TOWN OF ABINGDON, VIRGINIA
PLANNING COMMISSION MEETING
MONDAY, MAY 24, 2021 – 5:30 P.M.
REGULAR MEETING - COUNCIL CHAMBERS

Welcome to the Town of Abingdon, Virginia Planning Commission Regular Meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be opportunities during the meeting for you to address the Commission members. The first opportunity will come if there is a public hearing on the agenda when the Chairman declares the hearing open for comment. The second opportunity to address the Commission will come near the end of the agenda when the Chairman will inquire if anyone wishes to address the members of the Commission. Anyone addressing the Commission will approach the podium; give your first and last name and your complete physical address. Comments must be limited to three minutes.

A. WELCOME – ***Wayne Austin, Chair***

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

C. APPROVAL OF MINUTES

- April 26, 2021, Regular Meeting

D. PUBLIC COMMENTS

E. CERTIFICATE OF APPROPRIATENESS

1. Certificate of Appropriateness; Robert Carneal, 152 E. Main St., Suite 3E3, Abingdon, VA, 24210; Owner. Entrance Corridor COA to Demo building. **Located at 438 E. Main Street, Abingdon, VA 24210. Tax Map ID (014-5-5)**

2. Application for Certificate of Appropriateness; Hugh Belcher, 380 E. Main Street, Abingdon VA, 24210: Owner. COA to construct a deck. **Located at 380 E. Main Street, Abingdon, VA, Tax Map ID (014-1-9)**

F. OLD BUSINESS/MATTERS NOT ON THE AGENDA

G. ANNOUNCEMENTS

H. ADJOURNMENT

TOWN OF ABINGDON
PLANNING COMMISSION
MONDAY, APRIL 26, 2021 – 5:30 PM
COUNCIL CHAMBERS, MUNICIPAL BUILDING

A meeting of the Abingdon Planning Commission was held on Monday, April 26, 2021, at 5:30 PM in the Council Chambers of the Municipal Building.

A. Chairman Wayne Austin called the meeting to Order

B. Roll Call – Jason Boswell, Director of Community Development

Members Present:

Mr. James Anderson	**Present**
Mr. Kirk Sproles	**Present**
Mr. Scott Wilson	**Present**
Mr. Kenny Shuman	**Present**
Mr. Wayne Austin	**Present**

Members Absent:

Mr. Chad Pennington
Mr. Michael Weaver

Comprising a quorum of the Commission - Yes

Administrative Staff Present:

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

Guests: None

C. APPROVAL OF MINUTES (VIDEO 7:15 - 8:25)

(1) Approval of Minutes: Regular Meeting, March 22, 2021

On a motion by Mr. Shuman, seconded by Mr. Sproles, the Planning Commission approved the minutes as presented for the Regular Meeting on March 22, 2021.

The roll call vote was as follow:

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

(2) Approval of Minutes: Special Called Meeting, April 5, 2021

On a motion by Mr. Shuman, seconded by Mr. Anderson, the Planning Commission approved the minutes as presented for the Special Called Meeting on April 5, 2021.

The roll call vote was as follow:

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

D. PUBLIC COMMENTS - None

E. WORK SESSION WITH THE BERKLEY GROUP (VIDEO 8:40 – 1:03.22)

Ms. Kelly Davis of The Berkley Group began the meeting by asking the Planning Commission members to state their name and profession for accreditation purposes.

Chairman Wayne Austin – Attorney
Vice-Chairman Kenny Shuman – Retired Claims Manager
Scott Wilson – Civil Engineer
Kirk Sproles – Banker
James Anderson – Council Member

Mr. Jonathan "Jon" McCoy asked the Planning Commission members for direction on the new Zoning and Subdivision Ordinance.

Mr. McCoy presented the following topics for discussion:

1. Project Review, with a focus on Districts and District Standards

2. Project Schedule

3. Zoning Reminder, what zoning can and cannot do.

4. Project Intent, making sure that zoning codes are compatible with the Comprehensive Plan. The Berkley Group will be working with a third party consultant that will assist in the proposed illustrations and diagrams.

5. Community Engagement

6. Public Survey Results:
    a.) Improve Community Appearance
    b.) Improve Quality Business Development
    c.) Maintain Green Space
    d.) Greater Variety of Housing
    e.) Preservation of Historic Resources

7. Stakeholders Interviews and Public Workshop Results
    a.) Revise the Old & Historic District
    b.) Flexibility to meet future needs
    c.) Modify Ordinances to be less burdensome
    d.) Encourage types of new housing
    e.) Guarantee consistent treatment with development

8. Proposed Ordinance Structure

    The Planning Commission approved the Proposed Ordinance Structure as presented.

