TOWN OF ABINGDON, VIRGINIA
HISTORIC PRESERVATION REVIEW BOARD
REGULAR MEETING
WEDNESDAY, NOVEMBER 4, 2020 – 5:15 p.m.
COUNCIL CHAMBERS
MUNICIPAL BUILDING

Welcome to the Historic Preservation Review Board Regular Meeting. This is a citizen Board, appointed by the Town Council, to interpret and uphold the Historic Preservation Ordinance, which is Article 8 of the Abingdon Zoning Ordinance that protects the Historic District of Abingdon, which has been designated the Old and Historic District. Our aim on this Board is to provide a positive bridge between the property owners of the district and the design review process, so we welcome you to today's meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Anyone addressing the Board will approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – Chair

B. ROLL CALL – Jason Boswell, Director of Community Development

C. APPROVAL OF MINUTES

- **October 7, 2020, Regular Meeting**

D. ELECTION OF OFFICERS

- **Appointment of Chair and Vice-Chair**

E. CERTIFICATE OF APPROPRATENESS

1. Certificate of Appropriateness – Robert & Susan Howard; 122 Valley St. NW, Abingdon, VA, 24202; owner. Application for Certificate of Appropriateness to add a footpath from the front porch to the sidewalk. **Located at 122 Valley Street, NW, Abingdon, VA. Tax Map No (012-1-55A)**

F. TAX ABATEMENT

G. PUBLIC COMMENTS

H. DISCUSSION

I. BUSINESS/MATTERS NOT ON THE AGENDA

J. ANNOUNCEMENTS

K. ADJOURNMENT

TOWN OF ABINGDON
HISTORIC PRESERVATION REVIEW BOARD
WEDNESDAY, OCTOBER 7, 2020 – 5:15 P.M.
ARTHUR CAMPBELL ROOM– MUNICIPAL BUILDING

A Regular meeting of the Historic Preservation Review Board was held on Wednesday, October 7, 2020, at 5:15 pm in the Arthur Campbell Room in the Municipal Building.

A. WELCOME by Jeff Johnson – Chairman

B. ROLL CALL – Jason Boswell, Director of Planning

Members of the Board Present:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

Members of the Board Absent: **Mr. Michael Weaver**

Comprising a quorum of the Board - Yes

Administrative/Town Staff: Mr. Jason Boswell, Director of Community Development
Mr. Mason Gragg, Town Planner
Mrs. Janice Dornon, Administrative Assistant

C. APPROVAL OF MINUTES

- **August 5, 2020, Regular Meeting**
- **September 2, 2020, Regular Meeting**

On a motion by Mr. Geisler, seconded by Mrs. Hartshorn, the Board approved the minutes for August 5, 2020, Regular Meeting with corrections.

The roll call vote was as follows:

Mr. Mike Owens - Abstain
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board approved the August 5, 2020, Regular Meeting minutes as corrected.

On a motion by Mr. Geisler, seconded by Mr. Owens, the Board approved the minutes for September 2, 2020, Regular Meeting as submitted.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn - Abstain
Mr. Byrum Geisler
Mr. Jeff Johnson

The board approved the September 2, 2020, Regular Meeting minutes as submitted.

D. CERTIFICATE OF APPROPRIATENESS

1. Certificate of Appropriateness – Sam Snead; 14911 Old Jonesboro Rd, Bristol, VA, 24202; owner. Application for Certificate of Appropriateness to place coverings over two entry doors that face Plumb Alley. **Located at 205 W. Main Street, Abingdon, VA. Tax Map No (012-1-72)**

Mr. Sam Snead represented the property located at 205 W. Main Street.

Mr. Snead will be replacing the doors on the rear of the building and seeking approval to install awnings over the doors that face Plumb Alley.

Mr. Snead is suggesting shed style awnings, four-foot wide, and constructed of wood. The fascia and frames will be painted white in color. The awnings will have dark green standing seam roofs, with no striations.

Mr. Geisler made a motion to approve the COA request as submitted, seconded by Mrs. Hartshorn.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board unanimously approved the COA as presented for the property located at 205 W. Main Street.

2. Certificate of Appropriateness – Laura & Rick Blevins; 289 Valley St. NW, Abingdon, VA, 24210; owner. Application for Certificate of Appropriateness for driveway/parking area and landscaping. **Located at 289 Valley Street NW, Abingdon, VA 24210. Tax Map No (011-5-109)**

Mrs. Laura Blevins represented the property located at 289 Valley Street NW.

