

**TOWN OF ABINGDON
PLANNING COMMISSION
MONDAY, JUNE 22, 2020 – 5:30 PM
REMOTE MEETING – MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, June 22, 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	Joined Electronically
Mr. James Anderson	Joined Electronically
Mr. Scott Wilson	Joined Electronically
Mr. Al Bradley	Joined Electronically
Mr. Kenny Shuman	Joined Electronically
Mr. Wayne Austin	Joined Electronically

Members Absent: None

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: None

C. APPROVAL OF MINUTES

Approval of Minutes: Regular Meeting, June 22, 2020

On a motion by Mr. Bradley, seconded by Mr. Shuman, the Planning Commission approved the minutes as presented for the June 1, 2020 meeting.

The roll call vote was as follows

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

The minutes for June 1, 2020, were approved as presented.

D. PUBLIC COMMENTS – None

E. PUBLIC HEARING

1. PUBLIC HEARING – A proposed zoning text amendment to amend The Code of the Town of Abingdon, Appendix B – Zoning Ordinance, Article 21. - (Signs)

Mr. Austin opened the public hearing.

No Comments were made.

Mr. Austin closed the public hearing.

Mr. Shuman asked if any changes had been made to the sign ordinance.

Mr. Boswell assured the commission that the sign ordinance was the same draft as previously presented to the board.

Mr. Austin made the recommendation that the Sign Ordinance be presented to the Town Council for approval.

On motion of Mr. Shuman, seconded by Mr. Bradley, the Planning Commission members recommended that the Sign Ordinance be presented to the Town Council for approval.

The roll call vote was as follows:

Mr. Kirk Sproles	Aye
Mr. James Anderson	Aye
Mr. Scott Wilson	Aye
Mr. Al Bradley	Aye

Mr. Kenny Shuman
Mr. Wayne Austin

Aye
Aye

The proposed Sign Ordinance will be reviewed by the Town Council at the next scheduled meeting.

F. CERTIFICATE OF APPROPRIATENESS

1. Application for Certificate of Appropriateness; Hugh Belcher, 380 E. Main Street, Abingdon VA, 24210: Owner. Bundy A & E, 190 E. Main Street, Abingdon VA: representative. COA to expand parking and add a drive-thru. Located at 380 E. Main Street, Abingdon, VA, Tax Map ID (014-1-9)

Mr. Matt Bundy represented the property located at 380 E. Main Street.

Mr. Bundy presented the parking lot expansion and the function of the anticipated drive-thru window.

Mr. Boswell noted that the Belcher's will be making improvements to the parking lot and adding a drive-thru bay window on the west side of the structure. The bay window will replicate the existing window located at front of the structure.

Mr. Bundy told the board that the stairs on the West side of the building would be removed; the second story door will be replaced with a window. The first story window near the front of the property will be used to place orders and the new bay window will be used for order pick-ups.

Mr. Bundy said that the grass island in the front would be removed to allow for extra parking. The heat pump will be moved to the rear of the structure.

Mr. Bundy told the board that Sherwin Williams Heritage Collection paint would be used to paint the exterior of the building. A color from this collection can be waived by administration. The parking lot will remain gravel. A landscape plan will be added at a later date.

On motion of Mr. Shuman, seconded by Mr. Sproles, the Planning Commission members recommended that the COA be approved as presented.

The roll call vote was as follows:

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

The COA was unanimously approved the COA for the property located at 380 E. Main Street.

G. DISCUSSION

1. Staff recommendation for short-term rentals in commercial districts

Mr. Boswell told the board that commercial districts do not allow short-term rentals. The function of the legislative governing body is to decide what is appropriate and what should be considered a short-term rental. Staff recommended that the permitted uses in mixed-use districts be reviewed by the consultant during the zoning and subdivision update.

Mr. Boswell informed the board that the zoning and subdivision update will begin on July 1, 2020. This process will take 12-18 months to complete.

Mr. Bradley, Mr. Shuman, and Mr. Austin agree that Mr. Baker deserves an answer before the zoning and subdivision update is completed.

Mr. Baker purchased the property on Tanner Street knowing that it was not desired use what not permitted by current zoning. The previous administration issued a business license in error for the Tanner Street property.

Mr. Boswell stated that long-term rentals are not governed by the locality. The governing body is responsible for the function of what uses are appropriate in a zoning district.

Mr. Boswell said that he could draft a document for a proposed text amendment.

Mr. Bradley asked if a special use permit could be drafted in the interim until the zoning ordinance could be revised.

Mr. Austin asked administration to draft a proposed text amendment for short-term rentals in commercial districts. This will be presented to the Planning Commission at the next meeting, July 27, 2020.

H. UPDATES FROM STAFF AND PLANNING COMMISSION MEMBERS

Mr. Austin let the board know that he has been in contact with Mr. Boswell about having better communications between the Planning Commission members and the Town Staff. Mr. Austin is hopeful for better feedback between the two parties moving forward.


I. ADJOURN

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

The roll call vote was as follows:

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

Adjourn Time: 6:00 P.M.


Wayne Austin, Chairman


Janice Dornon, Secretary

The next regularly scheduled meeting will be July 27, 2020, at 5:30 pm in the Arthur Campbell Room, 1st floor of the Town Municipal Building.