

**TOWN OF ABINGDON
PLANNING COMMISSION
MONDAY, FEBRUARY 26, 2024, 5:30 PM
COUNCIL CHAMBERS, MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, February 26, 2024,
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, Assistant Town Manager

Members Present:

| | |
|----------------------------|----------------|
| Mr. Wayne Austin | Present |
| Mr. Michael Weaver | Present |
| Mr. Chad Pennington | Present |
| Mr. Scott Wilson | Present |
| Mr. Kenny Shuman | Present |

Members Absent:

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|-------------------------|---------------|
| Mr. Kirk Sproles | Absent |
| Mr. Jeff Johnson | Absent |

Comprising a quorum of the Commission – Yes

Administrative Staff Present:

Mrs. Mayana Rice – Assistant Town Manager
Mr. Gabe Cristofari – Senior Planner/GIS
Mr. Caleb Conklin – Planner I

Guests: None

C. APPROVAL OF MINUTES: REGULAR MEETING, JANUARY 22, 2024. (VIDEO 7:08 - 8:27)

- January 22, 2024, Regular Meeting

Mr. Weaver mentioned a minor change in the fifth paragraph of the fifth page of the minutes. The word “leaning” should be changed to “leading”.

On a motion by Mr. Weaver, seconded by Mr. Austin, the Planning Commission approved the Regular Meeting Minutes for January 22, 2024, with the minor change of the word “leaning” changed to “leading” as amended.

The roll call vote was as follows:

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|----------------------------|----------------|
| Mr. Wayne Austin | Aye |
| Mr. Michael Weaver | Aye |
| Mr. Chad Pennington | Abstain |
| Mr. Scott Wilson | Aye |
| Mr. Kenny Shuman | Aye |

D. PUBLIC COMMENTS: None

E. CERTIFICATE OF APPROPRIATENESS

- 1. *Certificate of Appropriateness – Slem, Brant & Sanders, 480 E. Main Street, Abingdon, VA 24210; Owner. Bristol Sign Company; Applicant. Certificate of Appropriateness for Signage. Located at 480 E. Main Street, Abingdon, VA 24210. Tax Map ID (014-6-1) (VIDEO 8:28 – 11:36)***

Mr. Conklin provided the staff report.

Slem, Brant, & Saunders Insurance Agency (Owner/Applicant) and Bristol Sign Company (Representative) have requested approval of a Certificate of Appropriateness to replace an existing freestanding sign and wall sign located on the property. Located at 480 E. Main Street (Parcel 014-6-1). The property is within the General Business District (B-2), the Entrance Corridor, and can be seen from a public right of way therefore requiring the approval of the Planning Commission prior to completion.

Generally, the Subject Property is located at 480 E. Main Street. 480 E. Main Street is one of many businesses located in the approximately 1.676-acre parcel. There is an existing freestanding sign and wall sign from a previous business.

The applicant proposed to remove the existing vinyl graphics on the existing internally illuminated freestanding sign. It will be refaced with acrylic faces and blue vinyl lettering. The background will be gray. The sign will stay internally illuminated and will face perpendicular to E. Main Street. The cabinet of the sign will be painted to match the sign's blue lettering. The sign will measure 72 in. x 60 in. with a total area of 30 sq. ft. The small name plate underneath the existing sign will be removed permanently. The freestanding sign meets the Zoning Code requirements.

The existing wall sign on the North elevation of the building will be removed and replaced with a Wrisco aluminum digitally printed sign measuring 24 in. x 15 in. with three aluminum digitally printed name plates measuring 18 in. x 4 in. each. The total area will measure 4 sq. ft. The proposed wall sign and name plates' color scheme matches that of the proposed freestanding sign. The wall sign meets the Zoning Code requirements.

On a motion by Mr. Pennington, seconded by Mr. Austin, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

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|----------------------------|------------|
| Mr. Wayne Austin | Aye |
| Mr. Michael Weaver | Aye |
| Mr. Chad Pennington | Aye |
| Mr. Scott Wilson | Aye |
| Mr. Kenny Shuman | Aye |

- 2. *Certificate of Appropriateness – Marathon Realty Corp.; Owner. Charity Sparks, Snyder Signs; Applicant. Certificate of Appropriateness for Signage. Located at 117 Cook Street, Abingdon, VA 24210. Tax Map ID (021-8-2) (VIDEO 11:37 – 16:54)***

Mr. Conklin provided the staff report.

Marathon Realty Corp. (Owner/Applicant) and Charity Sparks of Snyder Signs (Representative) have requested approval of a Certificate of Appropriateness to install two freestanding signs and two wall signs on the property. Located at 117 Cook Street (Parcel 021-8-2). The property is within the General Business Zoning District (B-2) and is within the Meadows Planned Unit Development. As such there is a requirement for the approval of an Entrance Corridor Certificate of Appropriateness as well as additional standards identified in the covenant. Approval of the Entrance Corridor Certificate of Appropriates is granted by the Planning Commission.

Generally, the Subject Property is located at 117 Cook Street. The site is part of The Meadows Planned Unit Development. The design, uses, entrance locations and the final plat dictate many of the requirements on the parcels located within The Meadows. This project is subject to those requirements as well as the Entrance Corridor requirements identified in the Town of Abingdon Zoning Ordinance.

