



**TOWN OF ABINGDON, VIRGINIA
REGULAR COUNCIL MEETING AGENDA
MONDAY, NOVEMBER 2, 2015 -7:30PM
BARTER THEATRE MAIN STAGE**

Welcome to the Town of Abingdon, Virginia Regular Council 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 two (2) opportunities during the meeting for you to address the Council members.

The first opportunity will come when the Mayor declares a public hearing open for comment. The second opportunity to address the council will come near the end of the Agenda when the Mayor will inquire if anyone wishes to speak to Council members regarding matters not listed on the Agenda. We do request that anyone addressing the Council, approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – *Mayor Morgan*

B. ROLL CALL – *Tonya Triplett, Deputy Clerk*

C. PLEDGE OF ALLEGIANCE – *Bob Howard, Council Member*

D. APPROVAL OF MINUTES

- October 7, 2015 Joint Meeting with Planning Commission
- October 21, 2015 Work Session Meeting

E. SECOND READINGS OF ORDINANCES

1. SECOND READING - PROPOSED REZONING - CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, applicant, application to rezone property, namely Tax Map No. 021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less, from AFOS Agricultural, Forrester, and Open Space District to B - 2 General Business District.

- Summary of the application provided by ***Matthew Johnson, Director of Planning***
- Comments from the Applicant/Developer
- Members of public listed on sign-up sheet will be allowed to comment for three (3) minutes. Those listed on the sheets may not donate their 3 minutes to another individual and Council will reserve action on this matter until comments are concluded
- Discussion by Council

F. RECESS

- Council may take a five (5) minute recess

G. EMPLOYEE RECOGNITIONS –None

H. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

1. PUBLIC HEARING - FIRST READING

An Ordinance to enact Chapter 70, Traffic and Vehicles, Article II – Administration and Enforcement, Division 1. – Generally, §70-31, Electronic Summons System Fee; Imposition; Amount; Administration Ordinance Of The Code Of The Town OF Abingdon, Virginia - *Tony Sullivan, Police Chief and Deb Icenhour, Town Attorney*

I. CONSIDERATION OF ANY BIDS - None.

J. REPORTS FROM THE TOWN MANAGER

1. Consideration of lease agreement between Town of Abingdon and Barter Foundation for property currently housing the Barter Theatre Main Stage - *Deb Icenhour, Town Attorney*
2. Consideration of lease agreement between Town of Abingdon and The Depot Artists Association, Inc., for property located at 314 Depot Square, SW - *Deb Icenhour, Town Attorney*
3. Consideration of change of fee structure as recommended by the Historic Preservation Review Board - *Matthew Johnson, Director of Planning*

K. RESOLUTIONS

1. Consideration of Resolution of Support for the Town of Abingdon Application for Revenue Sharing Funds on Green Springs Road Realignment Project – *John Dew, Director of Public Services and Construction*

L. OLD BUSINESS

M. MATTERS NOT ON THE AGENDA

N. APPOINTMENTS TO BOARDS AND COMMITTEES

Sustain Abingdon

- Appointment of four members to the Sustain Abingdon Committee

Fairview Committee

- Appointment of one member to the Fairview Committee

Tree Commission

- Appointment of one member to the Tree Commission

Sinking Spring Cemetery

- Appointment of one member to Sinking Spring Cemetery Committee

O. COUNCIL MEMBER REPORTS

P. ANNOUNCEMENTS

- Oct. 1-Nov. 30 - “Transitions” by Thelma V. Blake at The Gallery at Barr Photographics
- Nov. 3- Election Day
- Nov. 5 – first Thursday 5-8pm
- Nov. 5-8 - Mistletoe Market, SWHEC 9am-7pm Friday and Saturday. 11am-5pm Sunday
- Nov. 6 - Pints for Pets Blood Drive at Sheriff’s Office
- Nov. 7 – Book Signing “Working for Stuarts” by Kathy Shearer, Holston Mt. Artisans 1-4pm
- Nov. 7 – Three Rivers Arts & Crafts Auction 5-6:30pm at Grace Studio of Motion & Dance, 407 East Main Street. Please call 628-1600 for tickets or questions
- Nov. 9 – Chili Madness Cooking Class, SWHEC
- Nov. 10 – Free Understanding Cancer in Appalachia Workshop, 10am-2pm Lunch provided at Coomes Ctr. To register call Jennifer Johnson at 276-623-5279
- Nov. 11 – Town Offices Closed for Veterans Day
- Nov. 13- Grand Opening of Goodwill Store, 15811 Porterfield Highway
- Nov. 20-22- Coomes Center Christmas Craft Show
- Nov. 25- Town Offices Close at Noon
- Nov. 26-27 – Town Offices Closed
- Nov. 28- Breakfast with Santa at Heartwood
- Dec. 4 – Christmas Tree Lighting at Market Pavilion 6:30pm
- Dec. 4 – Coomes Center C.C. Holiday Express 7:30pm

Q. ADJOURNMENT

**TOWN OF ABINGDON
REGULAR COUNCIL, JOINT
MEETING WITH THE
PLANNING COMMISSION
WEDNESDAY, OCTOBER 7, 2015 – 7:30 P.M.
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A regular meeting of the Abingdon Town Council and the Planning Commission was held on Wednesday, October 7, 2015 at 7:30 p.m. in the Council chambers of the Municipal Building.

A. WELCOME – *Mayor Morgan*

B. ROLL CALL – Planning Commission, *Matthew Johnson, Director of Planning*

Members of Planning
Commission Present: Mr. Wayne Austin, Chair of Planning Commission
Mr. Kenny Shuman
Mr. Gregory W. Kelly
Mr. Richard E. Humphreys
Mrs. Maggie Costello
Mrs. Jan Reeves

Members of Planning
Commission Absent: Chris Burcher

C. ROLL CALL – Town Council, *Tonya Triplett, Deputy Clerk*

Members of Council Present: Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff: Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Assistant Town Manager/Town Clerk
Tonya Triplett, Deputy Clerk
Chuck Banner, Dir. Of Finance
Matthew Johnson, Dir. Of Planning
John Dew, Dir. Public Services/Construction
Kevin Costello, Dir. Of Tourism
Stacey Reichler, Director of HR
Jason Boswell, Code Enforcement Officer
Tony Sullivan, Police Chief
Tenille Montgomery, Public Relations Officer

At this time, Stacey Reichler, Director of Human Resources introduced the new Code Enforcement Officer, Jason Boswell, who started his new position on September 21.

D. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Jayne Duehring, Council Member

E. PETITIONS AND PUBLIC HEARINGS – PLANNING COMMISSION

Wayne Austin, Chair of the Planning Commission welcomed everyone to the joint meeting and noted that the Planning Commission would hold a public hearing regarding a proposed rezoning matter. Mr. Austin noted that the Planning Commission's role was to hear public comment, hold discussion and make a recommendation to Council about the matter.

Kenny Shuman, Planning Commission member disclosed that he had a conflict of interest. Mr. Shuman explained that his company supplies Workers Compensation insurance for K-VA-T Food Stores and noted that he will not be able to participate in the meeting and further abstain from voting on the proposed rezoning matter.

Matthew Johnson, Director of Planning stated the Planning Commission has received an application to rezone approx. 33 acres at 440 Green Spring Road which is currently owned by CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211. Mr. Johnson described the property as Tax Map No. 021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less, from AFOS Agricultural, Forrestral, and Open Space District to B - 2 General Business District.

Chairman Austin declared the public hearing open.

Public Comment

- Mr. Jeff Johnson, attorney for CEMA Corp., stated the rezoning request is only for the front 33 acres and that CEMA is making accommodations for Marathon Realty Corp., the company wishing to purchase the property.
- Steven Spangler, Marathon Realty Corp., stated only 33 of the 70 acres are requested for rezoning at this time.
- Joe Levine, 340 & 350 Green Spring Road, spoke in opposition.
- Barry Proctor, 927 Woodlawn Terrace, spoke in opposition.
- Janet Woolwine, 185 Crestview, questioned the map and what angle it was being viewed from.
- Michael Bragg, Legal Counsel for James and Cindy Patterson, 410 Green Spring Road, spoke in opposition of the project.

- Ann Proctor, 927 Woodlawn Terrace, spoke in opposition of the project.
- Margaret Greg, 113 Trailview Drive, spoke in opposition.
- Jamie Tubman, 111 Elder Spirit Court, spoke in opposition.
- Winona Hilt, owns the trailer park on Green Spring Road, and stated that she just found out about the rezoning a few days ago and that she needed more information on making decisions on whether to sell the trailer park or do upgrades.
- Richard Austin, 270 Lowland Street, spoke in opposition.
- Barbara Vanderpool, 20303 Josh Allen Drive, spoke in opposition.
- Wayne Miller, 367 Winterham Drive, is not opposed to the project but would like conditions that require planting more trees as a buffer.
- Matthew Johnson, Director of Planning, stated there was a typographical error in the paperwork and that a traffic impact analysis is required and will be performed.
- Nan Arrington Harmon, 498 Green Spring Road, spoke in opposition.
- James Groseclose, 488 Green Spring Road, reported that there is a cemetery on the property and that the tombstones are not in place.
- Jim Bundy, 321 West Main Street, spoke in opposition.
- John Allen, 162 Valley View Drive, spoke in opposition.
- Tristan Nelson, 136 Barter Drive, spoke in opposition.
- Ann Terrell, 104 Elder Spirit Court, spoke in opposition.
- Adam Matthews, 475 Green Spring Road, stated he would like to have more information and has concerns about rescue vehicles traveling on Green Spring Road.
- Tom Boyle, 100 Elder Spirit Court, spoke in opposition.
- Nick Procter 11090 Tree Line Drive, spoke in opposition.
- Greg Meade, 548 Cherry Hill Dr., spoke in opposition.
- Melissa McConnell, 534 Cummings Street, spoke in opposition.
- Alison Whitman 18325Macedonia Road, spoke in opposition.

Chairman Austin asked if there were others who wished to speak, hearing none, he declared the public hearing closed.

After some discussion, Chairman Austin reopened the public hearing for additional comment.

- Jim Brown, 105 Clark Street, stated the road plan has been in the works with VDOT for 10-12 years and had only been deferred because of budget shortfalls and that the road improvements would significantly improve traffic flow. Mr. Brown also stated that none of the development joins the Virginia Creeper Trail directly and the closest property is two (2) football fields away from the trail. Mr. Brown stated this is a great project and that half the property is being preserving for public use.
- Steve Smith, 19042 Lake Road, agreed with Mr. Brown. Mr. Smith reported he has lived here since 1979 and has developed properties in four (4) states. He envisions a viable solution for a development that will be unique.

Wayne Austin, Chair of Planning Commission asked if there were others who wished to speak, hearing none, he declared the public hearing closed.

Rick Humphreys, Planning Commission Member questioned Kevin Costello, Director of Tourism and Economic Development about a study that was done that stated no additional lodging is needed.

Kevin Costello, Director of Tourism and Economic Development reported current occupancy averages in the high 50% range, but lodging needs may change if a sports complex is added.

Matthew Johnson, Director of Planning reported that at this time, he has no information on plans for the house.

Maggie Costello, Planning Commission Member questioned if Green Spring Road would require widening and how that would impact residents, as well as water runoff. She also questioned how lighting and noise would affect the residents.

Stephen Spangler, Marathon Realty Corp. reported his company is currently using LED and fixtures that force light down. He also stated his company would be willing to work with the Town Planner to create buffers for light and noise control. Mr. Spangler reported that Food City is dealing with an absentee landlord at their present location and remodeling and expansion is not an option. Mr. Spangler noted that KVAT was willing to help repurpose the current location and help fill the vacant spaces.

Jan Reeves, Planning Commission Member inquired about landscaping and the cemetery on the property.

Matthew Johnson, Town Planner stated that the town was not aware of the cemetery and that they would follow Virginia Law if a cemetery is found.

Chairman Austin inquired about the purpose for the rezoning and the future disposition of the property.

Matthew Johnson, Director of Planning explained the plans include two phases and Phase II is dependent on Phase I.

