

**TOWN OF ABINGDON  
PLANNING COMMISSION  
MONDAY, JUNE 27, 2022 5:30 PM  
COUNCIL CHAMBERS, MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, June 27, 2022,  
at 5:30 PM in the Council Chambers of the Municipal Building.

- A. Kenny Shuman - Chairman called the meeting to Order**
- B. Roll Call – Mayana Rice, Community Development Director**

**Members Present:**

<b>Mrs. Donna Quetsch</b>	<b>Present</b>
<b>Mr. Michael Weaver</b>	<b>Present</b>
<b>Mr. Chad Pennington</b>	<b>Present</b>
<b>Mr. Kirk Sproles</b>	<b>Present</b>
<b>Mr. Scott Wilson</b>	<b>Present</b>
<b>Mr. Kenny Shuman</b>	<b>Present</b>

**Members Absent: Mr. Jeff Johnson**

**Comprising a quorum of the Commission – Yes**

**Administrative Staff Present:**

Mrs. Mayana Rice – Community Development Director  
Mr. Gabe Cristofari – Planner/GIS

**Guests: None**

- C. APPROVAL OF MINUTES: REGULAR MEETING, MAY 23, 2022. (VIDEO 5:08 – 5:45)**
  - May 23, 2022, Regular Meeting

**On a motion by Mrs. Quetsch seconded by Mr. Chad Pennington, the Planning Commission approved the Regular Meeting Minutes for May 23, 2022, as presented.**

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

<b>Mrs. Donna Quetsch</b>	<b>Aye</b>
<b>Mr. Michael Weaver</b>	<b>Aye</b>
<b>Mr. Chad Pennington</b>	<b>Aye</b>
<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>

**D. PUBLIC COMMENTS: (VIDEO 5:46 – 10:00)**

Mr. Greg Lilly, prior to the meeting submitted a written comment voicing his stance against allowing existing billboards to be upgraded to digital billboards. Mr. Lilly references the Town of Abingdon’s current sign code (21-7-1) stating nonconforming signs (billboards), shall not be enlarged, nor any feature of a nonconforming sign be increased. However, in the proposed new sign code nonconforming signs as of 2022 may be altered with the approval of a special use permit. Mr. Lilly believes digital billboards would not be a fitting addition to the entrance corridor to Abingdon. Additionally, Mr. Lilly states upgrading to a digital billboard would be a safety issue, causing driver’s attention to be directed to the digital billboard and not the road. Lastly, Mr. Lilly encouraged the Planning Commission to not adopt the new code section, allowing billboards to be upgraded with the approval of a special use permit.

Mr. Brad Dorris, attended the meeting to voice his opposition against the proposed amendment to the off premise signage, specifically upgrades to existing billboards. Mr. Dorris asked the Planning Commission to not support the proposed amendment.

**E. CERTIFICATES OF APPROPRIATNESS**

- 1. *Certificate of Appropriateness; Doug’s Super Wash, Turnhart Acquisition Corporation, 2506 S. Front Street, Richlands, VA 24641; Owner. Memo for exterior material change. Located at 140 Cook Street, Abingdon, VA 24210. Tax Map (021-8-9A). (VIDEO 10:01 - 20:08)***

**A. Staff report**

**B. Applicant presentation**

**C. PC discussion and decision**

Mrs. Mayana Rice gave the Staff Report

Mrs. Rice explained Turnhart Acquisition Corporation and Jeremy Fields with Appalachia Design Services requested approval of a Certificate of Appropriateness

for a new commercial carwash, located at 140 Cook Street, Abingdon, VA. 140 Cook Street is located in The Meadows PUD. Any parcel within The Meadows PUD must go before the Planning Commission because at the time of the PUD's establishment the entire PUD was in the Entrance Corridor. They received approval of the COA in March 2022 as presented. The façade at that time was identified as brick with red accent trim. In May 2022, the applicants came back to the Planning Commission proposing to change the brick portion of the structure to a cement board painted red. This request was denied by the Planning Commission. Now the applicant is requesting to paint the brick portion of the structure red, making the entire structure red. Two pieces of code pertaining to this project are the minimum design requirements for the Meadows Plan Development, and the Entrance Corridor Guidelines. The minimum design requirements for the Meadows Plan Development are:

