

**TOWN OF ABINGDON  
PLANNING COMMISSION  
MONDAY, JUNE 26, 2023, 5:30 PM  
COUNCIL CHAMBERS, MUNICIPAL BUILDING**

A meeting of the Abingdon Planning Commission was held on Monday, June 26, 2023,  
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:**

<b>Mr. Kirk Sproles</b>	<b>Present</b>
<b>Mr. Chad Pennington</b>	<b>Present</b>
<b>Mr. Scott Wilson</b>	<b>Present</b>
<b>Mr. Jeff Johnson</b>	<b>Present</b>
<b>Mr. Wayne Austin</b>	<b>Present</b>
<b>Mr. Kenny Shuman</b>	<b>Present</b>
<b>Mr. Michael Weaver</b>	<b>Present</b>

**Members Absent: None**

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

**Administrative Staff Present:**

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

**Guests: None**

- C. APPROVAL OF MINUTES: REGULAR MEETING, MAY 22, 2023. (VIDEO 6:00 – 6:27)**

- May 22, 2023, Regular Meeting

**On a motion by Mr. Austin, seconded by Mr. Weaver, the Planning Commission approved the Regular Meeting Minutes for May 22, 2023, as presented.**

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Jeff Johnson	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Kirk Sproles	Aye
Mr. Scott Wilson	Aye
Mr. Kenny Shuman	Aye

D. PUBLIC COMMENTS: None

E. CERTIFICATE OF APPROPRIATENESS

1. *Certificate of Appropriateness – Matt Smith Realty, 102 Wall Street, Abingdon, VA 24210. Certificate of Appropriateness for Signage. Located at 102 Wall Street, Abingdon, VA 24210. (Tax Map 011-8-22) (VIDEO 6:56 – 11:05)*

Mr. Cristofari provided the staff report.

Matt Smith Realty (Owner/Applicant) had requested approval of a Certificate of Appropriateness for a new wall sign, located at 102 Wall Street, Abingdon (Parcel 011-8-22).

The property is within the Central Business District (B-3).

Currently Matt Smith Realty has a roughly 32 sq. ft. sign facing W. Main Street and a small/minor sign on a pillar next to the main entrance of the structure.

The proposed wall sign will have the exact same dimensions, design, and be fabricated out of the same material as the existing metal wall sign facing W. Main Street, have a square footage of 32 sq. ft. The total length of the elevation where the proposed sign is to be located is roughly 18 ft. long.

**On a motion by Mr. Johnson, seconded by Mr. Sproles, the board voted to approve the application as presented with the condition the smaller existing sign be removed.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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 – Vein Clinic, 328 Cummings Street, Abingdon, VA 24210. Certificate of Appropriateness for signage. Located at 328 Cummings Street, Abingdon, VA 24210. (Tax Map 020-1-2A) (VIDEO 11:08 – 14:56)*

Mr. Cristofari provided the staff report.

The Vein Clinic (Owner/Applicant) and BurWil Construction (Representative) had requested approval of a Certificate of Appropriateness for a new wall sign, located at 328 Cummings Street, Abingdon (Parcel 020-1-2A). The proposed wall sign will consist of channel letters mounted on a raceway.

The property is within the General Business District (B-2).

328 Cummings Street is a structure located in a 4.15-acre plaza with other businesses and offices throughout. Vein Clinic will be placing their signage in the same location as Eye Physicians of Southwest Virginia had their signage when located at 328 Cummings Street.

The proposed wall sign measures 24 ft. 9 in. x 1 ft. 6 in. = 37.125 sq. ft. The total length of the primary elevation is roughly 57 ft. thereby meeting Abingdon's General Sign Standards. The proposed signage is from the business' previous Abingdon office location.

The applicant did not propose the sign to be illuminated.

There is a tenant sign structure for the plaza, but the applicant has not stated using one of the empty panels for signage. Staff assumes no panel will be placed on the tenant sign structure for this business.

