PLANNING COMMISSION May 5, 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: Alan Hammerschlag, Jeff Simmons, Juan Rodriguez

Chairman Talbot opened the meeting and led the Pledge of Allegiance

I. Chairman Talbot asked if everyone had reviewed the February 4, 2020 minutes. Everyone responded yes.

A motion was made by Roy Gene Davis to approve the February 4, 2020 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 February 4, 2020 minutes approved

II. SUBDIVISION REQUEST BY SUNRISE PROPERTIES C/O KODIAK PROPERTIES

Chairman Talbot reviewed a request from Alan Hammerschlag with Sunrise Properties and Jeff Simmons with Valley Engineering for a request to subdivide lot 4 located at Elkton Plaza. Margaretta Isom led the Commission through § 110-901 - § 110-913 Subdivision Regulations. Mr. Simmons presented the information and stated that the request is to subdivide 0.424 acres from lot 4 and create lot 5. This would allow a purchaser of lot 3 additional parking if needed. The zoning administrator stated under §110-904 General requirements section D. Lot shall abut on a street. Each lot shall abut on a street dedicated by the subdivision plat, or on an existing publicly dedicated street, or on a street which has become public by right of use. If the existing streets are not 50 feet in width, the sub divider shall make provisions in the deeds to the lots for all buildings to be so constructed as to permit the widening by dedication of said roads or streets to a width of 50 feet.

The road leading into Elkton Plaza is a privately owned easement (labeled Easement A on a plat in deed book 882, page 0488). After discussion Mr. Hammerschlag agreed to speak with his partners about dedicating Easement A to the Town of Elkton to satisfy the code requirement.

Joey Merica made a motion to approve the subdivision of 0.424 acres from lot 4 located on Elkton Plaza to create lot 5 on a survey prepared by Jeffrey S. Simmons with Valley Engineering dated 2/27/2020 contingent on Sunrise Properties C/O Kodiak Properties dedicating Easement A (labeled Easement A on a plat in deed book 882, page 0488 or dedicated easement for access DB948 p274... on 2/27/2020 plat) which runs from Spotswood Trail to the new lot 5 to the Town of Elkton to satisfy the requirement for an abutting street as outlined in §110-904 Subdivision General Requirements.

Voice Vote 7-0 all in favor

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

Motion carries Jeffery Simmons will provide the Zoning Administrator with a revised plat meeting the above requirement which will be submitted to Council on May 18, 2020.

Roy Gene Davis made a motion to adjourn
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 meeting adjourned

The next regular meeting is scheduled for June 2, 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

PLANNING COMMISSION May 5, 2020

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	6				
Mar	7		1		
Apr	6				
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					