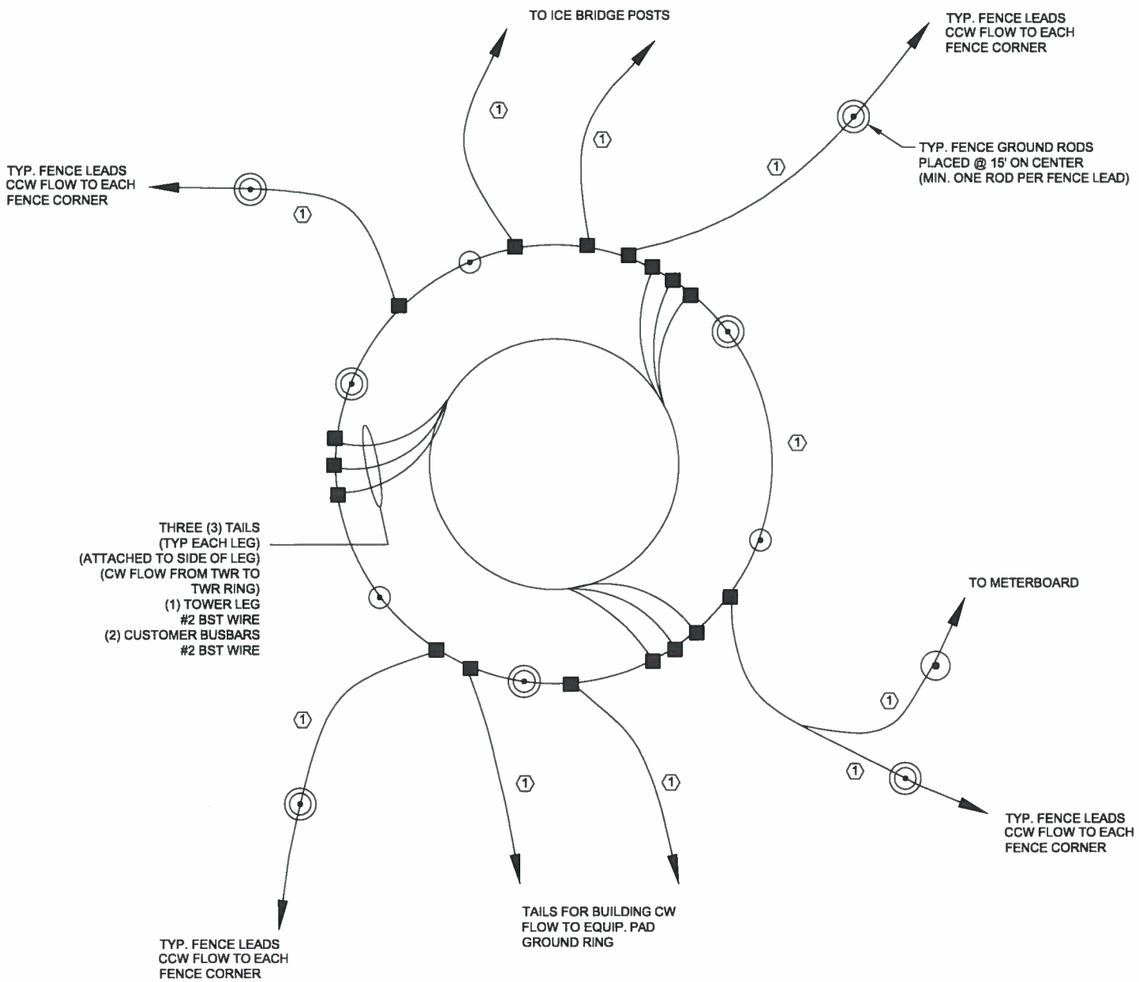
GROUND ROD - 3/4" x 10' W/ CADWELD GROUND CONNECTION

CADWELD CONNECTION



CADWELDS (TYPICAL)

NO SCALE



MONOPOLE GROUNDING RING DETAIL

NO SCALE

GROUNDING NOTES:

1. CONTRACTOR SHALL INSTALL THE MINIMUM NUMBER OF GROUND RODS AS INDICATED ON DRAWING. GROUND RODS SHALL BE 5/8"X10 FOOT. COPPER GLAD GROUND RODS AND SHALL BE SPACED AT A 15 FOOT APART. SEE GROUNDING PLAN FOR APPROXIMATE LOCATIONS; CONTRACTOR SHALL PLAN FOR INSTALLING ADDITIONAL GROUNDING AS REQUIRED TO ACHIEVE 5- OHMS OR LESS TO GROUND.
2. ALL BURIED GROUND WIRES INTERCONNECTING GROUND RODS, TOWER STEEL, SHELTER, AND EQUIPMENT_EXTERNAL GROUND RINGS (EGR) SHALL BE #2 BST WIRE.

   - ALL FENCE POST LEADS, ICE BRIDGE LEADS AND UTILITY RACK LEADS SHALL BE ROUTED AS TO NOT INTERFERE WITH FUTURE CUSTOMER EQUIPMENT PADS, SHELTERS, OR ICE BRIDGES.

3. ALL GROUNDING WIRE AND LEADS SHALL FLOW (IN A SMOOTH CLOCKWISE (CW) PATH FROM THE TOWER TO THE GROUND RING ALL GROUNDING WIRE AND LEADS SHALL FLOW IN A SMOOTH CLOCKWISE (CW) PATH FROM THE TOWER RING TO THE CUSTOMER RING. AND ALL GROUNDING WIRE AND LEADS SHALL FLOW IN A SMOOTH COUNTER CLOCKWISE (CCW) PATH FROM THE TOWER GROUND RING TO THE FENCE POSTS) WITH NO KINKS OR SHARP BENDS. ALL BELOW GRADE CONNECTIONS SHALL BE EXOTHERMIC WELDS (CADWELD). TEE CONNECTORS ARE NOT PERMITTED ABOVE OR BELOW GRADE.

   - FOR SELF SUPPORT TOWERS:
     INSTALL NINE (9) GROUND LEADS, THREE (.3)LEADS PER LEG AROUND THE TOWER:
     (1) ONE FOR ATTACHMENT TO THE TOWER BASE
     (2) TWO SPARES FOR FUTURE CUSTOMER'S BUSS BARS

   - ALL SPARE GROUND LEADS FROM THE TOWER GROUND RING SHALL BE CUT OFF AT 12" ABOVE GRADE AND ZIP TIED OR TAPED TO THE ATTACHED TOWER LEAD IN MINIMUM OF TWO (2) PLACES.

4. GROUND LEADS TO HOLLOW LEG TOWERS SHALL ONLY BE CADWELDED TO THE BASEPLATES. "NEVER CADWELD, BRAZE, OR WELD TO THE HOLLOW TOWER STRUCTURE SECTION".
5. ALL EXOTHERMIC WELDS TO ABOVE GRADE STEEL STRUCTURES MUST BE COLD GALVANIZED AND SPRAYED WITH MATCHING RUST INHIBITOR PAINT.

GROUND TEST PROCEDURES

A. CCUSA STANDARD REQUIREMENT FOR RESISTIVITY TO EARTH ON ALL SITES IS 5-OHMS OR LESS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE SUCH REQUIREMENT IS ACHIEVED. REVIEW OF THE SOIL RESISTIVITY TEST PRIOR TO INSTALLATION OF THE SITE GROUNDING SYSTEM WILL GREATLY ASSIST IN DETERMINING THE TYPE OF GROUNDING INSTALLATION, NUMBER AND TYPE OF GROUND ROD(S).

B. PERFORM THREE POINT FALL OF POTENTIAL GROUNDING (MEGGER) TEST UTILIZING THE "AEMC 4500" TEST INSTRUMENT FROM A MINIMUM OF TWO SEPARATE POINTS IN TWO SEPARATE DIRECTIONS FROM THE POINT OF CONTACT.

C. THE CONTRACTOR SHALL DOCUMENT MEGGER TEST RESULTS ON THE CROWNCASTLE CLOSEOUT REQUIREMENTS DOCUMENT IN THE MEG TEST TAB.

D. HE CONTRACTOR SHALL DOCUMENT THE LOCATION OF ALL BELOW GRADE GROUNDING COMPONENTS AND PHOTOGRAPH WITH A DIGITAL CAMERA THE ENTIRE NEWLY INSTALLED GROUNDING SYSTEM PRIOR TO BACKFILLING ANY OPEN TRENCHES.

E. FORWARD THE MEGGER TEST DOCUMENTATION TO THE REGIONAL CCUSA REPRESENTATIVE (/JS PART OF THE FINAL SITE CLOSE-OUT PACKAGE DOCUMENTATION).

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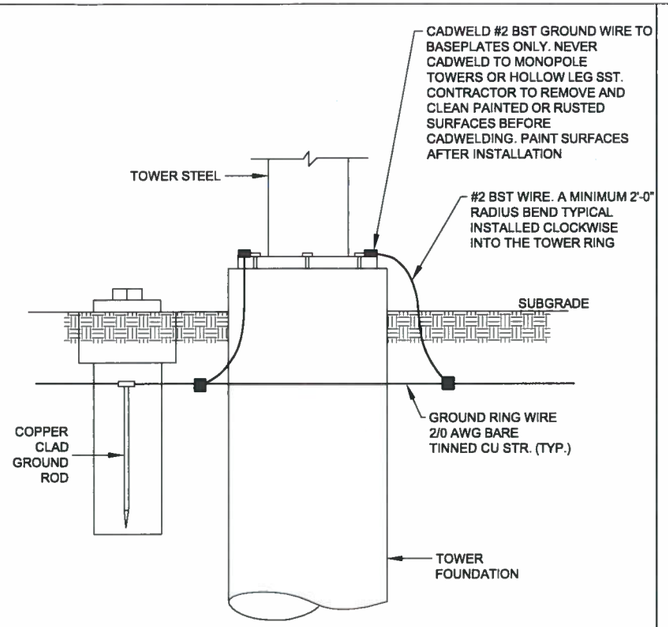
Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

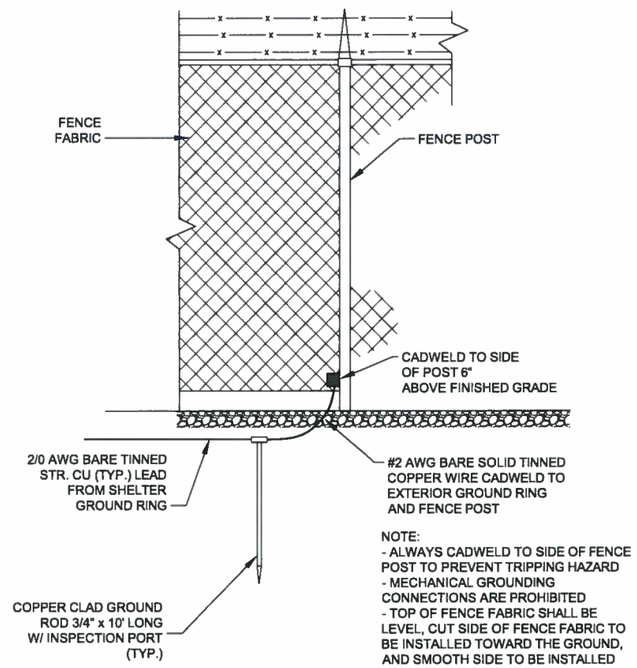
SHEET D-3

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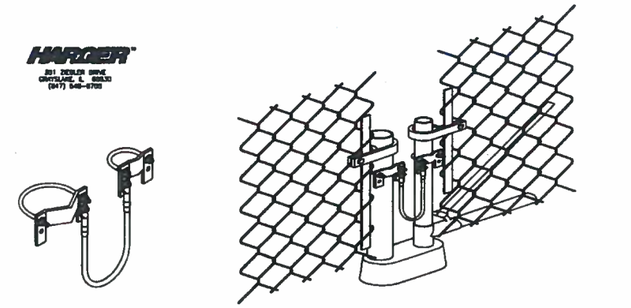
TOWER GROUND DETAIL

NO SCALE



TYPICAL FENCE POST GROUNDING DETAIL

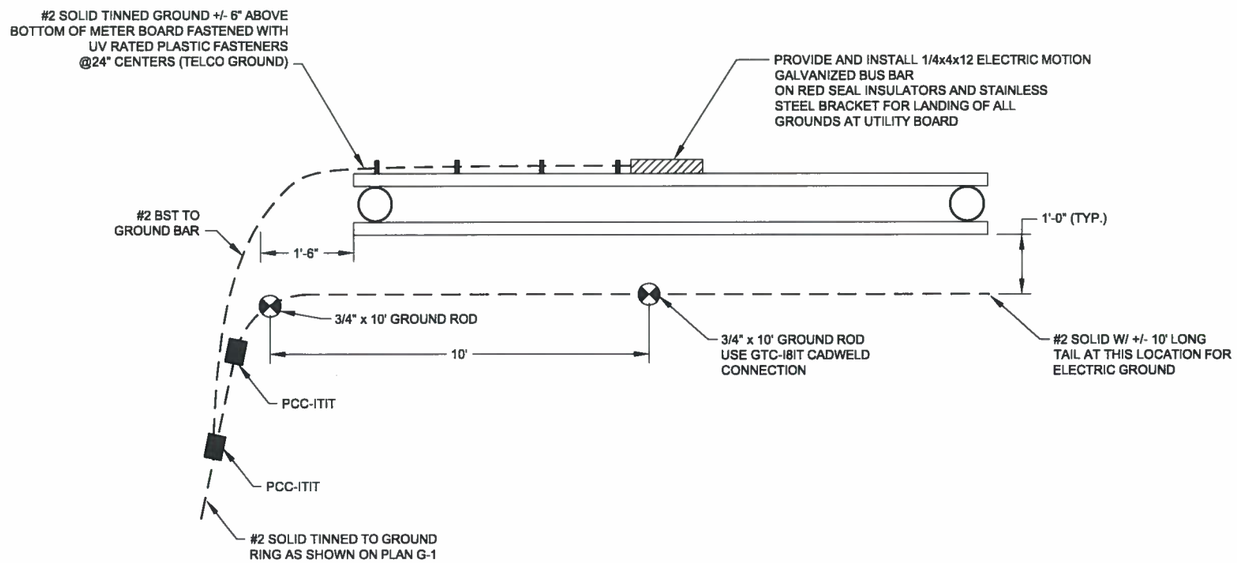
NO SCALE



Part No.	Nominal Gate Post Size Range	Nominal Gate Post Size Range	Jumper Size	Jumper Size	Approx. Wt. Each (lbs.)
FGA1.5/2-2.5/32WC24	1.5" - 2"	2.5" - 3"	#2 AWG	24"	2-1/2
FGA1.5/2-3.5/42WC24	1.5" - 2"	3.5" - 4"	#2 AWG	24"	3
FGA1.5/2-5/62WC24	1.5" - 2"	5" - 6"	#2 AWG	24"	3-1/2

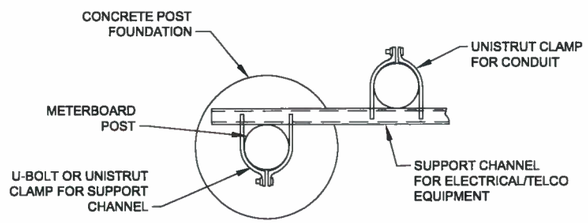
GATE GROUNDING DETAIL

NO SCALE



METER RACK GROUNDING TYPICAL - PLAN VIEW

NO SCALE



UNISTRUT CLAMP DETAIL

NO SCALE

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AREA: LEASE AREA = 10,000 SQ. FT.