**On a motion by Mr. Pennington, seconded by Mr. Johnson, the board voted to approve the application as presented.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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>

**3. *Certificate of Appropriateness – Living Water Vein Institute, 107 Cook Street, Abingdon, VA 24210. Certificate of appropriateness for Signage. Located at 107 Cook Street, Abingdon, VA 242210. (Tax Map 021-8-2) (VIDEO 15:02 – 18:11)***

Mr. Cristofari provided the staff report.

Living Water Vein Institute (Owner/Applicant) and Bristol Sign Company Walden, LLC (Representative) have requested approval of a Certificate of Appropriateness for two new wall signs, and six digital logo prints attached to existing open spaces on the tenant monument sign structures associated with the shopping plaza located at 107 Cook Street, Abingdon (Parcel 021-8-2). The proposed wall signs will consist of channel letters mounted on a raceway and be internally illuminated using 120-volt white LED lighting modules.

The property is within the General Business District (B-2).

107 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 signage at the proposed location.

The proposed wall signs at the front and rear of the structure will consist of three sets of channel letters mounted on 4" raceways prefinished to match the structure's brick color. Lettering will have 3" black returns, black trim caps, white acrylic plex faces with digital prints, and be internally illuminated. Illumination of the signs will consist of 120-volt white LED lighting modules.

The total square footage of the proposed front wall sign is 65.97 sq. ft. The total square footage of the proposed rear wall sign is 33.28 sq. ft.

The square footage for the proposed wall signs meets both the Meadows Restrictive Covenants and Reciprocal Access Easement Agreement, Section 2-A-3 and the Abingdon's General Sign Standards.

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

There will be six digital print vinyl logo signs, attached to open tenant panel spaces found on the existing tenant monument structures associated with the shopping plaza.

**On a motion by Mr. Weaver, seconded by Mr. Wilson, the board voted to approve the application as presented.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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>

4. *Certificate of Appropriateness – Hugh Belcher, 350 E Main Street, Abingdon, VA 24210. Certificate of Appropriateness for Exterior Changes. Located at 350 E Main Street, Abingdon, VA 24210. (Tax Map 013-1-83) (VIDEO 18:14 – 24:30)*

Mrs. Rice provided the staff report.

Hugh Belcher (Applicant/Owner) had requested approval of an Entrance Corridor Certificate of Appropriateness for fencing. Located at 350 E. Main Street, Abingdon (Parcel 013-1-83).

The property is within the General Business District (B-2).

Currently there is no fencing at the site, and no historical documentation could be found confirming a fence was at this location sometime in the near or distant past.

The applicant proposed to install 4 ft. fencing at various locations throughout the property including:

- Along the property's entire northern property line.
- Halfway down the applicant's pea gravel driveway terminating near a wooden ramp connecting the driveway to the front porch/portico.
- Approximately halfway between the applicant's northern and southern property line on the eastern side of the structure, will be fencing running from east to west terminating into an existing stone wall.

The applicant has indicated the proposed fencing will match both in design and material to the fencing seen at the Fields-Penn House at 208 W. Main Street. The fence at the Fields-Penn House is a wooden picket fence painted white with regularly spaced posts and pickets.

The only difference between the proposed fencing and the Fields-Penn House fencing is the entrance or gate area will feature a wooden arbor painted white.

The locations for the proposed fencing at 350 E. Main Street are in the Flood Hazard Overlay District but is not considered to be a development within the floodplain and is classified as a minor project. Minor projects do not require an engineered flood study. This conclusion was based on the distance between the pickets as seen at the Fields-Penn House having sufficient spacing, allowing water to flow through easily in the case of a flood.

However, the Main Street Flooding Project shows culverts and other improvements being installed in roughly the same location the applicant's fence is proposed. The Town has the authority to remove the fence, install the improvements as seen necessary, and then replace the fence when completed.

Mr. Hugh Belcher stated that the fence will be 42 in. in height and not 4 feet as mentioned previously. He mentioned that the engineering company that will be installing the culvert near the property will not come in contact with the fencing.