Mrs. Blevins will be modifying the current landscape/parking design, which will reestablish the Wall Street driveway entrance; the driveway will connect to King Street. The driveway/parking area will be made using a layer of 6" crushed limestone base, two-three coats of asphalt and covered with two layers of pea gravel. When mature, the landscaping will screen the driveway from the public view.

Mrs. Blevins has received approval for the ingress/egress in the form of an Entrance Permit from the Town Public Works Department.

Mr. Owens made a motion to approve the COA request as submitted, seconded by Mr. Geisler.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board unanimously approved the COA as presented for the property located at 289 Valley Street NW.

3. Certificate of Appropriateness – Robert & Susan Howard; 122 Valley Street NW, Abingdon, VA, 24210; owner. Application for Certificate of Appropriateness to add a footpath from the front porch to the sidewalk. **Located at 122 Valley Street NW, Abingdon, VA. Tax Map No (012-1-55A)**

Mr. Bob Howard was unable to attend the meeting. Per Mr. Howard's request, the COA has been tabled until the November 4, 2020 HPRB meeting.

The board tabled the COA until the November 4, 2020 meeting for the property located at 122 Valley Street NW.

4. Certificate of Appropriateness – The Lane Group; 310 Valley Street NW, Abingdon, VA, 24210; owner. Matthew Lane; representative. Application for Certificate of Appropriateness to update existing signage. **Located at 310 Valley Street NW, Abingdon, VA. Tax Map No (11-1-99)**

Mr. Matthew Lane represented the property at 310 Valley Street NW.

Mr. Lane will be updating the Lane Group signage in front of the Lang Group office at 310 Valley Street NW. The new sign will have a black background, white text and a green logo. The proposed sign is double-sided with the company name. The sign will be constructed of High-Density-Urethane. The existing posts will be used in the installation of the new sign. When hanging the signs, Mr. Lane plans to use metal brackets to match the existing sign structure. The street address at top of the existing poles will remain in place.

Mr. Johnson reiterated that the sign cannot be over four square feet.

Mr. Boswell noted that window signs could be used.

Mr. Lane asked if he could remove the existing sign from the back of the building so that he could add an additional "services" sign to the front of the building: below the logo sign.

Mr. Johnson confirmed that the two signs could be mounted on the existing structure at the front of the building, if they contained a small space between the two. Each sign should not exceed four square feet as outlined in the guidelines. The services are to be listed on the second sign.

Mr. Johnson stated that the sign dimensions should be submitted to Town staff before installation.

Mr. Geisler made a motion to approve the COA request with changes of sign placement, seconded by Mr. Owens.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board unanimously approved the COA as presented with sign placement changes for the property located at 310 Valley Street, NW.

5. Certificate of Appropriateness – Market on Main, Jennifer Doss Puckett, 13352 Prices Bridge Road, Glade Springs, VA 24340; owner. Application for Certificate of Appropriateness for signage. **Located at 160 E. Main Street, Abingdon, VA. Tax Map No (013-1-111)**

Mrs. Jennifer Puckett and her business partner, Mrs. Megan Meador, represented the property at 160 W. Main Street.

Mrs. Puckett and Mrs. Meador will be installing a sign similar to those of their neighbors. The sign will be an off-white with "Market on Main" in black text and with a eucalyptus stem across the top. The proposed signage will be double-sided and constructed of High-Density-Urethane.

Mr. Johnson noted that the bracket will need to be mounted into the mortar and not the brick façade. The bracket will be wrought iron piping that extends straight out from the façade. The sign will be hung from the bracket.

Mr. Boswell stated that the height of the sign would need to be addressed using VDOT regulations.

Mrs. Hartshorn made a motion to approve the COA request as submitted, seconded by Mr. Geisler.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board unanimously approved the COA as presented for the property located at 160 E. Main Street.

E. TAX ABATEMENT

1. Tax Abatement: **Robert Legard; owner. Tax abatement amount $4,350.55. Located at 203 Valley Street NW, Abingdon, VA. Parcel Number, (012-6-1).**

Mr. Johnson noted that the Town staff has reviewed the receipts from Mr. Legard and verified that they are correct. All documented work has been completed for the Tax Abatement for $4,350.55.

