

**TOWN OF ABINGDON
PLANNING COMMISSION
MONDAY, SEPTEMBER 27, 2021 – 5:30 PM
COUNCIL CHAMBERS, MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, September 27, 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 – Janice Dornon, Administrative Assistant

Members Present:

Mr. Chad Pennington	Present
Mr. Michael Weaver	Present (left meeting at 6:30 p.m.)
Mr. James Anderson	Present
Mr. Kirk Sproles	Present
Mr. Scott Wilson	Present (left meeting at 6:10 p.m.)
Mr. Wayne Austin	Present

Members Absent: Mr. Kenny Shuman

Comprising a quorum of the Commission – Yes

Administrative Staff Present:

Mr. James Morani, Town Manager
Mr. Tyler Vencill, Town Engineer & Interim Zoning Administrator
Mrs. Janice Dornon – Administrative Assistant

Guests:

C. APPROVAL OF MINUTES (VIDEO 6:03 – 7:35)

Approval of Minutes: Regular Meeting, April 26, 2021, May 24, 2021, and June 28, 2021.

April 26, 2021 - Regular Meeting

On a motion by Mr. Pennington, seconded by Mr. Sproles, the Planning Commission approved the Regular Meeting Minutes for April 26, 2021, as presented.

The roll call vote was as follows

Mr. Chad Pennington	Aye
Mr. Michael Weaver	Aye
Mr. James Anderson	Aye
Mr. Kirk Sproles	Aye
Mr. Scott Wilson	Aye
Mr. Wayne Austin	Aye

May 24, 2021 - Regular Meeting

On a motion by Mr. Pennington, seconded by Mr. Weaver, the Planning Commission approved the Regular Meeting Minutes for May 24, 2021, as presented.

The roll call vote was as follows

Mr. Chad Pennington	Aye
Mr. Michael Weaver	Aye
Mr. James Anderson	Aye
Mr. Kirk Sproles	Aye
Mr. Scott Wilson	Aye
Mr. Wayne Austin	Aye

June 28, 2021 - Regular Meeting

On a motion by Mr. Pennington, seconded by Mr. Sproles, the Planning Commission approved the Regular Meeting Minutes for June 28, 2021, as presented.

The roll call vote was as follows

Mr. Chad Pennington	Aye
Mr. Michael Weaver	Aye
Mr. James Anderson	Aye
Mr. Kirk Sproles	Aye
Mr. Scott Wilson	Aye
Mr. Wayne Austin	Aye

The minutes for April 26, 2021, May 24, 2021, and June 28, 2021, were approved as presented.

D. PUBLIC COMMENTS (VIDEO 7:36 – 9:20)

1. Mr. Scott Shelton announced that the group had come to speak about another address; the group mistakenly came for the wrong address.
2. Ms. Josephine & Robert Mullings and Ms. Wilma Roberts, all declined to speak.

E. PUBLIC HEARING – SPECIAL USE PERMIT (VIDEO 9:21 – 16:50)

1. Public Hearing – Zoning Map Amendment; Clifton-Stewart Rentals, LLC, 16325 Taylor Place, Abingdon VA, 24211: Owner. Zoning Amendment for three parcels from M-1 – Limited Industrial District to B-2- General Business District. Located at 430 Porterfield Hwy, 555 Porterfield Hwy, and 520 Porterfield Hwy, Abingdon, VA, Tax Map ID (104A-3-1, 104A-3-2 & 104A-3-3)

Mr. Austin opened the public hearing.

Mr. Tyler Vencill gave the board an update of the Zoning Map Amendment, stating the change in zoning for the old Bundy warehouses from M-1 to B-2.

Town staff recommended that approval for the Zoning Map Amendment be approved.

Mr. Jimmy Stewart spoke on behalf of Clifton-Stewart Rentals, LLC. Clifton-Stewart Rentals, LLC bought these three parcels with the intent of combining them with the two already owned by Clifton-Stewart. The property has access from Highway 19, and Russell Road. Plans are to join the two parking lots.

Mr. Vencill explained that a proposed site plan would be submitted later for the entrances to the property.

Mr. Austin closed the public hearing.

On a motion by Mr. Sproles, seconded by Mr. Pennington, the Planning Commission approved the Zoning Map Amendment to change from M-1 – Limited Industrial District to B-2- General Business District as presented.