**On a motion by Mr. Austin, seconded by Mr. Sproles, the board voted to approve the application with the changes in the height of the fence being 42 inches and the heads of the pickets be arrowhead in shape.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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>

- 5. *Certificate of Appropriateness – Tommy Shrader, 301 E Main Street, Abingdon, VA 24210. Certificate of Appropriateness for Exterior Changes. Located at 301 E Main Street, Abingdon, VA 24210. (Tax Map 013-1-72) (VIDEO 24:43 – 55:10)***

Mr. Cristofari provided the staff report.

Tommy Shrader (Applicant/Owner) and Matthew Bundy (Representative) had requested approval of an Entrance Corridor Certificate of Appropriateness for exterior changes and demolition. Located at 301 E. Main Street, Abingdon (Parcel 013-1-72).

The property is within the General Business District (B-2).

The parcel is located directly outside of the Old & Historic District (OH) on the east side of town. Historically the structure functioned as a commercial space since its construction in 1901 by William W. Webb.

The applicant stated they plan on converting the structure which has been used historically as a commercial space into mixed use. The bottom or first floor will be commercial, whereas the second floor will be a single-family residence. Mixed use is an allowed use in a B-2 zone (General Business District).

The applicant proposes numerous exterior renovations and a demolition.

Historic Structure Proposed Exterior Changes:

- All existing wooden clapboards would be replaced with LP lap siding painted grey according to the rendering submitted.
- All existing doors and windows would be replaced with new Pella clad architectural windows and doors.
- Awnings located on the primary elevation will be refinished to have a black and white striped finish.
- Five pairs of existing fixed shutters on the South and West elevations will be restored and painted black according to the rendering submitted.
- Fixed shutters found on either side of an insulated metal door located at the northwest corner of the structure will have its shutters removed.
- Two pairs of fixed shutters will be attached to the two windows facing South to match the existing shutters found on the South and West elevations.
- All decorative woodwork and trim will be repaired or restored to match existing and painted white according to the rendering submitted.
- On the East elevation a flight of metal stairs prefinished black with a prefinished black metal railing will be attached to the exterior of the structure.
- The proposed exterior stairs lead to an existing window which will be replaced with a door.

Given the structure's date of construction and moderate to high level of integrity, replacing historic building materials without sufficient need could severely damage the structure's historic integrity.

Appropriate reasoning for replacement of historic building material is limited. While this building is not within the Old and Historic District, it is adjacent. The Planning

Commission should consider that the 300 block of Main Street has many historic structures.

The HPRB will be submitting a proposed expansion of the Old and Historic District through a Zoning Map Amendment at the August 2023 Planning Commission Meeting.

Upon visiting the site, staff found the existing wooden windows, wooden clapboards, and fixed wooden louvered shutters to be in relatively good condition and could very likely be original. As this is a historic structure – keeping and repairing the original clapboards would be the better option.

There are numerous sections on both the clapboards, windows, and shutters where paint is peeling off. To properly protect the existing wooden substrate the clapboards, windows, and shutters would need to be repainted.

All second story windows have a one-over-one metal storm window laid into the wooden window frame. A door located near the historic structure's northwest corner is a non-historic metal insulated door. There is no evidence if the front door is original or not.

#### Non-Historic Rear Addition:

The rear addition has no historical value and was constructed presumably less than 50 years ago. The rear addition is a wood frame structure with lattice utilized as a material to shield the interior of the structure from the outside. Roofing for the structure consists of corrugated plastic with glass at the top ridge.

The non-historic one-story wood frame rear addition is proposed to be demolished and replaced with a one-story rear addition similar in footprint to the existing.

The new one-story rear addition would have a masonry/stone base. Set on the masonry/stone base will be decorative metal panels essentially taking the place of the lattice seen on the existing rear addition.

Above the decorative metal panels will be a relatively low sloped front gabled prefinished black standing seam roof. A faux chimney is proposed to be located on the East side of the new rear addition. The chimney will have the same masonry/stone finish as the base of the proposed newly constructed rear addition.

The B-2 district is meant to be primarily commercial.

Originally the applicant requested to convert the structure to a single-family home. A single-family home can be permitted, however that would require a Special Use Permit for conversion. When this process was explained to the applicant, they instead chose to convert the structure to a Mixed-Use Building.



