To the Honorable Council
City of Norfolk, Virginia

From: Leonard M. Newcomb III, CFM, Acting Planning Director

To: The Honorable Council
City of Norfolk, Virginia

Subject: Glass Friends, LLC, for a conditional use permit to construct a commercial communication tower at 6137 Miller Store Road.

Reviewed: Winter C. Benda, Chief Deputy City Manager

Ward/Superward: 4/7

Item Number: C-2

I. Staff Recommendation: Approval.

II. Planning Commission Recommendation: By a vote of 7 to 0, the Planning Commission recommends Approval.

III. Request: Conditional Use Permit.

IV. Applicant: Glass Friends, LLC

V. Description:
   • The site is located in the I-L (Industrial-Light) district which permits communication towers by conditional use permit.
   • The applicant is applying for a conditional use permit for an 86-foot tall monopole tower.

VI. Historic Resources Impacts:
   The site is not located within a federal, state, or local historic district.

VII. Surrounding Area/Site Impacts:
   • A Federal Aviation Administration aeronautical study was issued January 23, 2018 for this site.
     o The study determined that the proposed structure does not exceed obstruction standards, limiting it to a height not exceeding 86 feet.

Staff contact: Jeremy Sharp at (757) 823-1087, jeremy.sharp@norfolk.gov
Attachments:

- Proponents and Opponents
- Staff Report to CPC dated July 26, 2018 with attachments
- Ordinance
**Planning Commission Public Hearing: July 26, 2018**

Acting Planning Director: **Leonard M. Newcomb III, CFM**
Staff Planner: **Jeremy E. Sharp, AICP**

<table>
<thead>
<tr>
<th>Staff Report</th>
<th>Item No. 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>6137 Miller Store Road</td>
</tr>
<tr>
<td>Applicant</td>
<td>Glass Friends, LLC</td>
</tr>
<tr>
<td>Request</td>
<td>Conditional Use Permit Communication Tower, Commercial</td>
</tr>
<tr>
<td>Property Owner</td>
<td>National Safe Storage, LLC</td>
</tr>
</tbody>
</table>

**Site Characteristics**
- Site Area: 2.42 Acres
- Future Land Use Map: Commercial
- Zoning: I-L (Industrial-Light)
- Neighborhood: Lake Taylor
- Character District: Suburban

**Surrounding Area**
- North: A (Airport): Norfolk International Airport
- East: C-R (Regional Commercial): Norfolk Premium Outlets
- South: I-L (Light Industrial) and C-R: Mini-warehouses, Offices, and Norfolk Premium Outlets
- West: A: Norfolk International Airport
A. Summary of Request
- The site is located south side of Miller Store Road just east of Pritchard Street.
- This request will allow for construction of an 86-foot tall monopole tower.

B. Plan Consistency
The proposed use is consistent with planNorfolk2030, which designates this site as Industrial.

C. Zoning Analysis
i. General
- The site is located in the I-L district which permits communication towers by Conditional Use Permit.
- The applicant is applying for a Conditional Use Permit for an 86-foot tall monopole tower.

ii. Parking
A parking space will be provided for maintenance of the tower.

iv. Flood Zone
The property is located in the X (Low to Moderate) Flood Zone, which is a low-risk flood zone.

D. Transportation Impacts
N/A

E. Historic Resources Impacts
The site is not located within a federal, state, or local historic district.

F. Public Schools Impacts
N/A

G. Environmental Impacts
N/A

H. AICUZ Impacts
- The site is not located in an Accident Potential Zone but is located in the 70 dB DNL Noise Zone.
  - As it is not an active use, the noise zone impacts on the proposed use are minimal.

I. Surrounding Area/Site Impacts
- A Federal Aviation Administration aeronautical study was issued January 23, 2018 for this site.
  - The study determined that the proposed structure does not exceed obstruction standards and limiting it to a height not exceeding 86 feet.
• By requiring this use to conform to the conditions listed below granting the conditional use permit should not have a negative effect on the surrounding area.