- A minimum of fifty percent (50%) of 1<sup>st</sup> floor front and side exterior building elevations, excluding glass, that are visible from the public right of way shall be comprised from the following materials: natural clay brick; and/or natural quarried stone products. Secondary façade materials, which may be used up to forty percent (40%) on the exterior building wall include: hard coat stucco, concrete materials; synthetic stucco; fiber cement siding; and/or other materials differing from those used as primary and secondary materials may be utilized, in an amount not to exceed ten percent (10%).

Whereas the Entrance Corridor Guidelines are:

- New buildings or exterior alterations to existing structures should include one or a combination of the following materials/methods of construction:
- Wood frame, (or fiber cement board), with brick, stone, or concrete foundations; brick construction or brick facing; finished concrete block; roof materials of standing seam metal, asphalt shingle, and rubber membrane/parapet for flat roof forms.
- Site materials shall be limited to local stone, asphalt, concrete, and exposed aggregate concrete.
- Facade colors preferably shall be of low reflectance white, earth tone, muted, subtle, or neutral colors. Building trim may feature brighter colors as an accent material. The use of high-intensity, metallic, fluorescent, day glow, or neon colors are discouraged.

Mrs. Rice pulled up the previously approved drawings so as to have a visual for the board, staff, and applicant to observe as the proposal was being discussed.

Mrs. Rice mentioned the red being proposed is slightly different than the red proposed back in May 2022.

Mr. Shuman states he cannot see a reason to change because the initially approved structure in March matches what is allowed in The Meadows PUD.

Mrs. Quetsch states she believes painting the whole structure the proposed red color would not match the design guidelines for the area.

Jeremy Fields of Appalachia Design stated the reasoning behind wanting to paint the brick portion of the structure red is to remain consistent with Doug's Super Wash trademark look. Mr. Fields continues by stating the trademark color is important to drawing costumers to the business. The applicant further explains how Pal's exterior is painted blue to match their trademark.

Mr. Sporles asked the applicant if the grout was going to be white. Mr. Fields responded no, the brick would be laid and then painted.

Mr. Sproles further elaborated on his previous question asking while laying the brick what color would the grout be if left as is. Mr. Fields responded the grout would be red if not painted.

Mr. Fields adds you cannot buy specifically red bricks due to the range in color.

**On a motion by Mrs. Quetsch seconded by Mr. Wilson, the Planning Commission moved to not revisit the previous approval, denying the amendment proposed.**

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

<b>Mrs. Donna Quetsch</b>	<b>Aye</b>
<b>Mr. Michael Weaver</b>	<b>Aye</b>
<b>Mr. Chad Pennington</b>	<b>Aye</b>
<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>

2. ***Certificate of Appropriateness; Ombre Nails Bar, 113 Cook Street. Abingdon, VA, 24210; owner. Brenna Olvera, Bristol Sign Company Walden, LLC; Representative. COA for signage. Located at 113 Cook Street, Abingdon, VA 24210. Tax Map (021-8-2) (VIDEO 20:16 - 25:08)***

**A. Staff report**

**B. Applicant presentation**

**C. PC discussion and decision**

Mr. Gabriel Cristofari gave the Staff Report

Mr. Cristofari explained Ombre Nails Bar (Owner) and Brenna Olvera of Bristol Sign Company Walden LLC (Representative) have requested approval of a Certificate of Appropriateness for a new wall sign, and black vinyl lettering attached to an existing open space on the tenant monument sign structure located at one of the entrances to the shopping plaza, located at 113 Cook Street, Abingdon (Parcel 021-8-2). The proposed wall sign will consist of channel letters mounted on a raceway, and be internally light using 120 volt white LED lighting modules.