Along with exterior renovations, the applicant will be altering the existing floor plan of the structure to accommodate the changing use from a commercial space to mixed use. This structure cannot simply have an office space on the bottom floor that is used by the applicants. This must be a true Mixed-Use Structure with full separation between the Residential and Commercial areas.

Because there is a process by which the applicant could come in for a Special Use Permit, staff is requesting the Planning Commission apply a specific condition related to the requirements of the Mixed Use.

Staff Proposed Conditions:

1. The applicants must submit building plans that shows the separation between the Residential and Commercial space of the structure prior to staff issuing a permit for the approved COA.

Discussion ensued by the Planning Commission members.

Mr. Johnson (PC) found that the buildings is a contributing structure in the Town of Abingdon. He says that the siding and windows should be rehabilitated. He indicated that the roofs of the addition and the main structure should be the same material.

The applicant representative (AR) Mr. Matthew Bundy stated that the siding is rotten through completely in two different places on the west facing side of the building. On the east facing side of the building, where no sunlight hits, the siding is also rotten. He stated that if it was his building, he would want LP Smart siding.

Mr. Bundy (AR) mentioned that the roof in the rear is a lower slope and that is why he went with a metal roof to stay beneath the windows in the back. He mentioned that's why they had a shingled roof on the main roof and replacing what's there. Mr. Johnson (PC) asked if main roof was shingled or metal and that it looked like metal. Mr. Bundy (AR) corrected himself and said that the main roof was metal. Mrs. Rice (staff) asked for clarifications if both roofs would match the black color. Mr. Bundy (PC) replied that it would be the black color.

Mr. Weaver (PC) asked the board about the Historic Preservation Review Board coming to them to ask about adding this building into the OH District and if they should table the discussion until that time. Mrs. Rice (staff) clarified to the board that if they tabled the discussion until the HPRB comes to them, it may push the applicant to get started on the process by September or October. She mentioned that the applicant went for a mixed-use building and not a special use permit was because they were hoping to start sooner. She stated that the board can utilize the design standards of the Entrance Corridor which is very similar to the Historic Preservation design standards and that the Historic Preservation would not allow to replace the windows and to restore the siding and not replace it.

Mr. Shuman (PC) clarified that they would require the main wood structure and windows to be repaired and not replaced.

Mr. Pennington (PC) asked what necessitates them to decide what can be replaced and repaired and mentioned that Mr. Bundy (AR) stated that the rotten siding will need to be replaced and who gets to make that call. Mr. Shuman (PC) stated that because the east facing side is not in much view of the public eye that they could be different materials if they complement each other.

Mr. Johnson (PC) asked Mr. Bundy (AR) what percentage of the building's siding is beyond repair and brought up the two spots on the west side and the large section on the east side. Mr. Bundy (AR) replied that there was more where there is a storage unit where they keep food at, which will be taken off and replaced with the siding. He said it could go back to the wood siding, which is more expensive, but mentioned that the owner would prefer less maintenance.

Mr. Shuman (PC) stated that when the board redid the Entrance Corridor Overlay, they did so in a way that would match the OH District. Mr. Johnson (PC) furthered the point and said it is there to give the town the right to protect structures that would of went unprotected. Mrs. Rice (staff) stated that the zoning is the same between the Overlay and OH District.

Mr. Shuman (PC) clarified that the board can either table the whole discussion for next month or table the rear addition and let the applicant work on the main structure. Mr. Weaver (PC) suggested that they give permission to demolish the rear structure.

Mr. Johnson (PC) asked Mr. Bundy if he thinks that the applicant would be agreeable to modifying the application. Mr. Bundy (AR) replied that if they had to present it that way then they must present it that way and said the applicant would be 50/50 at best of being agreeable with it. Mr. Johnson (PC) asked if Mr. Bundy (AR) wanted to come back with a different set of colors or go with the original colors presented. Mr. Bundy (AR) said that the applicant wants to go with the colors presented. Mr. Weaver (PC) asked if there was evidence that the windows had shutters on the back. Mr. Bundy (AR) asked if it had to have evidence of shutters on the back. Mr. Weaver (PC) said that the Historic Board may ask about it. Mr. Johnson (PC) thinks that adding them is fine.