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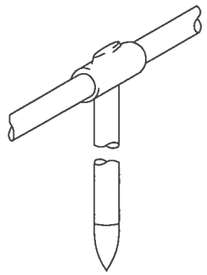
Mead & Hunt
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PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

SHEET D-4

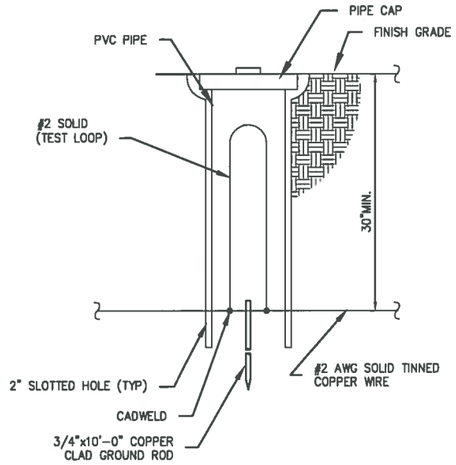
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CADWELD TYPE GT
THERMOWELD TYPE CR-2

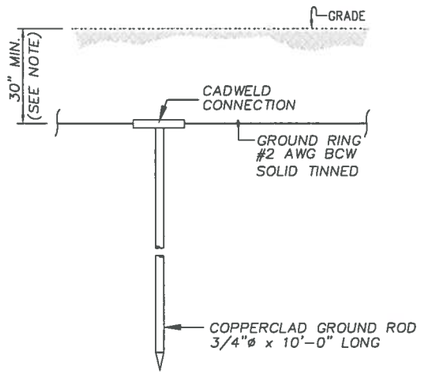
HORIZONTAL TO GROUND ROD

GROUND ROD
NO SCALE



NOTE: GROUND WIRE SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE (WHICH EVER IS GREATER)

INSPECTION WELL DETAIL
NO SCALE



NOTE: GROUND ROD SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE (WHICH EVER IS GREATER)

GROUND ROD DETAIL
NO SCALE

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PROJECT # R4340300-182319.01

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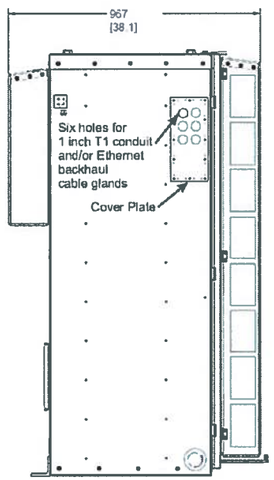
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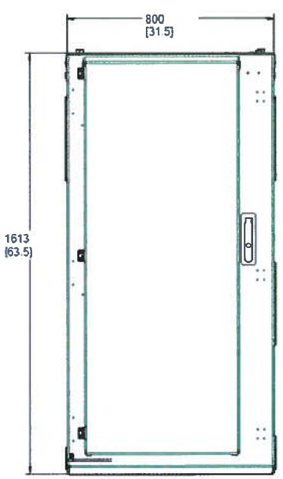
PROPOSED EQUIPMENT DATA

COMPONENT	MANUFACTURER	MODEL	WIDTH (INCH)	DEPTH (INCH)	HEIGHT (INCH)	QTY	WT. EACH (LBS)	TOTAL WT. (LBS)
BTS CABINET	ALCATEL LUCENT	9927	32	38	63.6	1	634	634
BATTERY CABINET	ALCATEL LUCENT	60ECv2	31.5	27	63.6	1	2850	2850
RADIO HEADS	ALCATEL LUCENT	ALU 4x45°	11.1	11.4	25.0	3	59.5	178.5
RADIO HEADS	ALCATEL LUCENT	ALU 2x50°	13	9.8	15.7	3	53	159
RADIO HEADS	ALCATEL LUCENT	ALU 2x80°	17.5	5.7	25.4	3	66.1	198.3
RADIO HEADS	NOKIA	AHFIB 4x40°	12.1	5.9	22.0	3	66.1	198.3
ANTENNA	COMMSCOPE	RV4PX310R-V2	13.8	8.2	99.7	3	86.0	258.0
ANTENNA	COMMSCOPE	TTTT65AP-1XR	12.0	4.6	63.3	3	33.3	99.9
MICROWAVE	RFS	SB3-W100AMPT	38	-	38	1	40	40
RADIO HEADS	CERAGON	IP-20C	9.07	3.88	9.05	1	14.33	14.33

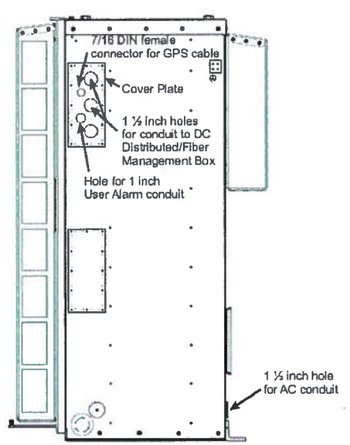
* DIMENSION & WEIGHTS OF RRH UNITS ARE WITHOUT SOLAR SHIELD AND MOUNTING BRACKET



LEFT SIDE VIEW



FRONT VIEW



RIGHT SIDE VIEW

9927 LTE CABINET DETAIL

NO SCALE

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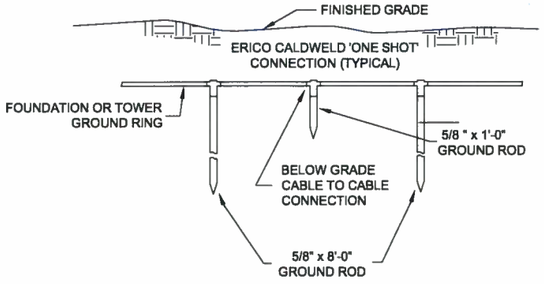
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PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

SHEET D-6

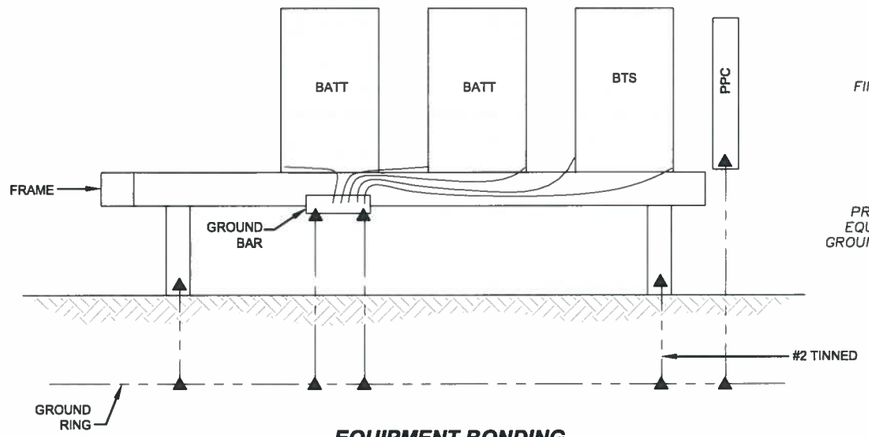
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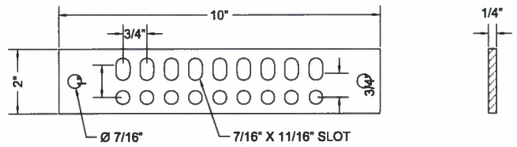
BELOW GRADE CABLE TO CABLE CONNECTION DETAIL
NOT TO SCALE

NOTE:
THIS SHEET OF STANDARD DETAILS HAS BEEN PROVIDED AND IS FOR INFORMATION ONLY. THE INSTALLATION OF ALL ELECTRICAL GROUNDING CIRCUITS SHALL BE INSTALLED AS PER THE CURRENT NATIONAL CODE.

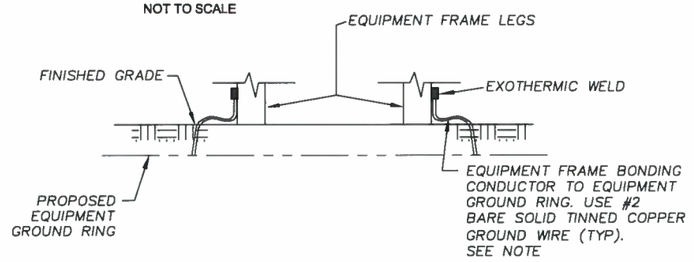
NOTE:
ALL EXOTHERMIC CONNECTIONS SHALL BE BELOW GRADE WITH THE EXCEPTION OF THE GROUND BAR AND ICE BRIDGE POSTS.



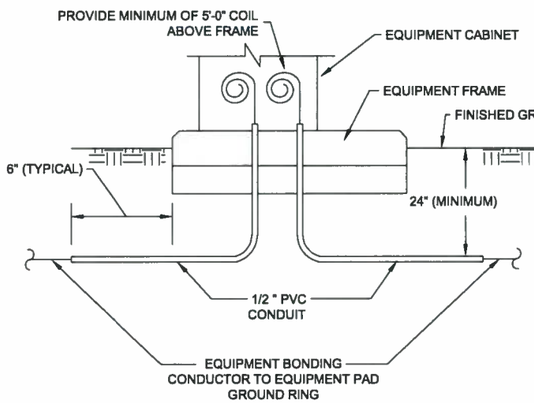
EQUIPMENT BONDING CONDUCTOR ROUTING DETAIL
NOT TO SCALE



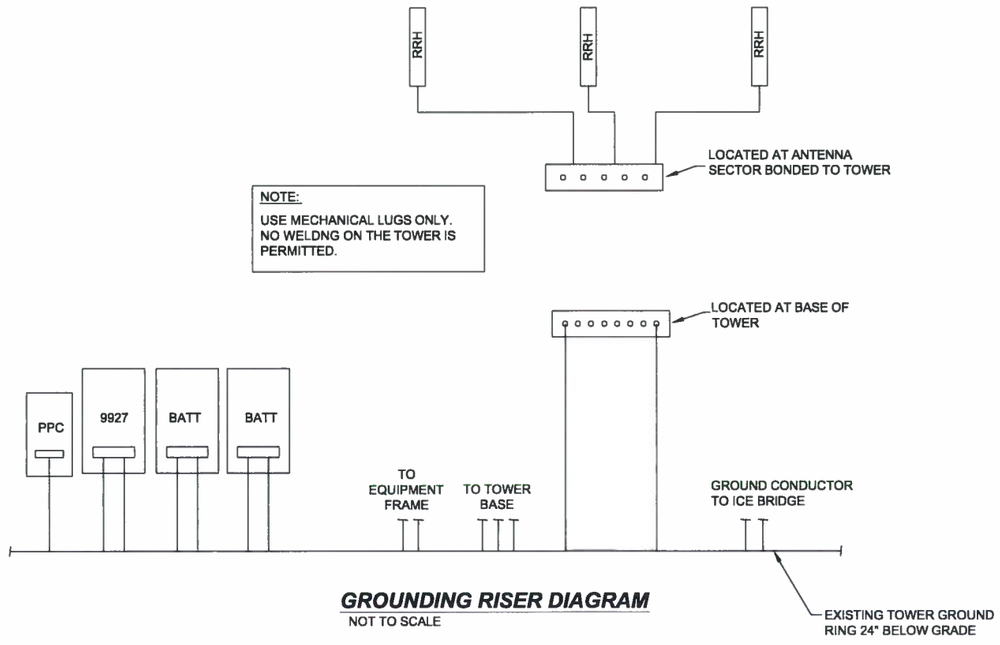
GROUND BAR DETAIL (ENFORCER #SII-GBU14210-T)
NOT TO SCALE



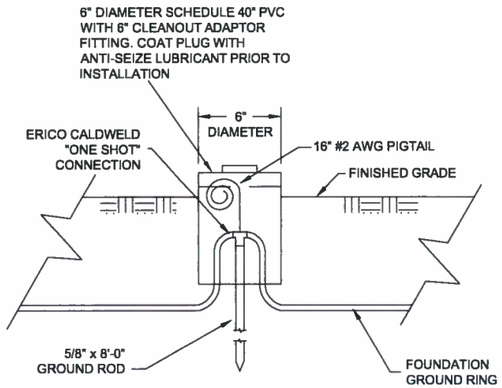
EQUIPMENT FRAME GROUNDING DETAIL
N.T.S.



EQUIPMENT BONDING CONDUCTOR ROUTING DETAIL
NOT TO SCALE



GROUNDING RISER DIAGRAM
NOT TO SCALE



INSPECTION WELL DETAIL
NOT TO SCALE

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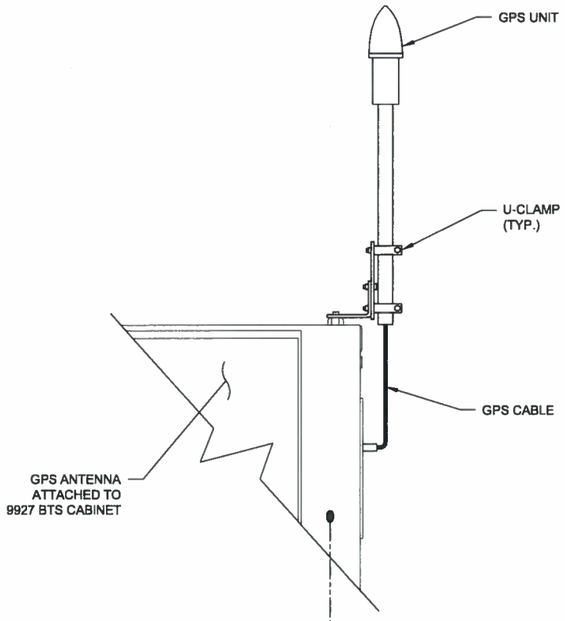
COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

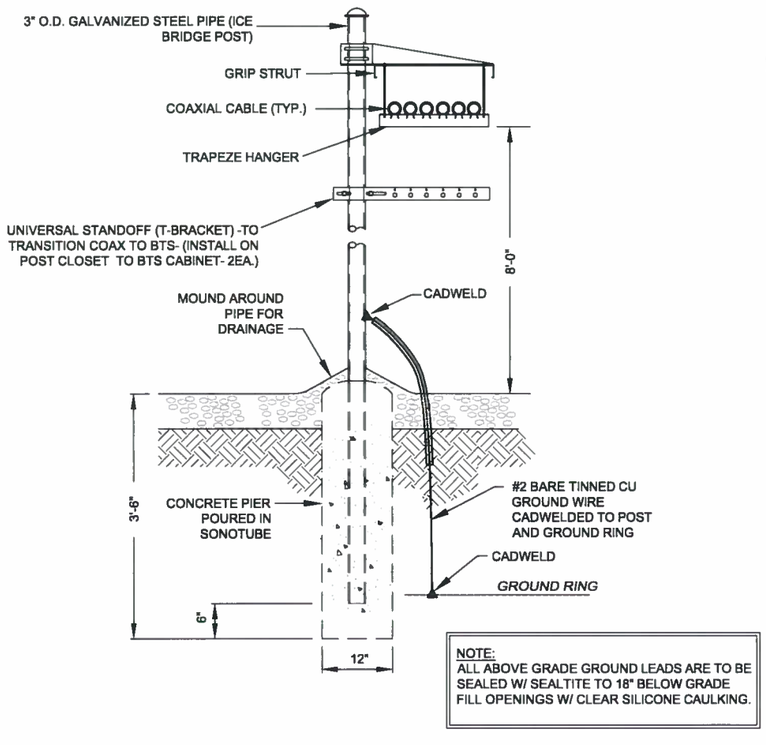
PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS | SHEET D-7

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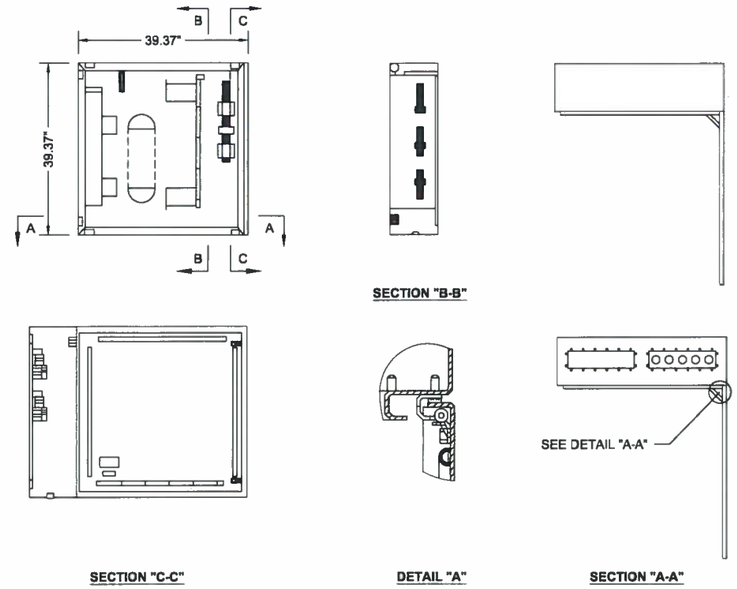


GPS UNIT DETAIL
NO SCALE

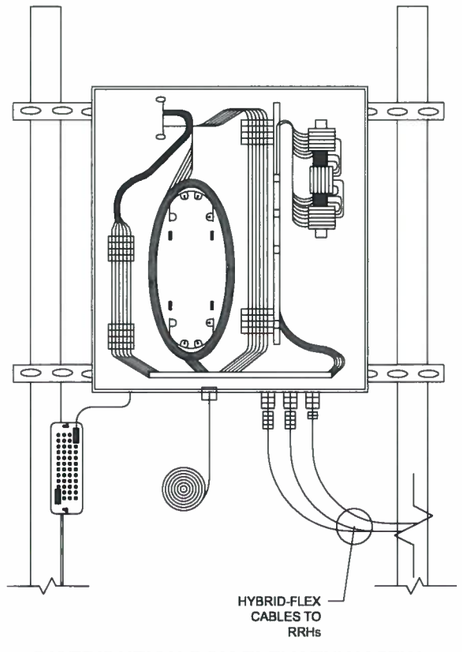


NOTE:
ALL ABOVE GRADE GROUND LEADS ARE TO BE SEALED W/ SEALTITE TO 18" BELOW GRADE FILL OPENINGS W/ CLEAR SILICONE CAULKING.