J. Payment of Taxes
The property owner is current on real estate taxes.

K. Civic League
Notice was sent to the Lake Taylor, Foxhall and Idlewood Sandy Heights Civic Leagues on June 15.

L. Communication Outreach/Notification
• Legal notice was posted on the property on June 18.
• Letters were mailed to all property owners within 300 feet of the property on July 11.
• Legal notification was placed in The Virginian-Pilot on July 12 and July 19.
• Notice was sent to the Norfolk International Airport June 19.

M. Recommendation
Staff recommends that the Conditional Use Permit request be approved, subject to the conditions shown below:

1. The site shall be developed as depicted on the Site Plan prepared by AllPro Consulting Group, Inc. dated 4/17/18.

2. On-site lighting shall be directed and shielded so as not to glare into any adjacent residential properties or public rights-of-way.

3. If the tower is not utilized for a period of 6 consecutive months, it shall be removed.

4. The holder of this Conditional Use Permit will construct the tower in a manner which will accommodate future multiple users in an effort to reduce the number of similar towers in the immediate area.

5. The holder of this Conditional Use Permit shall be obligated to maximize co-location of antennae on this tower at market lease rates.

6. No final approvals shall be provided to any new structure on the site prior to the implementation of the improvements indicated on the attached site plan.

7. A final as-built survey shall be provided to confirm that the tower is not taller than 86 feet.
Attachments
General standards for Conditional Use Permits
Overview map
Location map
Zoning map
Application
Notification list of all property owners within 300 feet of the site
Notice to the Lake Taylor, Foxhall and Idlewood Sandy Heights Civic League
Notice to Norfolk International Airport
Email of concern from Norfolk International Airport regarding tower height
Conditions
PL Tower Development

1. The site shall be developed as depicted on the Site Plan prepared by BC Architects and Engineers dated 3/8/18.

2. On-site lighting shall be directed and shielded so as not to glare into any adjacent residential properties or public rights-of-way.

3. If the tower is not utilized for a period of 6 consecutive months, it shall be removed.

4. The holder of this conditional use permit will construct the tower in a manner which will accommodate future multiple users in an effort to reduce the number of similar towers in the immediate area.

5. The holder of this conditional use permit shall be obligated to maximize co-location of antennae on this tower at market lease rates.

6. No final approvals shall be provided to any new structure on the site prior to the implementation of the improvements indicated on the attached site plan.

7. A final as-built survey shall be provided to confirm that the tower is not taller than 86 feet.
Proponents and Opponents

Proponents
Vince Mastrocco
Kaufman & Canoles, P. C.
150 W. Main Street
Norfolk, VA 23510

Michael Garrett Fine
600 22nd Street, Suite 400
Virginia Beach, VA 23451

Opponents
None
ORDINANCE No.

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO AUTHORIZE THE CONSTRUCTION OF A COMMERCIAL COMMUNICATION TOWER ON PROPERTY LOCATED AT 6137 MILLER STORE ROAD.

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a conditional use permit is hereby granted authorizing the construction of a Communication Tower, Commercial.

Section 2:- That the full extent of the property where the permit or permits described above are hereby made effective, upon the date set forth below, is described as follows:

Property fronts 952 feet, more or less, along the southern line of Miller Store Road and 113 feet, more or less, along the eastern line of Pritchard Street; premises numbered 6137 Miller Store Road.

Section 2:- That the conditional use permit or permits granted herein shall be subject to all of the general conditions set forth in section 2.4.8.D of the Norfolk Zoning Ordinance and all of the following additional conditions, requirements, and limitations:

(a) The operation of the principal use of Communication Tower, commercial, must be conducted in accordance with the applicable performance standards that are set forth in section 4.2 of the Norfolk Zoning Ordinance at the time of adoption of this ordinance.

(b) On-site lighting shall be directed and shielded so as not to glare into any adjacent public rights-of-way.

(c) If the tower is not utilized for a period of six (6) consecutive months, it shall promptly be removed at the expense of the owner.
(d) The holder of this conditional use permit will construct the tower in a manner which will accommodate future multiple users in an effort to reduce the number of similar towers in the immediate area.

(e) The holder of this conditional use permit shall be obligated to maximize co-location of antennae on this tower at market lease rates.

