

**TOWN OF ABINGDON  
PLANNING COMMISSION  
MONDAY, FEBRUARY 24, 2020 – 5:30 PM  
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, February 24, 2020, at 5:30 pm in the Arthur Campbell Meeting Room.

**A. Chairman Wayne Austin called the meeting to Order**

**B. Roll Call – Jason Boswell, Director of Planning**

**Members Present:**

**Mr. Kirk Sproles  
Mr. James Anderson  
Mr. Scott Wilson  
Mr. Al Bradley  
Mr. James Morani  
Mr. Kenny Shuman  
Mr. Wayne Austin**

**Members Absent:**

**Comprising a quorum of the Commission**

**Administrative Staff Present:**

**Mr. Jason Boswell – Director of Planning  
Mr. Mason Gragg – Town Planner  
Mrs. Janice Dornon – Administrative Assistant**

**Guests:**

**Ms. Stephanie Davis  
Mr. T. Scott Matney**

**C. APPROVAL OF MINUTES**

**Approval of Minutes: Regular Meeting, February 24, 2020**

**On a motion by Mr. Bradley, seconded by Mr. Shuman, the Planning Commission approved the minutes as presented for the January 27, 2019 meeting.**

**The roll call vote was as follows:**

<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. James Anderson</b>	<b>Abstained</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Al Bradley</b>	<b>Aye</b>
<b>Mr. James Morani</b>	<b>Abstained</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>
<b>Mr. Wayne Austin</b>	<b>Abstained</b>

The minutes for January 27, 2020, were approved as presented.

**D. PUBLIC COMMENTS - None**

**E. PUBLIC HEARING**

**1. Public Hearing, Article 21, Section 21-8 – Prohibited Signs Amendment:**  
Consideration of an amendment to the Sign Ordinance, Article 21 – Prohibited Signs.

Mr. Austin opened the Public Hearing.

Mr. Boswell read the proposed amendment into the record. Mr. Boswell stated that the amendment was consistent with Section 1006, prohibited signs from the International Zoning Code.

Mr. Austin closed the Public Hearing.

Mr. Shuman read the proposed ordinance, leaving “primarily” out of the reading:

Article 21.-Signs, Section 21-8.-Prohibited signs. (t). Vehicles and trailers shall not be used ~~primarily~~ as static displays, advertising a business, product or service, nor utilized as storage, shelter or distribution points for commercial products or services for the general public.

**On motion of Mr. Shuman, Seconded by Mr. Bradley, the Planning Commission asked that the word “primarily” be taken out of the proposed amendment, Article 21, Section 21-8.**

Mr. Morani noted that the Town Attorney, Mr. Bell has suggested that the word “primarily” remain in the ordinance.

Mr. Shuman expressed concerns with leaving the word “primarily” in the ordinance, that it may narrow the scope of use.

Mr. Morani stated that the Town Staff will need to be consistent in controlling the Sign Ordinance.

**Mr. Shuman amended his previous motion to include the word “primarily” and Mr. Bradley agreed to the revised proposed amended motion.**

**The roll call vote was as follows:**

<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. James Anderson</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Al Bradley</b>	<b>Aye</b>
<b>Mr. James Morani</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>
<b>Mr. Wayne Austin</b>	<b>Aye</b>

The Public Hearing was approved to amend the Sign Ordinance, Article 21 – Prohibited Signs and to be forwarded to the Town Council for approval.

**F. NEW BUSINESS**

**1. FY 2021 – FY 2025 proposed Capital Improvement Plan.**

Ms. Stephanie Davis, Associate Director, Graduate Certificate in Local Government Management, Virginia Tech, presented an overview and Q & A on the proposed Capital Improvement Plan.

Ms. Davis gave this presentation in hopes of having the Planning Commission recommend the CIP to the Town Council and to confirm that the CIP is consistent with the Town’s Comp Plan.

Ms. Davis proposed that the CIP would show the immediate needs of the Town and the Town’s needs for the next five years.