The Subject Property contains approximately 10.595 acres and is legally described as PARCEL 2 PT THE MEADOWS PROJECT NEW AREA 10.595 (Tax Map 021-8-2). Generally, the Subject Property is located at 113 Cook Street. 113 Cook Street is one of many structures housed within the 10.595-acre parcel. Other structures within the parcel include a Food City and various restaurants and retail stores. There has been no previous sign at the proposed location. The area is a newly developed part of town and is currently in development still. Access to the site will be Cook Street. Adjoining properties to the North, East, and South are zoned B-2 (General Business District) parcels. To the West are AFOS zoned parcels (Agricultural, Forestal and Open Space District).

The proposed wall sign will be one set of 24" channel letters (OMBRE) mounted on a 7" raceway. One set of 16" channel letters (NAILS BAR) mounted on a 4" raceway. Both sets of lettering will have black returns, black trim caps, have white acrylic plex faces, and be internally lit. Illumination of the sign will consist of 120 volt white LED lighting modules. The total square footage of the proposed wall sign is 18.98 sq. ft. The total length of the primary elevation is roughly 33.1 ft. making the allowable square footage 62 sq. ft. The square footage for the proposed wall sign meets both the Meadows Restrictive Covenants and Reciprocal Access Easement Agreement, Section 2-A-3 and the Abingdon's General Sign Standards.

*Meadows Restrictive Covenants and Reciprocal Access Easement Agreement.*

*Section 2 Permitted Sign Specifications & Approval Processes.*

*A. Wall Signs.*

*Wall signs include any signage on structures and/or buildings whether leased or owned*

- 1. Primary (Front Elevation) – Each Tenant/Owner shall be permitted one or more signs. Up to Two (2) square feet of wall sign area shall be allowed for each horizontal linear foot of exterior wall length. If an exterior wall length is less than twenty (20) feet, the maximum allowable sign area on that wall shall be forty (40) square feet.*

Additionally, the type of lettering used and the method of illuminating the proposed wall sign meets the required/appropriate means outlined in the Meadows Restrictive Covenants and Reciprocal Access Easement Agreement:

*All signs shall be channel letters, or a similar application. The use of LED lighting is encouraged.*

There will be two signs, black vinyl letting attached to the existing tenant panels found on the existing tenant monument structure at the entrance into the plaza.

**On a motion by Mr. Pennington seconded by Mr. Weaver, the Planning Commission approved the Certificate of Appropriateness as presented.**

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

<b>Mrs. Donna Quetsch</b>	<b>Aye</b>
<b>Mr. Michael Weaver</b>	<b>Aye</b>
<b>Mr. Chad Pennington</b>	<b>Aye</b>
<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>

**F. ZONING CODE ARTICLE 21 SIGNS DISCUSSION (VIDEO 25:09 - 1:07:08)**

Mr. Shuman asked if there has been any action by the Council regarding digital billboards.

Mrs. Rice stated there has been no action by either the Planning Commission or Town Council concerning digital billboards. In 2021, when the Lamar sign company came to staff asking if there was a possibility of doing digital billboards, staff reviewed the code internally, then with Lamar, and then consulted the town's attorney, staff responded no off premise signage is not allowed. If Lamar wished to further the proposal they would have to apply for a text amendment. Staff later brought the proposal to Planning Commission and were not opposed to it, but needed to see a presentation. Later Lamar provided a presentation to Planning Commission, where two concerns materialized:

1. Does the community want digital billboards?

2. Is there a possibility if we allow upgrading of billboards, would they begin to pop up all over town specifically digital?

After the presentation the Planning Commission wanted to hear what Town Council thought. Lamar presented a presentation to Town Council and they were neither opposed or approving of the idea. Town Council instructed Lamar to go back to Planning Commission and provide language for a possible text amendment.

Mrs. Rice stated tonight was a workshop opportunity to review and comment on the sign code. In hopes of adopting a resolution amending the sign code.

Board of Architectural Review was switched out with Historic Preservation Review Board (HPRB).

Currently there is no mention of temporary signage being allowed or not allowed in the OH District. Staff added language stating temporary signage is allowed in the OH District if a COA is approved by the HPRB.