Ms. Reeves affirmed her support for the project and complimented the proposed design.

Mr. Kelly, Town Manger stated the town has been looking a long time at developing a sports complex and has had discussions in the past with Mr. Brown about his property. If the project moves forward, it will be an opportunity to enter into a public/private partnership and have a state of the art facility while protecting the Virginia Creeper Trail.

On motion by Mrs. Reeves and seconded by Mr. Kelly, the Planning Commission recommended the approval of the application to rezone approx. 33 acres at 440 Green Spring Road and currently owned by CEMA CORP,440 Green Spring Road, Abingdon, VA which property is described as Tax Map No.021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less, from AFOS Agricultural, Forrestal, and Open Space District to B - 2 General Business District.

The roll call vote was as follows:

Mrs. Costello	Nay
Mrs. Reeves	Aye
Mr. Austin	Aye
Mr. Shuman	Aye
Mr. Kelly	Aye
Mr. Humphreys	Aye

Chairman Austin commented that the Planning Commission has received a request for a special use permit pursuant to Section 18-9 - Historic District Entrance Corridor Overlay District; Section 18-9-4 Zoning Ordinance, Article 3, AFOS Agricultural, Forrestal, and Open Space District, Section 3-2, Special Uses regarding CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, namely Tax Map No. 021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less. Mr. Johnson stated that a special use permit for retail space over 50,000 sq. ft or greater.

Chairman Austin declared the public hearing open and welcomed public comment.

- Joe Levine, 350 Green Spring Road, questioned if the back wall, storage and loading areas and signage would be visible from the neighbors and the Virginia Creeper Trail.

Wayne Austin, Chair of Planning Commission declared the public hearing closed.

Matthew Johnson, Director of Planning, stated a special use permit states conditions that meet anticipated concerns and can be altered. If the project moves forward, a site plan must be submitted. At that time Planning Commission and Council can address lighting and buffer concerns.

On motion by Ms. Reeves and seconded by Mr. Humphreys, the Planning Commission recommended to Town Council that the special use permit be approved pursuant to Section 18-9 - Historic District Entrance Corridor Overlay District; Section 18-9-4 Zoning Ordinance, Article 3, AFOS Agricultural, Forrestal, and Open Space District, Section 3-2, Special Uses regarding CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, namely Tax Map No. 021-1-5; Tax Map No. 021-1-58; and being a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less.

The roll call vote was as follows:

Mrs. Costello	Nay
Mrs. Reeves	Aye
Mr. Austin	Aye
Mr. Shuman	Aye
Mr. Kelly	Aye
Mr. Humphreys	Aye

On motion by Mr. Kelly and seconded by Mrs. Reeves, the Planning Commission adjourned.

The motion carried unanimously.

At this time, Mayor Morgan declared a 5 minute recess.

F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES – TOWN COUNCIL

Mayor Morgan explained the Council would need to go through a similar process as Planning Commission just did and asked Matthew Johnson, Director of Planning to review the request and to address what types of businesses are currently allowed in B - 2 General Business District.

Mr. Johnson, Director of Planning reported that B-2 General Business District allows hotels, motels, restaurants, service stations, retail and grocery stores, banks, garden shops, car washes. Mr. Johnson stated the special use permit required for retail space over 50,000 sq. ft. adds another layer of review by Council and Planning Commission.

Mrs. Lowe, Vice Mayor asked Mr. Johnson to give a brief description of the Historical Overlay District.

Mr. Johnson, Director of Planning stated the Historic Overlay District is in place to help protect entrances to town and all entrances to town are included in the district. It allows Planning Commission to set guidelines and requires developers to come before the Planning Commission for a Certificate of Appropriateness. At that time, changes to building design, signage and landscaping could be addressed.

Mrs. Duehring inquired about the suitability of this location and stated we had heard many citizens concerns about the need for buffering in the area.

Mayor Morgan stated other localities have made significant investments in development and questioned if the Town has any investment in this project.

Mr. Kelly, Town Manger stated the Town of Abingdon is not subsidizing the development and there are no incentives for the development. Mr. Kelly noted that the town had been exploring the idea of a sports complex and the extension of Cook Street for about ten (10) years.

Mayor Morgan declared the public hearing open.

Public comment

- Joe Levine, 350 Green Spring Road, expressed concerns about rerouting Green Spring Road, Cummings and Cook Streets and questioned if increased traffic would require the road to be widened. Mr. Levine asked Council to consider other options.
- Barry Proctor, 927 Woodlawn Terrace, asked that the vote be postponed for 30-60 days, to provide information and to open it up for public comment.
- Nick Proctor, 11092 Treeline Drive, asked to postpone the vote and give the public more information about the project.
- Greg Meade, 548 Cherry Hill Drive, stated concerns about the view shed overlay for the Virginia Creeper Trail.
- Barbara Allen, 162 Valley View Drive, asked Council do more research and requested residents be included in the process.
- Michael Bragg, Counsel for the Patterson's, 410 Green Spring Road, recommended the project be approved as a whole.
- Larry Harley, 490 Court Street, asked Council to postpone the vote.

Mayor Morgan asked if there were any other comments and hearing none, he declared the public hearing closed.

Mrs. Lowe stated there are ordinances in place that will help protect surrounding properties and this is the beginning of the process. Mrs. Lowe further noted that Council values all town assets including the Virginia Creeper Trail and commented that the property directly adjacent to the property was not being considered for rezoning. Mrs. Lowe indicated she remembered similar opposition to the ElderSpirit development and that project was a success. Ms. Lowe went on to say that this is also true of Winterham and Meade Meadows and that there are ordinances in place that will protect those communities. Mrs. Lowe commented that there will be a second reading at the November 2nd meeting and encouraged citizens to reach out to Council and town staff for information. Ms. Lowe stated that the application for rezoning is the beginning of a lengthy process of negotiation with the town to see if the project is even feasible for the developer, as well as the town.

Mr. Humphreys stated if the project moves forward the designs will appear before Planning Commission and Council to be approved or denied and buffering can be addressed at that time.

Mr. Howard stated the town has been looking for property for a sports complex for fifteen (15) years and that this first step must be completed before the sports complex can even be considered.

Mrs. Duehring inquired about the location of the property and the timing of the application.

Steve Smith, K-VA-T Food Stores, stated he has attempted to work with his current landlord, but hasn't been successful in upgrading the property. Therefore, he has been looking at alternative properties for some time. Mr. Smith stated that available properties in town are limited and this property comes close to his vision and is the best place to serve his customers. His plan includes providing the town, his hometown,

with a state of the art development, as well as an athletic facility and is a win, win for everyone.

Mayor Morgan stated he is the coauthor of "A Guide to the Virginia Creeper Trail". He noted that he was on the front lines with Planning Commission and Council when Walmart wanted to develop at Exit 14, with some expense to the tax payers for infrastructure, which should have been the responsibility of the developer. At that time, ordinances were put into place to manage and control growth.

Mr. Kelly, Town Manger reported that at all the trainings and conferences he attends, private/public partnerships are most desireable and have the least impact on the tax payers. Mr. Kelly noted that the actual development would be overseen to make sure the town, as well as the view shed is protected.

Mrs. Lowe stated the Council typically receives a recommendation in a report from the Planning Commission and the meeting was held jointly so that both Planning Commission and Council could hear every concern from the citizens.

Mayor Morgan stated Abingdon is successful because of good planning and that Planning Commission members are required to go through a certification program. Mayor Morgan state the town is serious about planning and when we have a project like this there is only one opportunity to get it right and we will do our best to make sure it is done properly.

Hearing no further comment, Mayor Morgan declared the public hearing closed.

On motion by Mrs. Lowe and seconded by Mr. Humphreys, the Council voted to accept the recommendation from the Planning Commission to approve the application to rezone approx. 33 acres at 440 Green Spring Road, owned currently by CEMA CORP, 440 Green Spring Road, Abingdon, VA and described as Tax Map No.021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, a n d consisting of approximately 33.189 acres, more or less, from AFOS Agricultural, Forrestal, and Open Space District to B - 2 General Business District and noted that the matter will be back on the regular November agenda for second reading.

The roll call vote was as follows:

Mrs. Duehring	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mrs. Lowe	Aye
Mayor Morgan	Aye

Mayor Morgan stated we now have the special use permit to consider and declared the public hearing open.

Public Comment

- Joe Levine, 350 Green Spring Road requested the backs of the buildings be included in the special use permit.

Mayor Morgan asked if there were other comments, hearing none he declared the public hearing closed.

On motion by Mr. Humphreys and seconded by Mr. Howard, the Council accepted the Planning Commission's recommendation to issue the special use permit pursuant to Section 18-9 - Historic District Entrance Corridor Overlay District; Section 18-9-4 Zoning Ordinance, Article 3, AFOS Agricultural, Forrestral, and Open Space District, Section 3-2, Special Uses regarding CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, namely Tax Map No. 021-1-5; Tax Map No. 021-1-58; and a portion of Tax Map No. 105-A-39, consisting of approximately 33.189 acres, more or less.

The roll call vote was as follows:

Mrs. Duehring	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mrs. Lowe	Aye
Mayor Morgan	Aye

H. APPROVAL OF MINUTES

- September 8, 2015 Work Session Meeting
- September 8, 2015 Regular Meeting
- September 16, 2015 Work Session Meeting

On motion by Mrs. Duehring, seconded by Mrs. Lowe, the Council approved the minutes of the September 8, 2015 work session, September 8, 2015 regular meeting and September 16, 2015 work session minutes as presented.

The roll call vote was as follows:

Mrs. Duehring	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mrs. Lowe	Aye
Mayor Morgan	Aye

I. EMPLOYEE RECOGNATIONS – None.

J. SECOND READINGS OF ORDINANCES – None.

K. CONSIDERATION OF ANY BIDS – None.

L. REPORTS FROM THE TOWN MANAGER

M. OLD BUSINESS

N. MATTERS NOT ON THE AGENDA

Greg Case and Alison Whitman expressed concerns about Appalachian Power Company running new lines and putting in a substation near the Virginia Creeper Trail in the Watauga Community. There

are right-of-ways already in place that could be used. They have many signatures in opposition. Mayor Morgan asked Mr. Kelly, Town Manager to notify Appalachian Power Company of concerns and to start a discussion on how this will impact town properties.

Mike Spiegler, with Abingdon High School Golf reported Abingdon has been awarded the 2015 3 & 4 A Golf Tournament, which will be held October 12-13 at Glenrochie Country Club. They are expecting 75 players and 300 attendees. Mr. Spiegler requested \$3,000 to help with meals for the players and other tournament expenses.

On motion by Mrs. Lowe, seconded by Mr. Humphreys, the Council approved \$3,000 from Council contingency for the Abingdon High School Golf Team to help with tournament expenses.

The roll call vote was as follows:

Mrs. Duehring	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mrs. Lowe	Aye
Mayor Morgan	Aye

O. APPOINTMENTS TO BOARDS AND COMMITTEES

Sustain Abingdon

- Appointment of three members to the Sustain Abingdon Committee

Fairview Committee

- Appointment of one member to the Fairview Committee

Tree Commission

- Appointment of one member to the Tree Commission

Council tabled appointments until the November 2, 2015 regular meeting.