**On a motion by Mr. Johnson, seconded by Mr. Austin, the board voted that the COA be granted relative to refurbishing the structure, windows, siding (with like materials - wood for wood). The demolition of the rear structure be granted with the applicant coming back with plans for the new addition (screening) of the rear structure with the continued plan of matching roof of the rear to the front structure and the proposed stairs as submitted be granted. The color scheme of gray and black will be granted.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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>

**6. Certificate of Appropriateness – Maverick Capital, 301 W Main Street, Abingdon, VA 24210. Certificate of Appropriateness for Exterior Changes. Located at 301 W Main Street, Abingdon, VA 24210. (Tax Map 011-1-80) (VIDEO 55:14 – 1:20:27)**

Mrs. Rice provided the staff report.

Shawn McClanahan and Joe Waters of Maverick Capital (Applicant/Owner) had requested approval of an Entrance Corridor Certificate of Appropriateness for exterior changes. Located at 301 W. Main Street. (Parcel 011-1-80).

The property is within the Central Business District (B-3).

According to “Places In Time Volume II” by Nanci C. King, the masonry structure was built in 1908 by Citizens Bank & Trust Co. Around 1928 an addition was made to the West side of the structure, and the front window and door arrangement was modified.

The applicants proposed to:

- Construct two balconies on the South elevation (primary elevation), suspended over the Town sidewalk. The balconies will be 72 in. wide, 52 in. deep, 38 in. tall metal balcony.
- Windows directly on either side of the central one-over-one double hung wooden window will be replaced with a door.
- All remaining one-over-one double hung wooden windows will be replaced.
- There is a set of wooden stairs leading from a second-floor door, located on the original structure’s northern elevation to a parking lot located at the back of the property. These stairs are to be replaced with a new set of stairs.
- The applicants propose to paint the entire structure.

The applicant provided a paint sample. The color proposed is Thunder Gray SW 7645

The applicant has not provided:

- Type, size, or color of the window replacement.

- Design of the stairway leading from the second-floor door.

The balconies are the primary feature that will be changing on the building. On the rear of the structure the primary change is a stairway spanning the first floor roof.

#### VDOT Encroachment

Public Works Director Michael Surrett reached out to VDOT inquiring if there would be any concerns with the balconies being constructed over the right of way.

VDOT stated they are not recommending approval. Permanent structures should not encroach over the right of way. Staff requested clarification as there are many awnings up and down Main Street that encroach into the right of way. Awnings are seen as temporary structures. If there was a future need to remove them for a VDOT right of way project, they are not permanent.

#### Traffic Light Location

The second concern for balconies is the location of the Traffic Light. The VDOT standards require a 5 ft. buffer around VDOT features to allow for repair and maintenance. The balcony closest to the light would be the greatest concern for the Wall / Main Street Traffic Light.

Mr. Shawn McClanahan stated that the balcony is not for aesthetic purposes but instead for egress purposes due to the size of the windows on building. He stated he was not able to get a casement window that cranks out more than 4 inches because of the size. He then stated that the next option would be for a double hung window, but no one makes that size without a transit at the top. The size given in report would be the max size and he didn't need to go that big and wanted input from the Planning Commission to what the size should be. He mentioned that from his visual perspective, the balcony would be 12 feet away from the traffic light. The rear of the building he stated that the current wood steps have kickers on the rubber roof and would like to change the layout of the stairs. He was open to ideas and said that it can come straight out to the parking lot, or it could come over to the wall and across the roof. He would ask an engineer at the time of doing so to make the cost-effective way of changing the stairs.

Mr. Johnson (PC) asked for clarification on the balconies being used for egress. Mr. McClanahan answered yes due to three units upstairs.

Mr. Weaver (PC) asked why Mr. McClanahan can't use a double hung window that size. Mr. McClanahan answered that no one makes that size.

Mr. Johnson (PC) stated that there have been balconies before on Wall Street, Main Street, and the Belmont Hotel, however the structure itself is not a French Quarter design. If there was history showing there was a design there than he would be able to do those modifications.