(f) The tower shall not exceed 86 feet in height.

(g) The developer or operator of the tower shall not seek final approval for installation of the tower and associated equipment unless and until all improvements, landscaping, and other constructed features identified in the approved site plan attached are fully implemented.

(h) Within 60 days of completion of construction, the applicant shall provide a final, as-built survey to the Department of Planning in order to confirm that the tower, as constructed, does not exceed the high limit established by this conditional use permit.

Section 3:— That the City Council hereby determines that the conditional use permit or permits granted herein comply with each of the standards set forth in section 2.4.8.C of the Norfolk Zoning Ordinance.

Section 4:— That this ordinance shall be in effect from the date of its adoption.
APPLICATION
CONDITIONAL USE PERMIT
(Please print)

Date 26-April-2018

DESCRIPTION OF PROPERTY

Address: 6137 Miller Store Road, Norfolk, VA 23502

Existing Use of Property: Self Storage Facility

Proposed Use: Installation of a monopole telecommunication tower and related equipment

Current Building Square Footage: 50,000 Gross  Proposed Building Square Footage: 967 sf use

Trade Name of Business (if applicable): Glass Friends, LLC, as Lessee

APPLICANT*

1. Name of applicant: (Last) Hitch (First) John (MI) 

Mailing address of applicant (Street/P.O. Box): P.O. Box 1804 

(City): Norfolk (State): VA (Zip Code): 23501 

Daytime telephone number of applicant: (757) 652-7003 

E-mail address: John@hitchLLC.com

AUTHORIZED AGENT* (if applicable)

2. Name of applicant: (Last) ________ (First) ________ (MI) ________

Mailing address of applicant (Street/P.O. Box): ________________

(City): ___________________ (State): ________________ (Zip Code): ________________

Daytime telephone number of applicant: ( ) ___________ Fax ( ) ___________

E-mail address: ____________________________

DEPARTMENT OF CITY PLANNING
810 Union Street, Room 508
Norfolk, Virginia 23510
Telephone (757) 664-4752  Fax (757) 441-1569
11. Applicant **must** attend public hearing:
   - **Where:** City Hall Building
     11th Floor, Council Chambers
   - **Time:** 2:15 p.m.

13. During the Commission’s hearing:
    Applicant must register to speak prior to the 2:30 hearing start time.
   - Staff will present application and recommendation with conditions.
   - Applicant/representative may make a presentation.
   - Proponents may speak.
   - Opponents may speak.
   - Time will be provided for rebuttal.

14. The Planning Commission will make a recommendation on the application at the hearing which is forwarded to City Council.

15. The item will be considered by City Council on the 2nd Tuesday of the following month. The applicant must be present.
   - **Where:** City Hall Building
     11th Floor, Council Chambers
   - **Time:** 7:00 p.m.

16. In accordance with *The City of Norfolk Zoning Ordinance*, construction shall begin or the use of land for which the conditional use permit has been obtained shall commence within 12 months from the adoption of the ordinance; otherwise the ordinance shall be void.
PROPERTY OWNER*

3. Name of property owner: (Last) By: Fine (First) —Andrew (MI) S

Mailing address of property owner (Street/P.O. box): 600 22nd Street, Suite 400

(City): Virginia Beach (State): VA (Zip Code): 23451

Daytime telephone number of owner: (757) 422-1568

E-mail address: ASFine@TRCVA.COM

*(If applicant/agent/property owner is a LLC or a Corp./Inc., include name of official representative and/or all partners)

CIVIC LEAGUE INFORMATION

Civic League contact: None

Date meeting attended/held: ________________________________

Ward/Super Ward information: Paul Riddick / Angela William Grave

CERTIFICATION

I hereby submit this complete application and certify the information contained herein is true and accurate to the best of my knowledge:

Print name: Andrew S Fine, Manager Sign: ____________________________ (Property Owner)

Print name: John Hitch, Manager Sign: ____________________________ (Applicant)

(Print if Applicable)

Print name: ____________________________ Sign: ____________________________ (Authorized Agent Signature)
Description of Operations
Conditional Use Permit

Date: 26-April-2018

Trade name of business: Glass Friends, LLC

Address of business: 600 22nd Street, Suite 400, Virginia Beach, VA 23451

Name(s) of business owner(s)*: Louis B Fine Family, LLC, Manager/Member

Name(s) of property owner(s)*: John Hitch and Associates, Inc., Manager/Member

Daytime telephone number (757) 422-1568
*If business or property owner is partnership, all partners must be listed.
*If business or property owner is an LLC or Corporation, all principals must be listed.