9. Zoning Districts

10. Zoning District Standards, such as setbacks, building heights, and area requirements.

11. Key Policy Directions

    a.) Rename Current Districts to:
        R1 Low Density Residential
        R2 Medium Density Residential
        R3 High Density Residential
        R4 Mixed Density Residential

b.) Add intent of standards

c.) Consolidate Old & Historic Sub-districts

12. Intent Statements, to explain the purpose and use of individual zones.

Mr. McCoy said in closing that The Berkley Group would work on adding tonight's recommendations to the project. The next meeting should include: 1.) Revised District Standards, 2.) Matrix Use. 3.) Definitions and 4.) Overlay Special Districts.

G. OLD BUSINESS/MATTERS NOT ON THE AGENDA

H. ANNOUNCEMENTS

I. ADJOURN

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

The roll call vote was as follows:

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

Adjourn Time: 6:30 P.M.

_____ _____

Wayne Austin, Chairman Janice Dornon, Secretary

The next regularly scheduled meeting will be May 24, 2021, at 5:30 pm in the Council Chambers, 2nd floor of the Town Municipal Building.

Entrance Corridor Certificate of Appropriateness

Town of Abingdon

Department of Planning and Zoning

Application for Entrance Corridor, Certificate of Appropriateness

PUBLIC DOCUMENT - SUBJECT TO FREEDOM OF INFORMATION ACT

IMPORTANT NOTE:

The complete application along with a $50.00 administrative fee must be filed with the Town of Abingdon's Office of Planning and Zoning. Applications are due on the first Monday of the month in order for the application to be placed on that months agenda. The staff needs to have sufficient time to review site plans & post public notices per VA code section 15.2-2204. Applications received after the deadline will be heard at the following month's meeting. If the application is not complete, it will not be included on the next meeting's agenda. To avoid delays, it is recommended that applicants meet with staff before the deadline to review the COA application.

Location of Property:*

438 E. Main st. Abingdon, Va 24210

Zoning District:*

Click here to find Zoning District

B-2

Business Name:*

MC Ventures

Tax Map Number:*

Click here to search for Tax Parcel ID

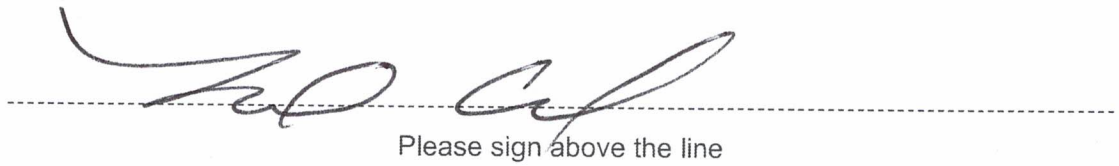
014-5-5

Applicant / Property Owner Information:

Name:*

Robert Carneal

Signature:*



Please sign above the line

Mailing Address:*

152 E Main St Suite 3E3

City:*

Abingdon

State:*

Va

Zip:*

24210

Phone:*

xxx-xxx-xxxx

276-696-9407

Email:*

office@welkindevelopments.com

Representative Agent(s) Information:

Name:*

Robert Carneal

Firm:*

MC Ventures

Mailing Address:*

152 E. Main St. Suite 3E3

City:*

Abingdon

State:*

Va

Zip:*

24210

Phone:*

xxx-xxx-xxxx

276-696-9407

Email:*

office@welkindevelopments.com

Select the Appropriate Choices - Select all that Apply:*

- ☐ Exterior Change
- ☐ Addition
- ☐ Relocation
- ☑ Demolition

- [ ] Driveway/Parking Area
- [ ] New Structure/Building
- [ ] Grounds/ Landscaping
- [ ] Dumpster/HVAC, screen, etc.
- [ ] Other (describe)

Describe Other (if applicable):

Add crush and run gravel where building existed after demolition

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 Planning Commission Meeting on the date assigned by staff, typically the 4th Monday of each month at 5:30 p.m., to present my proposal and that failure to attend may result in denial of my proposal by the Commission due to insufficient information. No material change in the appearance 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 Planning Commission 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 Planning Commission the right to enter my property during normal business hours for the purposes of investigating my request for a Certificate of Appropriateness. I further authorize Town staff to notify any adjoining property owners of this application for Certificate of Appropriateness.