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Tonya H. Triplett, Deputy Clerk

**TOWN OF ABINGDON
COUNCIL WORK SESSION
WEDNESDAY, OCTOBER 21, 2015 - 6PM
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Wednesday, October 21, 2015 at 6:00 p.m. in the Arthur Campbell meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present:

Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Asst Town Manager/Town Clerk
Tonya Triplett, Deputy Clerk
Deborah Icenhour, Town Attorney
Matthew Johnson, Dir. Of Planning
Stacey Reichler, Director of HR

Visitors:

Tamara Greear, Thrower Blanton &
Associates

The following items were discussed by Council:

Mayor deviated from the agenda and allowed Stacey Reichler, Director of HR to speak first

1. Stacey Reichler, Director of Human Resources discussed the liability of the current town personnel policy relevant to annual/sick leave accumulation. Ms. Reichler indicated that the new policy will no longer allow vacation time to roll over into sick and there will be a cap on sick time at 1,000 hours. In addition, there will no longer be a sick bank, but short term disability will be implemented and a terminated employee will not be paid for sick leave. Current employees who have already accumulated over 1,000 hours will be grandfathered in, meaning they will not lose their accumulated time but will no longer accrue time. Mrs. Reichler will bring the new sick leave policy to Council for consideration at the December meeting and she hopes to have it in place by December 31, 2015.
2. Tamara Greear, Partner with Thrower Blanton & Associates reviewed the pre-audit write-up report and informed Council that an audit is an overview of the

facts of your financials but a pre-audit review is an opportunity to evaluate controls, identify problem areas and make suggestions to correct any findings prior to the actual audit. Ms. Greear noted that she was a second set of eyes and she stays up-to-date on all governmental regulations. During the pre-audit process she found conflicts in the sick leave policy and combined with annual leave it is an \$800,000 liability to the town. Council expressed concerns about the ability to track employee sick time. Ms. Greear stated the town software has the ability to track hours as well as dollar figures and that next year's pre-audit report will reflect those numbers. Ms. Greear also reported that new governmental standards will require localities to report unfunded VRS contributions as a liability and will be considered a debt. Ms. Greear noted that the number will change the way the financials look.

3. Deb Icenhour, Town Attorney reported on the following:
 - A. Deb Icenhour, Town Attorney reported that the town has a fence on the right-of-way on the Knobs Property, near Wolf Hills Reclamation Plant. The town can either pay to move the fence and gate that is on the right-of-way or purchase the property. Council advised Mrs. Icenhour to do research and see which would be most cost effective for the town.
 - B. Mrs. Icenhour, Town Attorney attended a meeting with the County on the settlement of the Abingdon Professional Building. Mr. Hunt has agreed to \$3.6 million assessment appraisal. The town will owe Mr. Hunt a refund of between \$10,000-\$12,000 for the amount of overpayment and accumulated interest. If the town were to hire another appraiser the cost would be about the same amount. The consensus of Council is to pay Mr. Hunt the \$10,000-12,000 settlement amount.
 - C. Mrs. Icenhour reported at the County is collecting a five (5) dollar fee for every electronic summons that is issued. Mrs. Icenhour would like to enact an ordinance that would permit the County Treasurer to send the town that revenue. Consensus of Council is to have the ordinance adopted on the first reading and enacted immediately at the November 2 meeting.
 - D. Mrs. Icenhour reported she has been working on the Taxi Cab Ordinance, but would like suggestions from Council. Mrs. Lowe would like to strike the October 1-15 application date, not to exceed six cabs and that a cab service must operate 12 hours a day. Mrs. Lowe asked for permission to share a draft of the ordinance with the TAC Committee once the changes are made and that it be put on the December agenda.
 - E. Mrs. Icenhour, reported she has completed the Barter Theatre lease and the language is the same as the last one, with one amendment that includes the additional square footage added when the building was renovated.
 - F. Mrs. Icenhour, reported she has completed the Arts Depot lease, with the same language as the last lease.

Mr. Kelly, Town Manager reported the Summers Law Office renovation is on schedule and he has spoken with Charles Vess, who is interested in leasing Summers Law Office.

He has agreed to pay all the utilities and maintain the courtyard area. The lease will be for five (5) years with the option to renew.

4. Greg Kelly, Town Manger discussed the format for October 27 Informational meeting being held at the Virginia Small Business Incubator 4-7pm, regarding "The Meadows" property. Mr. Kelly stated there would be stations for people to receive information and ask questions.
 1. A sign in sheet with space for comments - Tonya Triplett, Deputy Clerk
 2. Procedural Station - Matthew Johnson, Town Planner, Deb Icenhour, Town Attorney with Greg Kelly, Town Manager and Cecile Rosenbaum floating
 3. Development Design Overview- Steve Smith and other K-VA-T Food Store representatives
 4. Sports Complex Overview- Bob Howard and Ed Icenhour
 5. Historic Properties Overview- Sean Taylor, Planning Department
 6. Transportation Overview- VDOT and John Dew, Director of Public Services/Construction
 7. Creeper Trail Maintenance – Kevin Worley, Director of Parks & Recreation and Kevin Sigmon, Town Arborist

Greg Kelly, Town Manager and Cecile Rosenbaum, Assistant Town Manager will float the stations and answer general questions.

5. Mayor Morgan reported a meeting with the County to discuss paid positions for the fire department. The County acknowledged there is a problem, but they will need to generate more revenue before they can assist. Mayor Morgan stated the town needs to look at the budget and fire code and consider this more closely at a future work session.
6. Mayor Morgan would like to move forward with establishing a foundation that would oversee historic properties and asked Deb Icenhour, Town Attorney to begin review of the process.

Council agreed to postpone consideration of the remaining items:

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Tonya H. Triplett, Deputy Clerk

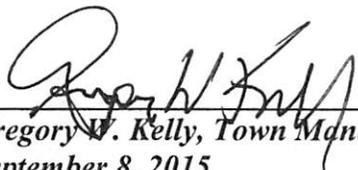


**JOINT PUBLIC HEARING
PLANNING COMMISSION and ABINGDON TOWN COUNCIL**

Pursuant to requirements under the Code of Virginia 1950, as amended, §15.2-2204 and §15.2-2280 the Members of Planning Commission and the Town Council of Abingdon will hold a joint public hearing at 7:30 p.m. on Wednesday, October 7, 2015, in the Council Chambers of the Town Hall, 133 West Main Street, Abingdon, Virginia, to consider the following:

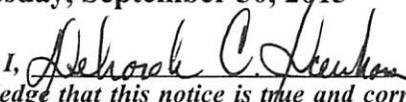
- 1. PROPOSED REZONING** – CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, applicant, application to rezone property, namely **Tax Map No. 021-1-5; Tax Map No. 021-1-5B; and a portion of Tax Map No. 105-A-39**, consisting of approximately 33.189 acres, more or less, from AFOS Agricultural, Forestal, and Open Space District to B - 2 General Business District.
- 2. SPECIAL USE PERMIT** pursuant to Section 18-9 - Historic District Entrance Corridor Overlay District; Section 18-9-4 Zoning Ordinance, Article 3, AFOS Agricultural, Forestal, and Open Space District, Section 3-2, Special Uses regarding CEMA CORP, 440 Green Spring Road, Abingdon, VA 24211, namely **Tax Map No. 021-1-5; Tax Map No. 021-1-5B; and a portion of Tax Map No. 105-A-39**, consisting of approximately 33.189 acres, more or less.

Copies of the proposed documents are available for inspection in the Office of the Town Manager, Municipal Building, 133 West Main Street, Abingdon, Virginia.



Gregory W. Kelly, Town Manager
September 8, 2015

Please advertise in **Bristol Herald Courier** under the **Town of Abingdon Seal** on:
Wednesday, September 23, 2015
Wednesday, September 30, 2015

I,  *Deborah C. Icenhour* Town Attorney for the Town of Abingdon, Virginia, do hereby acknowledge that this notice is true and correct in form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this the 11th day of September, 2015.

Please send confirmation once advertisement has been completed, together with invoice, to Deborah C. Icenhour, Town Attorney, P. O. Box 789, Abingdon, Virginia 24212-0789



APPLICATION FOR REZONING APPLICATION FOR ZONING AMENDMENT

DATE: September 11, 2015

To the Planning Commission and Governing Body of the Town of Abingdon, Virginia:

I (we) the undersigned, do hereby respectfully make application and petition the Governing Body to:

- AMEND THE ZONING MAP (REZONE)
- AMEND THE ZONING ORDINANCE

of the Town of Abingdon as hereinafter requested. In support of this application, I (we) offer the following facts:

1. The property to be rezoned is located between Green Springs Road and Cook Street bordering the right side of such street and known as lot(s) number (n/a) of the Proposed Meadows development. Total acreage or size of property 33.179.
TAX MAP NUMBER 021-1-58.

Survey attached: YES NO

2. The property which is sought for rezoning is owned by CEMA Corp. as evidenced by deed from Paramount Land Co. recorded in Deed Book or Plat Book number 1072 at page number 375 in the Office of the Circuit Court Clerk of Washington County, Virginia.

3. The foregoing property is currently zoned AFOS and it is requested that the zoning be changed to B2.

4. An amendment to the _____ Zoning District is requested to add _____ as a Permitted Use By Right in such zone as section number _____.
I (we) feel that such use should be allowed in this zone because: _____

The following are all the individuals, firms, corporations owning property adjacent to both sides and rear and any property across a street or way from the property to be rezoned:

TAX MAP NO.	NAME	ADDRESS
105A-A-44	Nan A. Harman	P.O. Box 841, Abingdon, VA
105-A-42	Nan A. Harman	P.O. Box 841, Abingdon, VA
105-A-41	Hilda Woodby	1407 Greystone Ave, Richmond, VA 23224
020-1-26A	Mary E. Keohane	478 Green Springs Road, Abingdon, VA
020-1-25	Sierra Land Co.	24148 Walden Road, Abingdon, VA
020-1-23&24	Terry & Susanne Simon	460 Green Springs Road, Abingdon, VA
020-1-22	Lewis Hagy	454 Green Springs Road, Abingdon, VA
020-1-22B	Nancy Groseclose	448 Green Springs Road, Abingdon, VA
021-1-1B	Cindy H. Patterson	P.O. Box 1131, Abingdon, VA
021-1-5	CEMA Corp.	1051 Clark St, Abingdon, VA
105-A-40	Walter H. Hilton	P.O. Box 277, Castlewood, VA 24224

Commissioner of Revenue Office or the Office of the Clerk of the Circuit Court of Washington County.

It is proposed that the property requested for rezoning will be put to the following use: mixed use development to include a proposed grocery anchored retail center with multiple outparcels designated for approved uses of the B2 zoning district.

The Planning Commission and the Town Council recognizes that the Applicant is submitting this Application for Rezoning as an accommodation for Marathon Realty Corp., the proposed purchaser of four (4) tracts of land owned by CEMA Corp. situate within the Town of Abingdon representing approximately 76.46 acres; a portion of which is the subject of this Application. The proposed sale of said property is to be consummated on or before December 31, 2015. Should the proposed sale of property for whatever reason not be consummated, then the Planning Commission and Town Council, by their respective action in approving of this application (if warranted), hereto hereby agree that upon written request of the Applicant the zoning change of the property that is the subject of this Application shall be rescinded/rezoned to its current zoning (AFOS).

The undersigned certifies that by affixing their signature below, they are allowing any agent or official of the Town to visit the property(ies) in question to investigate into the matter of which this petition represents. Also that this petition and the foregoing answers, statements and other information herewith submitted are in all respects true and correct to the best of their knowledge. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the Town and is not to be removed until after the hearing and then, by a Town Official only and that the required advertizing of the request will be paid prior to such ad being published.

James G. Deans, President
Signature of Applicant
1051 CLARK SE., ABINGDON, VA 24210
Address of Applicant

Filing Fee:

___ Regular Meeting \$100 Paid on _____, 20__ by _____

___ Special Meeting \$125 Paid on _____, 20__ by _____

Notice Fee:

___ Newspaper Ad _____ Paid on _____, 20__ by _____
Cost of newspaper ad varies. Pricing established by newspaper per line.

§ 15.2-2206 Code of Virginia, as amended:

Any locality may by ordinance require that a person applying to the local governing body, local planning commission or board of zoning appeals pursuant to this chapter be responsible for all required notices. The locality shall require that notice be given as provided by § 15.2-2204.

TO THE TOWN COUNCIL, TOWN OF ABINGDON:

This petition for rezoning of property within the jurisdiction of the Town of Abingdon was received on _____, a public hearing was held on _____, and the Planning Commission wishes to make the following recommendations to the Council:

ACTION OF THE TOWN COUNCIL:

On _____ the Governing Body took the following action on this petition for rezoning _____.

On _____ the Governing Body took the following action at a second reading of the petition _____.

Clerk of the Council



Town of Abingdon, Virginia
Zoning Application for

SPECIAL USE PERMIT

TO THE TOWN COUNCIL AND PLANNING COMMISSION:

THE APPLICANT: CEMA Corp.