Proposed Hours of Operation:

Weekday From: 24 Hr / 7 Day

Friday From:

Saturday From:

Sunday From:

Signature of Applicant

DEPARTMENT OF CITY PLANNING
810 Union Street, Room 508
Norfolk, Virginia 23510
Telephone (757) 664-4752  Fax (757) 441-1569
** 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: Antenna Tower VA70079B
- Location: Norfolk, VA
- Latitude: 36-52-59.76N NAD 83
- Longitude: 76-12-08.06W
- Heights:
  - 20 feet site elevation (SE)
  - 86 feet above ground level (AGL)
  - 106 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:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- X Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

See attachment for additional condition(s) or information.

To coordinate frequency activation and verify that no interference is caused to FAA facilities, prior to beginning any transmission from the site you must contact the FAA Norfolk RADAR/ENV SSC at (757) 460-4799.

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 1.

Any height exceeding 86 feet above ground level (106 feet above mean sea level), will result in a substantial adverse effect and would warrant a Determination of Hazard to Air Navigation.

This determination expires on 07/23/2019 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 does not constitute authority to transmit on the frequency(ies) identified in this study. The proponent is required to obtain a formal frequency transmit license from the Federal Communications Commission (FCC) or National Telecommunications and Information Administration (NTIA), prior to on-air operations of these frequency(ies).

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.

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 (404) 305-6645, or Lan.norris@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2017-AEA-11361-OE.

Signature Control No: 349193568-353599631
Lan Norris
Specialist

Attachment(s)
Additional Information
Frequency Data
Map(s)

cc: FCC
Additional information for ASN 2017-AEA-11361-OE

FAA FREQUENCY MANAGEMENT: Spurious emissions between 2700 MHz and 3100 MHz must be less than the FCC minimum requirement of -13dbm by 28db. (Example: -13dbm - 28db= - 41dbm)