Mr. Wilson (PC) asked clarification on the egress function if Mr. McClanahan wanted to put a door there instead of a window. Mr. McClanahan answered by saying yes and that there is a size specification for it to be considered a point of egress and they can't accomplish it with the current shape of windows. Mr. Wilson (PC) asked how it would be considered egress there was no stairway to leave the balcony. Mr. McClanahan answered that there would be a throw out ladder and it would not be the only point of egress but instead a second option. Mr. Wilson (PC) mentioned that there were instances where the building official would allow readily breakable windows instead of having the balcony. Mr. McClanahan said he was not aware of that.

Mr. Austin (PC) asked if the painting would be required for the entire building. Mr. McClanahan responded with correct. Mr. Austin (PC) asked if he was going to paint over the mural. Mr. McClanahan says he doesn't know at that time.

Mr. McClanahan stated that the current windows are tall and narrow and if they did a double hung window no one would be able to make it without building a transit over the top. The transit will cut down on the square footage for egress. He mentioned that is why no one makes a double hung window for egress of that size. Mr. Wilson (PC) mentioned the breakable window again and Mr. McClanahan answered that he was never brought aware that this could ever be an option. Mr. Pennington (PC) asked if the balcony will be used for more than just egress. Mr. McClanahan answered that it could be as minimal as allowed. Mr. Johnson (PC) states that balconies on French Quarters in areas such as Charleston and Louisiana, people use it for standing on too. Mr. McClanahan clarified that the balcony will not be used as something to stand or sit down on. He would also be open to a door style for the window.

Mr. Shuman (PC) found that the Planning Commission does not have enough specifics to decide on the design. He understands Mr. McClanahan openness to different designs but stated that the Planning Commission is not a design organization.

Mr. Johnson (PC) found the structure to be a historic building, and as such, changing the exterior structure for balconies, the comments from VDOT and the Town of Abingdon Public Works recommendation do not support this exterior change.

Mr. Weaver (PC) mentioned that in the past for loft apartments that can't the size of egress that the code requires, building officials would be willing to accept alternates. He also mentioned that in the past he would put in residential sprinkler system. Mr. McClanahan stated that they already have a fire plan with an integrated system and a corridor and that he is looking for egress for the two bedrooms. Mr. Weaver (PC) said that a sprinkler system would fulfill the requirements for egress. Mr. McClanahan stated that it would not be cost effective. Mr. Wilson (PC) and Mr. Weaver both (PC) agreed that it would be more cost effective of putting in the sprinkler system than installing the balcony. Mr. Johnson (PC) stated that it is not in the Planning Commission's purview but in the applicants to provide a detailed plan.

Mr. Johnson (PC) stated that with the information provided to the Planning Commission today, he would not be able to approve the COA. Mr. McClanahan asked what the Planning Commission concerns were. Mr. Johnson (PC) answered that first was the balcony and changing the exterior of the structure and second was impeding the right of way. Mr. McClanahan stated that it is 13 feet in height which is above VDOT's purview, 10 feet away from the light pole. Mr. Johnson (PC) replied that he was changing the exterior of the building and that the building is a contributing structure building being built in 1908 and within the Entrance Corridor. He also stated that purchasers of property within the OH and Overlay District must make sure that they are familiar with the requirements and regulations.

Mrs. Rice asked the board if they are interested in tabling the discussion so the applicant can come back with other ideas. Mr. McClanahan stated that its not really an option to table the discussion because he had already spent a time on matter.

Mr. Johnson (PC) suggested that they could table the discussion or act on it. Mr. McClanahan mentioned that there was also the paint color to be discussed. Mrs. Rice stated that the board can set different motions on each piece of the design.

