

TOWN OF ABINGDON
PLANNING COMMISSION
REGULAR MEETING
DECEMBER 22, 2014 – 5:30 P.M.

The regular meeting of the Abingdon Planning Commission was held Monday, December 22, 2014 at 5:30 p.m. The meeting was held in the Municipal Building, Colonel Arthur Campbell room.

Mr. Wayne Austin, Vice Chairman, called the meeting to order. Mr. Sean Taylor called the roll.

ROLL CALL

Members Present: Mr. Wayne Austin, Vice Chairman
Mr. Gregory W. Kelly, Secretary
Ms. Maggie Costello
Mr. Rick Humphreys

Members Absent: Mr. Matthew T. Bundy, Chairman
Mr. Wayne Craig
Mr. Langley Shazor

Comprising a quorum of the Commission

Administrative Staff: Mr. Matthew Johnson, Director of Planning
Mr. Sean Taylor, Assistant Town Planner
Mrs. Deborah Icenhour, Town Attorney
Mr. John Dew, Director of Public Services and Construction
Mr. C. J. McGlothlin, Code Enforcement Officer
Mrs. Jenny Carlisle, Administrative Assistant; Planning and Public Works

Visitors: Mr. Kaitang Yun
Mr. Daniel Fulwider
Mr. Jim Bundy

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(2) Approval of Minutes: **Regular meeting, November 24, 2014.**

Mr. Humphreys made a motion to approve the minutes from the Regular meeting, November 24, 2014, as presented. Second by Mr. Kelly. All in favor. Motion carried.

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(3) Introduction Matthew Johnson.

Town of Abingdon’s new Director of Planning, Matthew Johnson, was introduced and welcomed.

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- (4) Site Plan Review, continuation: **Kaitang and Zhuyan Yun, owners; Bundy Architecture and Engineering, Inc., representative;** 598 Cummings Street, Abingdon, Virginia 24210. Site Plan Review for new construction of restaurant to be located at **598 Cummings Street. Tax Map No. 105A (1) 2.**

Discussion began with the newly supplied traffic impact study. Mr. J. Bundy did not have anything to add other than what was included in the study. The plan has been redesigned with the assumption that they will not be able to use the adjoining lot which is owned by someone else. The conversation continued and centered on entrance and parking issues and reiterated the suggestion that a title examination take place. It was noted that with only 13 parking spaces, the plan does not meet ordinance standards which calls for one space per every 75 square feet of dining area, making them roughly 10 spaces short. Mr. Taylor stated however, that there is a provision for shared parking with adjoining lots. Ms. Costello also voiced concern with the amount of space allotted for stacking cars in the drive-thru.

After further discussion, Mr. Kelly made a motion to deny the site plan as presented, but to allow them to bring it back as such time when they clear up the ownership issues. He stated that they can't approve it as is, but need to take action because of the timeframe set forth in the ordinance. He further stated that they like the plan and want to see them come back if they get the property issue worked out. Second by Mr. Humphreys. No additional discussion.

Roll call vote as follows:

Ms. Costello – AYE
 Mr. Austin – AYE
 Mr. Humphreys – AYE
 Mr. Kelly – AYE

All in favor. Motion carried.

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- (5) Public Hearing: **Proposed Subdivision** of property. From **Amy Michelle Castle and Violet Cecilia Castle Rierson, owners;** to the **Town of Abingdon, John Dew, representative.** Part or portion of **Tax Map No. 002 (2) 9,** located on **Whites Mill Road and Clark Street** in the Town of Abingdon.

Mr. Austin called the public hearing to order.

Mr. Dew presented the plan for subdivision and explained that the intention is to subdivide the property and deed/give the eastern most portion of the property to the Town to demolish the structures there for blight and aesthetic reasons but also for sight distance for the intersection. They are getting an additional deed of right-of-way to bring the intersection up to code.

With no one else wishing to speak, the public hearing was closed.

At this time Mr. Kelly made a motion to recommend to the Town Council that they approve the subdivision to this property. Second by Mr. Humphreys.

Roll call vote as follows:

- Ms. Costello – AYE
- Mr. Austin – AYE
- Mr. Humphreys – AYE
- Mr. Kelly – AYE

All in favor. Motion carried.

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(6) Discussion: Certificate of Appropriateness application process.

Mr. Taylor began the discussion of the Certificate of Appropriateness application process. He mentioned that he will add “adjoining property owner notification,” which is done in house. Mr. Johnson mentioned that Mr. McGlothlin recommended striking "material change" and adding “work being performed or completed.” Mr. Humphreys asked if the Building Inspection department can be provided with a copy of the Certificate of Appropriateness so they know what is supposed to be done and check on it when they perform their inspections. Mr. Taylor commented that the Building department waits to see if there is a COA before signing off, but did not say that they are provided with a copy of it to use in their inspections. Mr. Humphreys continued that “it’s not the ‘end’ of the process, it’s the ‘during’ that matters, and if we can do a tie-in with the COA and Certificate of Occupancy that would give us more teeth. Mr. Taylor stated that he will revise the draft again.

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Mr. Austin suggested deferring agenda items 7 and 8, subcommittees discussion and SWOT analysis, based on attendance.

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(9) Director of Planning report.

Mr. Johnson mentioned that the Planning department will be ordering name badges for commissioners to wear while they view properties brought before the board.

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Mr. Austin made a motion to adjourn. Second by Ms. Costello. All in favor. The meeting adjourned at 6:14 p.m.

Wayne Austin, Vice-Chairman

Gregory W. Kelly, Secretary