PLANNING COMMISSION October 1, 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: Thomas Schroeder

Chairman Talbot opened the meeting and led the Pledge of Allegiance

I. Chairman Talbot asked if everyone had reviewed the September 3, 2019 minutes. Everyone responded yes.

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

Roy Gene Davis 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 September 3, 2019 minutes approved

II. Thomas Schroeder spoke regarding three lots on Hill Avenue. The lots are zoned R3 and the minimum required square footage is 6,250. Each lot according to GIS is 6,229 sq. ft., Mr. Schroeder asked if the Planning Commission would consider allowing homes to be built on the lots. After discussion the Planning Commission responded that Code §110-604 reads: Existing lots of 6,250 square feet or greater may be developed in the R-3 Residential Single-Family, R-4 Residential, and R-5 Residential Districts. All subdivision of parcels into lots less than 6,250 square feet shall be prohibited in all districts, except for R-4 and R-5 Residential Districts. The R-1 and R-2 Districts will remain the same, but the R-3 Residential Single-Family District will require lot sizes of a minimum of 10,000 square feet. Chairman Talbot suggested that Mr. Schroeder obtain a survey which may provide a more accurate square footage than GIS. Chairman Talbot informed Mr. Schroeder that he had the option to submit the case to the Board of Zoning Appeals which required an application and a $300 fee. Mr. Schroeder said he would take all into consideration.

III. On September 16, 2019 a Joint Public Hearing was held with Town Council regarding a proposed ordinance to amend Chapter 110-302 terms defined "Dwelling" and "Manufactured Home", "Modular Building" and "Modular Home". No one spoke at the Joint Public Hearing.

Joey Merica made a motion to approve the ordinance to amend Chapter 110-302 terms defined "Dwelling" and "Manufactured Home", "Modular Building" and "Modular Home".

Margaretta Isom 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. The Planning Commission reviewed a proposed ordinance 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). After discussion and several changes the Zoning Administrator was asked to email the changes to Linda Elliott and provide a revised ordinance to the Planning Commission and Council prior to a Joint Public Hearing.

Margaretta Isom 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.

Roy Gene Davis 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. The Zoning Administrator received an email from Paradise Energy a company interested in placing solar panels for residence in Town. The Zoning Administrator spoke to Gaither Hurt with Public Works regarding the placing of solar panels and the Towns electrical grid. Larry Beiler with Paradise Energy asked if the Town had a solar panel policy in place. After discussion by the Planning Commission it was suggested the Zoning Administrator present the information to Council and to the Electric Committee.

Dorenda Flick made a motion to adjourn
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 meeting adjourned

The next regular meeting is scheduled for November 5, 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

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		