Signature:*

Please sign above the line

Date:*

2021-05-05

PLEASE READ:

Applicants are encouraged to submit completed applications with sufficient information to enable a clear understanding of the proposal by the Planning Commission 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 CDA. 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):*

Completely demo & remove the building at 438 E. Main St and a small building behind the building.

1000

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.

1. Sketch, drawing and/or elevations showing the proposed changes or improvements:*

Initial or indicate "not applicable" and explain

not applicable

2. Site plan or plat of property:*

Initial or indicate "not applicable" and explain

Proposed plat already submitted

3. Photographs showing property, work in question, and the area of the proposed project:*

Initial or indicate "not applicable" and explain

RC

4. A list of material that identifies the type and quality of materials to be used in the Proposed Project:*

Initial or indicate "not applicable" and explain

Not applicable

5. Other (please list):

1000

Attachments:*

Upload above attachments here

Select file (Support: pdf, doc, docx, xls, xlsx, pptx, ppt, txt)

A $50.00 application fee must also be filed with the Town of Abingdon's Office of Planning and Zoning.

Applicants may refer to a typical submission kept at the Department of Planning and Zoning of the Town of Abingdon, on the lower floor of the Town Hall, located at 133 West Main Street for illustrations of how to present the required information.

Town of Abingdon Planning Commission
133 West Main Street
P.O. Box 789
Abingdon, VA 24212
Phone: 276-628-3167 / Fax: 276-698-3412

Submit

Powered by Survey123 for ArcGIS

Town of Abingdon

05/11/21 14:30 MISCELLANEOUS PERMIT

CORNELL ROBERT
M C ADVENTURES
COA
Chk#: 1516
Batch Id: COUNTERB
Ref Num: 45647 Seq: 57 to 57

Cash Amount:	0.00
Chack Amount:	50.00
Credit Amount:	0.00
Total:	50.00

Abingdon, Virginia IMPORTANT NOTE:

The complete application along with a $50.00 administrative fee must be filed with the Town of Abingdon's Office of Planning and Zoning. Applications are due on the first Monday of the month in order for the application to be placed on that months agenda. The staff needs to have sufficient time to review site plans & post public notices per VA code section §15.2- 2204. Applications received after the deadline will be heard at the following month's meeting. If the application is not complete, it will not be included on the next meeting's agenda. To avoid delays, it is recommended that applicants meet with staff before the deadline to review the COA application.

APPLICATION FOR ENTRANCE CORRIDOR, CERTIFICATE OF APPROPRIATENESS
Town of Abingdon, Virginia

Town of Abingdon Planning Commission
133 West Main Street · P. O. Box 789 · Abingdon, VA 24212
Phone (276) 628-3167 · Fax (276) 698-3412

Location of Property: 370 East Main Street, Abingdon, VA	**Zoning District:**	B-2
Business Name: The Standard Cafe + Coffee Bar, dba The Girl & The Raven	**Tax Map No:**	014-1-9

Applicant/Property Owner Name (PRINTED): Hugh Belcher	**Representative Agent(s) Name:** Hugh Belcher
Signature:	**Firm:** The Girl & The Raven
Mailing Address: 350 East Main Street	**Mailing Address:** 350 East Main Street
City: Abingdon	**City:** Abingdon
State/Zip: Virginia / 24210	**State/Zip:** VA / 24210
Phone/Fax Number: 423-677-8072	**Phone/Fax Number:** 423-677-8072
Email: hughbelcher058@gmail.com	**Email:** hughbelcher058@gmail.com

Project Type (list all that apply): Deck/Porch

If other, please describe:

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 Planning Commission Meeting on the date assigned by staff, typically the 4th Monday of each month at 5:30 p.m., to present my proposal and that failure to attend may result in denial of my proposal by the Commission due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I futher understand that approval by the Planning Commission 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 Planning Commission the right to enter my property during normal business hours for the purposes of investigating my request for a Certificate of Appropriateness. I further authorize Town staff to notify any adjoining property owners of this application for Certificate of Appropriateness.

Signed: _____ Date: ___May 11, 2021_____

PLEASE READ:
Applicants are encouraged to submit completed applications with sufficient information to enable a clear understanding of the proposal by the Planning Commission 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)

__Hugh has supplied information

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: **Hugh has supplied information**

☐ Site plan or plat of property: **Hugh has supplied information**

☐ Photographs showing property, work in question, and the area of the proposed project: **Hugh has supplied information**

☐ A list of material that identifies the type and quality of materials to be used in the Proposed Project: **Hugh has supplied information**

Other (please list)

—

☐ $50.00 application fee

Applicants may refer to a typical submissions kept at the Department of Planning and Zoning of the Town of Abingdon, on the lower floor of the Town Hall, located at 133 West Main Street for illustrations of how to present the required information.