ICE BRIDGE DETAIL
NO SCALE



DISTRIBUTION BOX PLAN VIEW
NO SCALE



DISTRIBUTION BOX ELEVATION VIEW
NO SCALE

TowerCo
SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	11/29/18
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3	REISSUE FOR FINAL	04/04/19

COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 040205626
4-4-19
PROFESSIONAL ENGINEER

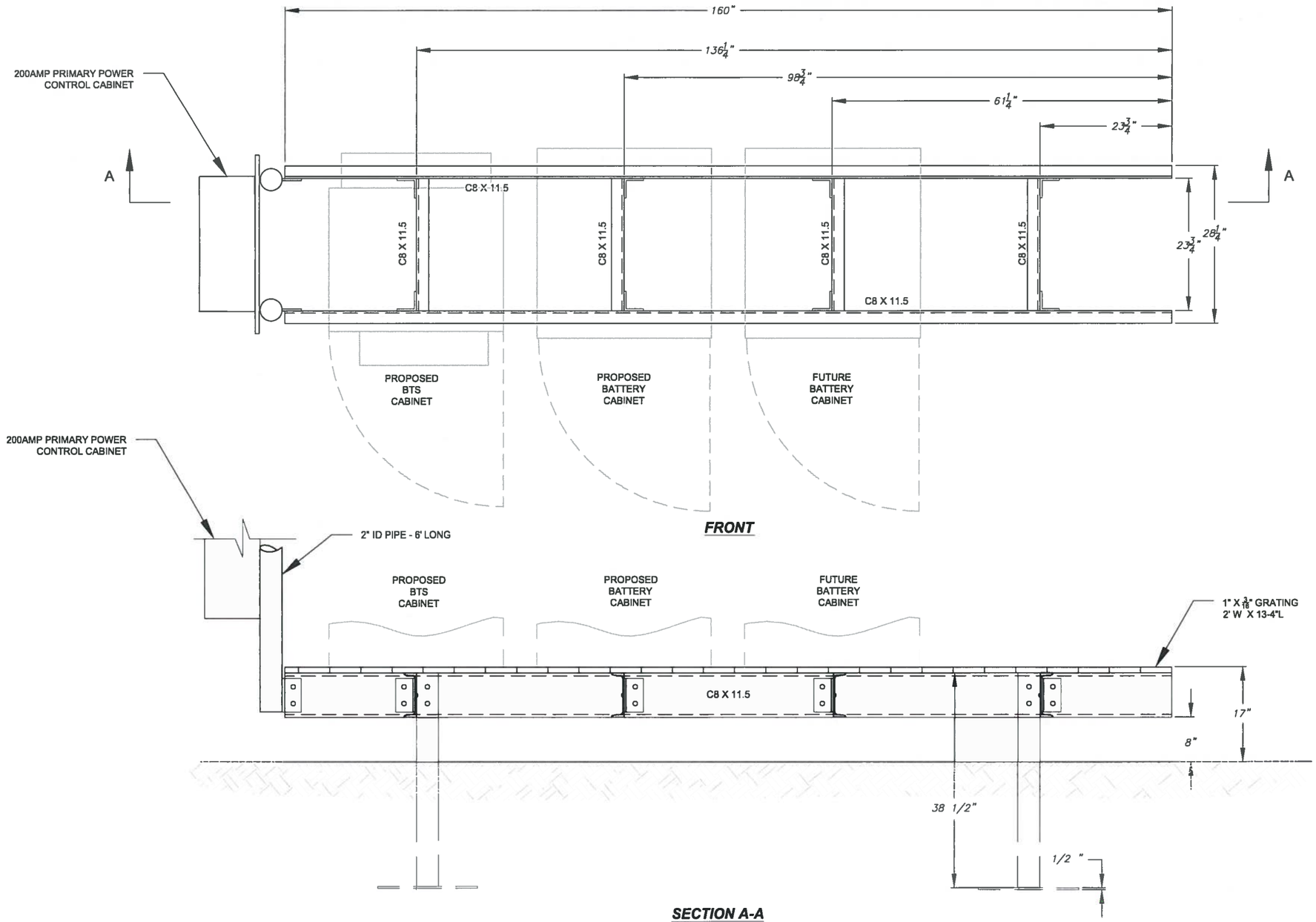
Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

MISCELLANEOUS DETAILS

SHEET D-8

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PROPOSED EQUIPMENT FRAME
NOT TO SCALE

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SHENTEL
Always connected to you

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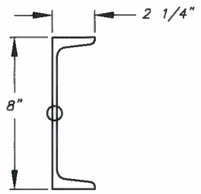
COMMONWEALTH OF VIRGINIA
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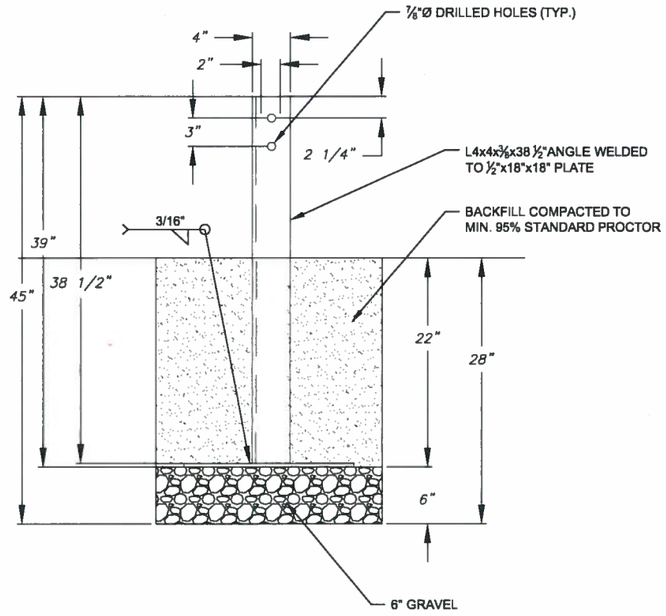
PROJECT # R4340300-182319.01

EQUIPMENT FRAME DETAILS (SHENTEL) | SHEET D-9

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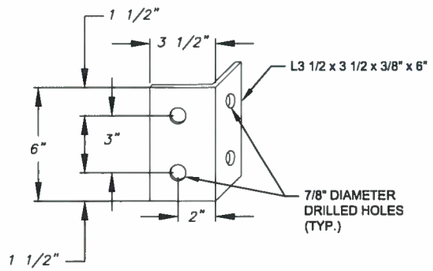


C8X11.5 C-CHANNEL

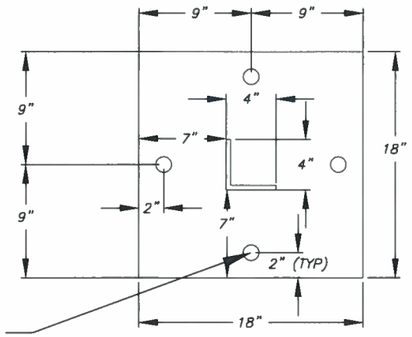


LEG SUPPORT DETAIL

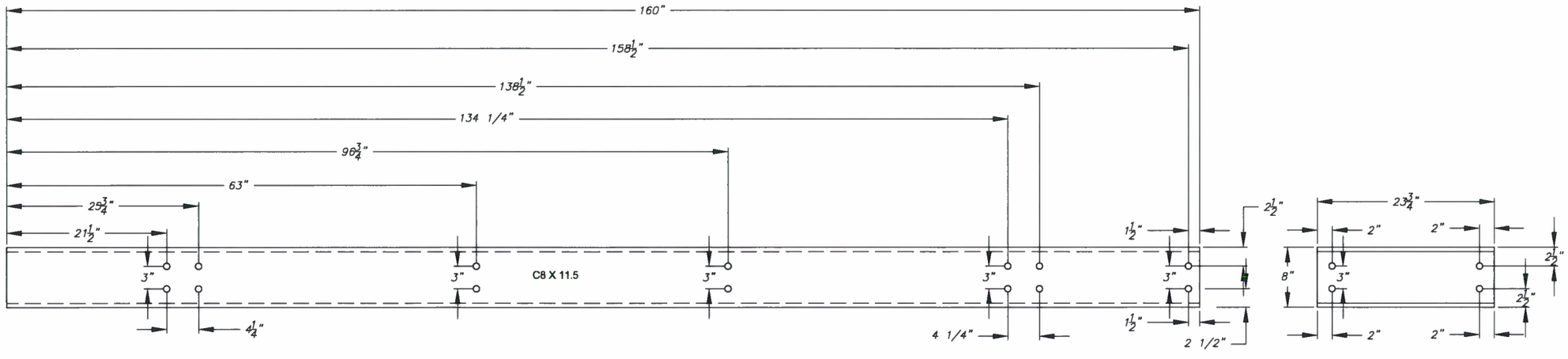
PARTS LIST	
QTY	DESCRIPTION
1	C8 x 11.5 CHANNEL 13'-4" RIGHT
1	C8 x 11.5 CHANNEL 13'-4" LEFT
4	C8 x 11.5 CHANNEL 1'-11 3/4"
8	3 1/2 x 3 1/2 x 3/8 x 0'-6" CLIPS
2	2" ID GLAV. PIPES x 6' L
1	1" x 3/16" GRATING [2'-6" W X 13'-4"L]
32	3/4 x 2 A325 GALV. BOLTS
16	GRATING SADDLE CLIPS
4	1/2" X 18" 18" STEEL BASE PLATES
4	4" X 4" X 3/8" ANGLE LEGS



CLIP DETAIL



BASE PLATE DETAIL



C-CHANNEL BEAM LAYOUT **CROSS BEAM LAYOUT**

TowerCo
SHENTEL
Always connected to you

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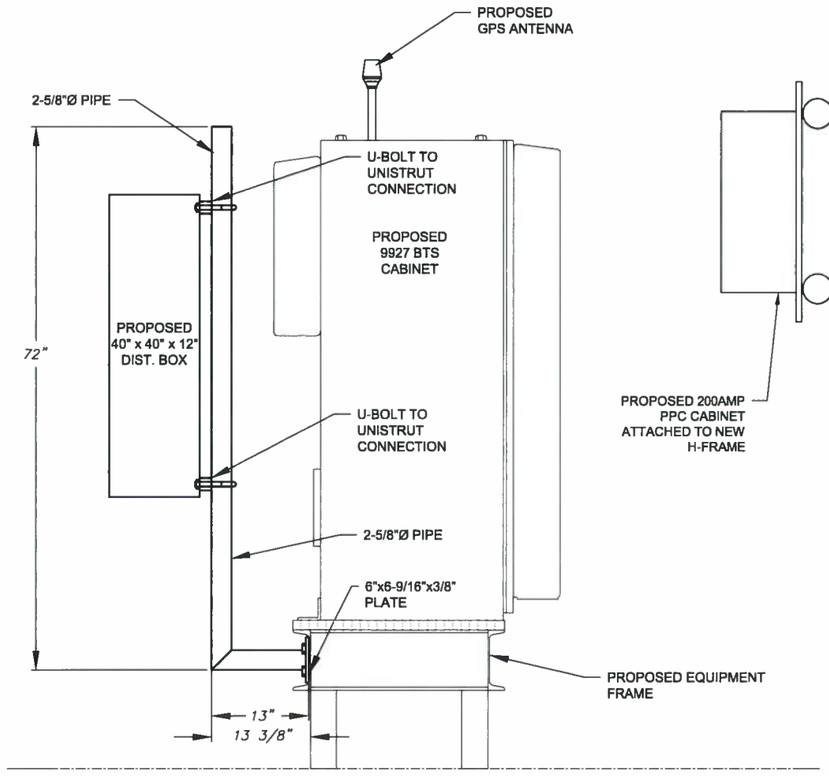
COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
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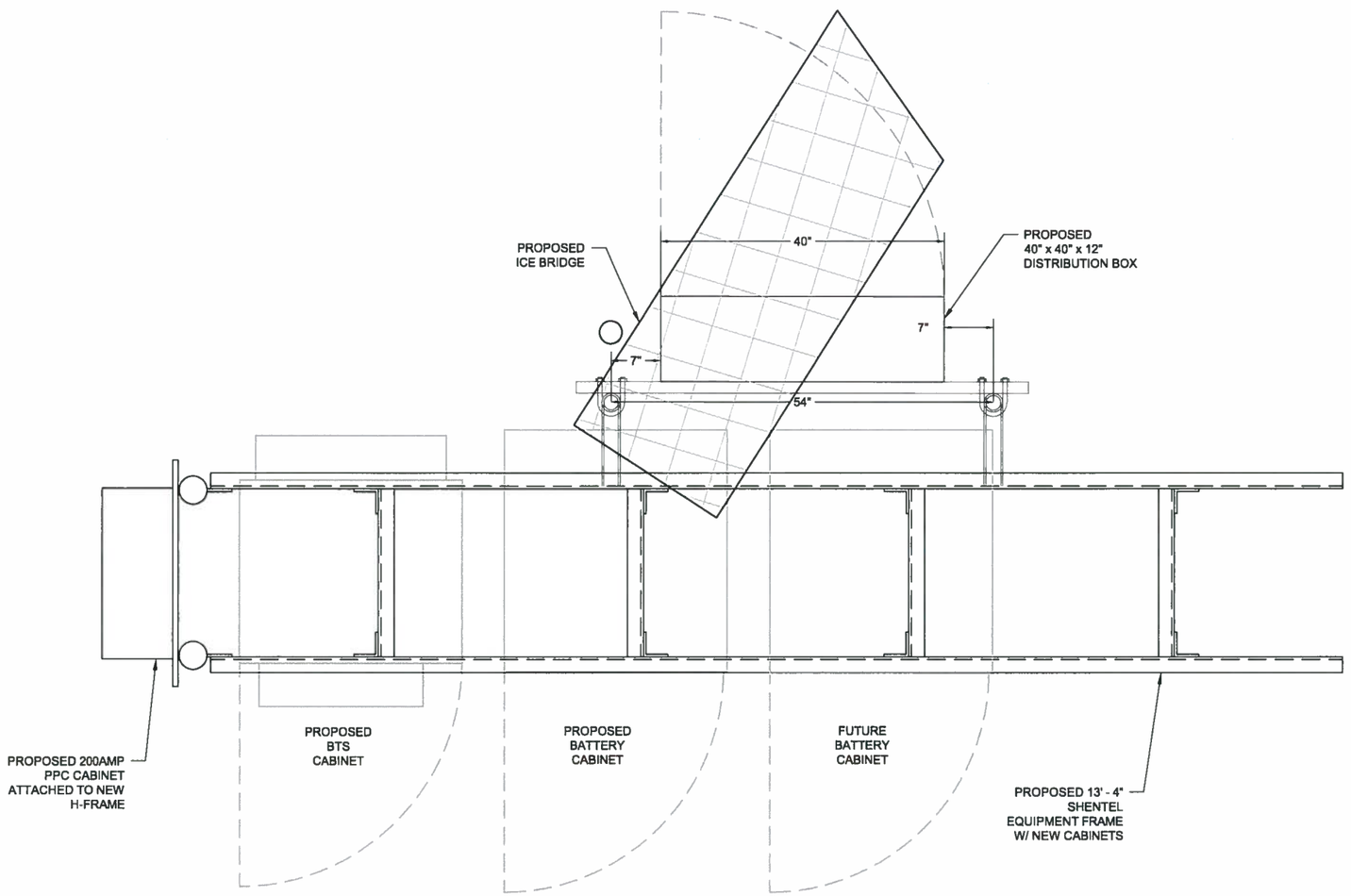
PROJECT # R4340300-182319.01

EQUIPMENT FRAME DETAILS (SHENTEL) | SHEET D-10

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H-FRAME ELEVATION DETAIL
NOT TO SCALE