**Mr. Johnson made a motion, seconded by Mr. Weaver, that the board approve the color that was submitted and deny the rest of the COA presented. Mrs. Rice advised Mr. Johnson that he should split the approved and denied motions into two separate motions. Mr. Johnson withdrew his motion.**

**On a motion by Mr. Johnson, seconded by Mr. Weaver, the board voted that the color submitted be approved.**

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

<b>Mr. Wayne Austin</b>	<b>Nay</b>
<b>Mr. Jeff Johnson</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>Nay</b>

**On a motion by Mr. Johnson, seconded by Mr. Austin, the board voted that the balance of the COA (balconies, windows, stairs and doors) be denied as submitted.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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>

**7. *Certificate of Appropriateness – Bonfire, 260 W Main Street, Abingdon, VA 24210. Certificate of Appropriateness for Exterior Changes. Located at 260 W Main Street, Abingdon, VA 24210. (Tax Map 011-1-86A) (VIDEO 1:20:58 – 1:29:50)***

Mr. Cristofari provided the staff report.

Taylor Lindsey (Applicant/Owner) has requested approval of an Entrance Corridor Certificate of Appropriateness for exterior egress stairs and a metal shed roof cover attached to the East elevation of the structure. The metal shed roof cover would be directly above the proposed exterior egress stairs. Located at 260 W. Main Street, Abingdon (Parcel 011-1-86A).

The property is within the Central Business District (B-3).

According to “Places In Time Volume II” by Nanci C. King, the structure was built in 1914. The alley where the proposed egress stairs and shed roof cover are located is owned by the property owner, the alley is not a public route. Access to the site will continue to be W. Main Street or Remsburg Drive.

The egress stairs will run almost the entire length of the East elevation stopping at an existing wooden board and batten door painted red close to the rear of the structure.

Both the existing board and batten door, and an existing two-over-two wooden window would be replaced with a 32 in. x 80 in. polyurethane fiberglass reinforced door.

The replacement of the existing board and batten door and two-over-two window would result in the removal of historic features original to the structure and increase the existing door and window openings. The concrete egress stairs will be supported by metal brackets.

A metal shed roof will be placed directly over the egress stairs. As with the egress stairs the shed roof will be supported using metal brackets. The applicant has not specified what type of metal roofing material will be used.

Mr. Weaver asked if all the windows are existing on the side with the stairs. Mr. Cristofari said that they are and there is a board and batten door painted red near the rear and a window near the primary elevation. Mr. Shuman asked if the alley is passable for vehicles. Mr. Cristofari says it is not and that the alley is owned by the property owner. Mr. Pennington brought up the idea of putting bollards at each end of the alley to prevent cars from entering.

Mr. Matthew Bundy stated that the building would have a true standing seam metal roof with the stairs being constructed of steel and concrete with the railing being painted black. He also mentioned that the door will have to be changed to a wood door to meet OH District standards.

**On a motion by Mr. Weaver, seconded by Mr. Pennington, the board voted to approve the COA as presented apart from requiring a wood door instead of a fiberglass door. This will also include the installation of bollards for protection at each end of the alley.**

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

<b>Mr. Wayne Austin</b>	<b>Aye</b>
<b>Mr. Jeff Johnson</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. PUBLIC HEARINGS**

- 1. *Public Hearing – Special Use Permit. Vintage Properties of Virginia, 2933 Heathmoor Lane, Charlotte, NC 28211. Special Use Permit for Building located in a Flood Zone. Located at 128 Park Street, Abingdon, VA 24210. (Tax Map 013-1-120F1) (VIDEO 1:29:55 –***

Mrs. Rice provided the staff report.

Vintage Properties of Virginia, LLC (Owner/Applicant) have requested approval of a Special Use Permit per Section 5-7-16 of the Town of Abingdon Zoning Ordinance to complete a substantial improvement in the AE Flood Hazard District, located at 128 Park Street, Abingdon VA (Parcel 013-1-120F1).

This application is specific to the new front porch addition. The existing structure already obtained approval to be located within the AE Flood Hazard District.

The property is currently zoned Limited Business District (B-1).

The Subject Property contains approximately 0.201 acres and contains one structure 128 Park Street otherwise known as the Dooly House. Before the Dooly House was moved from its original location at 123 Pecan Street, Parcel 013-1-120F1 was vacant. In the Spring/Summer of 2021 the Dooly House was moved to its current location due to the threat of demolition. The Dooly House and a rear addition was approved to be placed in the Flood Hazard District via a Special Use Permit granted by the Planning Commission and Town Council based on a previous flood study. Access to the site will continue to be



Park Street. Adjoining properties on all sides are zoned B-1 (Limited Business District). The parcel is relatively flat in this location.