Previously if signs in the Entrance Corridor met code requirements, then the COA for signage did not have to go before Planning Commission, but was approved internally by the Town Manager. Based on discussions with Planning Commission staff has changed this language within the code so all sign COA applications in the Entrance Corridor go before Planning Commission.

Fee schedule is not approved by Town Council, but by the Town Manager.

Staff added language about wayfinding signage which would be incorporated into a possible future Master Sign Plan for the town. Signage such as this can be found in Kingsport directing people to attractions, hospitals, etc. One specific town related attraction is the Creeper Trail who has town signage currently.

Mr. Shuman mentioned Planning Commission developed, but did not implement a wayfinding sign plan where certain sections of town were to be given signs to assist people in finding their way to certain sites. For example, one area was called the Falcon District.

Mr. Wilson mentions the wayfinding around town is not great based on people while visiting asked where the Creeper Trail is.

Under exempt signs staff crossed out a few type of signs because right now for example it is hard to manage temporary signage as the current code reads. Staff added language where temporary signage is not eliminated, but needs to go through a permitting process.

Mr. Wilson suggested trailer should be added where it says, *signs displayed on an operable truck, bus, or other vehicle while in use in the normal conduct of business. This section shall not be interpreted to permit the parking for display purposes a vehicle to which a sign is:1 attached or the use of such a vehicle as a portable sign*, due to a significant amount of trailer signs.

Under prohibited signs currently, any sign or banner in or across a right of way are not allowed. However, staff and Mr. Cochran Abingdon's new Town Manager, have been discussing specific areas where these types of signage can be hung related to town sponsored events. Eventually staff would provide language allowing signage on public light poles.

Off premise signage was added as not prohibited. Another form of off premise signage added is signs in individual yards advertising businesses or events that are off premise.

Staff added Section 21-5-8, for billboards and is follows:

- (1) No new billboards are allowed to be constructed within the Town limits of Abingdon.
- (2) Non-conforming billboards as of 2022 may be altered with the approval of a special use permit.
- (3) Minimum standards for alterations.
  - a. Alterations may only take place in the B-2 Zoning Sub district A permit for the construction of a replacement off-site/billboard sign with a digital billboard may only be issued after the removal of the existing off-site sign(s) and support structures unless said pole is to be used as a replacement.
  - b. Billboards must comply with the setback requirements for B-2 Zoning as a primary structure.
  - c. Billboards may not be located closer than 500 feet to another billboard.
  - d. Billboards height shall not exceed 35 feet.
  - e. Multiple digital billboards are not allowed on one parcel.
  - f. No replacement sign shall be expanded in size. permitted to be placed on-top of under an existing billboard or beside an existing billboard. To be eligible for the replacement with a digital sign, any side-by-side or stacked billboards must be removed and replaced.
  - g. All existing billboards replaced with a digital or automatic changeable message copy may include a digital sign face for 100% of the coverage of the sign or display surface area.
  - h. The message shall not be changed more than once every 12 seconds, move, flash, or display animation, as prohibited in this article.
  - i. Digital billboards shall not exceed three-tenths (0.3) foot candles over ambient light.

There are about 7 locations in town's various B-2 Districts based on staff driving around town and documenting each location of a billboard.



Mrs. Quetsch stated since the subject of digital billboards has been brought up, she has received numerous forms of feedback stating residents do not want digital billboards. She has not received any feedback from residents in favor or digital billboards.

Mr. Wilson, Mr. Shuman, and Mr. Sproles stated they are also against the idea of digital billboards.

Based on questions raised by Mr. Sproles and Mr. Shuman, Mr. Weaver stated a clear definition of deteriorated would have to be written to avoid subjectivity concerning a billboard's condition.

Mr. Shuman posed the idea of a small sign being allowed for short term rentals in town. If the property is located in the OH District, they would need to be approved by the HPRB.

Mr. Weaver stated he is of the opinion he does not want to waste Lamar sign company's time. It seems the board has come to the conclusion digital billboards are not wanted in the Town of Abingdon.