PROPOSED H-FRAME PLAN VIEW
NOT TO SCALE

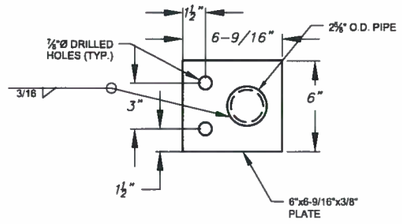
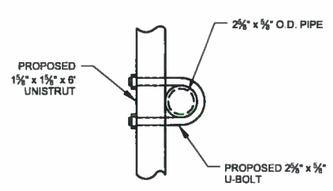


PLATE DETAIL
NOT TO SCALE



UNISTRUT ATTACHMENT DETAIL
NOT TO SCALE

TowerCo
SHENTEL
Always connected to you

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SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
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COMMONWEALTH OF VIRGINIA
CARL J BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

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PROJECT # R4340300-182319.01

H-FRAME DETAILS (SHENTEL) | SHEET D-11

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PV-LPP
L.I.F.E. MOUNT™ LOW PROFILE PLATFORM

TABLE 1: PLATFORM CONFIGURATIONS

PART NUMBER	DESCRIPTION	MIN POLE OD	MAX POLE OD	WEIGHT (LBS)	INCLUDED PARTS									
					PIPE-312X150	PIPE-312X174	PIPE-238X150	PIPE-238X174	PV-RM1045	PV-RM3060	PV-LPP12-01	PV-LPP14-01	PV-LPPH	PV-PHK12-B
PV-LPP12M-B	12'6" FACE PLATFORM	10"	34"	1267	3	-	-	-	1	-	3	-	1	0
PV-LPP14M-B	14'6" FACE PLATFORM	10"	35"	1365	-	3	-	-	1	-	-	3	1	0
PV-LPP14L-B	14'6" FACE PLATFORM, LARGE POLE	33"	60"	1370	-	3	-	-	-	1	3	-	1	0
PV-LPP12M-HR-B	12'6" FACE PLATFORM W/ HANDRAIL	10"	34"	1522	3	-	3	-	1	-	3	-	1	1
PV-LPP14M-HR-B	14'6" FACE PLATFORM W/ HANDRAIL	10"	35"	1641	-	3	-	3	1	-	-	3	1	1
PV-LPP14L-HR-B	14'6" FACE PLATFORM W/ HANDRAIL, LARGE POLE	33"	60"	1647	-	3	-	3	-	1	3	-	1	1

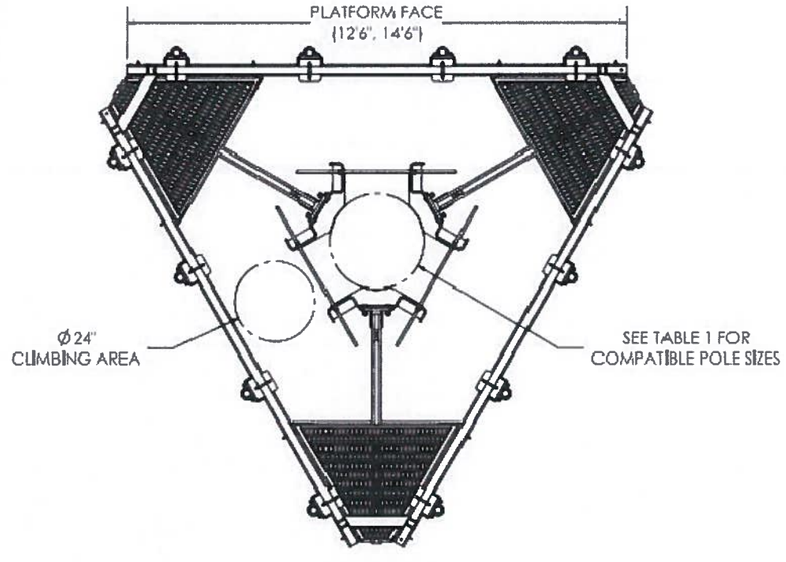
TABLE 2: ANTENNA PIPE OPTIONS***

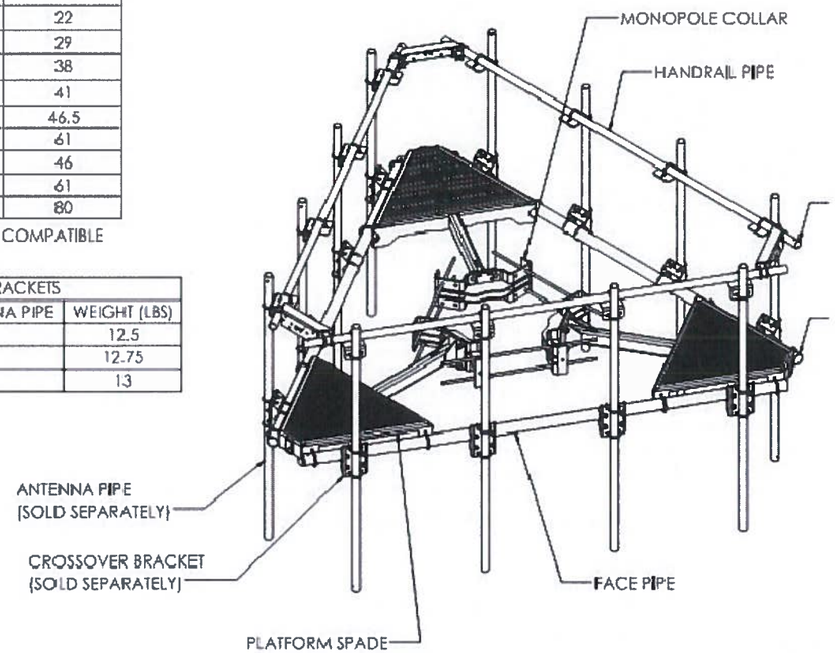
OD	LENGTH	ANTENNA PIPE	WEIGHT (LBS)
2-3/8"	72"	PIPE-238X72	22
	96"	PIPE-238X96	29
	126"	PIPE-238X126	38
2-7/8"	84"	PIPE-278X84	41
	96"	PIPE-278X96	46.5
	126"	PIPE-278X126	61
3-1/2"	72"	PIPE-312X72	46
	96"	PIPE-312X96	61
	126"	PIPE-312X126	80

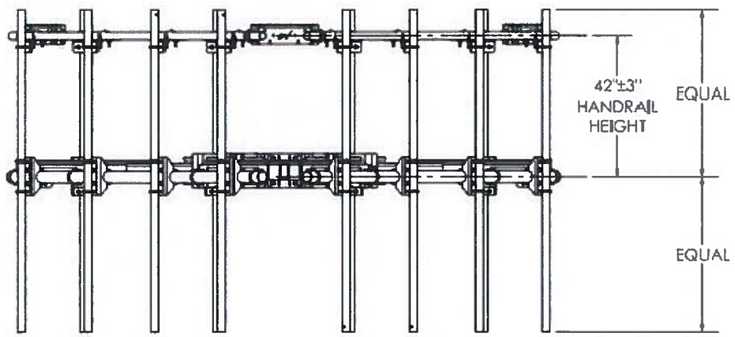
***PLATFORM WITH HANDRAIL KITS ARE COMPATIBLE WITH 2-3/8" OD HANDRAIL PIPE ONLY

TABLE 3: CROSSOVER BRACKETS

PART NUMBER	COMPATIBLE ANTENNA PIPE	WEIGHT (LBS)
PV-XP-2030-HD	2-3/8" OD	12.5
PV-XP-2530-HD	2-7/8" OD	12.75
PV-XP-3030-HD	3-1/2" OD	13







12M-HR-B LOW PROFILE PLATFORM W/ HANDRAIL DETAIL
(L.I.F.E. MOUNT PV-LPP) (OR EQUIVALENT)
NOT TO SCALE

TowerCo
SHENTEL
Always connected to you

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PROJECT # R4340300-182319.01

SECTOR FRAME DETAILS (SHENTEL) | SHEET D-12

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MOUNT CLASSIFICATIONS:

REFERENCE STRUCTURAL LETTER (LPP-STL-01-R1) FOR ADDITIONAL LOADING REQUIREMENTS

MOUNT CLASSIFICATION INFORMATION:

- MAX STRUCTURE HEIGHT: 400ft
- STRUCTURE CLASS: I OR II
- EXPOSURE CATEGORY: B OR C
- TOPOGRAPHIC CATEGORY: 1
- DESIGN WIND PRESSURE (NO ICE): 135psf
- DESIGN WIND PRESSURE (ICED): 15psf
- DESIGN ICE THICKNESS: 2.75in Radial

APPROVED MOUNT CLASSIFICATIONS*

APPROVED MOUNT CLASSIFICATIONS (4 PIPE)						
		REQUIRED EXTREME WIND LOAD (LBS)				
		700	750	1150	1550	1800
REQUIRED EXTREME ICE LOAD (LBS)	0	M750R(0)-4[6]	M750R(0)-4[6]	M1150R(0)-4[6]	M1550R(0)-4[6]	M1800R(0)-4[6]
	600	M750R(600)-4[6]	M750R(600)-4[6]	M1150R(600)-4[6]	M1550R(600)-4[6]	M1800R(600)-4[6]
	800	M750R(800)-4[6]	M750R(800)-4[6]	M1150R(800)-4[6]	M1550R(800)-4[6]	M1800R(800)-4[6]
	1100	M750R(1100)-4[6]	M750R(1100)-4[6]	M1150R(1100)-4[6]	M1550R(1100)-4[6]	M1800R(1100)-4[6]
	1250	M750R(1250)-4[6]	M750R(1250)-4[6]	M1150R(1250)-4[6]	M1550R(1250)-4[6]	M1800R(1250)-4[6]

- HEAVY-5

APPLIES TO ALL PV-LPP12M, PV-LPP14M, AND PV-LPP14L SERIES PLATFORMS WITH ANTENNAS AND APPURTENANCES SYMMETRICALLY MOUNTED ABOUT THE PLATFORM CENTERLINE.

POLE THICKNESS LIMITATIONS:

ON POLES WITH WALL THICKNESS EQUAL TO OR GREATER THAN THE VALUES LISTED BELOW, THE PERFECT VISION PV-LPP MOUNT SERIES IS STRUCTURALLY CAPABLE OF SUPPORTING THE ABOVE LOADING SCENARIOS WITHOUT THE NEED FOR AN ADDITIONAL KICKER BRACE.

FOR THIN WALL POLES, USE PV-PKBK PLATFORM KICKER BRACE TO AVOID POLE CRIMPING FAILURES. KICKER BRACE CAN BE INSTALLED ABOVE OR BELOW PLATFORM.

POLE THICKNESS LIMITATIONS	
MOUNT CLASSIFICATION	MINIMUM POLE THICKNESS
M750R-4[6]	1/4"
M800R-4[6]	1/4"
M900R-4[6]	1/4"
M950R-4[6]	1/4"
M1000R-4[6]	5/16"
M1400R-4[6]	5/16"
M1000R(i)-4[6]	5/16"
M1150R(i)-4[6]	5/16"

PLATFORM EPA:

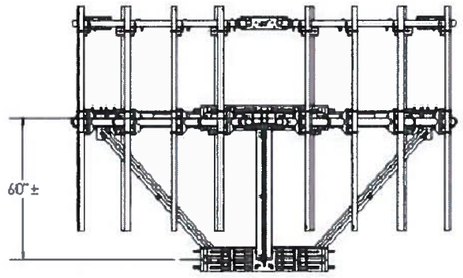
PLATFORM EPA		
PLATFORM TYPE	NO ICE (FT^2)	1/2" RADIAL ICE (FT^2)
12'6" FACE	20.3*	25.8*
12'6" FACE WITH HANDRAIL	34.4**	43.0**
14'6" FACE	22.1*	28.1*
14'6" FACE WITH HANDRAIL	36.8**	46.2**

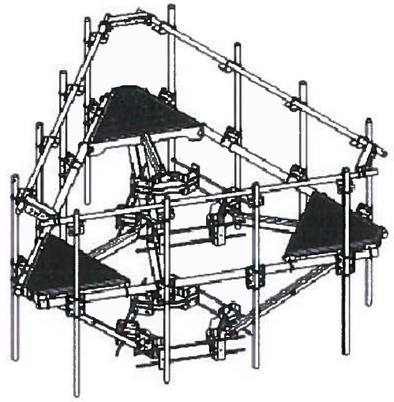
*DOES NOT INCLUDE CROSSOVER PLATES OR ANTENNA PIPES
**DOES NOT INCLUDE ANTENNA PIPES

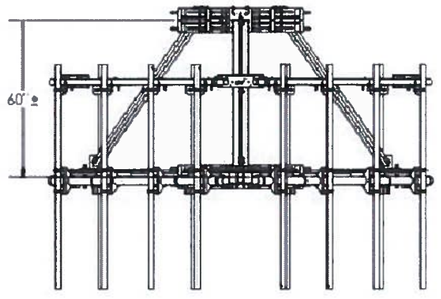
KICKER ATTACHMENT:

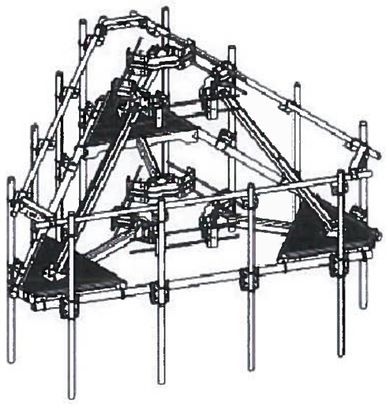
SEE CLASSIFICATIONS SECTION FOR KICKER REQUIREMENT DETAILS.

INSTALL KICKER ABOVE OR BELOW PLATFORM.









12M-HR-B LOW PROFILE PLATFORM W/ HANDRAIL DETAIL (L.I.F.E. MOUNT PV-LPP) (OR EQUIVALENT)

NOT TO SCALE

TowerCo

SHENTEL
Always connected to you

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COMMONWEALTH OF VIRGINIA
CARL F. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

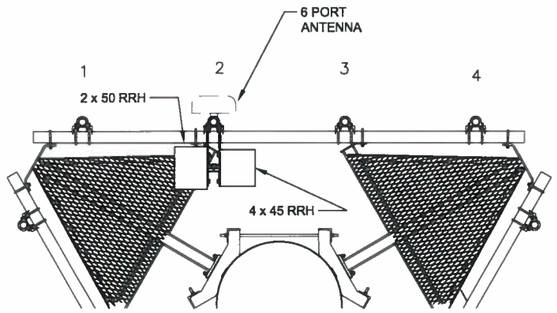
Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

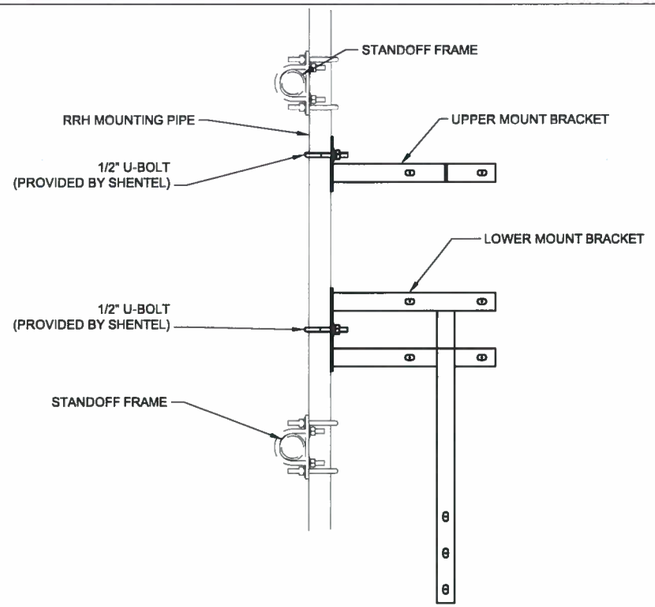
SECTOR FRAME DETAILS (SHENTEL) | SHEET D-13

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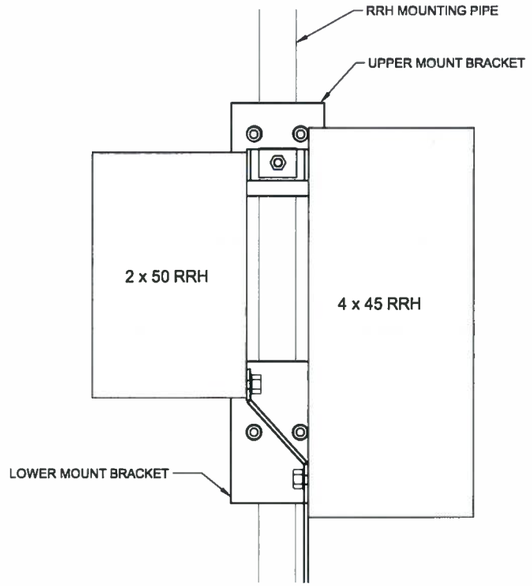
NOTE:
HYBRID-FLEX CABLES ARE TO BE MOUNTED UNDER THE CROSS ARM TO AVOID FOOT TRAFFIC.