* For further explanation, please contact the FAA Frequency Management team at (718) 977-6546.
<table>
<thead>
<tr>
<th>LOW FREQUENCY</th>
<th>HIGH FREQUENCY</th>
<th>FREQUENCY UNIT</th>
<th>ERP</th>
<th>ERP UNIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>7</td>
<td>GHz</td>
<td>55</td>
<td>dBW</td>
</tr>
<tr>
<td>6</td>
<td>7</td>
<td>GHz</td>
<td>42</td>
<td>dBW</td>
</tr>
<tr>
<td>10</td>
<td>11.7</td>
<td>GHz</td>
<td>55</td>
<td>dBW</td>
</tr>
<tr>
<td>10</td>
<td>11.7</td>
<td>GHz</td>
<td>42</td>
<td>dBW</td>
</tr>
<tr>
<td>17.7</td>
<td>19.7</td>
<td>GHz</td>
<td>55</td>
<td>dBW</td>
</tr>
<tr>
<td>17.7</td>
<td>19.7</td>
<td>GHz</td>
<td>42</td>
<td>dBW</td>
</tr>
<tr>
<td>21.2</td>
<td>23.6</td>
<td>GHz</td>
<td>55</td>
<td>dBW</td>
</tr>
<tr>
<td>21.2</td>
<td>23.6</td>
<td>GHz</td>
<td>42</td>
<td>dBW</td>
</tr>
<tr>
<td>614</td>
<td>698</td>
<td>MHz</td>
<td>1000</td>
<td>W</td>
</tr>
<tr>
<td>614</td>
<td>698</td>
<td>MHz</td>
<td>2000</td>
<td>W</td>
</tr>
<tr>
<td>698</td>
<td>806</td>
<td>MHz</td>
<td>1000</td>
<td>W</td>
</tr>
<tr>
<td>806</td>
<td>901</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>806</td>
<td>824</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>824</td>
<td>849</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>851</td>
<td>866</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>869</td>
<td>894</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>896</td>
<td>901</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>901</td>
<td>902</td>
<td>MHz</td>
<td>7</td>
<td>W</td>
</tr>
<tr>
<td>929</td>
<td>932</td>
<td>MHz</td>
<td>3500</td>
<td>W</td>
</tr>
<tr>
<td>930</td>
<td>931</td>
<td>MHz</td>
<td>3500</td>
<td>W</td>
</tr>
<tr>
<td>931</td>
<td>932</td>
<td>MHz</td>
<td>3500</td>
<td>W</td>
</tr>
<tr>
<td>932</td>
<td>932.5</td>
<td>MHz</td>
<td>17</td>
<td>dBW</td>
</tr>
<tr>
<td>935</td>
<td>940</td>
<td>MHz</td>
<td>1000</td>
<td>W</td>
</tr>
<tr>
<td>940</td>
<td>941</td>
<td>MHz</td>
<td>3500</td>
<td>W</td>
</tr>
<tr>
<td>1670</td>
<td>1675</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>1710</td>
<td>1755</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>1850</td>
<td>1910</td>
<td>MHz</td>
<td>1640</td>
<td>W</td>
</tr>
<tr>
<td>1850</td>
<td>1990</td>
<td>MHz</td>
<td>1640</td>
<td>W</td>
</tr>
<tr>
<td>1930</td>
<td>1990</td>
<td>MHz</td>
<td>1640</td>
<td>W</td>
</tr>
<tr>
<td>1990</td>
<td>2025</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>2110</td>
<td>2200</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
<tr>
<td>2305</td>
<td>2360</td>
<td>MHz</td>
<td>2000</td>
<td>W</td>
</tr>
<tr>
<td>2305</td>
<td>2310</td>
<td>MHz</td>
<td>2000</td>
<td>W</td>
</tr>
<tr>
<td>2345</td>
<td>2360</td>
<td>MHz</td>
<td>2000</td>
<td>W</td>
</tr>
<tr>
<td>2496</td>
<td>2690</td>
<td>MHz</td>
<td>500</td>
<td>W</td>
</tr>
</tbody>
</table>
April 9, 2018

Commercial Plan Review
Re: B18-00555, 1701 Colley Avenue (T-Mobile Antennas)
CODE REFERENCE: VUSBC 2012

Review Status: DISAPPROVED
Based on the submitted drawings the following comments apply:

1. Section 109.1 – Provide the following
   a. Zoning approval letter
   b. Completed building permit application to include
      i. Contractor License Information
      ii. Scope of work, Project cost, Use group, Construction type and square footage of work areas
   c. Asbestos inspection exemption
   d. Completed copy of contractor’s licensure affidavit
   e. Contractor 2018 Business License

2. Section 109.1 – Provide a code summary on drawings to include
   a. Use group,
   b. Construction type
   c. Square footage of work areas
   d. Roof live loads to include additionally imposed loads /design wind resistance

3. Section 109.1 – Provide a copy of engineered manufacturers specifications for stealth concealment
   a. Indicate design wind resistance

4. Section 109.1 – Provide UL 419 2hr rated wall detail.

To avoid unnecessary trips drawings and documents can be submitted digitally (e-mail or FTP site).
Additional comments may apply.

Please Note:
Where applicable cloud all corrections and revisions made to the plan sets and date accordingly.
Fire suppression systems, hood systems and alarm permits shall be reviewed and permitted separately.
All signage shall be reviewed and permitted separately.
Plumbing, electrical, and mechanical permits shall be permitted separately.
All separate structures shall be reviewed and permitted separately.