Mr. Owens made a motion to approve the Tax Abatement amount and send it to the Town Manager for approval and then to the Treasurer to set up the abatement, seconded by Mr. Geisler.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

The board unanimously approved to send the Tax Abetment of $4,350.55 to the Town Manager for approval and then to the Treasure to setup abatement

E. PUBLIC COMMENTS – None

F. DISCUSSION - None

G. OLD BUSINESS/MATTERS NOT ON THE AGENDA - None

H. ANNOUNCEMENTS

Mr. Johnson thanked the HPRB members and staff for allowing him to serve with them for the past six years; he wished them well and noted that it had been a pleasure to sit on the HPRB.

I. ADJOURNMENT

On Motion by Mr. Geisler, seconded by Mrs. Hartshorn, for the Board to adjourn the meeting.

The roll call vote was as follows:

Mr. Mike Owens
Mrs. Kristi Hartshorn
Mr. Byrum Geisler
Mr. Jeff Johnson

Mr. Johnson declared the meeting adjourned.

Meeting adjourned at 5:51 P. M.

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_____
Jeff Johnson, Chairman

_____
Jason Boswell, Director of Planning

934
20-00135

Abingdon, Virginia

IMPORTANT NOTE:
The complete application must be filed with the Town of Abingdon's Office of Planning and Zoning no later than 2 weeks prior to the next scheduled meeting in order to be heard at that scheduled meeting of the Historic Preservation Review Board. Applications received after the deadline will be heard at the following month's meeting. If an application is not complete, it will not be included on the next meeting's agenda. To avoid delays, it is recommended that applicants review the Old Historic District's Design Guidelines found at: www.abingdon-va.gov/announcements.htm#BAR and meet with the Planning Department staff before the deadline to review their application.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Town of Abingdon, Virginia

Historic Preservation Review Board
133 West Main Street · P. O. Box 789 · Abingdon, VA 24212
Phone (276) 628-3167 · Fax (276) 698-3412

Location of Property: 122 VALLEY ST., NW	Historic District?: Yes ☒ No ☐
Business Name (if applicable):	Tax Map No:
Applicant/Property Owner Name (PRINTED): ROBERT/SUSAN HOWARD	Representative Agent(s) Name:
Signature: [signature]	Firm:
Mailing Address: 122 VALLEY ST., NW	Mailing Address:
City: ABINGDON	City:
State/Zip: VIRGINIA 24210	State/Zip:
Phone/Fax Number: 276 696 9203	Phone/Fax Number:
Email: bh2766969203@gmail.com	Email:

(Check The Appropriate Boxes – Check all that Apply)

	Exterior Change		Addition		Relocation
	Wall/Fence		Deck/Porch		Demolition
	Driveway/Parking Area		New Structure/Building		Grounds/Landscaping
	Dumpster/HVAC, screen, etc.		Other _____	X	Other SIDEWALK

Per Abingdon, Virginia Code of Ordinances, you may be eligible for local tax credits/abatements. Are you requesting tax credit/abatements for this project? Yes ☐ No ☒

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historical Preservation Review Board meeting, on the date assigned by staff, typically the first Wednesday of each month at 5:15 p.m., to present my proposal and that failure to attend may result in denial of my proposal by the Review Board due to insufficient information. No material change in the apprearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Review Board for any modification to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval. I hereby authorize town staff and/or members of the Historic Preservation Review Board the right to enter my property during normal business hours for the purposes of investigating my request for a Certificate of Appropriateness.

Signed: [signature] Date: 09/14/2020

PLEASE READ:
Applicants are encouraged to submit completed applications with sufficient information to allow a clear understanding of the proposal by the Historic Preservation Review Board members and Planning Department staff. Applications that do not clearly communicate the proposed new construction, alterations or changes will result in delays. Planning Department staff will periodically inspect properties for compliance with the COA. Failure to comply may also result in delays in the issuance of a Certificate of Occupancy, fines, or other enforcement actions.

FULL DESCRIPTION OF PROPOSAL: (please attach more sheets if necessary)

ADDING A SIDEWALK FROM FRONT PORCH TO TOWN SIDEWALK. IT WILL BE 33½ FEET LONG AND 3½ FEET WIDE. IT WILL MATCH THE CURRENT SIDEWALK FROM FRONT PORCH TO DRIVEWAY. REQUEST TO POUR CONCRETE BASE AND APPLY PAVER BRICKS IN THE HERRINGBONE PATTERN TO MATCH CURRENT SIDEWALK MY HOUSE IS ONLY HOUSE ON VALLEY STREET FROM CHURCH TO COLLEGE WITHOUT A SIDEWALK FROM STREET TO FRONT DOOR.