Ms. Davis is currently working with Davenport and Company; once the CIP is approved, it will be posted to the Town's website. Ms. Davis also stated that the Code of Virginia requires a Capital Improvement Plan every five years, and each project would have a threshold of a minimum of \$20,000. When the CIP has been approved it will be adapted as part of the yearly budget planning.

Mr. Boswell noted that the proposed CIP is consistent with the existing comp plan.

Mr. Shuman inquired as to why the Sports Complex was not included in the proposed CIP. Mr. Morani stated the Sports Complex is a larger project and should be a stand-alone project. Mr. Austin agreed with Mr. Shuman that the Sports Complex should be part of the proposed CIP.

Mr. Wilson asked about the reserve fund that was presented as part of the proposed CIP. Ms. Davis said the reserve fund would be placed in the Facilities Managers Fund for future improvements and emergencies.

Mr. Bradley asked about the Green Spring Road and the Washington Crossing connector road, Mr. Morani said this would be a VDOT funded project.

Mr. Bradley inquired as to when improvements would be made on the Main Street and Valley View Drive for the drainage problems. Mr. Morani said this will be scheduled in next years plan.

**On motion of Mr. Anderson, Seconded by Mr. Shuman, a recommendation to send the proposed Capital Improvement Plan to the Town Council for review and approval. The proposed CIP was found to be consistent with the existing Comp Plan.**

**The roll call vote was as follows:**

<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. James Anderson</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Al Bradley</b>	<b>Aye</b>
<b>Mr. James Morani</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>
<b>Mr. Wayne Austin</b>	<b>Aye</b>

The Planning Commission approved the motion to send the proposed CIP to the Town Council for review and approval with the plan being consistent with the existing Comp Plan.

**2. Proposed Text amendment to Article 8. OH Old and Historic District, Section 8-2-13 to add loft apartments in existing buildings or portions of existing buildings as a permitted use by right.**

Mr. Boswell stated that staff would like for the Planning Commission to recommend the proposed amendment change to Article 8, Section 8-2-13 to allow loft apartments as a permitted use by right. The text amendment will need to be sent to the Town Council for review and approval.

Mr. Boswell stated that staff would like to add a text amendment to Article 8 to allow restaurants to sub-district 4 as a permitted use by right. The proposed amendment will need to go before the Town Council for review and approval.

**On motion of Mr. Morani, Seconded by Mr. Anderson to allow restaurants to sub-district 4. This recommendation will be sent to the Town Council for a Public Hearing.**

**The roll call vote was as follows:**

<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. James Anderson</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Al Bradley</b>	<b>Aye</b>
<b>Mr. James Morani</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>
<b>Mr. Wayne Austin</b>	<b>Aye</b>

Mr. Austin noted that staff can now advertise for a Public Hearing at the next scheduled Planning Commission meeting to discuss the allowance of restaurants into sub-district 4.

Mr. Morani stated that the Town Council will initiate the text amendment for the allowance of lofts apartments in in existing buildings or portions of existing building as a permitted use by right.

Mr. Boswell reminded the members that the Comp Plan Steering Committee will be meeting on March 4, 2020 to discuss the draft on the transportation and future land use plan.

Mr. Shuman noted that since the change of Church Street and College Street into a one-way street that the traffic has increased considerably and that speeding has accelerated.

**F. ADJOURN**

**On a motion by Mr. Shuman, seconded by Mr. Bradley, recommending that the meeting be adjourned with no further business to address.**

**The roll call vote was as follows:**

<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. James Anderson</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Al Bradley</b>	<b>Aye</b>
<b>Mr. James Morani</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>
<b>Mr. Wayne Austin</b>	<b>Aye</b>

**Adjourn Time: 6:30 P.M.**

  
Wayne Austin, Chairman

  
James Morani, Secretary

**The next regularly scheduled meeting will be March 23, 2020, at 5:30 pm in the Arthur Campbell Room, 1<sup>st</sup> floor of the Town Municipal Building.**