Cordially,

Rohan Charles
Senior Permit Specialist
Rohan.charles@norfolk.gov
Tel: 757-664-6815
<table>
<thead>
<tr>
<th>Property Owners</th>
<th>Property Address</th>
<th>Mailing Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine, Louis B Fmly Ltd Ptsp Etals</td>
<td>600 22nd St Ste 600</td>
<td>Virginia Beach</td>
</tr>
<tr>
<td>Hudson-Nia Norfolk Joint Venture</td>
<td>1 Meadowlands Plz Ste 902</td>
<td>East Rutherford</td>
</tr>
<tr>
<td>Interspace Airport Advertising</td>
<td>20880 Stone Oak Pkwy</td>
<td>San Antonio</td>
</tr>
<tr>
<td>National Safe Storage Llc</td>
<td>600 22nd St Ste 400</td>
<td>Virginia Beach</td>
</tr>
<tr>
<td>Norfolk Airport Authority</td>
<td>Norfolk International Airport</td>
<td>Norfolk</td>
</tr>
<tr>
<td>Norfolk Outlets, Llc</td>
<td>Po Box 7033</td>
<td>Indianapolis</td>
</tr>
<tr>
<td>Townsend Commander Parkway, Llc</td>
<td>11311 Mccormick Rd Ste 470</td>
<td>Hunt Valley</td>
</tr>
</tbody>
</table>
Mr./Mrs.

Attached please find the following application tentatively scheduled to be heard at the July 26, 2018 Planning Commission public hearing:

GLASS FRIENDS, LLC, for a Conditional Use Permit to construct a Communication Tower, commercial at 6137 Miller Store Road.

The purpose of this request is to allow for construction of an 86-foot tall monopole tower.

*Staff contact: Susan Pollock at (757) 664-4765, susan.pollock@norfolk.gov*

Thank You

Sherri Williams
Planning Technician

Planning Department
810 Union Street | Suite 508
Norfolk, VA 23510
(757) 664-6771
Dear Mr. Rondeau,

The Norfolk Department of City Planning has recently received the following land use application located within 3,000 feet of the Norfolk International Airport:

GLASS FRIENDS, LLC, for a Conditional Use Permit to construct a Communication Tower, commercial at 6137 Miller Store Road.

The purpose of this request is to allow for construction of an 86-foot tall monopole tower.

Staff contact: Susan Pollock at (757) 664-4765, susan.pollock@norfolk.gov

The item is tentatively scheduled for the Norfolk City Planning Commission public hearing to be held on July 26, 2018 at 2:30 p.m. in the City Council Chambers, 11th Floor, City Hall Building, Civic Center, Norfolk, Virginia. If you would like additional information on the request, you may telephone the staff contact listed under the respective item above. A copy of the complete application is enclosed.

This notice is being sent in accordance with the advertising requirements of the Code of Virginia, section 15.2-2204(d); pertaining to certain land use applications involving any parcel of land located within 3,000 feet of any licensed public-use airport within the Commonwealth. You or your representative are kindly requested to acknowledge your acceptance and receipt of this actual notice, either by signing a copy of this letter or by separate correspondence sent to this office, and the City of Norfolk welcomes any comments or recommendations concerning the abovementioned item if you see fit.

Sincerely,

Leonard M. Newcomb, III,
Acting Executive Secretary- Department of City Planning
City of Norfolk
Leonard.Newcomb@norfolk.gov
Susan,

I have reviewed the subject document and have no objection to the construction. However, I have concerns that the tower is designed to be at the exact maximum allowable height as determined by the FAA.

Please see the attached determination which allows for the construction of the tower at a height not to exceed 86 feet above ground level. The determination states that any height exceeding 86 feet above ground level (106 feet above mean sea level), will result in a substantial adverse effect and would warrant a Determination of Hazard to Air Navigation. Since the design does not allow for any tolerance, I am requesting that the Authority be notified of the final construction height of the structure in order to verify that a hazard has not been created by the construction of the tower.

Let me know if you have any questions or comments.

Thanks,

Anthony E. Rondeau, P.E., C.M.
Deputy Executive Director
Engineering and Facilities
Norfolk Airport Authority
Norfolk International Airport
2200 Norview Avenue
Norfolk, VA 23518
P: 757-857-3351
F: 757-857-3265
E: arondeau@norfolkairport.com