Town Engineer, Tyler Vencill has provided an analysis (see attachment) and made the determination that this does require a special use permit to redevelop this structure.

A site plan was submitted that complied with the requirements for 5-7-16.

Per the memo by the Town Engineer: The flood report indicates an assumed BFE at the downstream end of the project to be 2037.8, however GIS data indicates an elevation of 2038. A request for clarification of the downstream BFE has been sent to the Engineer and has not been received at this time. If any revisions occur after the clarification, they will need to be reviewed in accordance with the previous criteria.

Once clarification is received and deemed adequate, Tyler Vencill, Town Engineer would recommend approval of the Special Use Permit, signed, and dated on May 21, 2023, solely based on the utilization of the Flood Hazard District. If any future development of this site includes new encroachments or construction, an additional analysis will be required. This development should be undertaken only in strict compliance with the provisions of any other applicable codes or ordinances.

**STAFF SUGGESTED CONDITIONS OF APPROVAL, WITH RECOMMENDATION OF APPROVAL BY PLANNING COMMISSION:**

If the Town Council decides to approve the Special Use Permit request, staff suggests the following conditions of approval be attached to secure substantial protection for public health, safety, and general welfare:

1. Submittal of all applicable building permits to the Community Development Department to ensure compliance with the VA USBC for both constructions permitting and for any required flood proofing.
2. Submittal of all needed clarifications sent to Tyler Vencill, Town Engineer for review and approval.

Mr. Dave Dalton speaks on his contractor asking for approval under the stipulations that were given. He also mentions that the church helped greatly through the process. The Planning Commission thanks Mr. Dalton for his work done on this building.

Mr. Wilson states that he will have to vote against it because there is a report that it will raise the flood plain and FEMA requires there to be no raise. He states that as an engineer he will vote against it.

**On a motion by Mr. Johnson, seconded by Mr. Pennington, the board voted to approve the special use permit and for it to be forwarded to Town Council for review.**

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Jeff Johnson	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Kirk Sproles	Aye
Mr. Scott Wilson	Nay
Mr. Kenny Shuman	Aye

**G. OLD BUSINESS/MATTERS NOT ON THE AGENDA**

- **231 W Main Street, COA Waiver, Handicap Ramp Replacement**
- **332 Cummings Street, COA Waiver, Roof Replacement**

Mrs. Rice said that the above COA Waivers are just put into the agenda to show that there are other projects being waived at this time.

Mrs. Rice brought the topic of excessive amount of signage in windows and that the Town of Abingdon is addressing the issue. This includes lighting that is displayed in windows. This will be a matter for next time and for the Planning Commission to think about the topic.

Mr. Shuman asks on the mural on 301 W Main St and if the town can protect the mural. Mrs. Rice states that it wasn't in the deed and that the property owner has the right to do what they like with the mural. Mr. Mike Cochran states that he offered to protect the mural with no liability. He mentioned that there was another option by digitally preserving the image on another board.

Mr. Steven Casey asked on the special use permit on porch of the Dooly House on 128 Park Street. He asked if the special use permit covered both porches or just the one in the rear. Mrs. Rice stated that it includes the porch altogether. Mr. Casey also asked on pouring footers for the house. Mrs. Rice says that it will be discussed with the building department on recommendations.

**H. ANNOUNCEMENTS**

**I. ADJOURNMENT**

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

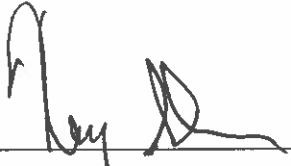
The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Jeff Johnson	Aye
Mr. Michael Weaver	Aye

**Mr. Chad Pennington**  
**Mr. Kirk Sproles**  
**Mr. Scott Wilson**  
**Mr. Kenny Shuman**


**Aye**  
**Aye**  
**Aye**  
**Aye**

**Adjourn Time 7:18 P.M.**



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Kenny Shuman, Chairman



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Mayana Rice, Director of Community  
Development