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate "not applicable" and explain in the space provided why it is not necessary for this project.

☒ Sketch, drawing and/or elevations showing the proposed changes or improvements, and an adequate number of photographs to show the area of the proposed alteration

☒ Site plan or plat of property

☐ Details of signage such as: material, color, mounting type & location, wording on sign

☒ A list of material including color samples that identifies the type and quality of materials to be used in the Proposed Project
PAVER BRICKS TO MATCH CURRENT SIDEWALK

☐ If you are, requesting tax credits for this project there will be a $50.00 application fee

☐ Other (please attach more sheets if necessary)

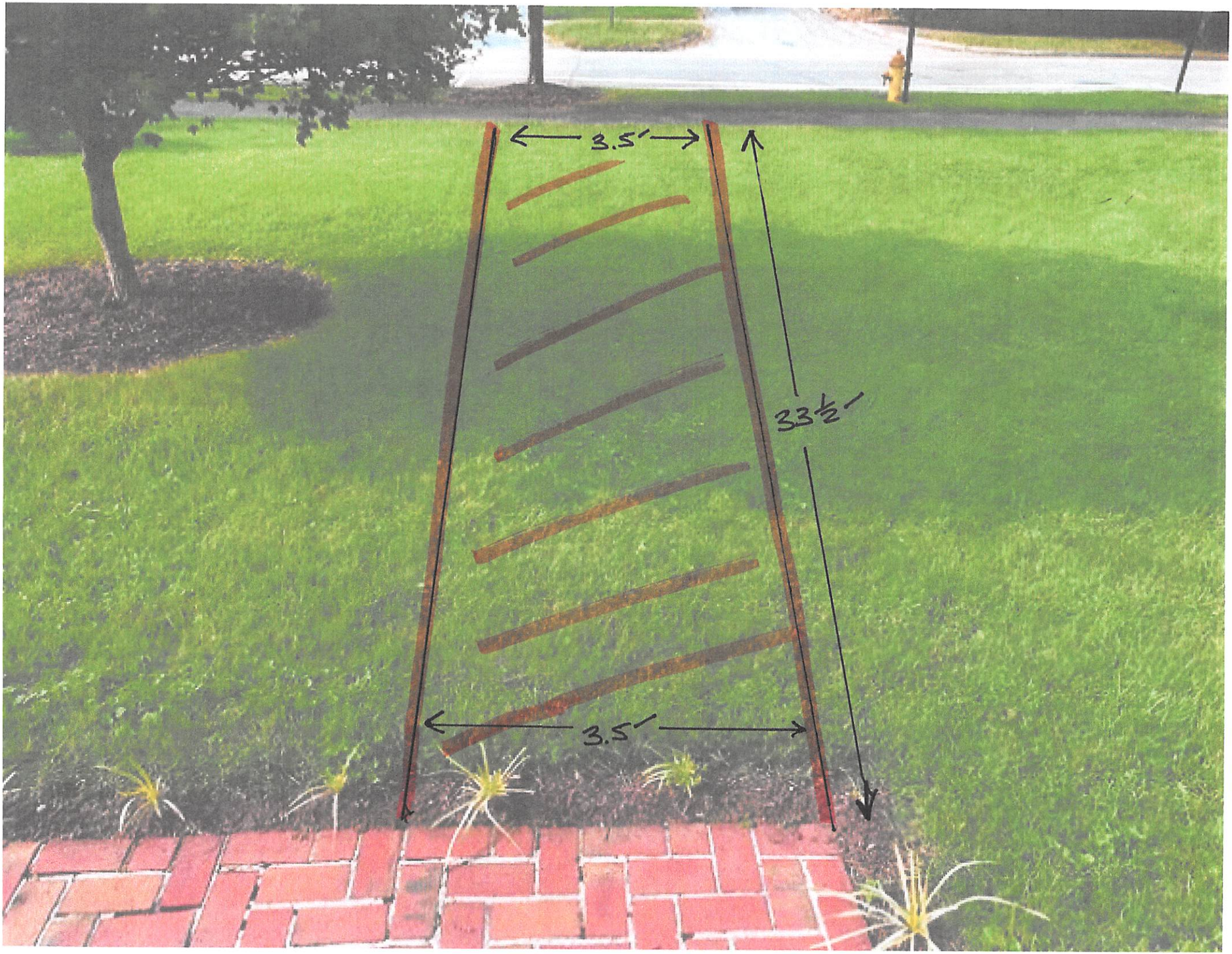
To be Completed/Initialed by Planning Department Staff