ADDRESS: 1051 Clark Street, Abingdon, VA

IS THE OWNER (LESSEE) OF PROPERTY SITUATED AT: off of Green Springs Road further identified as: TAX MAP IDENTIFICATION NUMBER: 021-(1)-5B

Special Use Permit is required under Section No. 18-9-4(b) of the Zoning Ordinance in the Historic District Entrance Corridor Overlay zone for the use of a retail structure exceeding 50,000 sf.

DESCRIBE PROPOSED IMPROVEMENTS AND GIVE DETAILS OF OPERATION(S)

(Please describe operations thoroughly as required by section 17-3-2 of the Zoning Ordinance [See reverse] and attach separate sheet(s) if necessary):

Mixed use development to include a proposed grocery anchored retail center with multiple outparcels designated for approved uses of the B2 zoning district. Proposed grocery anchor tenant currently planned to exceed 50,000 sf.

For new developments only: Site plan must be attached showing boundaries and dimensions of property, width of internal or external streets, location and size of building(s) on the site, roadways, walks, off street parking as required by this ordinance, landscaping, and signs. [Ref. Article 18 of the Zoning Ordinance]

Signature of owner or Lessee:

BY: James G. Brown, President
CEMA CORP.

(Printed name of owner or lessee)

1051 Clark St, Abingdon, VA 24210
(Owner's or lessee's address)

276-628-1173

(Owner's or lessee's telephone no.)

SEPT. 11, 20 15
(Date)

There is an application fee for Special Use Permits of \$75.00 as established in Section 17-3-1,c of Zoning Ordinance plus cost of advertizing.

§ 15.2-2206, Code of Virginia, as amended:

Any locality may by ordinance require that a person applying to the local governing body, local planning commission or board of zoning appeals pursuant to this chapter be responsible for all required notices. The locality shall require that notice be given as provided by § 15.2-2204.

ADJACENT OWNERS:

ADDRESSES:

Nan Harman
Hilda Woodby

P.O. Box 841 Abingdon, VA
1407 Greystone Ave. Richmond, VA 23224

Mary E. Keohane	478 Green Springs Road, Abingdon, VA
Sierra Land, LLC	24148 Walden Road, Abingdon, VA
Terry & Susanne Simon	460 Green Springs Road, Abingdon, VA
Lewis Hagy	454 Green Springs Road, Abingdon, VA
Nancy Groseclose	448 Green Springs Road, Abingdon, VA
Cindy H. Patterson	P.O. Box 1131, Abingdon, VA
CEMA Corp.	1051 Clark Street, Abingdon, VA
Walter Hilton	P.O. Box 277 Castlewood, VA

SPECIAL USE PERMIT: GRANTED DENIED BY PLANNING COMMISSION
DATE: _____, 20__

SPECIAL USE PERMIT: GRANTED DENIED BY TOWN COUNCIL:
DATE: _____, 20__

(Signature; Mayor)
DATE: _____, 20__

(Signature; Planning Comm. Secty.)
DATE: _____, 20__

**EXCERPTS FROM THE ZONING ORDINANCE
OF THE TOWN OF ABINGDON**

Section 17-3 Special use permits.

The regulations set forth in this section shall apply only to uses specifically indicated in this ordinance as requiring special use permits.

17-3-1 General standards No special use permit shall be issued except upon a finding that in addition to conformity with any standards set forth in this section for special permit uses, the following general standards will be met either by the proposal made in the application or by the proposal as modified and amended and made part of the special permit:

- a. *Conformity with comprehensive plan and policies* The proposal as submitted or as modified shall conform to the comprehensive plan of the town or to specific elements of such plan and to official policies adopted in relation thereto, including the purposes of this section.
- b. *Impact on neighborhood* The proposal as submitted or as modified shall not have undue adverse impact on the surrounding neighborhood. Among matters to be considered in this connection are traffic congestion, noise, lights, dust, odor, fumes and vibration with due regard for timing of operation, screening or other matters which might be regulated to mitigate adverse impact.
- c. *Fee established* A filing fee of seventy-five dollars (\$75) shall be paid upon application.

17-3-2 Contents of the application It shall be the responsibility of the applicant to provide information and data to:

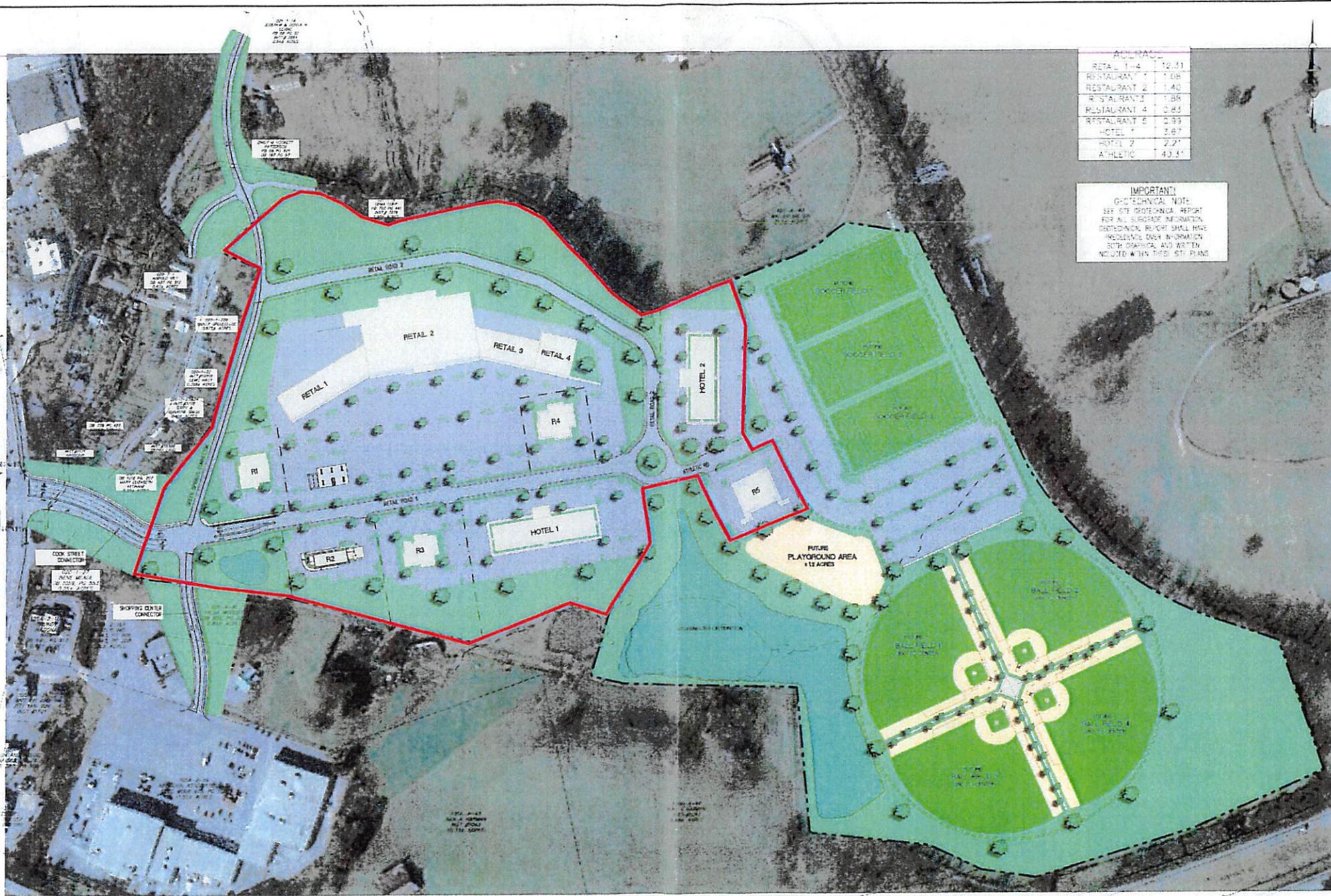
- a. Demonstrate that the proposed use, when complemented with additional measures, if any, will be in harmony with the purposes of the specific district in which it will be placed.
- b. Demonstrate that there will be no undue adverse impact on the surrounding neighborhood in terms of public health, safety or general welfare and show measures to be taken to achieve such goals.
- c. Show the nature and extent of existing and proposed use and development.
- d. Show that the proposal meets the applicable specific and general standards required by this section.
- e. Provide a site plan prepared and submitted in accordance with the requirements of article 18.

17-3-3 Review and action.

- a. *Planning department* The planning department of the town shall review any application requesting a special use permit in the light of the standards set forth in this section and shall make a report of its findings and recommendations to the planning commission.
- b. *Planning commission* The planning commission shall review and make recommendations to the town council concerning approval or disapproval of the application of a special use permit based upon the review of the site plan for the proposed development and upon the criteria set forth in this section. The planning commission may concurrently approve the site plan subject to the town council's approval of a special use permit and subject to the necessary amendments to the site plan as a result of the town council action. All special use

permits shall be referred to the planning commission for study and recommendations. The planning commission will determine whether all conditions necessary to meet the requirements of such special use exist and state these conditions in its recommendations.

c. *Town council* The town council may grant an applicant a special use permit after notice is given and a public hearing is held in accordance with Code of Virginia section 15.1-431, as amended, and after receiving the recommendations of the planning commission; provided that the applicant's request is in harmony with the purposes and standards stated in this section. Council may attach such conditions to its approval as it deems necessary to bring the plan of development into conformance with the purposes and standards thereof.



ACRES	
RETAIL 1-4	12.51
RESTAURANT 1	1.08
RESTAURANT 2	1.40
RESTAURANT 3	1.89
RESTAURANT 4	0.83
RESTAURANT 5	0.39
HOTEL 1	3.67
HOTEL 2	2.21
ATHLETIC	43.51

IMPORTANT!
 GEOTECHNICAL NOTE:
 SEE SITE GEOTECHNICAL REPORT
 FOR ALL SURFACE INFORMATION,
 DISTANCE, BENCH SMALL HOUSE
 RESIDENCE DATA INFORMATION
 BOTH GRAPHICAL AND WRITTEN
 INCLUDED WITH THESE SITE PLANS

MK	DATE	BY

PRELIMINARY CONCEPT PLAN
THE MEADOWS
 ALEXANDRIA, VIRGINIA
 OPTION C

Appalachia Design Services, Inc.
 2100
 Phone: (423) 323-2000
 Fax: (423) 323-0865
 Competency Contacts:
 jason@adsai.com
 jason@adsai.com
 jason@adsai.com
 jason@adsai.com
 jason@adsai.com
 jason@adsai.com



