

TOWN OF ABINGDON  
PLANNING COMMISSION  
RECONVENED MEETING FROM OCTOBER 26, 2009  
NOVEMBER 16, 2009 - 5:30 P.M.

A reconvened meeting from October 26, 2009, of the Abingdon Planning Commission was held Monday, November 16, 2009, at 5:30 P.M. The meeting was held in the Municipal Building, downstairs meeting room.

Mr. Matthew T. Bundy, Chairman, called the meeting to order. Mr. Sean Taylor called the roll.

ROLL CALL

Members Present: Mr. Matthew T. Bundy, Chairman  
Dr. H. Ramsey White, Jr., Vice-Chairman  
Mr. Gregory W. Kelly  
Mrs. Cathy Lowe  
Mr. Kenneth Shuman  
Mr. Gary Kimbrell  
Ms. Francine Ivery

Comprising a quorum of the Commission

Members Absent: None

Administrative Staff: Mr. W. Garrett Jackson, Director of Planning/Zoning  
Mr. Sean Taylor, Assistant Director of Planning/Zoning  
Mrs. Deborah Icenhour, Town Attorney  
Mr. John Dew, Director of Public Services & Construction  
Mr. Jim C. Smith, Director of Wastewater Operations/Town Engineer

Visitors: Mr. Sanford E. Pippin  
Mr. Charles R. Day  
Others

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- (2) **CERTIFICATE OF APPROPRIATENESS - Shady Grove United Methodist Church, Beeson & Beeson Architects, Inc., Charles R. Day, Representative, 328 White's Mill Road, Abingdon, VA 24210; application for Certificate of Appropriateness for approval of new proposed two-story classroom/fellowship hall addition to structure located at 329 White's Mill Road. Tax Map No. 5 (4) 1. (Tabled from October 26, 2009 meeting).**

This is a request for approval of a two-story, approximately 6,000 sq. ft. addition, to Shady Grove United Methodist Church located at 329 Whites Mill Road.

The application was discussed at the regular meeting, October 26, 2009 and after review by the Planning Commission, it was the consensus of the Commission that the main concern was not with the structure itself, but with the loss of parking spaces the proposed addition will cause. The plan, originally presented, shows a loss of at least 18 parking spaces, leaving what appears to be 16 remaining for congregant parking. A count having been made with results showing as many as 18 parking spaces will be lost, leaving 16 parking spaces available on the property. These 16 spaces would still meet the requirement in the Zoning Ordinance of one space for every four seats in the sanctuary but there is concern about the number of spaces needed for additional attendance and events the church may see with the building addition. Based on these concerns, the

application was tabled to allow ample time for the applicant to return to the Planning Commission with more detailed information regarding the area for parking.

The exterior walls of the proposed structure will be red brick to match the existing brick, having gray fiberglass shingle roof to match existing roof. The proposed structure will have white aluminum gutters and downspouts, while aluminum or vinyl clad wood windows, white aluminum clad wood trim and metal doors to be painted white. The construction will also include concrete steps and ramps with metal railings.

The church approached the Board of Zoning Appeals at the August 14, 2007 meeting to request a variance for the rear yard setback in the R-3 Residential District, as their project would only allow a 15 ft. rear yard. The Board of Zoning Appeals did not approve the request at that time. Since that meeting, the Planning Commission has adjusted the setbacks in the R-3 Residential District to allow for a 15 ft. rear yard, due to the size of the small, non-conforming lots in the Bradley Street area.

Mr. Charles R. Day, representative for the church explained that the gravel parking lot was designed for a capacity of 33 vehicles and does not indicate any erosion problems with the current surface. The occasional use for parking has not been heavy enough to prevent grass from covering much of the area. This provides a benefit in retarding runoff and reduces the visual impact of a parking lot adjacent to a residential area. Based on this information, Mr. Day requested that the Commission reconsider this request and approve this application as originally submitted.

Mrs. Lowe stated that she has reviewed this area and with all parking areas available there are 26 parking spaces on the church side of the road without the grass area. The requirement of Zoning Ordinance for 18 pews is 27 spaces.

Mr. Shuman stated that he expressed his concerns at the Board of Zoning Appeals meeting and continued to express his concerns that it is not the number of vehicles and parking spaces, but that the main parking lot across the street is not level, with no lighting, and could be a potential hazard for people walking to and from the church after dark or during inclement weather.

After further discussion, Dr. White made a motion that this Certificate of Appropriateness be approved as presented. Mrs. Lowe seconded the motion.

VOTE:

- Dr. White      Aye
- Mrs. Lowe     Aye
- Mrs. Ivery    Aye
- Mr. Kelly     Aye
- Mr. Bundy    Aye
- Mr. Kimbrell Aye
- Mr. Shuman   Nay

The motion passed.