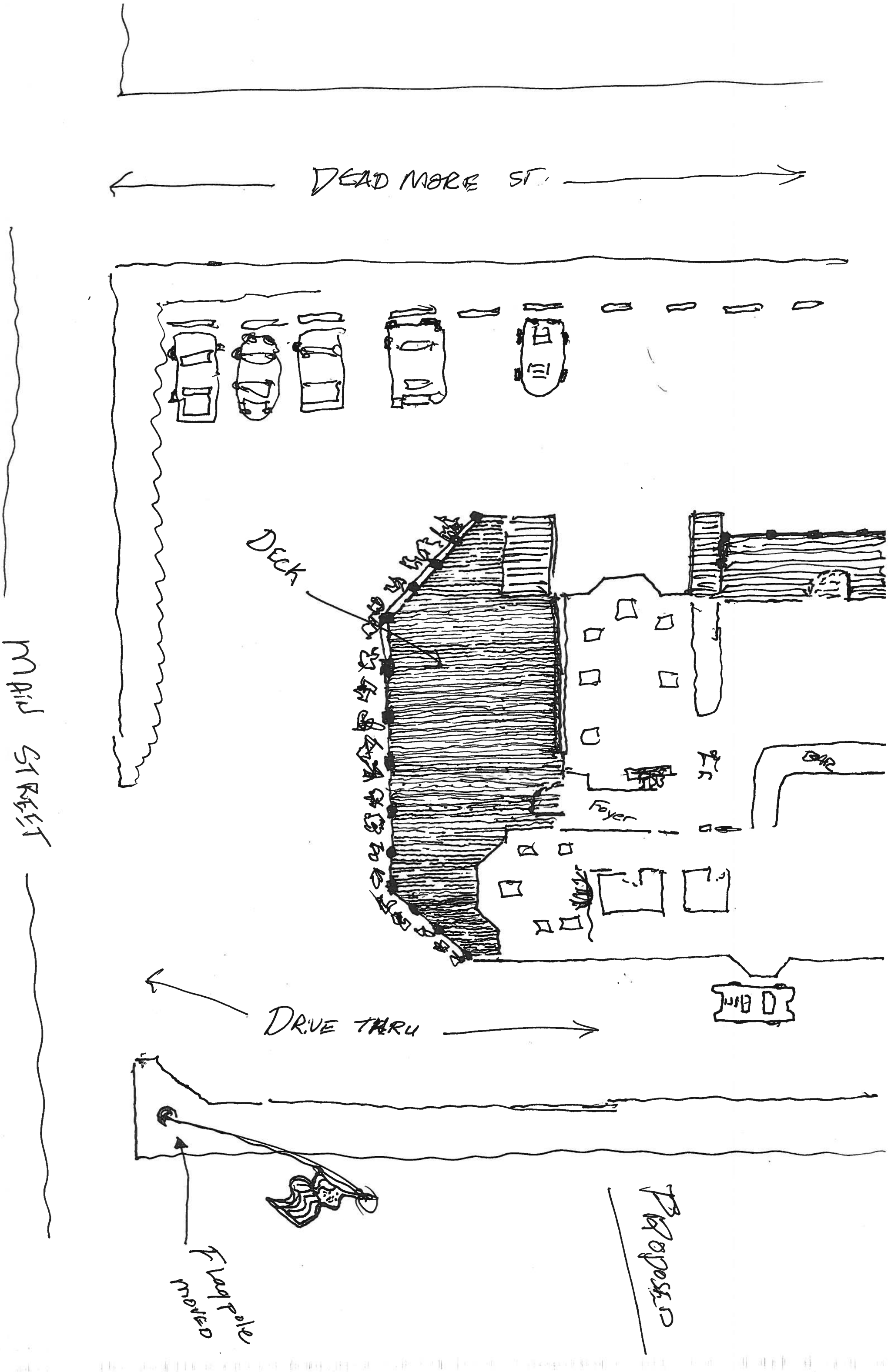
To be Completed/Initialed by Planning Department Staff

_____ 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.
_____ An administrative fee of $50.00 is attached with this application.
_____ All modifications requiring further review: $25.00.

