PLANNING COMMISSION October 3, 2017

**** Present:**

** Margaretta Isom/Council Representative

** Daniel Talbot/Chairman

** Cole McGregor/Vice Chairman

** Dorenda Flick/Secretary

** Roy Davis

Cathy Morrison

Admin: Charlotte Shifflett/Zoning Administrator, Mary Shifflett Zoning Administrator

Guest: Mr. Michael Smith, Lions Club

Chairman Talbot called the meeting to order at 7 pm. All in attendance were invited to stand for *"The Pledge of Allegiance"*

Minutes:

Council Member Isom made a motion, seconded by Roy Davis, to approve the minutes for September 5, 2017 meeting.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Roy Davis, Dorenda Flick, Margaretta Isom

MOTION CARRIED

I. LOT LINE ADJUSTMENT

Mr. Barry Ream submitted an application to adjust a lot line.

Margaretta Isom made a recommendation, seconded by Dorenda Flick, to recommend approval of a lot line adjustment for Ream Family Revocable Living Trust located at 676 E "F" St. in Elkton, Va., vacate the original boundary line and move the new lot line 25 ft; increasing the size of Tax Map 131-9-5 A by 0.283 acres for a total of 1.783 acres and decreasing residue of Tax Map 131-9-5 by 0.283 acres for a remaining total of 2.321 acres. On a survey plat by Newman Surveying dated Sept 18, 2017.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Roy Davis, Dorenda Flick, Margaretta Isom

Motion Carried

II. Lions Club Sign Request

Mr. Michael Smith, a representative for the Lions Club is requesting to put a sign up near a pull off spot overlooking the ballpark along 340 N. Mr. Smith has placed white flags where they are proposing the sign would go. The Planning Commission believes the property in question belongs to the Jr Order or VDOT. Dan Talbot suggested he contact Gene Frazier who is a member of the Jr Order to see if they own the property in question or if VDOT does. Mr. Smith will need to discuss with the Jr Order or VDOT about placing the sign and if agreed upon, then he will then need to bring it before the Planning Commission. The dimensions of the sign: Round 30" diameter, and white PVC post 7ft'.

III. Public Hearing for Special Exception of Community Center Sign

No proposal, No vote. Dan suggested that if proposal was not presented to the Planning Commission by October 13th then the Planning Commission would not attend the Public Hearing on October 16th.

Cole made the motion that if proposal is not received by October 13th, then the Planning Commission will not attend the Public Hearing Meeting scheduled for October 16th. The motion was second by Roy Davis.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Roy Davis, Dorenda Flick, Margaretta Isom

Motion Carried

IV: Discuss construction site vs. permitted Zoning for Blue Ridge Heritage Memorial

No proposal, No vote. Dan Talbot suggested Charlotte/Mary send an email to Town Attorney Nathan Miller to see if the Memorial is in fact a permitted use for the land in which it will set on. There is no reference to this issue in the Code Book.

V: Advertise for a member to fill vacancy created by resignation of Robert Morris

Ad came out in the Valley Banner on October 4th advertising the vacancy on the Planning Commission

VI: Where to begin review of Comprehensive Plan. Do we want a Committee?

Each Council member was given the Town of Elkton Comprehensive Plan, Chapter 11 GOALS.

Dan Talbot suggested that Troy Shifflett, Public Works Director, review the maps for sewer and water to see if they are still accurate and up to date.

The last review was in 2013.

Please reference the above table when you receive your agenda each month

Residential 1-4, flood hazard, Yard Sales	Roy Davis
Residential 5-6 (includes: Townhouse & Apts.)Agriculture	Dan Talbot
Residential 7-8, and Conservation	Dorenda Flick
Business, Industrial. Telecommunications	Cathy Morrison
Subdivisions, including Lot Line Adjustments	Margaretta Isom
Signs, Parking, Definitions, Streets and Alleys	Cole McGregor
Zoning Map, Annexation, Home Occupations, Non-conforming Uses, Fences and Exceptions	Vacant

.Track Permits Issued for 2017

Month	Business	Residential	Single family	Duplex/Single family attached	Incomplete
Jan	1	3			
Feb	2	2			
Mar	3	8			
Apr	6	5			
May	3	8			
Jun	2	5			
Jul	2	7			
Aug	2	4			
Sep	4	3			
Oct	7	5			
Nov					
Dec					
YTD	20	42			62

Nov. 6, 2017 CPS.

The next regular meeting is scheduled for November 7, 2017@ 7 pm in Council Chambers located at the Elkton Area Community Center on 10593 Blue & Gold Dr. in Elkton, VA. If a cancellation occurs you will be notified at least 48 hours prior to the meeting as written in By-Laws, Article VII 7-3.

Chairman _____ Secretary Amanda D. Flick