All other changes beside additional language about billboards the Planning Commission found appropriate. Mrs. Rice will bring back the amended sign code at the next meeting as a resolution for adoption to be granted approval and be forwarded to Town Council. A public hearing will happen after the next Planning Commission meeting.

Mr. Weaver asked about window signs. Mrs. Rice responded language was added so window signs can only be located on the interior of a structure.

## **G. BERKLEY GROUP ZONING CODE UPDATE (VIDEO 1:07:09 - 2:05:00)**

Rebecca from the Berkley Group presented a few final aspects found in the zoning code draft.

Rebecca stated a red lined version could not be provided, but she could provide pseudo minutes of each work session they have had. For the open house the Berkley Group will be creating a "Major Changes" document.

In the definitions section Rebecca reviewed what definitions would be in this specific section.

Mr. Wilson mentioned wherever sewer is mentioned within the code, if it is a sanitary sewer the language should read sanitary sewer and not just sewer.

Rebecca mentioned she will be implementing some changes to put some finishing touches before the July 25<sup>th</sup> Open House.

Mr. Nathan Berg suggested creating a list of hot topic subjects to further public engagement.

The schedule of events as it stands now are as follows:

1. Open house on July 25, 2022 at 6 PM

2. Work session going over comments collected during open house
3. Go to Town Council

A perspective finish date would be late August.

Rebecca inquired if home stays are staying as is or are they eliminated. Mrs. Rice responded home stays are eliminated. Only short terms rentals are allowed, they will be allowed in all the zoned districts.

Rebecca brought to the boards attention the topic of conditional zoning and proffers again due to the uncertainty when last touched upon last work session. Rebecca mentioned including proffers will allow the board to further guarantee a project is completed as first agreed upon, when a rezoning amendment is approved for a specific project.

The overall zoning map is not changing. The only map changing is the OH District to condense the amount of sub-district down to five zones. The five new zones are:

1. Civic & Business
2. Residential
3. Artisan
4. Sinking Spring Cemetery
5. Muster Grounds

Mrs. Rice asked Rebecca if there was a discuss prior to her arrival if there was a discussion about zoning areas that are not zoned, specifically around the railroad. Rebecca responded there was an initial discussion but nothing came to fruition. Rebecca said she should have to check if the budget would allow for it because that task was not included initially.

#### **H. OLD BUSINESS/MATTERS NOT ON THE AGENDA (VIDEO 2:05:05 - 2:12:36)**

Mr. Nathan Berg presented more information on pocket neighborhoods.

#### **I. ANNOUNCEMENTS**

#### **F. ADJOURNMENT**

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

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

<b>Mrs. Donna Quetsch</b>	<b>Aye</b>
<b>Mr. Michael Weaver</b>	<b>Aye</b>
<b>Mr. Chad Pennington</b>	<b>Aye</b>
<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>

**Adjourn Time 7:46 P.M.**

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Kenny Shuman, Chairman

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Mayana Rice, Director of Community  
Development

**The next regularly scheduled meeting will be on July 25, 2022, at 4:30 pm in the Council Chambers, 2<sup>nd</sup> floor of the Town Municipal Building.**

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

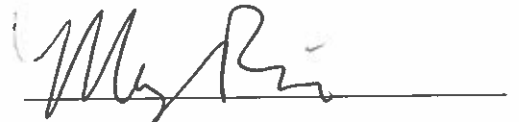
<b>Mrs. Donna Quetsch</b>	<b>Aye</b>
<b>Mr. Michael Weaver</b>	<b>Aye</b>
<b>Mr. Chad Pennington</b>	<b>Aye</b>
<b>Mr. Kirk Sproles</b>	<b>Aye</b>
<b>Mr. Scott Wilson</b>	<b>Aye</b>
<b>Mr. Kenny Shuman</b>	<b>Aye</b>

**Adjourn Time 7:46 P.M.**



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Kenny Shuman, Chairman



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Mayana Rice, Director of Community  
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