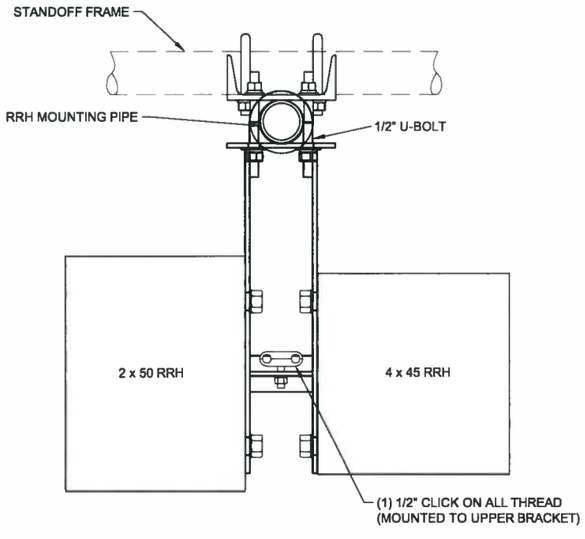
2 x 50 / 4 x 45 RRH LOCATION DETAIL (PLAN VIEW)
SCALE: NO SCALE



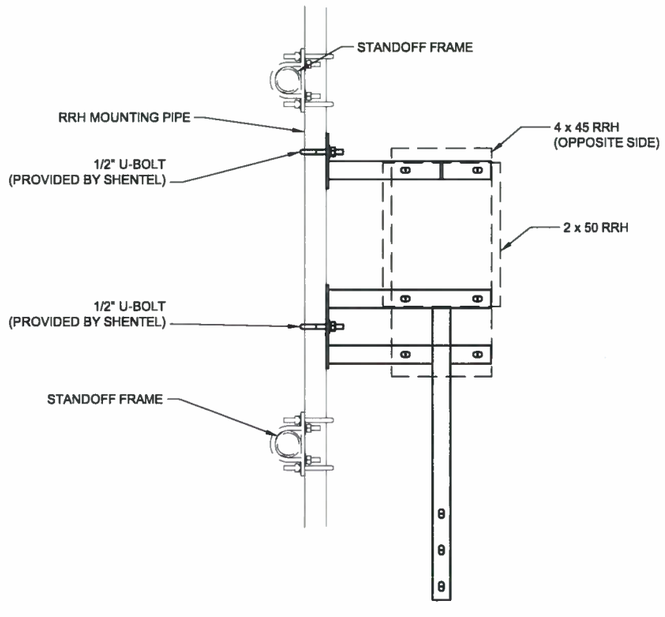
2 x 50 / 4 x 45 RRH MOUNT DETAIL (SIDE VIEW)
SCALE: NO SCALE



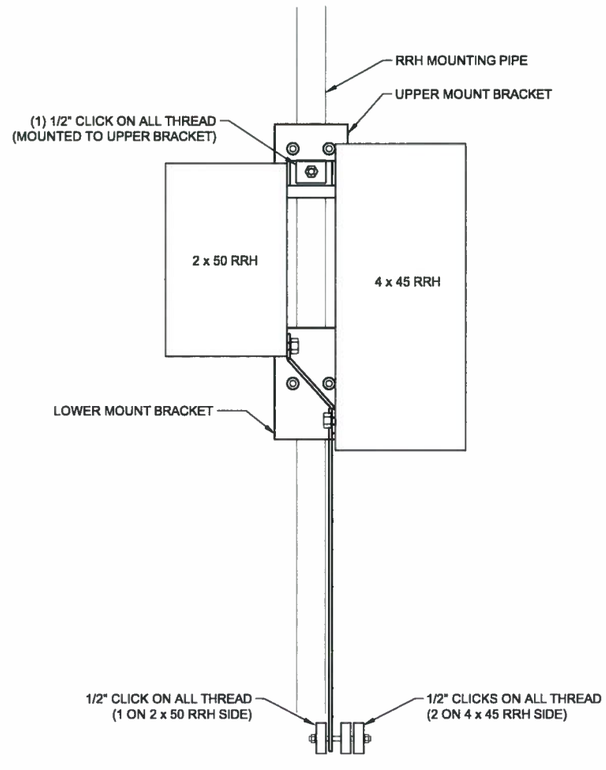
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SCALE: NO SCALE



2 x 50 / 4 x 45 RRH MOUNT DETAIL (PLAN VIEW)
SCALE: NO SCALE



2 x 50 / 4 x 45 RRH MOUNTING DETAIL (SIDE VIEW)
SCALE: NO SCALE



2 x 50 / 4 x 45 RRH MOUNT DETAIL (REAR VIEW)
SCALE: NO SCALE

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SHENTEL
Always connected to you

SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

NO.	REVISION/ISSUE	DATE
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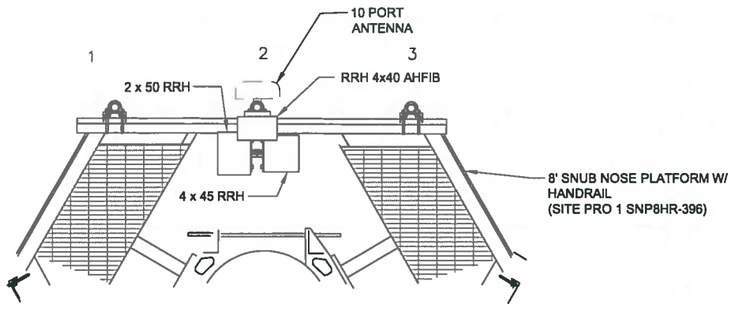
COMMONWEALTH OF VIRGINIA
CARL J BOWYER
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PROJECT # R4340300-182319.01

RRH MOUNTING DETAILS (SHENTEL) | SHEET D-14

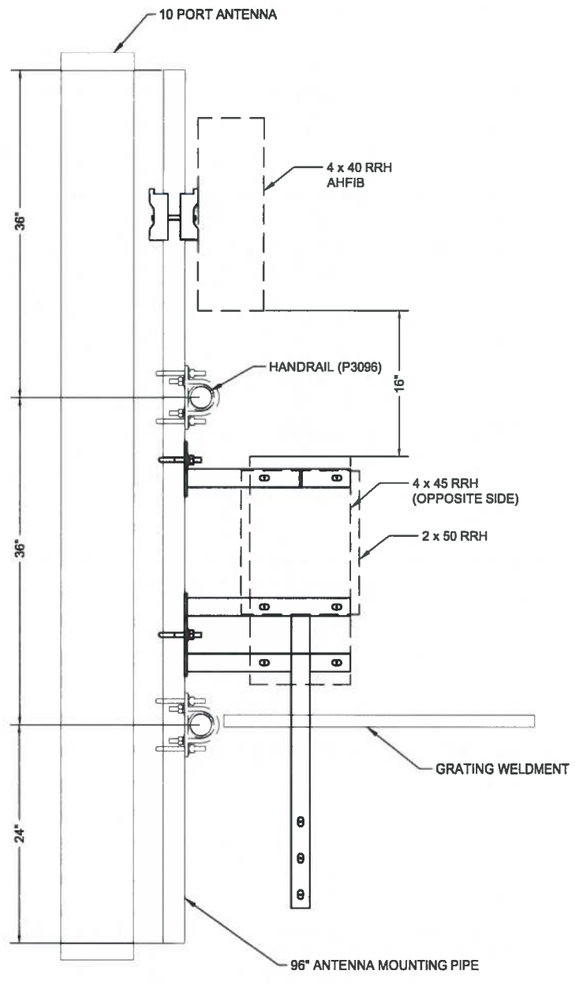
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2 x 50 / 4 x 45 / 4 x 40 RRH LOCATION DETAIL (PLAN VIEW)

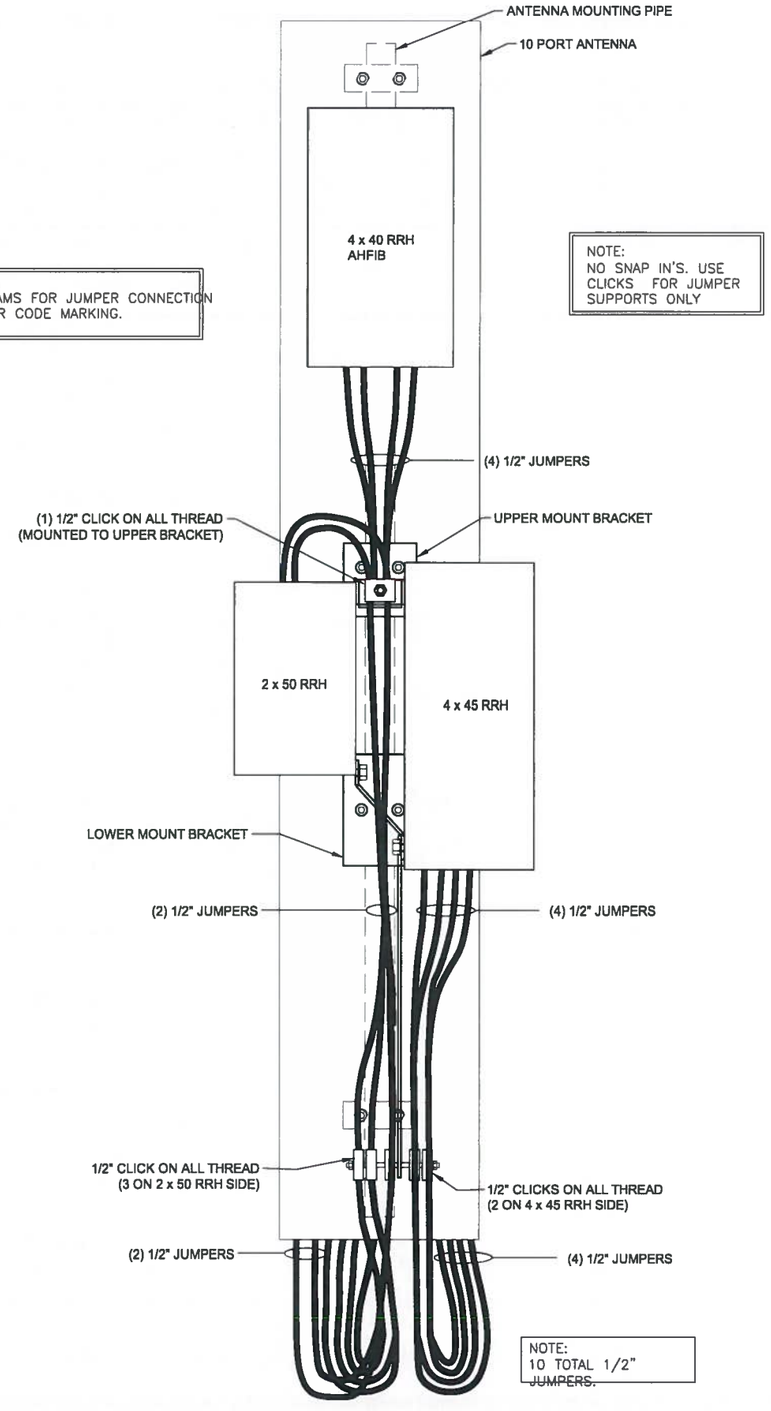
SCALE: NO SCALE

NOTE:
SEE PLUMBING DIAGRAMS FOR JUMPER CONNECTION LOCATIONS AND COLOR CODE MARKING.



2 x 50 / 4 x 45 / 4 x 40 RRH MOUNTING DETAIL (SIDE VIEW)

SCALE: NO SCALE



NOTE:
NO SNAP IN'S. USE CLICKS FOR JUMPER SUPPORTS ONLY

2 x 50 / 4 x 45 / 4 x 40 RRH CABLING DETAIL (REAR VIEW)

SCALE: NO SCALE

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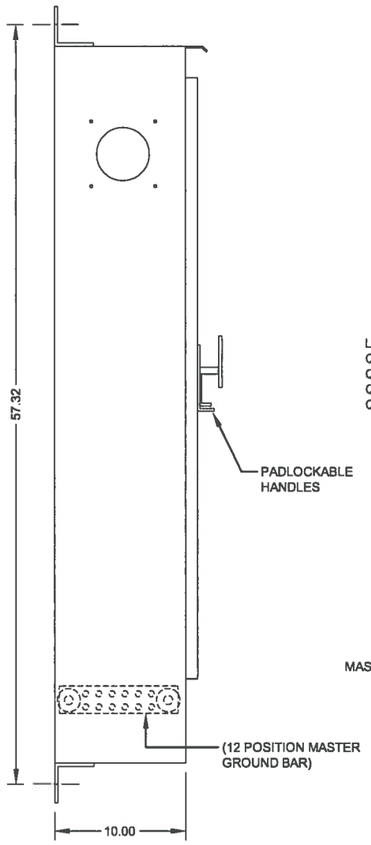
PROJECT # R4340300-182319.01

RRH MOUNTING DETAILS (SHENTEL) — SHEET D-15

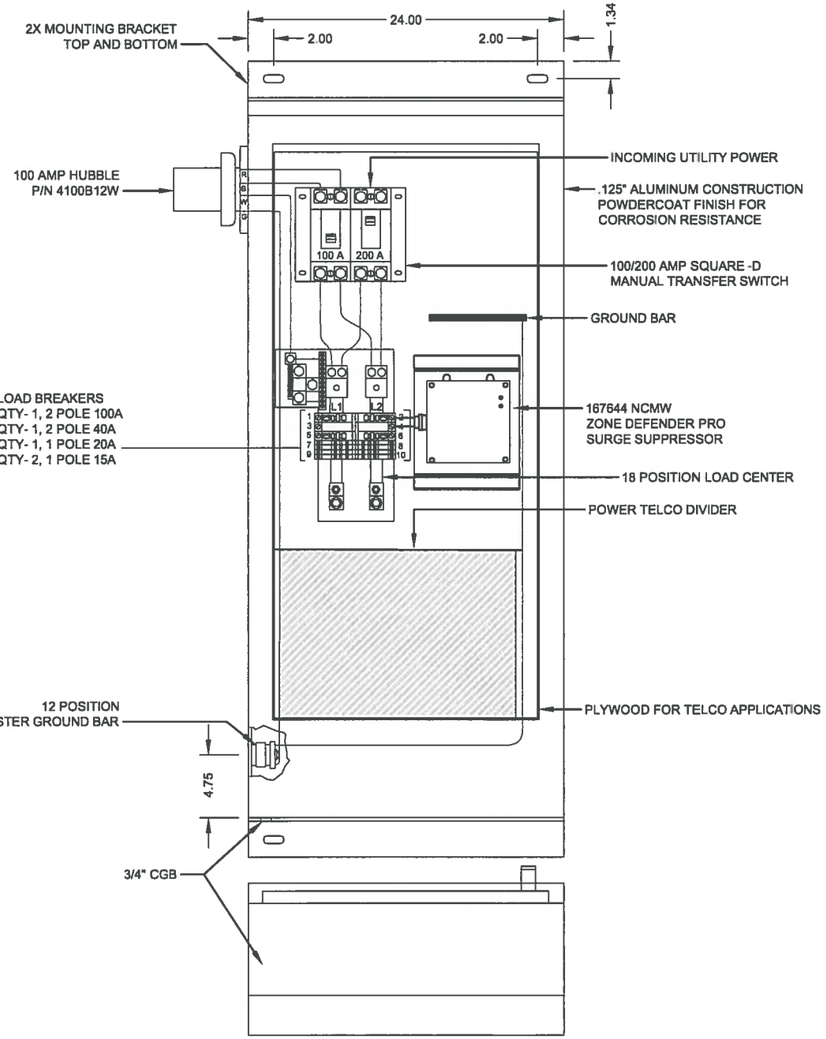
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PRIMARY POWER CABINET PANEL SCHEDULE

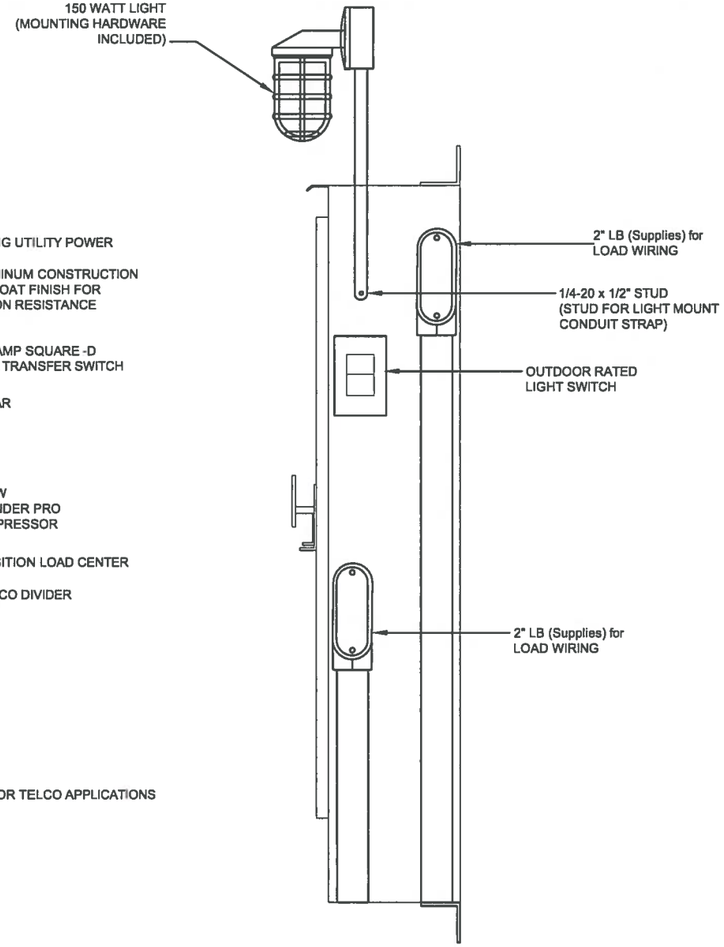
CKT NO.	DESCRIPTION	BREAKER	# POLES	AMP LOAD	CKT NO.	BREAKER	# POLES	AMP LOAD	DESCRIPTION
1	SPARE				2	15	1	9	LIGHT SWITCH
3	SPARE				4		2	22	SURGE PROTECTION
5	SPARE				6				
7	SPARE				8	20	1	16	GFI RECEPTICAL
9	SPARE				10		1		SPARE
11	SPARE				12		2		SPARE
13	SPARE				14				
15	SPARE				16		2	54	BASE STATION
17	SPARE				18				
19	SPARE				20				SPARE
21	SPARE				22				SPARE
23	SPARE				24				SPARE
	MAXIMUM AMP LOAD			160	TOTAL AMP LOAD			101	



LEFT SIDE VIEW
N.T.S.