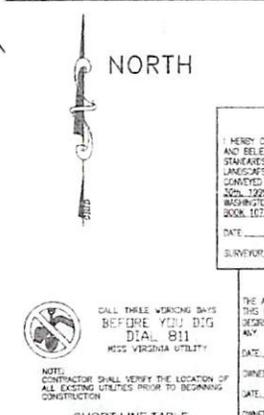
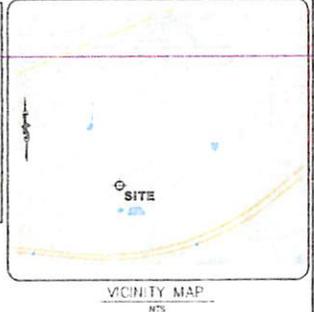
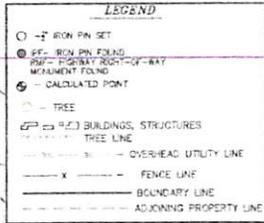
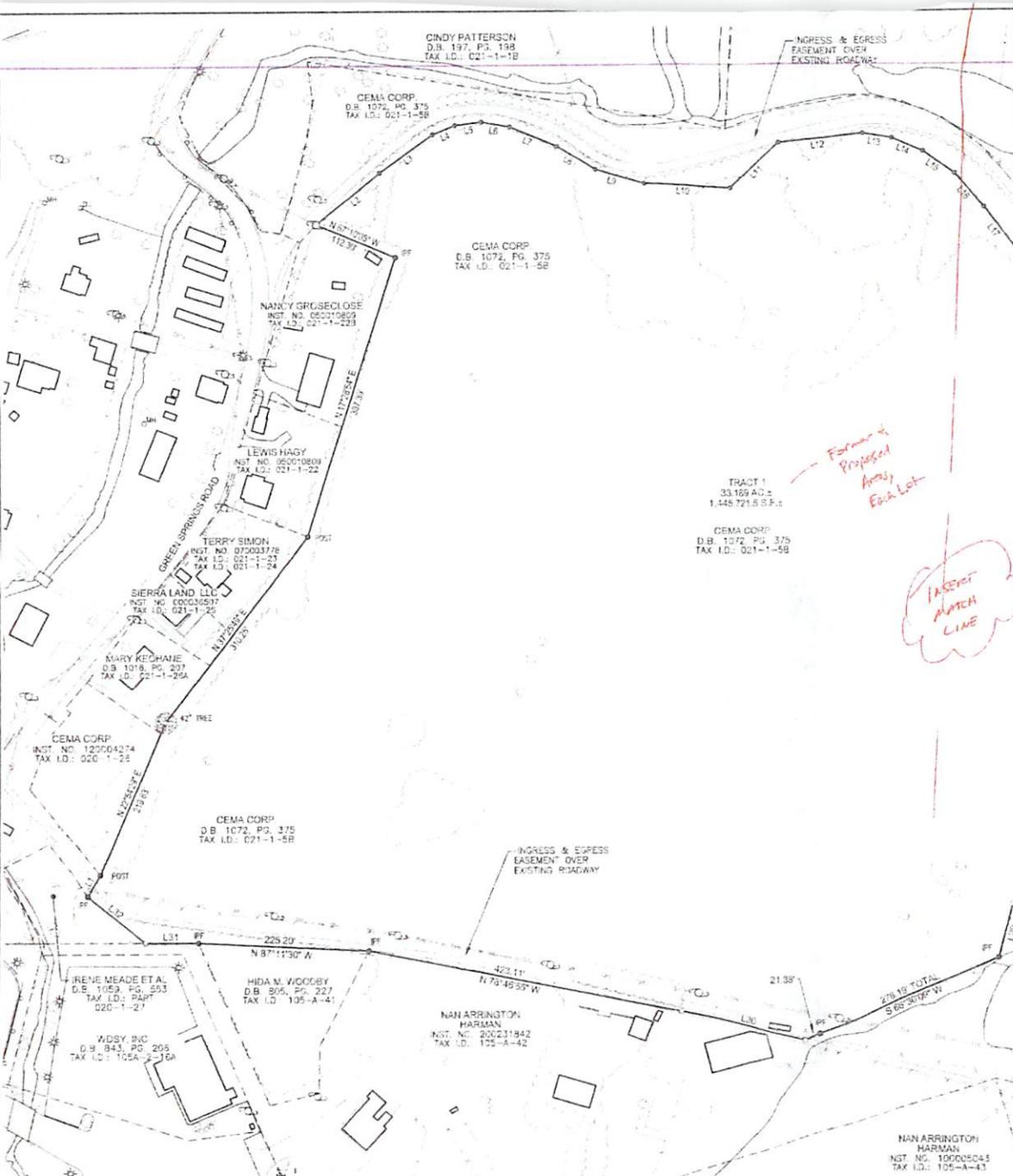
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1
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CONCEPTUAL DEVELOPMENT PLANS
OPTION C

CALL THESE WORKING DAYS
 BEFORE YOU GO
 1-800-852-7001
 VIRGINIA, MICHIGAN



NOTE: CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION.



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY, TO THE BEST OF MY KNOWLEDGE AND BELIEF IS CORRECT AND COMPLES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY ENGINEERS, LAND SURVEYORS, AND CERTIFIED LANDSCAPE ARCHITECTS. I FURTHER CERTIFY THAT THE LAND PLANTED WAS PLANTED TO EQUAL CORNER BY INSTRUMENTS DATED MAY 22, 2008 & DECEMBER 10, 2008 AND RECORDED IN THE OFFICE OF THE CIRCUIT COURT OF WASHINGTON COUNTY, VIRGINIA AT INSTRUMENT NUMBER 000000219 AND 0000 0000 1072, PAGE 375.

DATE: _____

SURVEYOR: _____

OWNER'S STATEMENT

THE ABOVE AND FOREGOING SUBDIVISION OF REAL ESTATE AS IT APPEARS ON THIS REPORT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE TERMS OF THE UNDERSIGNED (OWNER(S), PROPRIETOR(S) AND TRUSTEE(S), IF ANY)

DATE: _____

OWNER: _____

DATE: _____

OWNER: _____

SHORT LINE TABLE

LINE	BEARING	DISTANCE
L1	N 30°42'40" E	132.71
L2	N 50°35'10" E	107.42
L3	N 54°00'09" E	86.59
L4	N 68°06'19" E	32.13
L5	N 82°38'41" E	34.75
L6	S 82°29'42" E	28.67
L7	S 67°09'38" E	108.29
L8	S 52°58'54" E	59.29
L9	S 73°39'15" E	66.89
L10	N 4°57'24" E	98.50
L11	N 83°26'34" E	110.22
L12	S 81°30'16" E	41.14
L13	S 67°48'10" E	45.53
L14	S 53°00'36" E	50.89
L15	S 46°29'38" E	58.85
L16	S 37°14'01" E	82.02
L17	S 45°48'58" E	116.48
L18	S 35°24'43" E	156.79
L19	S 62°23'08" E	46.34
L20	S 70°02'51" E	35.59
L21	N 69°07'40" E	72.94
L22	N 70°57'35" E	61.33
L23	S 44°57'50" E	129.94
L24	S 64°44'22" W	97.12
L25	N 76°28'10" W	89.08
L26	N 67°41'06" W	64.07
L27	N 84°58'32" W	32.91
L28	S 14°35'01" W	72.67
L29	N 76°24'38" W	171.00
L30	N 89°56'19" W	170.30
L31	S 50°32'28" W	98.18
L32	S 24°12'50" E	199.30
L33	N 60°47'10" E	186.57
L34	S 09°02'48" E	158.44
L35	S 39°16'59" W	154.00

TOWN MANAGER'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN REVIEWED BY AND MEETS THE ADMINISTRATIVE APPROVAL REQUIREMENTS OF THE TOWN MANAGER AS PROVIDED IN THE TOWN OF ABINGDON SUBDIVISION ORDINANCE.

DATE: _____

TOWN MANAGER, ABINGDON, VIRGINIA

NOTARY STATEMENT

STATE OF VIRGINIA
COUNTY OF WASHINGTON TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT:

WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME IN MY STATE AND COUNTY AND ACKNOWLEDGED THE SAME.

MY COMMISSION EXPIRES _____ DAY OF _____

STATE OF VIRGINIA
COUNTY OF WASHINGTON TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT:

WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME IN MY STATE AND COUNTY AND ACKNOWLEDGED THE SAME.

MY COMMISSION EXPIRES _____ DAY OF _____

- NOTES:**
1. NORTH RECONCILED TO THE VIRGINIA SOUTH ZONE STATE PLANE COORDINATE SYSTEM.
 2. A SMALL PORTION OF THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA PER THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP NUMBER 511510000S, BEARING AN EFFECTIVE DATE OF SEPTEMBER 23, 2010.
 3. "CERTIFICATION" DEFINED: THE USE OF THE WORDS "CERTIFY" OR "CERTIFICATION" BY A REGISTERED PROFESSIONAL LAND SURVEYOR, IN THE PRACTICE OF LAND SURVEYING, CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS OF FINDINGS WHICH ARE SUBJECT OF THIS CERTIFICATION, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER EXPRESS OR IMPLIED.
 4. SUBJECT PROPERTY REFERENCE DOCUMENTS: SEE SURVEY.
 5. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
 6. THIS SURVEY IS SUBJECT TO ANY EASEMENTS THAT MAY AFFECT SUBJECT PROPERTY, WHETHER OF RECORD OR IMPLIED.
 7. ALL FUTURE CONSTRUCTION WILL CONFORM TO THE REQUIREMENTS OF THE PLANNING AND ZONING ORDINANCE IN EFFECT AT THE TIME OF CONSTRUCTION.
 8. THIS SURVEY IS BASED UPON EXISTING MONUMENTS AND EVIDENCE WHICH WERE FOUND IN THE FIELD AS OF THIS DATE.
 9. SUBJECT PROPERTY IS SUBJECT TO ALL APPLICABLE EASEMENTS, EASEMENTS, RIGHT-OF-WAYS AND RESTRICTIONS OF RECORD OR CLAIM OF EASEMENTS OR RIGHT-OF-WAYS, NEP (NOTED ON THIS PLAT).

DRAWING INFORMATION

SCALE: 1" = 100'

SCALE GUIDE: _____

DWG. NUMBER: 2016-001

PROJ. A NAME: Section 2 of 2

DRAWN BY: SWP

CHECKED BY: SWP

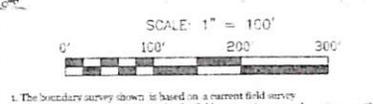
DRAWING FILE: _____

CURRENT PROPERTY ZONING CLASSIFICATION:

AFOS, (AGRICULTURAL, FORESTAL & OPEN SPACE DISTRICT)

SETBACKS:

SEE ZONING CODE ARTICLE 3, SECTIONS 3-4 THRU 3-7 FOR FRONT YARD, SIDE YARD AND REAR



CURVE TABLE

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	62.88'	125.00'	28°43'45"	N 80°09'31" E	62.02'
C2	40.31'	67.50'	34°12'59"	S 77°24'26" W	39.42'
C3	43.98'	72.50'	50°33'55"	N 80°34'54" E	61.63'

1. The boundary survey shown is based on a current field survey.

2. The calculated error of closure for the field traverse is greater than 1/250,000 (1 in 250,000).

REVISIONS

NO.	DATE	DESCRIPTION

ACTIVE DESIGN PHASE

CONCEPT DESIGN

DESIGN DEVELOPMENT

CONSTRUCTION BIDDING PHASE

CONSTRUCTION DOCUMENTS

CONSTRUCTION ADMINISTRATION

ADDRESS: No. NA

PROJECT: **THE MEADOWS**

PLAT SHOWING A BOUNDARY LINE ADJUSTMENT OF THE CEMA CORP. PROPERTY

BEING ALL OF THOSE CERTAIN TRACTS OF LAND LYING IN THE TOWN OF ABINGDON IN THE MADISON MANIFESTATION DISTRICT OF WASHINGTON COUNTY, VA AND RECORDED AT INSTRUMENT NUMBER 000000219 AND 0000 0000 1072, PAGE 375.

Subject Property Information

OWNER: CEMA Corp.
1051 Clark Street
Abingdon, VA 24213

Property Address: 410 Green Springs Road
Abingdon, VA

Appalachia Design Services

INCORPORATED

245 Birch Street
Blountville TN 37617
Phone: (423) 323-1206
Fax: (423) 323-1732

THE DRAWINGS AND PROPERTY OF APPALACHIA DESIGN SERVICES, IS AN INSTRUMENT OF PROFESSIONAL SERVICE AND SHALL BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED ON THIS DRAWING.

APPALACHIA DESIGN SERVICES SHALL RETAIN ALL RIGHTS TO THE DESIGN AND SHALL BE RESPONSIBLE FOR THE DESIGN AND SHALL BE RESPONSIBLE TO THE MAXIMUM EXTENT PERMITTED BY THE LAW.

TOWN OF ABINGDON, VIRGINIA PLANNING DEPARTMENT

DATE: _____

I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS. I FURTHER CERTIFY THAT THE LAND PLATED WAS CONVEYED TO CEMA CORP. BY INSTRUMENTS DATED MAY 21, 2002 & FEBRUARY 20, 1999 AND RECORDED IN THE OFFICE OF THE CLERK OF COURTS OF WASHINGTON COUNTY, VIRGINIA AT INSTRUMENT NUMBER 090003276 AND DEED BOOK 1072, PAGE 376.

