PLANNING COMMISSION September 3, 2019

**** Present:**

**	Daniel Talbot / Chairman	**	Donna Mowbray
**	Roy Gene Davis / Vice Chairman	**	Joey Merica
**	Dorenda Flick/Secretary	**	Jodi Gooden
**	Margaretta Isom/Council Representative		

Admin: Delores Hammer/ Zoning Administrator

Guest: Wayne Printz

Chairman Talbot opened the meeting and led the Pledge of Allegiance

I. Chairman Talbot asked if everyone had reviewed the August 1, 2019 minutes. Everyone responded yes.

A motion was made by Margaretta Isom to accept the August 1, 2019 minutes

Joey Merica seconded the motion.

Voice Vote 7-0 all in favor

Daniel Talbot, Roy Gene Davis, Donna Mowbray, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries August 1, 2019 minutes approved

II. Wayne Printz spoke regarding the Planning Commission's decision to approve a microbrewery as a permitted use. Mr. Printz stated that he is okay with the microbrewery but he thought the matter should have been presented at a public hearing. Chairman Talbot explained that a lengthy discussion took place prior to the Planning Commission making the decision. After the discussion all members voted and the microbrewery was approved as a permitted use.

III. Ordinance to amend Chapter 110-302 terms defined "Modular Building" and "Modular Home" the above definitions are the second part of an ordinance amendment that the Commission discussed at the August 1, 2019 meeting.

Roy Gene Davis made a motion to approve the Ordinance to amend Chapter 110-302 terms defined "Modular Building" and "Modular Home" and to include the amendment in the joint public hearing with Council to be held on September 16, 2019.

Joey Merica seconded the motion

Voice Vote 7-0 all in favor

Daniel Talbot, Roy Gene Davis, Donna Mowbray, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries

IV. Request from Dr. Lee Robertson for a 10' covered porch on his home at 101 Jackson Avenue. After discussion and reviewing the property setbacks the Commission discussed an 8' porch. Chairman Talbot asked the Zoning Administrator to visit the site and measure the property to ensure that the property had a setback of 20' from the corner of the home to E. Spotswood Avenue.

Roy Gene Davis made a motion that the 8' covered porch be allowed providing the 20' setback from the corner of the home to E. Spotswood Avenue is met.

Dorenda Flick seconded the motion

Voice Vote 7-0 all in favor

Daniel Talbot, Roy Gene Davis, Donna Mowbray, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries

V. At the request of the Town Manager §53.1 Keeping Certain Animals was reviewed. After discussion it was determined that §53.1 did not require any amendments.

VI. At the request of the Town Manager §110-710 Fences was reviewed. After discussion it was determined that §110-710 did not require any amendments.

VII. Recommend a Joint Public Hearing with Town Council to amend Chapter 110-302, Land Development, Article III, Definition of Terms, §110-302. Terms defined to add the definition "Accessory Apartment, Chapter 110 (Land Development), Article VI, Use in Districts, §110-602 Low-Density Residential District R-1, Article VI, Use in Districts, §110-602 Low-Density Residential District R-2, Article VI, Use in Districts, §110-602 Low-Density Residential District R-3, Article VI, Use in Districts, §110-602 Residential District R-4, Article VI, Use in Districts, §110-602 Residential District R-5, Chapter 110 (Land Development), Article, VII, Use Regulations, is hereby amended to add a new §110-716 Accessory Apartments and Accessory Apartment Permits.

Joey Merica made a motion to schedule a joint public hearing with Town Council to amend Chapter 110-302, Land Development, Article III, Definition of Terms, §110-302. Terms defined to add the definition "Accessory Apartment, Chapter 110 (Land Development), Article VI, Use in Districts, §110-602 Low-Density Residential District R-1, Article VI, Use in Districts, §110-602 Low-Density Residential District R-2, Article VI, Use in Districts, §110-602 Low-Density Residential District R-3, Article VI, Use in Districts, §110-602 Residential District R-4, Article VI, Use in Districts, §110-602 Residential District R-5, Chapter 110 (Land Development), Article, VII, Use Regulations, amended to add a new §110-716 Accessory Apartments and Accessory Apartment Permits.

Jodi Gooden seconded the motion

Voice Vote 7-0 all in favor

Daniel Talbot, Roy Gene Davis, Donna Mowbray, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries

Dorenda Flick made a motion to adjourn
Donna Mowbray seconded the motion

Voice Vote 7-0 all in favor

Daniel Talbot, Roy Gene Davis, Donna Mowbray, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries meeting adjourned

The next regular meeting is scheduled for October 1, 2019 at 7:00 pm. The meeting will be held in Council Chambers located at 20593 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 Dorenda Flick

Daniel Talbot Dorenda Flick

PLANNING COMMISSION September 3, 2019

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

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

Track Permits issued for 2019

Month	Business	Residential	Single family	Duplex/Single family attached	Incomplete
Jan	7	3			
Feb	3	3			
Mar	4				
Apr	4	6	1		
May	1	2	1		
Jun	3	6			
Jul	5	4			
Aug	9	4	1		
Sep	3	2			
Oct					
Nov					
Dec					
YTD	27	24	2		