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(3) **CONSIDERATION OF FINAL PLAT FOR PROPOSED SUBDIVISION - Proposed subdivision of property owned by Sanford E. and Frances M. Pippin, located on the south side of Wyndale Road between Woodland Hills Road and Repass Street. Tax Map No. 104 (A) 32. (Tabled from October 26, 2009 meeting).**

This is a request for a proposed subdivision of property owned by Sanford E. and Frances M. Pippin, and located on the south side of Wyndale Road between Woodland Hills Road and Repass Street. The proposed

subdivision will divide one existing lot containing about 1.88 acres and three (3) duplex structures into four (4) lots, ranging in size from 0.22 acres (9,268 sq. ft.) to 0.79 acres (34,554 sq. ft.). It is also requested that sidewalks to these properties be waived.

This application was previously discussed at the regular meeting, October 26, 2009 and after review of the request was tabled until a letter could be sent to Mr. Pippin, with the letter stating that the time is being extended for this matter, requesting his presence at the next Planning Commission meeting to discuss the waiver, allowing him to give cause for reason to the Planning Commission as to why this would present a hardship to him.

The applicant previously received approval of the Preliminary Plat at the regular meeting, September 28, 2009, on condition that the Board of Zoning Appeals approved the needed variance for side yard setbacks between lots 3-C and 3-D and waiving the sidewalk improvements as they had been previously waived when the lot was first developed. The Board of Zoning Appeals held a special called meeting, Tuesday, October 20, 2009, to hear the variance request and approved the request on a 4 – 0 basis (one member was absent).

The duplex unit separated by the boundary between Lots 3-A and 3-B have separate driveways and entrances that connect to Wyndale Road.

Lots 3-C and 3-D have a boundary that separates the duplex structures. The four dwelling units (623 through 629) share a portion of the driveway with only one entrance connected to Wyndale Road.

The purpose of the subdividing Lot 3 is to create parcels that can be sold separately.

The records show that Lot 3 was created by a subdivision of land that was approved by the Town Council on March 5, 2001. Frontage improvements (drainage, street widening, curb, and gutter) were required, designed, and constructed according to the Town requirements. The Planning Commission recommended and the Town Council approved a waiver request for construction of sidewalks.

The following information regarding the utilities for this property and supplied by Mr. Smith, Town Engineer, are as follows:

Utilities

- Water – the existing water distribution system in the subdivision is by the Washington County Service Authority. The General Manager’s signature will be required on the final plat, indicating approved by the Washington County Service Authority.
- Sanitary Sewer – because the existing sanitary sewer is private on Lot 3, the Town will require an easement on the sewer line that crosses all lots from the existing connection to the cleanout on proposed Lot 3-A. The Town’s Collection Department has inspected the interior of the sewer line with a camera and found the line to be in good condition. The Collection Department has recommended the Town accept the sewer line into its system for maintenance.
- Electrical – currently being supplied by American Electric Power
- Gas – available along Wyndale Road
- Telephone, Cable - available

After discussion, Mr. Shuman made a motion that it be recommended to Town Council that a waiver of sidewalks be approved as requested. Mr. Kimbrell seconded the motion.

VOTE:

Mr. Shuman	Aye
Mr. Kimbrell	Aye
Mr. Kelly	Aye
Mrs. Lowe	Aye
Ms. Ivery	Aye
Dr. White	Aye
Mr. Bundy	Aye

The motion passed.

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(4) WORK SESSION - Capital Improvements Plan

Per the Code of Virginia, Section 15.2-2239, the Abingdon Town Council and pertinent staff have developed a Capital Improvement Plan for review. This plan will prioritize projects within the Town over the next five years.

*§15.2-2239. Local planning commissions to prepare and submit annually capital improvement programs to governing body or official charged with preparation of budget.*

*A local planning commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities, including any road improvement and any transportation improvement the locality chooses to include in its capital improvement plan and as provided for in the comprehensive plan, and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.*

Mr. Jackson explained that the Town Council has picked several projects they want to see move forward and these projects were reviewed, along with other projects recommended. After review by the Planning Commission, the Capital Improvement Plan will be referred to Town Council, with recommended changes by the Planning Commission. After review of the these projects, along with other projects, it was the consensus of the Planning Commission that this discussion be continued on Wednesday, December 16, 2009, 5:30 P.M. in order to continue further review before submitting the final Capital Improvement Plan is referred to Town Council.

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There being no further business, a motion was made, duly seconded, and unanimously approved that the meeting be adjourned.

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Matthew T. Bundy, Chairman

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Gregory W. Kelly, Secretary