DATE: _____
 OWNER: _____
 DATE: _____
 OWNER: _____
 SURVEYOR: _____

THE ABOVE AND FOREGOING SUBDIVISION OF REAL ESTATE AS IT APPEARS ON THIS REPEAT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DEEDS OF THE UNDERSIGNED OWNER(S), PROPRIETOR(S) AND TRUSTEE(S), IF ANY.

DATE: _____
 OWNER: _____
 DATE: _____
 OWNER: _____
 SURVEYOR: _____

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN REVIEWED BY AND MEETS THE ADMINISTRATIVE APPROVAL REQUIREMENTS OF THE TOWN MANAGER AS PROVIDED IN THE TOWN OF ABINGDON SUBDIVISION ORDINANCE.

DATE: _____
 TOWN MANAGER, ABINGDON, VIRGINIA

CURVE	ARC LENGTH	CHORDS	DELTA ANGLE	CHORD BEARINGS	CHORD LENGTH
C1	62.68'	125.00'	28°42'43"	N 80°09'03" E	62.02'
C2	40.01'	67.00'	13°41'25"	S 77°24'26" W	39.42'
C3	62.98'	125.50'	150°33'55"	N 85°34'54" E	61.93'

NOTARY STATEMENT

STATE OF VIRGINIA
 COUNTY OF WASHINGTON TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT _____

WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME IN MY STATE AND COUNTY AND ACKNOWLEDGED THE SAME.

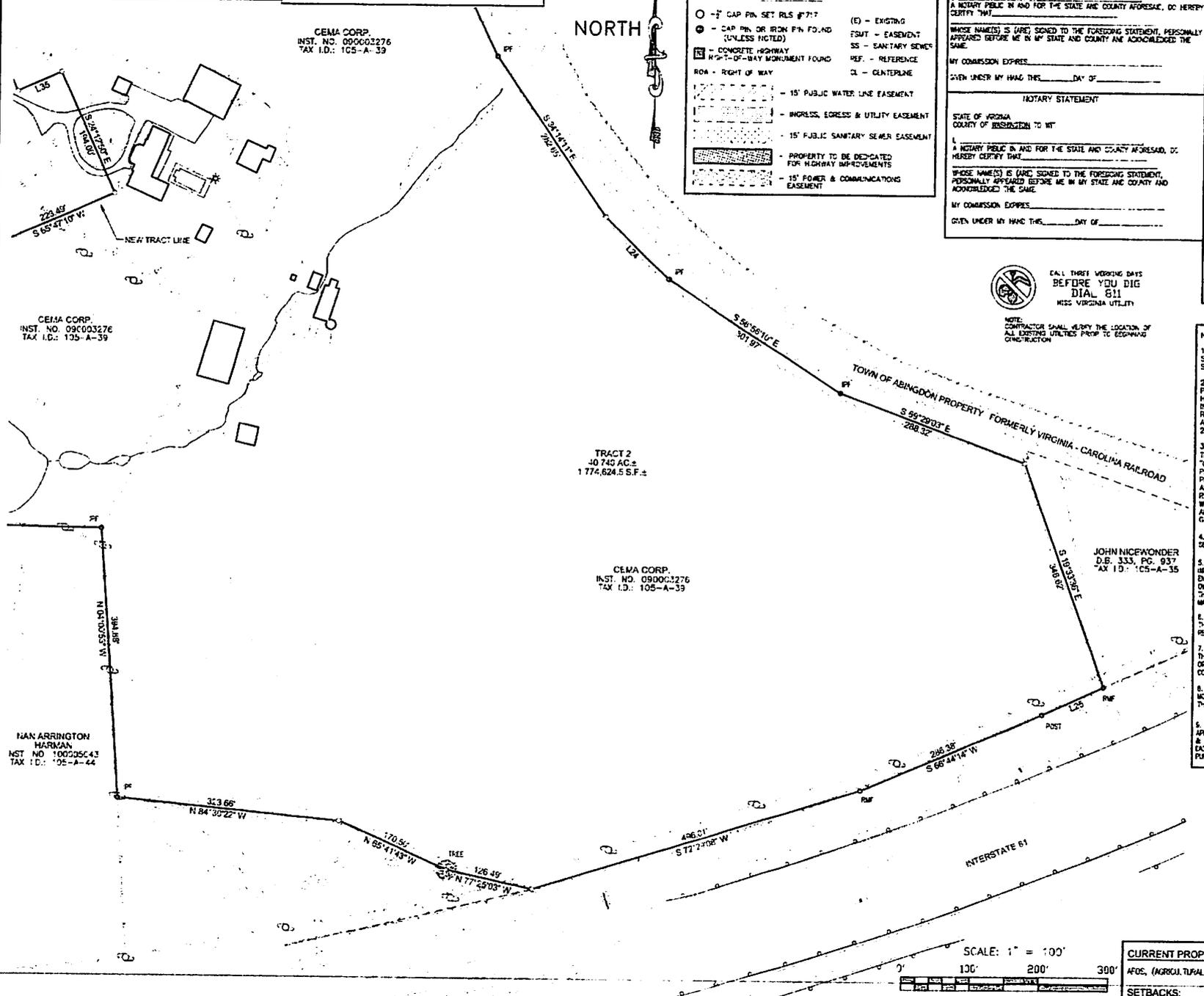
MY COMMISSION EXPIRES _____ DAY OF _____

GIVEN UNDER MY HAND THIS _____ DAY OF _____

LINE	BEARING	DISTANCE
L1	N 30°42'40" E	32.71'
L2	N 69°58'19" E	137.42'
L3	N 54°00'00" E	82.50'
L4	N 68°08'19" E	32.19'
L5	N 82°38'41" E	34.79'
L6	S 80°29'42" E	38.67'
L7	S 67°26'58" E	68.20'
L8	S 58°58'54" E	55.29'
L9	S 73°39'15" E	66.85'
L10	N 65°34'37" E	111.61'
L11	N 47°57'24" E	88.59'
L12	N 83°28'34" E	110.92'
L13	S 81°50'18" E	41.14'
L14	S 67°48'16" E	45.53'
L15	S 53°00'36" E	50.86'
L16	S 40°25'38" E	158.85'
L17	S 37°14'07" E	82.02'
L18	S 45°48'58" E	172.48'
L19	N 83°14'03" E	45.79'
L20	S 22°13'08" W	46.34'
L21	S 70°02'51" E	35.56'
L22	N 69°01'40" E	72.84'
L23	N 70°57'33" E	61.33'
L24	S 44°57'32" E	127.84'
L25	S 64°44'22" W	97.12'
L26	N 76°28'10" W	89.08'
L27	N 82°14'05" W	84.07'
L28	N 82°58'03" W	69.81'
L29	S 14°35'07" W	72.52'
L30	N 76°24'58" W	171.00'
L31	N 69°56'19" W	76.00'
L32	N 50°32'28" W	89.18'
L33	S 20°57'20" E	95.19'
L34	S 24°12'50" E	50.00'
L35	N 65°47'10" E	68.57'
L36	S 08°22'48" E	125.44'
L37	S 35°16'59" W	154.00'

LEGEND

- - 1/2" CAP PIN SET RLS #7:7 (E) - EXISTING
- - CAP PIN OR IRON PIN FOUND (UNLESS NOTED) (E) - EXISTING
- SS - CONCRETE HIGHWAY RIGHT-OF-WAY MONUMENT FOUND (E) - EXISTING
- SS - SANITARY SEWER (E) - EXISTING
- REF - REFERENCE (E) - EXISTING
- CL - CENTERLINE (E) - EXISTING
- 15' PUBLIC WATER LINE EASEMENT
- 15' PUBLIC SANITARY SEWER EASEMENT
- 15' POWER & COMMUNICATIONS EASEMENT
- 15' PUBLIC WATER LINE EASEMENT
- 15' PUBLIC SANITARY SEWER EASEMENT
- 15' POWER & COMMUNICATIONS EASEMENT
- 15' PUBLIC WATER LINE EASEMENT
- 15' PUBLIC SANITARY SEWER EASEMENT
- 15' POWER & COMMUNICATIONS EASEMENT



NOTARY STATEMENT

STATE OF VIRGINIA
 COUNTY OF WASHINGTON TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT _____

WHOSE NAME(S) IS (ARE) SIGNED TO THE FOREGOING STATEMENT, PERSONALLY APPEARED BEFORE ME IN MY STATE AND COUNTY AND ACKNOWLEDGED THE SAME.

MY COMMISSION EXPIRES _____ DAY OF _____

GIVEN UNDER MY HAND THIS _____ DAY OF _____

CALL THREE WORKING DAYS BEFORE YOU DIG DIAL 611 MISS VIRGINIA UTILITIES

NOTE: CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION

- NOTES:**
1. NORTH RECONCILED TO THE VIRGINIA SOUTH ZONE STATE PLANE COORDINATE SYSTEM
 2. A SMALL PORTION OF THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA PER THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP NUMBER 51191C0280C, BEARING AN EFFECTIVE DATE OF SEPTEMBER 29, 2013.
 3. CERTIFICATION DEFINED: THE USE OF THE WORD "CERTIFY" OR "CERTIFICATION" BY A REGISTERED PROFESSIONAL LAND SURVEYOR, IN THE PRACTICE OF LAND SURVEYING, CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS OF FINDINGS WHICH ARE SUBJECT OF THE CERTIFICATION, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER EXPRESS OR IMPLIED.
 4. SUBJECT PROPERTY REFERENCE DOCUMENTS: SEE SURVEY
 5. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CORRECT TITLE SEARCH MIGHT DISCLOSE.
 6. THIS SURVEY IS SUBJECT TO ANY EASEMENTS THAT MAY AFFECT SUBJECT PROPERTY, WHETHER OF RECORD OR IMPLIED.
 7. ALL FUTURE CONSTRUCTION WILL CONFORM TO THE REQUIREMENTS OF THE PLANNING AND ZONING ORDINANCE IN EFFECT AT THE TIME OF CONSTRUCTION.
 8. THIS SURVEY IS BASED UPON EXISTING MONUMENTS AND EVIDENCE WHICH WERE FOUND IN THE FIELD AS OF THIS DATE.
 9. SUBJECT PROPERTY IS SUBJECT TO ALL APPLICABLE EASEMENTS, SETBACKS, RIGHT-OF-WAYS & RESTRICTIONS OF RECORD OR CLAIMS OF EASEMENTS OR RIGHT-OF-WAYS, NOT SHOWN BY PUBLIC RECORDS.

CURRENT PROPERTY ZONING CLASSIFICATION:
 AFOS, (AGRICULTURAL, FORESTAL & OPEN SPACE DISTRICT)

SETBACKS:
 SEE ZONING CODE ARTICLE 3, SECTIONS 3-A THRU 3-7 FOR FRONT YARD, SIDE YARD AND REAR YARD AREA REGULATIONS.

1. The boundary survey shown is based on a current field survey.
2. The unadvised error of closure for the 662 traverses is greater than 1:300,000 (1/300,000 Error).
3. This survey was performed under the direct supervision of Steven W. Hamby Va. L.S. 8220.

REVISIONS

NO.	DATE	DESCRIPTION

ACTIVE DESIGN PHASE

- CONCEPT DESIGN
- PRE-CONSTRUCTION
- CONSTRUCTION RECORDING PHASE
- CONSTRUCTION DOCUMENTS
- CONSTRUCTION ADMINISTRATION

APPROVED BY: _____
 PROJECT: **THE MEADOWS**

PLAT SHOWING A BOUNDARY LINE ADJUSTMENT OF THE CEMA CORP. PROPERTY

BEING ALL OF THOSE CERTAIN TRACTS OF LAND Lying IN THE TOWN OF ABINGDON IN THE MADISON MARSHAL DISTRICT OF WASHINGTON COUNTY, VA AND RECORDED AT INSTRUMENT NUMBER 090003276 AND DEED BOOK 1072, PAGE 376.