BOTTOM VIEW
N.T.S.



RIGHT SIDE VIEW
N.T.S.

NOTE:
DIAGRAM PROVIDED FOR GENERAL ILLUSTRATIVE PURPOSES ONLY. PPC CABINET AS PER MANUFACTURER'S SPECIFICATIONS BASED ON ELECTRICAL REQUIREMENT FOR THE PROJECT.

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SITE NUMBER: VA0347

SITE ADDRESS: 2330 MORRIS MILL ROAD STAUNTON, VA

AREA: LEASE AREA = 10,000 SQ. FT.

PROPERTY OWNER:
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PROJECT # R4340300-182319.01

PPC CABINET DETAILS (SHENTEL)

SHEET D-16

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GENERAL NOTES - ELECTRIC WORK

WORK INCLUDED:

THIS SPECIFICATION AND ACCOMPANYING DRAWINGS CONTEMPLATES THE PROVISIONS AND INSTALLATION REQUIRED BY THE ELECTRICAL CONTRACTOR TO PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED TO COMPLETE THE INSTALLATION OF THE ELECTRICAL WORK IN CONNECTION WITH SHENTEL' TOWER SITE AND SHALL INCLUDE, BUT MAY NOT BE LIMITED TO, THE FOLLOWING:

1. THE PROVISIONS FOR THE INSTALLATION AND CONNECTION OF A GROUNDING ELECTRODE SYSTEM COMPLETE WITH A EQUIPMENT CABINET AND SECONDARY GROUNDING, EXISTING TOWER GROUNDING, AND CONNECTIONS TO THE INCOMING ELECTRICAL DISTRIBUTION EQUIPMENT.
2. THE PROVISIONS FOR THE INSTALLATION OF AN ELECTRICAL SERVICE AND ALL ASSOCIATED CONDUIT AND WIRING AS REQUIRED.
3. ALL UNDERGROUND CONDUITS SHALL BE SCHEDULE 40 PVC. (UNLESS OTHERWISE NOTED)
4. ALL SPARE CONDUITS SHALL BE LEFT WITH A PULL WIRE FOR FUTURE USE. STUB BOTH ENDS OF SPARE CONDUIT 12 INCHES ABOVE FINISHED GRADE AND INSTALL PLUGS AT BOTH ENDS.
5. THE CONTRACTOR SHALL FURNISH AND INSTALL THE ELECTRICAL SERVICE ENTRANCE CONDUCTORS AND CONDUIT, AND MAKE THE CONNECTION TO THE SERVICE EQUIPMENT WITHIN THE EQUIPMENT CABINET.
6. THE CONTRACTOR SHALL FURNISH AND INSTALL A 200 lb TEST PULL LINE IN ALL SPARE CONDUIT.
7. THE CONTRACTOR SHALL NOTIFY THE ELECTRICAL AND TELEPHONE SERVICE CONTACTS AT THE START OF CONSTRUCTION.
8. THE ABOVE GRADE CONDUIT RISERS SHALL BE GALVANIZED STEEL WITH MATCHING FITTINGS.
9. THE CONTRACTOR SHALL PERFORM ALL WORK SHOWN ON THE EQUIPMENT DRAWINGS, NOTED FIELD WORK, AND/OR AS OTHERWISE NOTED TO BE COMPLETED IN THE FIELD.
10. ALL WIRE SHALL BE (COPPER, 600V THHW, 90°C) UNLESS NOTED OTHERWISE.
11. THE CONTRACTOR SHALL MAINTAIN A DISTANCE OF 12 INCHES BETWEEN EXISTING/NEW TELCO & ELECTRIC CONDUITS UNLESS NOTED OTHERWISE.
12. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF THE PROPOSED GROUNDING SYSTEM PRIOR TO TRENCHING.

CODES, PERMITS AND FEES:

1. ALL REQUIRED PERMITS, LICENSES, INSPECTIONS AND APPROVALS SHALL BE SECURED AND ALL ASSOCIATED FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
2. THE INSTALLATION SHALL COMPLY WITH ALL STATE, LOCAL, AND NATIONAL APPLICABLE CODES AND ORDINANCES RELATIVE TO THE DESIGN.
3. PERFORMANCE CHARACTERISTICS AND METHODS OF CONSTRUCTION OF ALL ITEMS AND EQUIPMENT, SHALL BE IN ACCORDANCE WITH THE LATEST ISSUE OF THE VARIOUS APPLICABLE STANDARDS SPECIFICATIONS OF THE FOLLOWING RECOGNIZED AUTHORITIES;
   A.N.S.I. - AMERICAN NATIONAL STANDARDS INSTITUTE
   I.E.E.E.- INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS
   N.E.C. - NATIONAL ELECTRIC CODE
   N.E.M.A. - NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
   N.F.P.A. - NATIONAL FIRE PROTECTION ASSOCIATION
   U.L. - UNDERWRITERS LABORATORIES, INC.
4. THE CONTRACTOR SHALL BE LICENSED TO PERFORM WORK IN THE STATE, CITY, OR COUNTY IN WHICH THE WORK IS TO BE PERFORMED.

GROUNDING ELECTRODE SYSTEM

1. CONNECTIONS
   ALL GROUNDING CONNECTIONS SHALL BE MADE UTILIZING AN EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL), UNLESS OTHERWISE SHOWN. CONNECTIONS SHALL INCLUDE ALL CABLE TO CABLE, SPLICES, TEE's, X's, ETC. ALL CABLE TO GROUND RODS, GROUND ROD SPLICES, AND LIGHTING PROTECTION SYSTEM AS INDICATED. ALL MATERIALS USED (MOLDS, WELDING METAL, TOOLS, ETC.) SHALL BE CADWELDED AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES.
2. GROUND RODS
   ALL GROUND RODS SHALL BE 5/8" INCH STAINLESS STEEL OR COPPER CLAD STEEL COPPERWELD OR APPROVED EQUAL. THE MINIMUM NUMBER OF GROUNDING RODS REQUIRED SHALL BE THE NUMBER AS SHOWN AND AT THE LOCATIONS AS INDICATED ON THE PLANS. GROUNDING RODS SHALL BE DRIVEN VERTICALLY IN UNDISTURBED EARTH FOR ITS FULL LENGTH SO THAT THE TOP IS 24 INCHES BELOW FINISHED GRADE. ALL GROUND RODS SHALL BE AT LEAST 8 FEET APART UNLESS OTHERWISE NOTED.
3. GROUNDING LEADS
   ALL GROUND LEADS CONNECTED TO BURIED GROUND RINGS SHALL BE #2 AWG TINNED SOLID COPPER. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF 6 FEET OF #2 AWG TINNED SOLID COPPER COILED AT EACH EQUIPMENT CABINET, COAX ENTRY GROUND BAR, PIPE BRIDGE SUPPORT FOUNDATIONS, AND TOWER FOUNDATIONS FOR TERMINATION BY THE ELECTRICAL CONTRACTOR. AFTER CABINET INSTALLATION, THE ELECTRICAL CONTRACTOR SHALL SPLICE GROUND RING LEAD TO #2 AWG INSULATED STRANDED COPPER WIRE SUPPLIED WITH CABINET.
4. GROUND RING
   THE GROUND RING REQUIRED TO GROUND THE EQUIPMENT FRAME SHALL BE #2 AWG TINNED SOLID COPPER CABLE IN DIRECT CONTACT WITH THE EARTH AT A DEPTH OF NOT LESS THAN 24 INCHES. CONDUCTOR BENDS SHALL HAVE A MINIMUM RADIUS OF 12 INCHES. A 2 FOOT CLEARANCE FROM ANY FOUNDATION OR SIDEWALK SHALL BE MAINTAINED.
5. BACKFILL
   BACK FILL MATERIAL SHALL BE NON-CORROSIVE, LOW RESISTIVITY MATERIAL, FREE OF STONE, DEBRIS, ETC. AND TAMPED DOWN THOROUGHLY IN LAYERS NOT EXCEEDING SIX (6) INCHES IN DEPTH, AND COMPACTED TO AT LEAST 95% OF ITS ORIGINAL DENSITY BEFORE EXCAVATION.
6. MISCELLANEOUS
   ALL EXTERIOR METAL SHALL BE CONNECTED TO THE GROUNDING SYSTEM WITH HIGH PRESSURE 2-BOLD LUG BY BURNDY OR BY THE EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL) AS APPLICABLE. ALL OTHER CONNECTIONS FOR THE GROUND GRID SYSTEM SHALL BE MADE BY THE EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL) AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES. ALL MECHANICAL FASTENER CONNECTIONS CONNECTED TO GROUND BARS SHALL BE LUBRICATED WITH A CORROSION INHIBITOR; THOMAS AND BETTS KOPR - SHIELD.
7. UTILITY COMPANY COORDINATION
   ELECTRICAL CONTRACTOR SHALL COMPLETE ALL WORK IN ACCORDANCE WITH THE RULES AND GUIDELINES OF THE LOCAL UTILITY COMPANY. BEFORE SUBMITTING HIS BID, THE CONTRACTOR SHALL CHECK WITH THE UTILITY COMPANIES SUPPLYING SERVICE TO THE PROJECT AND SHALL DETERMINE ALL REQUIRED EQUIPMENT AND SERVICE CHARGES AND SHALL INCLUDE IT IN HIS BID COST.
8. GROUND TEST
   GROUND TESTS SHALL BE PERFORMED UTILIZING A BIDDLE GROUND OHMER OR THE METHOD OF USING TWO AUXILIARY GROUND RODS MAY BE USED AS DESCRIBED IN I.E.E.E. STANDARD No. 550, PARAGRAPH 3.42. THE I.E.E.E. METHOD REQUIRES THE USE OF AN A.C. TEST CURRENT. THE AUXILIARY TEST RODS MUST BE AT A SUFFICIENT DISTANCE AWAY FROM THE ROD UNDER TEST SO THAT THE REGIONS IN WHICH THEIR RESISTANCE IS LOCATED DOES NOT OVERLAP. THE CONTRACTOR SHALL MAINTAIN CONTINUITY OF ANY EXISTING GROUND RING BY SPLICING (VIA CADWELD) ANY CUT OR BROKEN SECTIONS WITH #2 SOLID TINNED COPPER TO THE EXISTING OR NEW GROUNDING SYSTEM.

D. TESTING

1. ALL TEST SHALL BE PERFORMED BY AUTHORIZED AND QUALIFIED PERSONNEL.
2. THE CONTRACTOR SHALL CONDUCT GROUND RESISTANCE TEST IN THE FORMAT AS FOLLOWS: TESTS SHALL BE PERFORMED UNDER DRY SOIL CONDITIONS WITH THE GROUND RODS CONNECTED AND WHEN NO STANDING OR GROUND WATER HAS BEEN PRESENT FOR THE PAST TEN DAYS. IF THE RESISTANCE OF THE ENTIRE SYSTEM EXCEEDS 5 OHMS, THE ELECTRICAL CONTRACTOR AND OWNER'S REPRESENTATIVE SHOULD BE NOTIFIED SO THAT ADDITIONAL AND/OR DEEPER RODS CAN BE INSTALLED.
3. THE CONTRACTOR SHALL CALL AN SHENTEL REPRESENTATIVE FOR INSPECTION OF THE GROUNDING SYSTEM 48 HOURS PRIOR TO ITS COMPLETION. THE SYSTEM SHALL BE LEFT UNCOVERED UNTIL APPROVED.
4. UPON COMPLETION OF THE GROUNDING SYSTEM, THE ELECTRICAL CONTRACTOR SHALL MEGGER TEST THE GROUND SYSTEM. THE TEST IS TO BE PERFORMED BEFORE CONNECTING IT TO THE TOWER RING AND THEN AGAIN THEREAFTER. MAXIMUM RESISTANCE LEVEL IS 5 OHMS. THE LOCATION, DATE, TIME, WEATHER CONDITIONS, AND SOIL MOISTURE CONTENT SHALL BE RECORDED. IF 5 OHMS IS EXCEEDED WITHIN THE CURRENT CONFIGURATION, THE ELECTRICAL CONTRACTOR SHALL SUBMIT A QUOTE TO THE OWNER TO LOWER THE RESISTANCE TO 5 OHMS OR LESS.

E. ELECTRICAL LOADS

1. THE EQUIPMENT IS SET UP FOR A 200 AMP, 120/240 VOLT, SINGLE PHASE, THREE WIRE ELECTRICAL SERVICE. THE TOTAL CONNECTED LOAD IS 10.1 KILOVOLT-AMPERES (KVA).

SPECIAL CONTRACTOR NOTES

NOTE 1:

1. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF ANY EXISITING GROUNDING GRID PRIOR TO TRENCHING.
2. CONTRACTOR SHALL MAINTAIN CONTINUITY OF EXISTING GROUND RING BY SPLICING (VIA CADWELD) ANY CUT OR BROKEN SECTIONS WITH #2 SOLID TINNED COPPER TO THE EXISTING OR NEW GROUNDING SYSTEM.

NOTE 2:

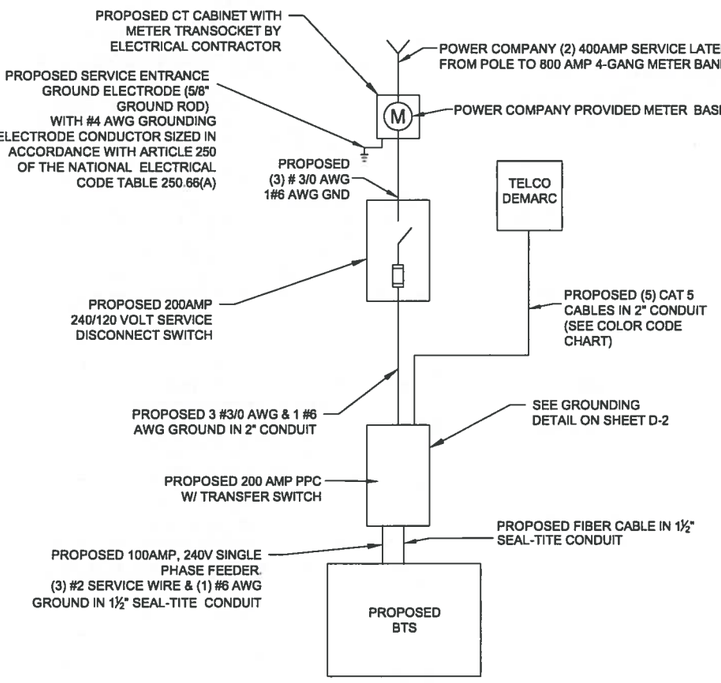
1. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UNDERGROUND UTILITY LINES PRIOR TO ANY EXCAVATION. CONTRACTOR SHALL HAND DIG IN THE VICINITY OF ALL EXISTING LINES.