The roll call vote was as follows:

Mr. Chad Pennington	Aye
Mr. Michael Weaver	Aye
Mr. James Anderson	Aye
Mr. Kirk Sproles	Aye

Mr. Scott Wilson **Aye**
Mr. Wayne Austin **Aye**

The board unanimously approved the Zoning Map Amendment for 430 Porterfield Hwy, 555 Porterfield Hwy, and 520 Porterfield Hwy Street, from M-1 to B-2, as presented.

F. WORK SESSION WITH THE BERKLEY GROUP (VIDEO 16:51 – 1:27:42)

Ms. Kelly Davis presented updates to the Zoning and Subdivision Ordinance.

Ms. Davis presented the following topics for discussion:

1. Use Performance Standards:

- a.) Home occupations
- b.) Short-term rentals
- c.) Small-scale solar
- d.) Mixed use structures
- e.) Restaurant, drive-in, mobile and general
- f.) Accessory dwelling units

2. Community Design Standards:

- a.) Lighting
- b.) Landscaping
- c.) Transitional Buffers
- d.) Parking lot landscaping
- e.) Screening and enclosures
- f.) Trees and plant standards
- g.) Walls and fences
- h.) Compliance and enforcement

3. Flood Hazard Overlay:

- a.) Revision to clarify existing standards to ensure compliance with State Code requirements. The Town's staff has found this plan satisfactory.

4. OH Sub districts Consolidations Edits:

- 1.) Combined OH-1 and OH-2 to create Civic/Business Focused District
- 2.) Residential Focused District
- 3.) Artisan Focused District
- 4.) Sinking Spring Cemetery District
- 5.) Muster Grounds District

5. Matrix & Definitions:

- a.) Short-term rentals
- b.) Public parking facilities
- c.) Restaurants, drive-in, mobile and general
- d.) Manufacturing, light, heavy, and flammable and/or combustible materials.
- e.) Accessory dwelling units
- f.) Removal of bulk fuel storage and distribution per work session #2

6. Next Steps:

- a.) General administration
- b.) Permits and applications
- c.) Nonconformities
- d.) Subdivision

Miscellaneous Highlights:

Items to revisit at the next Work session with the Planning Commission:

- 1.) Short-term rentals, the definition of an accessory dwelling as it pertains to the building code definition. Whether to use the suggested 104-day method. Use of Special Use Permits to regulate short-term stays.
- 2.) Lighting, preserve dark skies, prevent light trespass and ensure safety while mitigating nuisances for adjacent neighbors.
- 3.) Signs, the Town staff indicated that no updates were needed for the March 2020 Sign Ordinance. Ms. Davis suggested that all signs be neutral in their content.
- 4.) Verification that the Town staff could approve design standards, with the Planning Commission to approve Special Use Permits and Variances.
- 5.) Update exemptions on waivers.
- 6.) Flood Hazard Overlay, staff to approve.
- 7.) Revisit Homestay regulation, 90 days with homeowners living in residence. Use of Zoning and Text Amendment to regulate Homestays.
- 8.) Restaurants, the Town staff, and the Planning Commission to regulate. Ms. Davis to ask Ms.Cobb about the restaurant's standards.

9.) Manufacturing to verify uses and to distinguish fueling stations and define gasoline storage.

10.) Mini-Storage, internal storage with an outside entrance, added to the ordinance for indoor-only use. Include plans to repurpose existing buildings, to be placed in the business district, with a Special Use Permit to regulate. Outdoor storage may be possible with the proper screenings.

11.) Small scale solar, for residential and business use. Installed on the roof or in yard, setbacks will need to be checked when installing solar panels.

12.) November 22, 2021 meeting will need to be rescheduled due to the Thanksgiving Holiday.

G. DISCUSSION - None

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

I. ANNOUNCEMENTS - None

J. ADJOURN

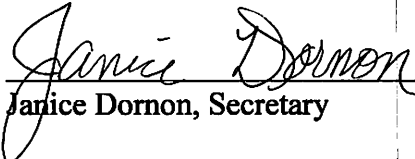
On a motion by Mr. Anderson, seconded by Mr. Sproles, recommending that the meeting be adjourned with no further business to address.

The roll call vote was as follows:

Mr. Chad Pennington	Aye
Mr. James Anderson	Aye
Mr. Kirk Sproles	Aye
Mr. Wayne Austin	Aye

Adjourn Time 7:05 P.M.


Wayne Austin, Chairman


Janice Dornon, Secretary

The next regularly scheduled meeting will be October 25, 2021, at 5:30 pm in the Council Chambers, 2nd floor of the Town Municipal Building.