

TOWN OF ABINGDON  
PLANNING COMMISSION  
REGULAR MEETING  
NOVEMBER 23, 2015 – 5:30 P.M.

The regular meeting of the Abingdon Planning Commission was held Monday, November 23, 2015, at 5:30 p.m. The meeting was held in the Municipal Building, Colonel Arthur Campbell room.

Mr. Wayne Austin, Chairman, called the meeting to order. Mr. Matthew Johnson called the roll.

ROLL CALL

Members Present: Mr. Wayne Austin, Chairman  
Mr. Kenneth Shuman, Vice-Chairman  
Councilman Rick Humphreys  
Ms. Maggie Costello  
Dr. Chris Burcher

Comprising a quorum of the Commission

Members Absent: Mr. Gregory W. Kelly, Secretary  
Ms. Janice Reeves

Administrative Staff: Mr. Matthew Johnson, Director of Planning  
Mrs. Deborah Icenhour, Town Attorney  
Mrs. Jenny Carlisle, Planning Department  
Mr. John Dew, Director of Public Services

Visitors: Mr. Stephen Spangler  
Councilman Robert Howard  
Ms. Spencer Webb

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(2) Approval of minutes:

Regular meeting, August 24, 2015

Councilman Humphreys moved to approve the minutes from the regular meeting, August 24, 2015, as submitted. Second by Dr. Burcher. All in favor with Mr. Shuman abstaining due to absence. Minutes approved.

Joint meeting, October 7, 2015

Ms. Costello requested that the minutes be amended to include the specific questions she asked and the answers given, regarding the CEMA CORP's proposed rezoning request. Councilman Humphreys moved to table the minutes of the joint meeting, October 7, 2015 until a modified version is received. Second by Mr. Shuman. All in favor. Minutes tabled.

Regular meeting, October 26, 2015

Mr. Shuman moved to approve the minutes from the regular meeting, October 26, 2015, as submitted. Second by Ms. Costello. All in favor. Minutes approved.

Called meeting, November 9, 2015

Councilman Humphreys moved to approve the minutes from the called meeting, November 9, 2015, as submitted. Second by Dr. Burcher. All in favor with Mr. Shuman abstaining due to absence. Minutes approved.

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- (3) **Consideration of Final Plat for Proposed Subdivision of property**, K-VA-T Subdivision; A division of property, **owners: K-VA-T Food Stores, Inc.; Stephen Spangler, representative**; Located at **351 North Court Street**, consisting of 2.668 ± acres and currently zoned OI. **Tax Map No. 13-1-1.**

Mr. Stephen Spangler presented the application for subdivision. He stated that they do not have any commercial use for this parcel and therefore would like to sell it. It will be sold for residential development.

Councilman Humphreys moved to recommend to Council the approval of this subdivision. Second by Ms. Costello. All in favor, none opposed, with Mr. Shuman abstaining due to conflict of interest with K-VA-T Foods. Motion carried.

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- (4) **Certificate of Appropriateness: Highlands Union Bank, Bob Howard, representative**, 339 and 340 West Main Street; Application for Certificates of Appropriateness for Exterior Change, **located at 339 and 340 West Main Street, Abingdon VA 24210, Tax Map No. 011-1-75 and 019-1-14.**

Councilman Howard presented the application from Highlands Union Bank to replace the shingles on both the drive thru of the main branch and the building across the street. They will be replacing them like-for-like on both structures.

Mr. Shuman moved to approve the Certificate of Appropriateness application, as submitted. Second by Dr. Burcher. All in favor, none opposed, with Mr. Austin abstaining due to being a shareholder in HUB.

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- (5) **Consideration of Final Plat for Proposed Subdivision of property**, Mabe Subdivision; A division of property, **owners: Elden Mabe and Rickey Dale Mabe**. Located at the **intersection of Trigg Street and Short Street**, consisting of 21.7 ± acres and currently zoned AFOS. **Tax Map No. 105-A-27A.**

Mr. Johnson introduced this consideration for subdivision which actually came through Planning Commission a couple years ago, was recommended to Council and approved, but was never recorded.

They are also requesting a waiver on the improvements, as was approved the first time. It is the last lot before entering the county, with steep topography, making sidewalk improvements out of place for the lot. They have also agreed to dedicate some right-of-way to the Town for improvements and maintenance.

Ms. Costello stated that since nothing has changed since it was approved before, there is no reason not to approve it now, and moved as such, to recommend to Council the approval of the final plat referenced in the agenda, tax map number 105-A-27A. Second by Councilman Humphreys. All in favor, none opposed. Motion carried.

Section 10.1 states that the Commission can waive the requirements for improvements if certain circumstances are present. At this time, Councilman Humphreys moved to grant a waiver for curb and gutter improvements, as allowed under section 10.1 of the ordinance. Second by Ms. Costello. All in favor, none opposed. Motion carried.

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(6) **Public Hearing:** Request for Special Use. **Kilo Delta, LLC.**, application for Special Use permit pursuant to Article 13, Section 11-2-3, Special Uses, of the Zoning Ordinance, in the B-2 General Business District, of the Town of Abingdon, to operate pet grooming facility. Located at **1283 West Main Street, Tax Map No. 104C2-1-91.**

Mr. Austin opened the Public Hearing for Special Use permit to operate a pet grooming facility at 1283 West Main Street.

Mr. Johnson clarified that in the ordinance, pet grooming is lumped together with kennels and boarding, which is unfortunate. This application is just for a grooming business; there will be no boarding.

Ms. Webb addressed the application stating that this will be a small family grooming salon, with specific hours of operation, and will not have a lot of dogs present in at any given time. She stated that she will have cages for 15 at the very most, but that it will be an appointment based business with no more than 3 dogs there at any given time. She plans to stay with standard 8 – 5 business hours and maybe do later hours a couple days a week, but not later than 7:30.

With no further public comment, the public hearing portion of the meeting was closed.

Ms. Costello questioned whether having more than 5 cages would classify it as a boarding facility and whether there will be any parking requirements. Mr. Johnson stated that it will not be classified as a boarding facility and that because the center has already been built, nothing in the code requires additional parking requirements for this business.

At this time, Mr. Shuman moved to accept the SpecialUse permit request for Kilo Delta, LLC, with the restriction that there will be no boarding. Second by Councilman Humphreys. No further discussion or restrictions. All in favor, none opposed. Approved for recommendation to Town Council.

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(7) Director of Planning Report.

Mr. Johnson reminded the Board that their Statement of Economic Interest forms are due on December 15<sup>th</sup>. Also mentioned was that at this time, there are no applications in the pipeline for the December meeting, which is scheduled for December 28<sup>th</sup>, and therefore may be cancelled. SWOT analysis will be back on the agenda for the next meeting.

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There being no further business, Councilman Humphreys moved to adjourn. Second by Mr. Shuman. All in favor, the meeting adjourned at 6:03 p.m.

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Matthew Johnson, Secretary

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Wayne Austin, Chairman