Subject Property Information:
 OWNER: CEMA Corp.
 1051 Clark Street
 Abingdon VA 24210

Property Address:
 440 Green Springs Road
 Abingdon, VA

Appalachia Design Services
 INCORPORATED

245 Birch Street
 Blountville, TN 37617
 Phone: (423) 323-1206
 Fax: (423) 323-1732

THIS DRAWING IS THE PROPERTY OF APPALACHIA DESIGN SERVICES, INC. AND IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF APPALACHIA DESIGN SERVICES, INC. ANY UNAUTHORIZED REPRODUCTION OR TRANSMISSION OF THIS DRAWING SHALL BE SUBJECT TO THE PENALTIES OF FEDERAL AND STATE LAWS.

DRAWING INFORMATION

SCALE	1" = 100'
SCALE CH. NO.	101
DWG. ISSUED	See Version 2.2.1
SPC. ADJ. BY	TS
DATE	04/11/17
CHECKED BY	TS
DATE	04/11/17

DRAWING TITLE: **TOWN OF ABINGDON, VIRGINIA PLANNING DEPARTMENT**

DRAWING NO.: **SUR-3 OF 3**

MEMORANDUM

TO: TOWN COUNCIL
FROM: MATTHEW JOHNSON, AICP
SUBJECT: PLANNING DEPARTMENT UPDATE
DATE: OCTOBER 20, 2015
CC: CECILE; GREG

Town Council:

At the September 2, 2015, meeting of the Historic Preservation Review Board (HPRB), the board voted unanimously to recommend a change in the fee structure for requests for Certificates of Appropriateness (COA) from that board. The HPRB recommends that Council consider the following fee structure:

Certificate of Appropriateness Request (where local tax credit relief is not sought) – No Charge
Certificate of Appropriateness Request (where local tax credit relief **will be requested**) - \$50

The current for **any** COA request before the HPRB is \$50.00. The board felt requesting a \$50 fee where property owners were simply requesting minor alterations was punitive and was adding to the negative impression that some citizens may have of the mission of the HPRB to help foster preservation of historic structures in Abingdon. Staff made the recommendation that we keep the current fee of \$50 in place for any project where tax credit relief would be sought from the Town, as this requires more time and resources of staff.

There may be some economic impact to the Town budget; however staff believes this to be quite minor. Eliminating the \$50 fee for “non-tax credit COA applications” would yield an approximate \$2000 reduction in revenues annually (based on an average of 40 applications annually). However, staff believes that more citizens will be inclined to seek tax credits for projects (meeting the \$2,500 minimum threshold), as it is a unique benefit, thus keeping projected annual revenues from COA requests at a similar level to previous years. Overall, staff believes that the economic impact to the Town would be a “wash”.

Should you have further questions about the items contained in this memo, please feel free to contact me at your convenience.

Respectfully,



Matthew Johnson, AICP
Director of Planning



**A RESOLUTION OF THE COUNCIL OF THE TOWN OF ABINGDON,
VIRGINIA TO APPLY FOR ADDITIONAL REVENUE SHARING FUNDS FOR
THE GREEN SPRING ROAD REALIGNMENT PROJECT, VDOT PROJECT
NO. U000-140-274, UPC # 107752**

WHEREAS, the Council of the Town of Abingdon, Virginia desires to submit an application for an allocation of funds of up to \$2,973,605 through the Virginia Department of Transportation Fiscal Year 2016-2017 Revenue Sharing Program; and,

WHEREAS, \$2,973,605 of these funds are requested to fund the **Green Spring Road Realignment Project**, VDOT Project No. U000-140-274, UPC # 107752, consisting of all construction required for the realignment of a portion of Green Spring Road from Cummings Street to approximately 0.31 miles east of Cummings Street, and to relocate its connection to Cummings Street to the existing Cummings Street/Cook Street signalized intersection.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the Town Abingdon, Virginia hereby supports this application for an allocation of \$2,973,605 through the Virginia Department of Transportation Revenue Sharing Program, and further authorizes the Town Manager to execute any and all documents associated with the application, and hereby agrees to pay its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents.

TOWN OF ABINGDON, VIRGINIA

By: _____
Mayor

By: _____
Town Manager

The undersigned clerk of the Town of Abingdon, Virginia (the "Town"), hereby certifies that the foregoing constitutes a true and correct copy of a resolution duly adopted at a meeting of the Council held on _____ 2015. I hereby further certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing resolution, a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing resolution was as follows:

MEMBERS	ATTENDANCE	VOTE
Edward B. Morgan, Mayor		
Cathy C. Lowe, Vice Mayor		
Robert M. Howard		
Richard E. Humphreys		
Jayne A. Duehring		

WITNESS MY HAND and the seal of the Town of Abingdon as of _____, ____, 2015.

(SEAL)

Clerk, Town of Abingdon



**Town of Abingdon
Board and Commission Application**

The Abingdon Town Council has adopted this application for use by individuals interested in appointment to any of the Town's advisory boards and commissions. To ensure your application will receive full consideration, please answer all questions completely.

Return this application either in person, by mail or by fax to the **Town of Abingdon, ATTN: Town Manager, P.O. Box 789, 133 West Main Street, Abingdon, VA 24212. FAX 276-628-9986**

PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Tim Wade Date 7/31/15

Address 14629 Branch St City/State Abingdon VA Zip 24210

Do you live inside the Town limits of Abingdon? YES _____ NO X

Telephone: Home 276 274 1696 Work _____
Cell 919 370 2208 Fax _____

PLACE OF EMPLOYMENT retired from US EPA

Address _____

Description of job duties: GIS Analyst / Ecologist

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

UC Santa Barbara BA Geography 1984

MA Geography 1986

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes _____ No X

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

Town of Abingdon
Board and Commission Application

Have you ever served on any boards or commissions in the past either here or in other localities? Yes__ No
If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Sustain Abingdon

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

Throughout my career, sustainability was a core research interest, and continues to be in retirement. During my time at US EPA, I worked on several sustainability projects, including green infrastructure, water quality and quantity and contributed to the 2003 UNEP Millennium Ecosystem Assessment and the 2008 Heinz Center State of the Nation's Ecosystems.

To the best of my ability, all information on this application is truthful.

SIGNATURE





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Board and Commission Application**

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Return this application either online, in person, by mail or by fax to the **Town of Abingdon, ATTN: Town Manager, P.O. Box 789, 133 West Main Street, Abingdon, VA 24212. FAX 276-698-3328**

PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Thomas Keys Date 9/15/2015

Address 100 Trailview Dr City/State Abingdon Zip 24210

Do you live inside the Town limits of Abingdon? YES NO

Telephone: Home _____ Work _____
Cell 276-644-0573 Fax _____

Email Address: (required) safetkey@gmail.com

PLACE OF EMPLOYMENT Highland Realty

Address Main St, Abingdon

Description of job duties: Realtor

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

Greenwich H.S 1971-1975

Vermont Technical College 1978-81

Greenwich State University 2010-2014

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes _____ No

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

*Town of Abingdon
Board and Commission Application*

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes__ No

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

To help guide the town in expanding its sustainability goals
I have a strong background in business administration,
marketing, project management and estimating.
My area of interest is solar because of its important
and critical nature to our economy and to alternative
energy.

To the best of my ability, all information on this application is truthful.

SIGNATURE TE O Keys

Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority are required to complete a Statement of Economic Interest.

Please check any other committees you are willing to serve on

<input type="checkbox"/> Board of Building Code Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Board of Zoning Appeals	<input type="checkbox"/> Recreation Advisory Commission
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Sinking Springs Cemetery Committee
<input type="checkbox"/> Fairview Committee	<input checked="" type="checkbox"/> Sustain Abingdon Committee
<input type="checkbox"/> Historic Preservation Review Board	<input type="checkbox"/> Tourism Advisory Committee
<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator



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Board and Commission Application**

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PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name TRACY UNDERWOOD Date 9/14/15

Address 16316 GRANADA PL City/State ABINGDON Zip 24210

Do you live inside the Town limits of Abingdon? YES _____ NO X

Telephone: Home _____ Work _____
Cell 276-356-5401 Fax _____

Email Address: (required) tracyunderwood.08@gmail.com

PLACE OF EMPLOYMENT BEAR CREEK BUILDERS

Address 16316 GRANADA PL. ABINGDON

Description of job duties: OWNER, CONSTRUCTION CO.

23 yrs.

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

KANSAS UNIVERSITY - FINE ARTS

VHCC - BUSINESS

PLATT - ARCH. DRAFTING

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes _____ No X

THE UNIVERSITY OF
THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
THE STATE COLLEGE OF
TEACHER EDUCATION
ALBANY, N.Y.

STATE COLLEGE OF
TEACHER EDUCATION
ALBANY, N.Y.
STATE COLLEGE OF
TEACHER EDUCATION
ALBANY, N.Y.

STATE COLLEGE OF
TEACHER EDUCATION
ALBANY, N.Y.

X

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

*Town of Abingdon
Board and Commission Application*

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes ___ No X

If so, what were they and when did you serve?

BOARDS ABINGDON

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

SUSTAIN ABINGDON

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

I HAVE 23 IN CONSTRUCTION IN WASHINGTON CO,
AND HAVE BEEN INTERESTED IN SOLAR FOR YEARS.
I HAVE BEEN ACTIVE WITH SUSTAINABLE AG
YEARS AGO. I AM VERY FAMILIAR WITH WASH.
CO. AND WOULD LOVE TO GIVE BACK TO MY
COMMUNITY.

To the best of my ability, all information on this application is truthful.

SIGNATURE

Shay Underwood

Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority are required to complete a Statement of Economic Interest.

Please check any other committees you are willing to serve on

<input type="checkbox"/> Board of Building Code Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Board of Zoning Appeals	<input type="checkbox"/> Recreation Advisory Commission
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Sinking Springs Cemetery Committee
<input type="checkbox"/> Fairview Committee	<input type="checkbox"/> Sustain Abingdon Committee
<input type="checkbox"/> Historic Preservation Review Board	<input type="checkbox"/> Tourism Advisory Committee
<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator



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*****PLEASE PRINT OR TYPE*****

PERSONAL INFORMATION

Name FRED JOHNSON Date 9/14/15

Address 164 PARK ST City/State ABINGDON Zip _____

Do you live inside the Town limits of Abingdon? YES _____ NO _____

Telephone: Home _____ Work _____
Cell 423-220-7955 Fax _____

Email Address: (required) FRJ.AIA@GMAIL.COM

PLACE OF EMPLOYMENT RETIRED

Address _____

Description of job duties: ARCHITECT - DESIGN, SPECS, CONST. ADMIN.
LEED AP CONSTRUCTION DOCUMENTS

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

BACHELOR OF ARCHITECTURE, UNIV. OF TN - 1974

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes _____ No

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

**Town of Abingdon
Board and Commission Application**

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes ___ No

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

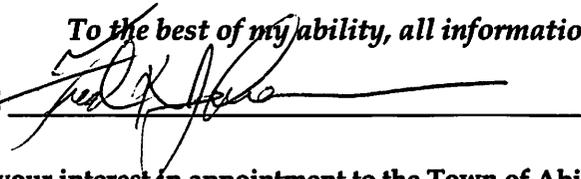
Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

40 YEARS OF ARCHITECTURAL PRACTICE, RETIRED. STRONG INTEREST
IN AND EXPERIENCE WITH BUILDING CODES, ZONING, HISTORIC PRESERVATION,
RENOVATION, LEED AP, SUSTAINABLE DESIGN, ETC.

INTERESTED IN MUSTER GROUNDS COMES FROM BEING MARRIED TO
BLAIR KELLER'S DAUGHTER, TERESA.

To the best of my ability, all information on this application is truthful.

