PLANNING COMMISSION February 4, 2020

**** 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 December 3, 2019 minutes. Everyone responded yes.

A motion was made by Margaretta Isom to approve the December 3, 2019 minutes

Jodi Gooden seconded the motion.

Voice Vote 7-0 all in favor

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

Motion Carries December 3, 2019 minutes approved

II. SUBDIVISION OF LOT ON WEST SUMMIT

Chairman Talbot reviewed a request from Thomas Schroeder for a subdivision of a parcel located on W. Summit Avenue reflected on a survey prepared on January 16, 2020 by Benner & Assoc., Inc. Tax map # 131 B3 (5) B8 L3. The parcel is zoned R-4. Margaretta Isom reviewed the R-4 code and subdivision guidelines with the Planning Commission.

Roy Gene Davis made a motion to approve the subdivision of the parcel located on W. Summit Avenue reflected on a survey prepared on January 16, 2020 by Benner & Assoc., Inc. Tax map # 131 B3 (5) B8 L3.

Margaretta Isom seconded the motion

Voice Vote 7-0 all in favor

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

Motion carries Margaretta Isom will present to Town Council on February 17, 2020.

Donna Mowbray made a motion to adjourn
Joey Merica seconded the motion

Voice Vote: 7-0 all in favor

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

Motion Carries meeting adjourned

The next regular meeting is scheduled for March 3, 2020 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 _____
Daniel Talbot

Secretary Dorenda Flick
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 2020

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