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

Attachments Submitted:

Hugh Belcher.pdf


DEAD MORE ST.
MAIN STREET
DECK
Foyer
BAR
DRIVE THRU
Flagpole moved
PROPOSED

CURRENT

DEAD MOORE ST

45

COFFEE ROOM

TABLE

TABLE

BAR

KITCHEN

Palm

Palm

FOYER

PORCH

DRIVE THRU

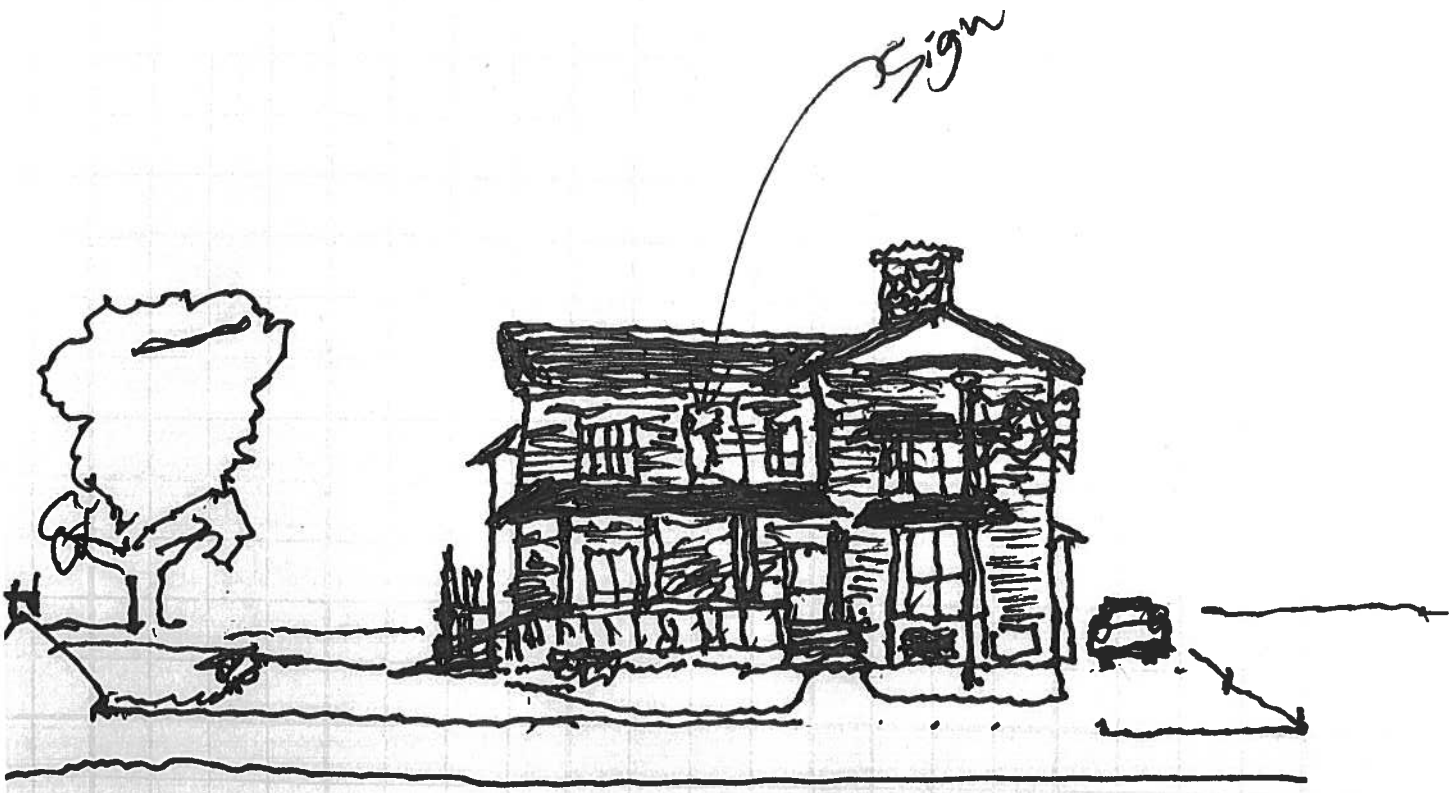
GRASS

DRIVE THRU

MAIN STREET

Proposed

CURRENT



Town of Abingdon

05/11/21 14:11 MISCELLANEOUS PERMIT

THE GIRL AND THE RAVEN LLC
MAP#014-1-9

Chk#: 1007
Batch Id: COUNTERA
Ref Num: 45645 Seq: 49 to 49

Cash Amount:	0.00
Check Amount:	50.00
Credit Amount:	0.00
Total:	50.00