PLANNING COMMISSION May 2, 2017

** **Present:**

** Margaretta Isom/Council Representative

** Daniel Talbot/Chairman

** Cole McGregor/Vice Chairman

Cathy Morrison/Secretary

** Roy Davis

** Robert Morris

vacancy

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

Guests: Butch Strawderman, Dorenda Flick

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

Minutes: Cole McGregor made a motion, seconded by Roy Davis, to accept the minutes for April 4, 2017

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Robert "Bobby" Morris, Roy Davis, Margaretta Isom

Motion Carried

Discussion

I. *Boundary Line Adjustment aka Lot Line Adjustment*

Margaretta Isom made a motion to recommend approval of a BLA as shown on a plat by Newman Surveying, dated April 21, 2017, reducing Tax Map 131-9-L2A by 1.323 acres revising lot Tax Map 131-9-L2A with remaining residue of 1.179 acres. Tax Map 131-9-L2 will have the portion deducted from L2A (of 1.323 acres) added to Tax Map 131-9-L2 increasing the lot size to 3.870 acres. Cole McGregor seconded the motion.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Robert "Bobby" Morris, Roy Davis, Margaretta Isom

Motion Carried **Send to Council**

Sub Division of Tax Map 131B1-8-

II. Margaretta Isom made a motion to recommend approval of a sub division of property as shown on a plat by Newman Surveying dated April 21, 2017, Tax Map 131B1-8-1 will retain a total of 0.375 +/- acres and a new lot is created from residue of Tax Map 131B1-8-1 containing .0.155 acres. Cole McGregor seconded the motion

Mr. Strawderman offered a word of appreciation for the Town of Elkton staff and Planning Commission members noting he had always been treated fairly and with respect when doing business in Elkton during the last 5 years.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Robert "Bobby" Morris, Roy Davis, Margaretta Isom

Motion Carried **Send to Council**

III Interview Dorenda Flick for a vacancy created when Michael Sipe submitted his resignation. Will serve the remainder of term ending 10/20/2018

- Dorenda expressed she has not served on a commission but only on EPIC Committee.
- She informed members she has no experience in zoning.
- Chairman Talbot asked "What sparked your interest?"
- Dorenda replied "I live in town and I wanted to give back by serving."
- She continued by adding she was employed by the town 2 years part/time and then was employed for 18 years as a full time Clerk in the Treasurer's Office.
- Bobby Morris wanted to ask Dorenda the same question he was asked at his interview; "Are you able to attend meetings regularly?"
- Dorenda laughingly commented that she does take an occasional vacation but otherwise she honors her commitments.
- Chairman Talbot feels like the commission, for the most part, has done a decent job the twenty years he has been a member.
- Bobby explained there is always new things to learn.
- If there are no more questions does anyone want to make a motion on Dorenda's behalf?

Roy Gene Davis made a motion, seconded by Bobby Morris, to recommend to council that Dorenda Flick be approved to serve on the Planning Commission.

Voice Vote 5-0 all yes

Dan Talbot, Cole McGregor, Robert "Bobby" Morris, Roy Davis, Margaretta Isom

Motion Carried **Send to Council**

IV. M I Zoning District

On April 28, 2017, Billy Starkey applied via a zoning application to open a business to be located in the building on 102 Fifth St. His description of his project noted the building will be used as a warehouse for banded storage of wines imported into the USA. Traffic will be very very low to this building, approximately 1-2 deliveries and 1-2 departures per month. (or less). This business will not be open to the public.

Codes for the M I District do not allow a warehouse/storage as a permitted use.
Reference 110-613 Light Industrial M I
D. Special Exceptions
When after review of an application and hearing thereon, in accordance with Article III herein, the following uses may be permitted by special exception permit:

(5) Wholesale businesses, storage warehouses.

- Councilmember Isom would like to see the narrative state hours of business. At hearings in the past citizens have made complaints regarding transport vehicles arriving and departing in the wee hours of the morning.
- Inform the applicant of the decision to hold a public hearing.
- Chairman Talbot prefers the hearing be scheduled for June; May is tentatively blocked out for him for already.

Category	Lead member
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	Robert Morris

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

Track Permits Issued for 2017

Month	Business	Residential	Single family	Duplex/Single family attached	Incomplete
Jan	1	3			
Feb	2	2			
Mar	5	10			
Apr	7	10			
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
YTD					

The next regular meeting is scheduled for May 2, 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 Cathy Morrison