SIGNATURE _____



Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

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Please check any other committees you are willing to serve on

<input checked="" type="checkbox"/> Board of Building Code Appeals	<input checked="" type="checkbox"/> Planning Commission
<input checked="" type="checkbox"/> Board of Zoning Appeals	<input type="checkbox"/> Recreation Advisory Commission
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Sinking Springs Cemetery Committee
<input type="checkbox"/> Fairview Committee	<input checked="" type="checkbox"/> Sustain Abingdon Committee
<input checked="" type="checkbox"/> Historic Preservation Review Board	<input type="checkbox"/> Tourism Advisory Committee
<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input checked="" type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator



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PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Barbara Williamson Date 9-14-2015

Address 499 Nicholas Street SE City/State VA Zip _____

Do you live inside the Town limits of Abingdon? YES NO _____

Telephone: Home see below Work NA
Cell 804-221-2358 Fax NA

Email Address: (required) barbaralovesmtns@juno.com

PLACE OF EMPLOYMENT Retired

Address _____

Description of job duties: _____

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

Bachelor of Science - King University '72

MBA - Virginia Commonwealth U. - '77

PHD - VCU - '87

MunProfit Management - '89

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes _____ No

1944-1945

1944-1945

1944

1944-1945

1944

1944-1945

1944-1945

1944

1944-1945

1944-1945

1944-1945

1944-1945

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

*Town of Abingdon
Board and Commission Application*

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes ___ No X

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Sustain Abingdon

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

would like to include minorities in environmental action in this area.

Care about the environmental health and well being in

Abingdon

Formerly Chain - Intertraced Earthcare Witness Board

Sierra Club - currently chair of Virginia Environmental

Justice Committee

Southern Appalachian Mountain Stewards - Board Member

and grant writer

LWV Washington County and Richmond VA

Don't want to file first

To the best of my ability, all information on this application is truthful.

SIGNATURE Brian Alieionan

Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

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Please check any other committees you are willing to serve on

<input type="checkbox"/> Board of Building Code Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Board of Zoning Appeals	<input type="checkbox"/> Recreation Advisory Commission
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Sinking Springs Cemetery Committee
<input type="checkbox"/> Fairview Committee	<input checked="" type="checkbox"/> Sustain Abingdon Committee
<input type="checkbox"/> Historic Preservation Review Board	<input type="checkbox"/> Tourism Advisory Committee
<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator



**Town of Abingdon
Board and Commission Application**

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PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Sherrie Leab Date 7/22/15

Address 16088 Majestic Dr. City/State Bristol Zip 24202

Do you live inside the Town limits of Abingdon? YES NO

Telephone: Home _____ Work 276-676-2209
Cell 423-502-5033 Fax _____

PLACE OF EMPLOYMENT The Nature Conservancy

Address 146 E Main St., Abingdon VA 24210

Description of job duties: Office Manager

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

Virginia High School - grad. 1987

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes No

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

Town of Abingdon
Board and Commission Application

Have you ever served on any boards or commissions in the past either here or in other localities? Yes No
If so, what were they and when did you serve?

Sustain Abingdon - 2008-2012(?)

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Sustain Abingdon

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

I am currently a volunteer for the Sustain Abingdon Committee.
I am familiar with the mission/goals and would like to be
a voting member.

To the best of my ability, all information on this application is truthful.

SIGNATURE Shemi Leal



**Town of Abingdon
Virginia**

September 28, 2015

Mayor Morgan and Abingdon Town Council
133 West Main St. / P.O. Box 789
Abingdon, VA 24212

Re: Letter of Support for Sustain Abingdon Committee Applicant – Sherrie Leab

Dear Mayor Morgan and Council Members:

This letter of support is for applicant, Sherrie Leab, who has submitted an application for membership in the Sustain Abingdon Committee. Ms. Leab has served in the past and has again requested to be a voting member.

Ms. Leab has worked tirelessly for the committee over the past several years. She served as Chair for two (2) years and since being a volunteer, has dedicated a great deal of her free time to working on the many events the committee hosts each year. Ms. Leab provides invaluable assistance with all aspects of the committee and is one of the first people to volunteer to take on a task that is needed. She understands teamwork and has helped to develop and improve this committee over the years. Ms. Leab works at The Nature Conservancy so she understands sustainability and believes in the mission of this committee.

The SA Committee needs dedicated, hard-working and creative members such as Ms. Leab. The committee recently had another member, Langley Shazor, resign due to personal issues. This leaves the committee with only seven (7) voting members which is the minimum the committee is allowed to have according to the Bylaws. The addition of Ms. Leab would be an asset as she has great enthusiasm and interest in the committee.

Some of the accomplishments and duties Ms. Leab has succeeded in:

- Actively participates on the Events and Communications Sub-Committees and attends all meetings, online discussions and votes.
- Provides the TNC office for meeting space if needed.
- Creates flyers and advertising for each event hosted by the SA Comm.
- Orders t-shirts, giveaway items, etc. for Earth Day and other events.
- Develops the Kids Crafts Area for Earth Day and coordinates all activities.

- Helped in the organizing of the Solarize Abingdon launch celebration held recently.
- Is a “hands-on” member who believes in providing support for each event.
- Is well known in the community and has beneficial contacts in the environmental and sustainability field due to her job as Office Manager at The Nature Conservancy.
- Has excellent communication skills and often coordinates events and activities with other organizations and individuals.
- Believes in serving the community and helping to educate the public about Sustain Abingdon.
- Is a very active participant in the SA Committee and has the desire to continue serving as a member.

The Sustain Abingdon Committee needs members such as Ms. Leab who have a passion for working with the community to develop and implement sustainable practices and events. If Ms. Leab was approved for membership, the SA Comm. would still have three (3) available positions for membership from residents of Abingdon.

I highly recommend the appointment of Ms. Sherrie Leab to the Sustain Abingdon Committee.

I appreciate your consideration of this matter.

Saula Moore

Vice Chair – Sustain Abingdon

9-24-15

Date

Rick Statzer

Sustainability Coordinator

9-24-15

Date



**Town of Abingdon
Virginia**

October 2, 2015

Mayor Morgan and Abingdon Town Council
133 West Main St. / P.O. Box 789
Abingdon, VA 24212

Re: Application for membership

Dear Mayor Morgan and Council Members:

The Sustain Abingdon Committee has received an application for membership from Ms. Tracy Underwood – 16316 Granada Place, Abingdon, VA. The applicant is the owner of a construction company located at the same address.

The listed address is not located in the Town of Abingdon's corporate limits but Ms. Underwood's company has worked at various locations throughout the town. Therefore, Ms. Underwood may not be eligible for a position on the committee per the stipulations of the SA Committee's Bylaws. Section 3.1 B states "The remaining members, to be known as appointed members, shall all be resident or business owners/employees within the town and at least one-third (1/3) of them may be employees of the Town."

The Sustain Abingdon Committee requests that the Council review the application from Ms. Tracy Underwood and determine if she meets the criteria set forth from the adopted Bylaws.

Thank you.

Sarita Moore – SA Comm. Vice-Chair
Rick Statzer – Sustainability Coordinator



Fairview

**Town of Abingdon
Board and Commission Application**

The Abingdon Town Council has adopted this application for use by individuals interested in appointment to any of the Town's advisory boards and commissions. To ensure your application will receive full consideration, please answer all questions completely. Questions? Call 628-3167

Return this application either online, in person, by mail or by fax to the **Town of Abingdon, ATTN: Town Manager, P.O. Box 789, 133 West Main Street, Abingdon, VA 24212. FAX 276-698-3328**

PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Mark Hagy Date Sept 21, 2015

Address 790 Falcon Drive Apt. 10 City/State Abingdon VA Zip 24210

Do you live inside the Town limits of Abingdon? YES NO

Telephone: Home 276-628-7488 Work 276-619-4355
Cell 276-698-7926 Fax _____

Email Address: (required) mhagy@hgs.k12.va.us -or- mhagy2000@yahoo.com

PLACE OF EMPLOYMENT A. Linwood Holton Governor's School

Address One Partnership Circle PO Box 1987 Abingdon, VA 24212

Description of job duties: History Instructor

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

Abingdon High School 1988

Emory & Henry College 1992

M.A. Miami of Ohio 1994

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes No

Handwritten notes on a lined page, including a large 'X' mark in the upper right corner. The text is mostly illegible due to fading and noise.

Handwritten notes on a lined page, continuing from the previous page. The text is mostly illegible due to fading and noise.

Handwritten notes on a lined page, continuing from the previous page. The text is mostly illegible due to fading and noise.

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

**Town of Abingdon
Board and Commission Application**

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes ___ No

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Fairview Committee

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

I teach History at the Governor's School as well as
adjunct at local colleges. US History from c. 1607-1865
is my primary interest. I am also a descendant of the
Hagys of Fairview. I would like to be involved
w/ Fairview and in my community. I am a member
of the Historical Society of Washington County VA.
I think this would be an exciting experience.

To the best of my ability, all information on this application is truthful.

SIGNATURE Mark Haggy

Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority are required to complete a Statement of Economic Interest.

Please check any other committees you are willing to serve on

<input type="checkbox"/> Board of Building Code Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Board of Zoning Appeals	<input type="checkbox"/> Recreation Advisory Commission
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Sinking Springs Cemetery Committee
<input checked="" type="checkbox"/> Fairview Committee	<input type="checkbox"/> Sustain Abingdon Committee
<input type="checkbox"/> Historic Preservation Review Board	<input type="checkbox"/> Tourism Advisory Committee
<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator



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*****PLEASE PRINT OR TYPE*****

PERSONAL INFORMATION

Name _____ Date _____

Address _____ City/State _____ Zip _____

Do you live inside the Town limits of Abingdon? **YES** _____ **NO** _____

Telephone: *Home* _____ *Work* _____
Cell _____ *Fax* _____

Email Address: *(required)* _____

PLACE OF EMPLOYMENT _____

Address _____

Description of job duties: _____

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? **Yes** _____ **No** _____

If so, which Board(s) or Commission(s)? _____

When do(es) your present term(s) expire? (mm/yy) _____

*Town of Abingdon
Board and Commission Application*

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes__ No__

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

To the best of my ability, all information on this application is truthful.

SIGNATURE _____

Thank you for your interest in appointment to the Town of Abingdon’s Advisory Boards and Commissions.

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority are required to complete a Statement of Economic Interest.

Please check any other committees you are willing to serve on

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PLEASE PRINT OR TYPE

PERSONAL INFORMATION

Name Michael R. Farris Date October 23, 2015
Address 15326 Greenway Road City/State Meadowview Zip 24361
Do you live inside the Town limits of Abingdon? YES NO
Telephone: Home _____ Work 276-623-2700
Cell 704-562-5326 Fax 276-623-2707
Email Address: (required) mikefarriskeydet@gmail.com

PLACE OF EMPLOYMENT Farris Funeral Service

Address 427 E. Main Street, Abingdon, VA 24210

Description of job duties: General Manager; responsible for the overall care of the families that we serve
Inures the preparation of the deceased meets our standards. Responsible for compliance with state & federal regulatory requirements for funeral home.

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

1971 - Graduate of Abingdon High School

1975 - Graduate, BA Virginia Military Institute

1982 - Graduate of Cincinnati College of

Mortuary Science

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes No

If so, which Board(s) or Commission(s)? _____
When do(es) your present term(s) expire? (mm/yy) _____

**Town of Abingdon
Board and Commission Application**

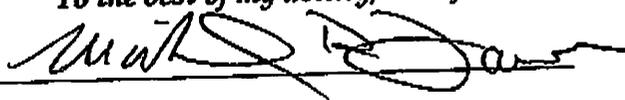
Have you ever served on any boards or commissions in the past either here or in other localities?
Yes ___ No X

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):
Sinking Springs Cemetery Board

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?
Farris Funeral Service is one of the oldest, continuously family run businesses in Abingdon. Drawing on my expertise in funeral service, military service, and finance I could give back to our community which has supported us by serving on the Sinking Springs Cemetery Board. I have been licensed to practice funeral service since 1982 and have managed Forest Hills Memory Gardens. I know firsthand the challenges of running a cemetery, care of the graves, and care of the families who have loved buried in a cemetery present many challenges. I have experience in dealing with challenging situations and strive for positive outcomes. I would be honored to serve on the cemetery board and hope that Town Council views my request favorably.

To the best of my ability, all information on this application is truthful.

SIGNATURE 

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Please check any other committees you are willing to serve on

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<input type="checkbox"/> Housing and Redevelopment Authority	<input type="checkbox"/> Tree Commission
<input type="checkbox"/> Muster Grounds Steering Committee	<input type="checkbox"/> Virginia Highlands Small Business Incubator