F. TELCO

1. PULL BOX (12" x 12") TO BE INSTALLED ON THE END OF THE TELCO CONDUIT AT METERBOARD AND PPC CABINET.

NOTES:

1. THE SUBCONTRACTOR SHALL VERIFY 200 AMP, SINGLE PHASE, 120/240 VAC 60HZ SERVICE FOR THE SITE.
2. THE SUBCONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY BEFORE THE START OF CONSTRUCTION. POWER AND TELEPHONE CONDUIT SHALL BE PROVIDED AND INSTALLED PER UTILITY REQUIREMENTS.
3. FOR COMPLETE INTERNAL WIRING AND ARRANGEMENT, REFER TO DRAWINGS PROVIDED BY PANEL MANUFACTURER.
4. THE SUBCONTRACTOR SHALL INSTALL SUFFICIENT LENGTHS OF CONDUIT INCLUDING ALL CONDUIT FITTINGS (NUTS, REDUCING BUSHINGS, ELBOWS, COUPLINGS, ETC.) NECESSARY FOR CONNECTING FROM CONDUIT TO THE INTERIOR OF THE BTS CABINET.
5. THE SUBCONTRACTOR SHALL PROVIDE ELECTRICAL SERVICE EQUIPMENT WITH FAULT CURRENT RATINGS GREATER THAN THE AVAILABLE FAULT CURRENT FROM THE POWER UTILITY.
6. AT THE END OF THE CONDUIT, CUT COIL AND TAPE A 10' FOOT PIGTAIL FOR TERMINATING BY BTS EQUIPMENT MANUFACTURER.
7. THE SUBCONTRACTOR SHALL VERIFY THAT THE MAIN BONDING JUMPER AND GROUNDING ELECTRODE CONDUCTOR IS INSTALLED PROPERLY WHEN PANEL SERVICE ENTRANCE EQUIPMENT IS INSTALLED.
8. THE CONTRACTOR SHALL VERIFY THAT THE INSTALLATION PERFORMED BY HIS SUBCONTRACTOR CONFORMS TO THE CURRENT NATIONAL CODE.



ONE-LINE DIAGRAM
UNDERGROUND SERVICE TO PEDESTAL

NOT TO SCALE

NOTE:
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PROJECT # R4340300-182319.01

ELECTRICAL NOTES (SHENTEL) | SHEET D-17

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ANTENNA, RRH UNITS AND CABLE INSTALLATION NOTES:

1. THE CONTRACTOR IS TO VERIFY THE RF DATA 48 HOURS PRIOR TO THE INSTALLATION OF ANY EQUIPMENT. THE RF DATA SHEET IS TO BE FOLLOWED AND SUPERSEDES WHAT MAY BE SHOWN IN THE CONSTRUCTION PLAN SET. WHEN THERE IS CONFLICT BETWEEN THE TWO. THE CONTRACTOR SHALL CONTACT THE CONSTRUCTION MANAGER.

2. COLOR CODING TO BE PLACED ON BOTH ENDS OF JUMPER FOR TOWER TOP FOR EASE OF INSTALLATION. JUMPER SUPPORT TO BE SHENTEL PROVIDED BLOCKS AND STAINLESS HARDWARE. **NO SNAP-IN'S STACKS** WILL BE ALLOWED ON SECTOR FRAME.

3. THE CONTRACTOR SHALL MAKE SURE THAT THE COLOR CODING HAS BEEN SO MARKED ON EACH END OF THE CABLES AT THE CONNECTION POINTS OF THE AARC AND HYBRID-FLEX FIBERS BEFORE ENTRY TO CPRI PORTS. THERE IS MINIMAL SLACK IN FIBER WHEN INSTALLED IN THE BRACKET SO THE CONTRACTOR SHALL MAKE SURE THAT THE SUPPORT IS TURNED THE CORRECT WAY FOR PROPER CLOSEOUT PICTURE LAYOUT.

4. THE CONTRACTOR SHALL VERIFY THAT THE CORRECT AMOUNT OF POWER GLANDS AND SINGLE HOLE BUSHINGS, SPACERS (2- PER GLAND), AND LOCK RINGS (1- PER GLAND) ARE INSTALLED. BLACK IS ALWAYS THE RETURN WIRE. NO WIRE IS TO BE EXPOSED WHEN CONNECTION IS PROPERLY INSTALLED AND COMPLETE. DOUBLE SPACERS TO BE INSTALLED ON THE OUTSIDE OF THE GLAND AND NOT ON THE INSIDE OF RRH; ONLY LOCK RING GOES INSIDE RRH. THE GLAND NUT WILL NEED TO BE TIGHTENED ONCE INSTALLED INTO THE THREADED PORT. THE POWER LID MUST HAVE A GASKET AND BE TIGHT TO PREVENT MOISTURE TO ENTER THE UNIT AND CAUSE RUST TO FORM. POWER WIRE TO BE COLOR CODED AS PER SECTOR AND REFERENCED AS TO WHAT BAND REMOTE RADIO IS BEING PHOTOGRAPHED.

5. TORQUE WRENCH TO BE USED ON ALL JUMPERS TO THE RRH'S AND ANTENNA CONNECTIONS BETWEEN CABLE AND EQUIPMENT.

6. THE CONTRACTOR SHALL INSPECT EACH ANTENNA BEFORE LEAVING THE WAREHOUSE FOR DAMAGES, SUCH AS, BROKEN RET, ETC., MAKING SURE THE ANTENNA BRACKETS ARE CORRECT FOR THE MODEL ANTENNA(S) THAT IS PICK UP. SOME ANTENNAS MAY HAVE BRACKETS SEPARATE FROM THE BOX THAT THE ANTENNA IS SHIPPED IN SO THE CONTRACTOR MUST VERIFY THE DOWN TILT BRACKET INCLUDED BEFORE LEAVING THE WAREHOUSE BECAUSE SOME ARE NOT PACKAGED WITH ANTENNAS. PRIOR TO INSTALLING THE ANTENNAS, THE CONTRACTOR SHALL PROPERLY SET THE DOWN TILTS WITH A RET CONTROLLER. THE RET INFORMATION NEEDS TO BE SAVED AND ONCE ALL ANTENNAS ARE SET THE SITE FILE WILL NEED TO BE UPLOADED TO ONE DRIVE WITH THE COP. PLEASE MAKE SURE THAT THE RET CABLE IS CONNECTED TO THE **ASIG PORT 2** ONCE YOU DO THE ANTENNA INSTALL. ON ALL PHASE 3 SITES THE RET GOES TO ASIG PORT 2 AND ALL PHASE 1 SITES (800MHZ ADD AND SPRINT VISION SITES) THE RET GOES TO ASIG PORT 1

7. NO SNAP-INS STACKS ON FRAME ALLOWED, JUMPERS SUPPORT BLOCK AND STAINLESS STEEL HARDWARE TO BE PROVIDED BY SHENTEL.

8. SHENTEL WILL PROVIDE THE RRH GROUND LUGS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE THE WIRE AND LUGS AND NECESSARY HARDWARE TO MATE TO THE SHENTEL'S PROVIDED BUSS BARS. NEVER RUN ANY GROUNDING WIRE THROUGH ANY SUPPORT THAT IS ENCASED IN METAL SUCH AS A SNAP-IN OR THROUGH PIPE. THE BUSS IS TO BE MOUNTED TO ANGLE ADAPTERS (2 REQUIRED PER BUS BAR) AND NEVER ON A TOWER-STANDOFF THAT IS MOUNTED WITH HOSE CLAMPS. STAINLESS STEEL HARDWARE ONLY. **NO ZINC TO BE USED ANYWHERE ON SHENTEL'S SITE.**

9. GALVANIZED HARDWARE SHALL BE USED ON ALL RRH CONNECTIONS AND BRACKET CONNECTIONS, WHICH INCLUDES, BUT MAY NOT BE LIMITED TO BOLTS, FLAT WASHERS, BRACKETS, FLAT WASHERS, LOCK WASHERS, AND NUTS. ANYTHING OTHER THAN GALVANIZED IS UNACCEPTABLE.

10. FIBER TO BE COLOR CODED PER THE SHENTEL'S COLOR CODE SHEET AND SHALL BE DONE WHILE ON THE GROUND TO AVOID MISMATCH ONCE HOISTED UP TO THE SECTOR FRAME.

11. PLEASE NOTE THAT WHEN INSTALLING THE FIBER TO THE RADIO HEAD THERE IS TO BE NO SLACK IN THE FIBER TO CAUSE A KINK OR TO BE PINCHED UPON TIGHTENING THE BULLET TO RRH. THE JUMPER SUPPORT BRACKET FOR THE 8X20 RRH IS TO BE MOUNTED BELOW THE BOTTOM HORIZONTAL SECTOR FACE. ALL COLOR CODES ARE TO BE SAME ON EVERY SITE:

   a. RRH 1900 SECTOR COLOR/1 VIOLET 1/CPRI PORT 1, SECTOR COLOR 1/VIOLET 2 GOES IN CPRI PORT 2.
   b. RRH 800 SECTOR COLOR/1 ORANGE 1/CPRI 1, SECTOR COLOR 1 ORANGE 2 GOES IN CPRI PORT 2
   c. RRH 2.5GHZ SECTOR COLOR/1 GREEN GOES CPRI PORT 1, SECTOR COLOR/GREEN 2 GOES IN CPRI PORT 2, SECTOR COLOR GREEN 3 GOES IN CPRI PORT 3.

12. ALL POWER WIRE TO BE COLOR CODED BEFORE INSTALLING ON TOWER TO AVOID CONFUSION ONCE POWER CABLE IS MOUNTED UP TOP ON TOWER. RRH POWER WIRES TO BE SUPPORTED WITH SHENTEL'S PROVIDED SUPPORT BRACKETS AND RUBBER GROMMETS. POWER WIRE TO BE COLOR CODED FOR THE SECTOR TO WHICH WILL BE USED, COLOR CODE TO BE USED AT THE CONNECTION POINT GOING INTO THE RRH WITH A LABEL AT THE POWER PORT FOR PROPER IDENTIFICATION IN COP. THE RRH DESIGNATION BEING: 1900 VIOLET, 800 ORANGE AND 2.5 BEING GREEN WITH SECTOR COLOR ON TOP OF RRH CONFIGURATION. SHENTEL'S COLOR CODES PER SECTOR ARE:

   a. ALPHA (RED),
   b. BETA (BLUE), AND
   c. GAMMA (YELLOW).

13. ALL SPARE POWER WIRES TO BE COILED AND SECURED WITH GROMMETS AND CLAMPS TO THE SECTOR FRAME AND SUPPORTED AS SUCH TO BE OUT OF THE WAY AND PROPERLY SUPPORTED. ALL SPARE COAX CABLES AND JUMPERS SHALL BE COILED AND SHALL BE TAPED UP (A MINIMUM OF TWO PLACES) AND SECURED TO SECTOR FRAME OR ADJACENT CABLES TO OFFER STABILITY TO THE CABLES SO THAT THEY ARE NOT EXPOSED TO ICE AND WIND DAMAGE. FIBER TO BE SECURED IN BRACKET WITH A COURTESY WRAP OF TAPE AROUND CONNECTION. ALL ENDS OF THE TAPE USED TO RAP AROUND CABLES FOR THE PURPOSE OF SECURING THEM TOGETHER, OR TO SECURE THEM TO THE FRAME *SHALL BE CUT AND NOT TORN, OR PULLED APART* TO PREVENT THE TAPE END FROM UNRAVELLING AND COME LOOSE.

14. ALL FIBERS TO BE CLEANED BEFORE TESTING AND CONNECTIONS MADE BEFORE TESTING FIBER RUN UP TOWER TO TOP. SWEEP TEST TO BE COMPLETED IN VSWR ONLY. THE SWEEP IS TO BE A VSWR SYSTEM AND THEN A DTF PER ANTENNA SAVED IN A PDF FORMAT ONLY.
TEST RANGES ARE AS FOLLOWS:

   a. FOR 800MHZ UNITS SET TEST GEAR FREQUENCY RANGE BETWEEN 806 TO 894 MHZ,
   b. FOR 1900MHZ UNITS SET TEST GEAR FREQUENCY RANGE BETWEEN 1710 TO 2170GHZ, AND
   c. 2.5GHZ UNITS SET TEST GEAR FREQUENCY RANGE BETWEEN 2496 TO 2690 GHZ.

15. SWEEP IS TO BE THROUGH JUMPERS THAT IS DESIGNATED TO BE USED ON EACH SECTOR WITH A LIMITING VALUE OF 1.25 PER UNIT. ALL FIBER TEST TO BE 2.5 OR BETTER FROM LC CONNECTION AT FIBER JUMPER ON END OF HFC THROUGH THE HFC TO FIBER CONNECTION POINT IN DISTRIBUTION CABINET.

16. HOISTING GRIPS ARE TO BE ANCHORED UP TOP WITH AN ANGLE ADAPTER OR WEIGHT APPROVED CLEVIS SECURED TO A TOWER CROSS MEMBER. DO NOT USE HOSE CLAMPS. ON MONOPOLE APPLICATIONS PLEASE INVERT A GRIP ON THE BOTTOM OF THE HYBRID-FLEX TO SLIDE UPWARD TO TIGHTEN THE FLEX UP BETWEEN THE TWO GRIPS AND REDUCE THE SLACK INSIDE THE POLE, FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR FIXING THIS AT HIS OWN EXPENSE.

17. THE CANISTER SHALL BE MOUNTED HORIZONTAL IN ALL CASES WITH PROPER SUPPORT. IF A SITUATION ARISES THAT THIS IS NOT POSSIBLE THEN, THE CONTRACTOR MUST GET APPROVAL TO MOUNT THE CANISTER VERTICALLY. PROPER SUPPORT SHALL MEAN THAT THE HFC STAYS CLOSE TO THE TOWER AND THE SECTOR FRAME, NOT BE SPANNING IN MID-AIR OR NO MORE THAN 30 INCHES WITHOUT SOME SUPPORT OF SOME MEANS. AGAIN **NO SNAP-IN'S** ARE ALLOWED PAST THE WAVEGUIDE LADDER, ANY FOUND THE CONTRACTOR'S WILL BE REQUIRED TO REPLACE THEM AT HIS OWN EXPENSE TO REPLACE THE SNAP-INS WITH SHENTEL'S PROVIDED HARDWARE. ON MONOPOLE APPLICATION THE HFC IS NOT TO BE INSTALLED ON THE PLATFORM BUT IS TO RUN UNDERNEATH THE PLATFORM SO AS TO AVOID BEING STEPPED ON OR CREATE A TRIPPING HAZARD.

18. GROUND THE HFC AT THE BASE OF THE TOWER BEFORE THE TRANSITION TO THE ICE BRIDGE AND DO NOT INSTALL THE GROUNDS IN THE BEND OF THE HFC. SHENTEL'S PROVIDED BUS BARS ARE GIVEN OUT WITH EACH SITE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSURE THEY ARE INSTALLED WHERE THEY ARE CALLED FOR IN THE PLANS.

19. WHEN INSTALLING FLEX CABLES INTO THE PRE-MOUNTED DISTRIBUTION CABINET, PLEASE USE THE FOLLOWING HOLES FROM RIGHT TO LEFT:

   a. 1ST HOLE ON RIGHT IS FOR POWER WIRES FROM BTS TO POWER UP THE DISTRIBUTION BOX.
   b. 2ND HOLE FROM RIGHT IS USED FOR THE ALPHA HYBRID-FLEX.
   c. 3RD HOLE FROM RIGHT IS BETA HYBRID-FLEX.
   d. 4TH HOLE FROM RIGHT IS GAMMA HYBRID-FLEX.
   e. 5TH HOLE IS USED FOR THE FIBER COMING FROM THE BTS AND WILL GO TO THE BLOCKS ON THE TOP LEFT OF THE DISTRIBUTION CABINET.