The applicant proposed to add wall signage to the North (primary) elevation of the building. The Meadows Restrictive Covenant allows one or more signs on the primary elevation of a building. The size of the sign(s) is permitted up to two square feet of wall sign area for each horizontal linear foot of exterior wall length. The wall sign will be internally illuminated using LED light channel letters on a metal raceway. The raceway will be painted to match the brick building. The sign will measure a total of 96.5 sq. ft., which meets the Meadows Restrictive Covenant requirements. The lettering will be the color white and the company logo will be the colors orange, cyan, and teal as shown in the renderings.

Wall signage is proposed on the South (rear) elevation of the building. The Meadows Restrictive Covenant allows one permitted sign on the rear & side elevations. The size of the sign is permitted up to one square foot of wall sign area for each horizontal linear foot of exterior wall length. The rear wall sign will match the material and color used on the

North facing (primary) wall sign and be internally illuminated. The sign will measure a total of 67.2 sq. ft., which meets the Covenant requirements.

There will be a sign for the business placed on each of the existing monument sign structures for the Meadows Planned Unit Development. One sign will measure 10.2 sq. ft. and the other 3.1 sq. ft. and will be installed in preexisting locations.

Mr. Weaver (PC) asked if the rear sign would be illuminated. Mr. Conklin (Staff) responded that is correct, with the front sign being illuminated and the rear sign not being illuminated. Charity Sparks (Representative) corrected Mr. Conklin’s statement by stating that the rear sign will also be illuminated. Mr. Weaver commented on the excessive amount of window signage already on the building and asked if it would be removed. Mrs. Sparks answered that the signage looks like it would be temporary, and another company is doing the vinyl on the door. Mr. Shuman (PC) asked if this would be a separate issue and that the board wouldn’t be voting on this. Mrs. Rice (Staff) answered that is correct and the board is only voting on the two walls signs because the two monument signs have been approved beforehand.

On a motion by Mr. Austin, seconded by Mr. Weaver, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

| | |
|----------------------------|------------|
| Mr. Wayne Austin | Aye |
| Mr. Michael Weaver | Aye |
| Mr. Chad Pennington | Aye |
| Mr. Scott Wilson | Aye |
| Mr. Kenny Shuman | Aye |

- 3. *Certificate of Appropriateness – Tabitha Estep, The Coal Miner’s Daughter Mercantile; Applicant/Owner. Certificate of Appropriateness for Signage. Located at 252 W. Main Street, Abingdon, VA 24210. Tax Map ID (012-1-131) (VIDEO 16:55 – 20:36)***

Mr. Conklin provided the staff report.

Tabitha Estep (Owner/Applicant) has requested approval of a Certificate of Appropriateness to remove an existing wall sign and replace it with a new wall sign. Located at 252 W. Main Street (Parcel 012-1-131). The property is within the Central Business District (B-3), the Entrance Corridor and can be seen from a public right of way therefore requiring the approval of the Planning Commission prior to completion.

Generally, the Subject Property is located at 252 W. Main Street. 252 W. Main Street building is occupied by various businesses. The existing wall sign proposed to be replaced belongs to the Abingdon General Store business.

The applicant proposed to remove the existing Abingdon General Store circular wall sign and replace it with a new rectangular wall sign. The proposed sign will be wood carved with painted black lettering, a white background, and a green and yellow border as seen in the rendering. The sign will measure 28 in. x 14 ft. for a total of 33 sq. ft. of signage.

Mr. Austin (PC) asked if the sign would be illuminated. Mr. Conklin (Staff) answered that it will not be illuminated. Mr. Shuman (PC) clarified that it is just a wooden sign. Tabitha Estep (Applicant) stated that the wooden sign is taken from another location and would have no illumination. Mr. Pennington (PC) asked if the sign was within the sign guidelines. Mr. Conklin stated that it was.

On a motion by Mr. Pennington, seconded by Mr. Austin, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

| | |
|----------------------------|------------|
| Mr. Wayne Austin | Aye |
| Mr. Michael Weaver | Aye |
| Mr. Chad Pennington | Aye |
| Mr. Scott Wilson | Aye |
| Mr. Kenny Shuman | Aye |

F. OLD BUSINESS/MATTERS NOT ON THE AGENDA (VIDEO 20:37 - 22:15)

- **260 W. Main Street, COA Waiver, Exterior Egress Metal Stair**

Mr. Shuman (PC) asked if the front of the building would be painted. Mrs. Rice (Staff) answered that the Certificate of Appropriateness is still viable, even with the building changing owners.

G. ANNOUNCEMENTS (VIDEO 22:16 – 22:53)

Mrs. Rice mentioned to the board that staff is working on getting signage that is larger than what the zoning ordinance allows near the interstate and compiling it into a report for the board to look at in the next meeting.

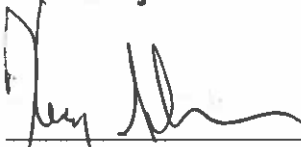
H. ADJOURNMENT

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

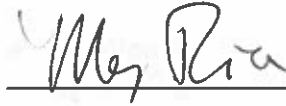
The roll call vote was as follows:

| | |
|----------------------------|------------|
| Mr. Wayne Austin | Aye |
| Mr. Michael Weaver | Aye |
| Mr. Chad Pennington | Aye |
| Mr. Scott Wilson | Aye |
| Mr. Kenny Shuman | Aye |

Adjourn Time 5:48 p.m.



Kenny Shuman, Chairman



**Mayana Rice, Director of Community
Development**