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JEFFERSON COUNTY PLANNING COMMISSION DRAFT CELL TOWER ORDINANCE WORKSHOP AUGUST 6, 2010

The Jefferson County Planning Commission met on Friday, August 6, 2010 with John Maxey, President presiding. Daniel Hayes and Kelly Baty were present. Staff members present were Jennifer Brockman, Planning and Zoning Director; Steve Barney, Zoning Administrator; Seth Rivard, Planner; and Amy Puetz, Planning Clerk.

Mr. Maxey called the meeting to order at 4:15 PM.

Mr. Maxey explained that the purpose of this meeting was to discuss recommended edits to the Draft Cell Tower Ordinance.

Mr. Barney presented staff recommendations regarding the Draft Cell Tower Ordinance. Within the presentation, Mr. Barney provided an overlay district map for Harpers Ferry. Mr. Hayes suggested also providing opportunity for Shepherdstown to create an overlay map.

Mr. Barney provided a projected timeline of Planning Commission meetings and public hearings with the goal of presenting a Draft Cell Tower Ordinance to County Commission by September 28, 2010.

Mr. Hayes suggested adding wind towers to the ordinance as a wind tower has a similar fall zone to a cell tower.

Ms. Brockman raised concern that cell service companies may be very resistant to the requirement of a propagation map. Discussion ensued on alternatives.

Mr. Lynn Koerner, an independent contractor for various cell carriers and tower companies, gave assurance that a propagation map would not be a problem as long as a lot has been selected.

Paul Rosa, citizen of Charles Town and co-writer of the Draft Cell Tower Ordinance, gave comment supporting that a propagation map is necessary. He also stated that he believed wind towers should be addressed in a separate ordinance.

Mr. Koerner stated that the balloon testing requirement of having 5 pictures be more specific as to the locations to take those pictures. Mr. Rosa suggested having a public notice allowing citizens to take pictures from their vantage point. Mr. Maxey suggested having staff use GIS applications to inform applicants of required photograph locations.

Mr. Koerner raised concern that it would be difficult for carriers to share antennas as stated in 4B.8 3A of the Ordinance. He stated that he would e-mail additional comments.

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Discussion ensued regarding cell tower height versus quantity of towers and using existing structures to support cell towers.

Mr. Michael Knottwell, with Shentel, stated he would also be e-mailing comments. He reinforced that lowering the height restrictions in the rural areas would increase the need for a higher quantity of towers. Mr. Maxey confirmed that a Board of Zoning Appeals variance could be applied for to allow for taller towers.

Mr. Maxey adjourned the meeting at 5:22 p.m. A detailed transcript of this meeting can be found on CD # ___ & _____. These minutes were prepared by Amy Puetz, Planning Clerk.