20. WHEN ROUTING THE HYBRID-FLEX POWER FROM THE TOP OF THE TOWER, THE CONTRACTOR MUST ALLOW ENOUGH SLACK FOR THE CABLE TO ENTER THE DESIGNATED SECTOR PORT AT THE BOTTOM OF THE DISTRIBUTION BOX TO THE TOP OF THE BOX AND THEN BACK DOWN TO THE BOTTOM OF THE DISTRIBUTION BOX AND CUT THE REMAINING SLACK OFF. THE FIBER IS TO BE ROUTED TO THE DESIGNATED LOCATION INSIDE THE BOX WITH THE THREE FIBER POINTS AVAILABLE FOR STORAGE. THE STORAGE POINT ON THE RIGHT INSIDE THE BOX IS FOR ALPHA FIBER (RED), THE REAR STORAGE POINT IS FOR BETA (BLUE), AND THE LEFT SIDE STORAGE POINT IS FOR THE GAMMA FIBER (YELLOW)

21. ONCE CONTRACTOR HAS WRAPPED UP INSTALL AND ALL FIBER AND POWER CABLE ARE USED, THE REMAINING CABLES SHALL BE CAPPED OFF AND TAPED UP TO AVOID A DIRECT SHORT OR ELECTRICAL SHOCK ONCE BTS IS POWERED UP.

22. THE CONTRACTOR SHALL PREPARE A SIGNED REPORT VERIFYING THE INSTALLATION OF ALL EQUIPMENT AND SUBMIT THE REPORT WITH FIVE (5) BUSINESS DAYS. THE REPORT INCLUDE PHOTOS PROPERLY DOCUMENTED FORMS OF THE INSTALLED ITEMS PER SHENTEL'S REPORTING REQUIREMENTS AND SHALL INCLUDE THE FOLLOWING:

   a. SITE NAME AND SITE ID AND TOWER OWNER ALONG WITH TOWER OWNER SITE ID NAME AND NUMBER.
   b. THE CONTRACTOR DOING THE INSTALL, CONTRACTOR CONTACT AND DATE OF FORM BEING FILLED OUT.
   c. INCLUDE THE SECTOR, ANTENNA MANUFACTURE, MODEL NUMBER, MECHANICAL DOWN TILT, AZIMUTH, TOP OF ANTENNA AND CENTERLINE OF ANTENNA, CABLE SIZE, RET SERIAL NUMBER, AND RRH MODEL, VERIFYING THAT THEY MATCH STRUCTURAL ANALYSIS.

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SITE NAME:	GYPSY HILL
SITE NUMBER:	VA0347
SITE ADDRESS:	2330 MORRIS MILL ROAD STAUNTON, VA
AREA:	LEASE AREA = 10,000 SQ. FT.
PROPERTY OWNER:	CHARLES WM. HURT & SHIRLEY L. FISHER TRUSTEES FOR MILL ROAD LAND TRUST PO BOX 8147 CHARLOTTESVILLE, VA 22906
LATITUDE:	N38°09'40.18" (38.161161°)
LONGITUDE:	W79°06'23.91"(-79.106642°)
COUNTY:	AUGUSTA
DISTRICT:	CITY OF STAUNTON
TAX MAP:	306
PARCEL:	11057

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COMMONWEALTH OF VIRGINIA
CARL J. BOWYER
Lic. No. 0402051626
4-4-19
PROFESSIONAL ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

PROJECT # R4340300-182319.01

CABLE INSTALLATION NOTES (SHENTEL) — SHEET D-18

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GENERAL NOTES

1. THE CONTRACTOR SHALL SECURE ALL NECESSARY PERMITS FOR THIS PROJECT FROM ALL APPLICABLE GOVERNMENT AGENCIES.
2. ANY PERMITS WHICH MUST BE OBTAINED SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND AT HIS EXPENSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.
3. CONTRACTOR SHALL NOTIFY THE COUNTY ENGINEER 24 HOURS PRIOR TO THE BEGINNING OF CONSTRUCTION.
4. LOCATION OF EXISTING SEWER, WATER OR GAS LINES, CONDUITS OR OTHER STRUCTURES ACROSS, UNDERNEATH, OR OTHERWISE ALONG THE LINE OF PROPOSED WORK ARE NOT NECESSARILY SHOWN ON THE PLANS, AND IF SHOWN, ARE ONLY APPROXIMATELY CORRECT. CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES (INCLUDING TEST PITS BY HAND IF NECESSARY) IN AREAS OF CONSTRUCTION PRIOR TO STARTING WORK. CONTACT THE OWNER'S ENGINEER IMMEDIATELY IF LOCATION OR ELEVATION IS DIFFERENT FROM THAT SHOWN ON PLANS. IF THERE APPEARS TO BE A CONFLICT, OR UPON THE DISCOVERY OF ANY UTILITY NOT SHOWN ON THE PLANS, CALL "MISS UTILITY" FOR ASSISTANCE.
5. EXISTING PAVEMENT AND OTHER SURFACES DISTURBED BY THE CONTRACTOR (WHICH ARE NOT TO BE REMOVED) SHALL BE REPAIRED OR REPLACED IN-KIND.
6. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL DITCHES, PIPES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER, THE CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO FAILURE TO MAINTAIN DRAINAGE STRUCTURES IN OPERABLE CONDITION.
7. THE CONTRACTOR SHALL COORDINATE THE REQUIREMENTS FOR AND LIMITS OF OVERHEAD AND/OR UNDERGROUND ELECTRICAL SERVICE WITH SHENTEL.
8. ALL MATERIALS AND WORKMANSHIP SHALL BE WARRANTED FOR ONE (1) FULL YEAR FROM THE DATE OF ACCEPTANCE.
9. THE OWNER SHALL HAVE A SET OF APPROVED PLANS AVAILABLE AT THE SITE AT ALL TIMES WHEN WORK IS BEING PERFORMED. A DESIGNATED RESPONSIBLE CHARGED EMPLOYEE SHALL BE AVAILABLE FOR CONTACT BY COUNTY INSPECTORS.
10. ALL WORK PRESENTED ON THESE DRAWINGS MUST BE COMPLETED BY THE CONTRACTOR UNLESS NOTED OTHERWISE. THE CONTRACTOR MUST HAVE CONSIDERABLE EXPERIENCE IN THE PERFORMANCE OF WORK SIMILAR TO THAT DESCRIBED HEREIN. BY ACCEPTANCE OF THIS ASSIGNMENT, THE CONTRACTOR IS ATTESTING THAT HE DOES HAVE SUFFICIENT EXPERIENCE AND ABILITY, THAT HE IS KNOWLEDGEABLE OF THE WORK TO BE PERFORMED AND THAT HE IS PROPERLY LICENSED AND PROPERLY REGISTERED TO DO THIS WORK IN THE STATE IN WHICH THE WORK IS TO BE PERFORMED. UNLESS SHOWN OR NOTED OTHERWISE ON THE CONTRACT DRAWINGS OR IN THE SPECIFICATIONS, THE FOLLOWING NOTES SHALL APPLY TO THE MATERIALS LISTED HEREIN, AND TO THE PROCEDURES TO BE USED ON THIS PROJECT.
11. ALL MANUFACTURER'S HARDWARE ASSEMBLY INSTRUCTIONS SHALL BE FOLLOWED EXACTLY AND SHALL SUPERCEDE ANY CONFLICTING NOTES ENCLOSED HEREIN.
12. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURE AND SEQUENCE AND ANY FIELD MODIFICATIONS THERETO, TO INSURE THE SAFETY OF THE STRUCTURE'S COMPONENT PARTS, AND EMPLOYEES DURING ERECTION. THIS INCLUDES, BUT IS NOT LIMITED TO, THE ADDITION OF WHATEVER TEMPORARY BRACING, GUYS OR TIE DOWNS THAT MAY BE NECESSARY. SUCH MATERIAL SHALL BE REMOVED AND SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER THE COMPLETION OF THE PROJECT.
13. THE MEASUREMENTS SHOWN ON THESE DRAWINGS ARE APPROXIMATE AND ARE ACCURATE ONLY TO THE MEANS BY WHICH THEY WERE OBTAINED: SOME FROM SURVEY DATA, HAND MEASUREMENTS OR OTHER RELATIVE SKETCHES/DRAWINGS. ALL MEASUREMENTS SHALL BE VERIFIED BY THE CONTRACTOR AND MINOR ADJUSTMENTS MADE TO FACILITATE THE INSTALLATION OF ALL MATERIALS AND EQUIPMENT. ANY MAJOR DISCREPANCIES SHALL BE PRESENTED TO SHENTEL PRIOR TO THE BEGINNING OF ORDERING ANY MATERIALS, FABRICATION OR CONSTRUCTION WORK PERFORMED ON THIS PROJECT. ANY DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND THE OWNER'S ENGINEER. THE DISCREPANCIES MUST BE RESOLVED BEFORE THE CONTRACTOR IS TO PROCEED WITH THE WORK. THE CONTRACT DOCUMENTS DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY THE OWNER AND/OR THE OWNER'S ENGINEER SHALL NOT INCLUDE INSPECTION OF THE PROTECTIVE MEASURES OR THE CONSTRUCTION PROCEDURES.
14. ALL MATERIALS AND EQUIPMENT FURNISHED SHALL BE NEW AND OF GOOD WORKING QUALITY, FREE FROM FAULTS AND DEFECTS AND IN CONFORMANCE WITH THE CONTRACT DOCUMENTS. ANY AND ALL SUBSTITUTIONS MUST BE PROPERLY APPROVED AND AUTHORIZED IN WRITING BY THE OWNER AND THE OWNER'S ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL FURNISH SATISFACTORY EVIDENCE AS TO THE KIND AND QUALITY OF THE MATERIALS AND EQUIPMENT BEING SUBSTITUTED.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING, AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR IS RESPONSIBLE FOR INSURING THAT THIS PROJECT AND RELATED WORK COMPLIES WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL SAFETY CODES AND REGULATIONS GOVERNING THIS WORK.
16. ACCESS TO THE PROPOSED WORK SITE MAY BE RESTRICTED. THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION ACTIVITIES, INCLUDING WORK SCHEDULE AND MATERIALS ACCESS, WITH THE RESIDENT LEASING AGENT FOR APPROVAL.
17. ALL WORK SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THE 2015 VIRGINIA UNIFORM BUILDING CODE (USBC) TO WHICH THE 2015 INTERNATIONAL BUILDING CODE (IBC) PUBLISHED BY THE INTERNATIONAL CODE COUNCIL (ICC) IS INCORPORATED BY REFERENCE, WHICH REFERENCES THE FOLLOWING MAJOR CODES:
    - 2015 International Plumbing Code (IPC)
    - 2015 International Mechanical Code (IMC)
    - 2015 NFPA 70
    - 2015 International Fuel Code (IFGC)
    - 2015 International Energy Conservation Code (IECC)
    - 2015 National Electrical Code (NEC)
18. ANY DAMAGE TO ADJACENT PROPERTIES WILL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.
19. CONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES WITHIN CONSTRUCTION LIMITS PRIOR TO CONSTRUCTION.
20. THE ELECTRICAL AND RF STANDARDS AND SPECIFICATIONS SHOWN ON THESE PLANS HAVE BEEN PROVIDED BY THE CLIENT. MEAD & HUNT, INC. HAS NOT DESIGNED NOR PREPARED ANY OF THE ELECTRICAL AND RF STANDARDS AND SPECIFICATIONS. THEY HAVE BEEN PROVIDED FOR INFORMATION ONLY.
21. RECORD DRAWINGS: MAINTAIN A RECORD OF ALL CHANGES, SUBSTITUTIONS BETWEEN WORK AS SPECIFIED AND INSTALLED. RECORD CHANGES ON A CLEAN SET OF CONTRACT DRAWINGS WHICH SHALL BE TURNED OVER TO THE CONSTRUCTION MANAGER UPON COMPLETION OF THE PROJECT.
22. COORDINATE THE CONSTRUCTION STAGING AREA WITH THE PROPERTY OWNER AND THE PROPERTY MANAGER WELL IN ADVANCE OF THE CONSTRUCTION START DATE.
23. THE CONTRACTOR IS TO FIELD VERIFY ALL EXISTING CONDITIONS AND PLAN DIMENSIONS, AND NOTIFY THE ARCHITECT AND ENGINEER IMMEDIATELY OF ANY DISCREPANCIES.
24. THE CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE WORK SITE ON A DAILY BASIS.
25. THESE PLAN HAVE BEEN PREPARED FOR THE PURPOSE OF APPLYING FOR A CONSTRUCTION PERMIT AND HAVE BEEN PREPARED WITHOUT THE BENEFIT OF A GEOTECHNICAL REPORT. ALL SLOPES SHALL CONFORM TO THE RECOMMENDATIONS MADE IN THE GEOTECHNICAL REPORT TO BE PREPARED BY OTHERS. IN SUCH CASE THE CONTRACTOR SHOULD CONSULT WITH THE ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION.

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PROJECT # R4340300-182319.01

GENERAL NOTES (SHENTEL)

SHEET D-19

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Attachment 2

2330 Morris Mill Road



4/30/2019 11:47:06 AM

- City Limits
- Parcels
- Lot_Lines
- Point_of_Interests
- Road Centerline

1:7,108

0 0.07 0.15 0.3 mi

0 0.13 0.25 0.5 km

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/ Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

For Information Purposes Only. Data owned by the City of Staunton and ESRI.

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**Staff Members:** **Phillip Trayer** **Cindy Fitzgerald**
Item #	**H**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Consideration of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three** **Attachment: PDF Budget Amendment**	

Background: The third budget amendment for fiscal year 2019 has been prepared for your review, discussion and discussion. The total budget amendment equals $274,448. At Council's regular meeting on May 23, 2019, Council introduced the ordinance. No public hearing is required or advertised because the amendment is less than one percent of the total adopted FY2019 budget. Consideration of the ordinance is scheduled for Council's meeting on June 13, 2019.

School Budget Amendment—$274,448

The Education Fund amendment, totaling $224,448, appropriates $179,448 for additional state grant funds for math instructional programs at Shelburne Middle School, and $45,000 for general revenues for E-Rate reimbursement revenues to purchase computer supplies.

The Cafeteria Fund amendment appropriates $50,000 from the Chef Anne Foundation Grant to purchase a new point of sale system and food supplies for cafeteria operations.

City Manager's Recommendation: Recommend that City Council adopt the ordinance as presented.

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number Three, totaling $274,448.

City Manager: Stephen F. Owen

Ordinance No. 2019-

AN ORDINANCE TO AMEND

THE FY 2019 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER THREE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2019 Budget is amended as follows:

EDUCATION FUND		
Anticipated Revenue		
General Revenue	$	45,000
Capital Grants and Contributions		179,448
Total Revenue	$	224,448
Appropriations		
Operations	$	224,448
Total Appropriations	$	224,448

CAFETERIA FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	50,000
Total Revenue	$	50,000
Appropriations		
Operations	$	50,000
Total Appropriations	$	50,000

GRAND TOTAL BUDGET AMENDMENT NO 3	**$**	**274,448**

INTRODUCED: May 23, 2019

Approved this _____day of _____2019

Effective Date: June 13, 2019

CERTIFIED: _____

ATTEST:_____ Carolyn W. Dull

Suzanne F. Simmons Mayor of Council

Clerk of Council

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**June 13, 2019**	**City Council**
Item #	**J**	
Ordinance #		
Department:	**City Council**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**City Council to Consider Appointment and Employment of New City Manager**	

Background: Under Staunton City Code Section 2.20.010, Council shall appoint a City Manager whenever there is a vacancy. With the impending retirement of its current City Manager and, consequently, an upcoming vacancy, the City has undertaken a several-months long process to recruit a new City Manager to begin service in 2019 at such time and upon such terms as may be mutually agreed. After review of applicants, interviews, and further review and discussions in closed meetings, an informal consensus emerged on a choice. Council discussed the matter even further during the earlier closed meeting today following the work session.

A background check, including references, has been conducted and was satisfactory. The Mayor and Vice Mayor, on behalf of Council, have been involved in an informal process to negotiate the terms of an employment contract. Council members were briefed further on the contract draft during today's closed meeting. With concurrence now on the contract terms, Council desires to take a vote on the appointment of a new City Manager.

Suggested Motion: I move that City Council hereby appoint and employ the following individual as the new City Manager of the City of Staunton, for an indefinite term to begin July 1, 2019 and that the Mayor be authorized to execute the Appointment-Employment Agreement, as reviewed and discussed further in today's closed meeting, with such modifications and in final form as approved by the City Attorney: _____.

Second. Discussion. Vote – Clerk of Council to poll members of Council.