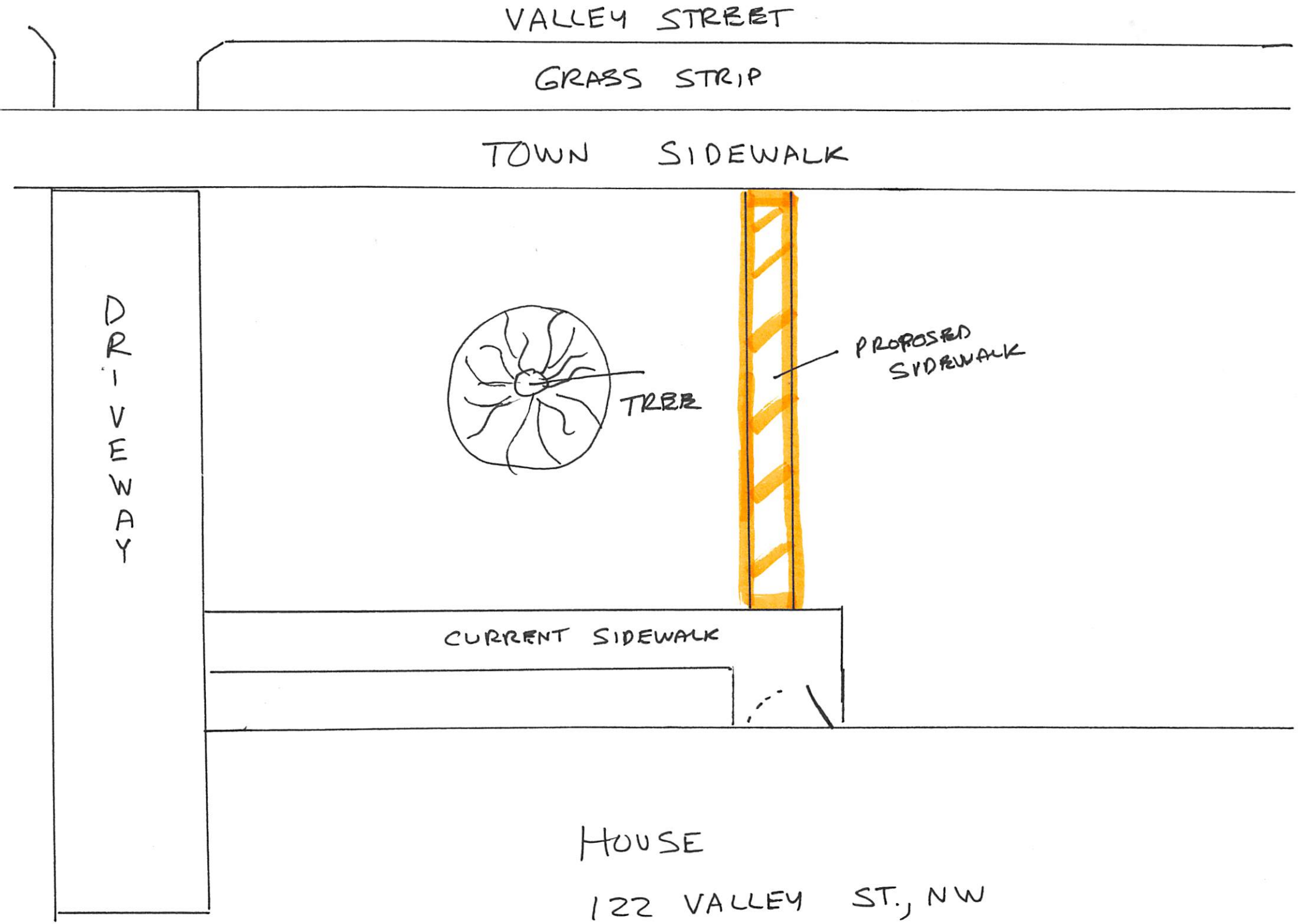
JB COA application has been reviewed and deemed to be complete.

_____ List of adjoining property owners notified of this COA application has been attached to this application.

Code: 011/Budget line item: 100-3-13-030-0400

3.5'
33½'
HERRINGBONE PATTERN
3.5'


3.5'
33½'
3.5'


VALLEY STREET
GRASS STRIP
TOWN SIDEWALK
DRIVEWAY
TREE
PROPOSED SIDEWALK
CURRENT SIDEWALK
HOUSE
122 VALLEY ST., NW