PLANNING COMMISSION July 7, 2020

July 7, 2020 Planning Commission Meeting / via Zoom

**** Present:**

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

Admin: Delores Hammer/ Zoning Administrator

Guest: Pete Bonavita and Gary Beatty

Chairman Talbot opened the meeting and led the Pledge of Allegiance

I. Chairman Talbot asked if everyone had reviewed the May 5, 2020 minutes. Everyone responded yes.

A motion was made by Margaretta Isom seconded by Jodi Gooden to approve the May 5, 2020 minutes

Voice Vote 5-0 all in favor

Daniel Talbot, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries May 5, 2020 minutes approved

Councilwoman Isom thanked the Zoning Administrator for the well prepared packets. Mrs. Isom stated that is very helpful to have the codes that are to be discussed readily available when reviewing the information to prepare for the meeting.

II. BBWL Preliminary Plat for Eagle Ridge

Chairman Talbot asked Margaretta Isom to review with the Commission a preliminary plat submitted by BBWL for a proposed subdivision named Eagle Ridge. Mrs. Isom noted that she had reviewed the request with the Zoning Administrator and that several items were brought to her attention. 1. Total proposed units was incorrect. It was listed as 56 when there are only 53. One lot was identified as 42 and 43. One lot was not identified. Mr. Bonavita said these items would be corrected. Chairman Talbot asked if the ratio of single family homes to duplexes was in line with the comprehensive plan. After discussion, it was agreed that the proposed units were in line. Chairman Talbot inquired about the street name Beatty Drive. In a previous meeting Mr. Bonavita has stated that the existing Downey Knolls subdivision and the newly proposed subdivision would be separate. Chairman Talbot stated that Beatty Drive connects the two subdivisions. He asked the developer if they had considered changing the road name. The developer stated it was not considered.

Margaretta Isom made a motion, seconded by Joey Merica to approve the preliminary plat request from BBWL, LLC for Eagle Ridge subdivision prepared by Hamrick Engineering, P.C. provided all corrections: number of units corrected from 56 to 53 with 41 single family homes and 12 duplexes and correction made to lot numbers 42 and 43 are made.

Voice Vote 5-0 all in favor

Daniel Talbot, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion carries Pete Bonavita with BBWL, LLC will provide the Zoning Administrator with a revised plat meeting the above requirements.

III. Meadows lot line revision and vacations request

After discussion Margaretta Isom made a motion, seconded by Joey Merica to recommend a lot line revision and vacations request to Job No. R131 B4-4-BB-13-16 dated June 7, 2020 prepared by Randall Newman with Newman Surveying. New Lot 13 contains 0.627 acres ± with new Lot 16 containing 0.269 acres ±. The existing accessory building on new lot 16 will be allowed to remain no more than 5 years unless both lots, new lot 13 and new lot 16 are owned by the same party. Under this condition, the 5 year period begins upon transfer of new lot 16 containing 0.269 acres ± to another party.

Voice Vote 5-0 all in favor

Daniel Talbot, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries Mrs. Isom will present the recommendation to Council on July 20, 2020.

IV. Election of Officers

Election of Officers for the term of June 30, 2020 to June 30, 2021

Margaretta Isom made a motion seconded by Jodi Gooden nominating Daniel Talbot as Chairman

Voice Vote 4-0 all in favor

Joey Merica, Jodi Gooden, Margaretta Isom, Dorenda Flick

Motion carries

Margaretta Isom made a motion seconded by Jodi Gooden nominating Joey Merica as Vice Chairman

Voice Vote 4-0 all in favor

Daniel Talbot, Dorenda Flick, Jodi Gooden, Margaretta Isom

Motion Carries

Margaretta Isom made a motion seconded by Joey Merica nominating Dorenda Flick as Secretary

Voice Vote 4-0 all in favor

Daniel Talbot, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries

V. Chairman Talbot asked for consideration of an item be added to the agenda. Merck & Co. Inc. asked that the Planning Commission review a request to rename Stonewall Riverside Park to Riverside Park. Merck and Co. Inc. will pay all fees associated with the name change.

Joey Merica made a motion seconded by Margaretta Isom to amend the agenda.

After discussion Joey Merica made a motion seconded by Dorenda Flick to approve a request from Merck and Co. Inc. to rename Stonewall Riverside Park to Riverside Park. Merck and Co. Inc. will pay all fees associated with the name change.

Voice Vote 4-0 in favor with 1 abstain
Daniel Talbot, Joey Merica, Dorenda Flick, Margaretta Isom in favor.

Jodi Gooden abstain

Margaretta Isom made a motion seconded by Joey Merica to adjourn

Voice Vote: 5-0 all in favor

Daniel Talbot, Dorenda Flick, Joey Merica, Jodi Gooden, Margaretta Isom

Motion Carries meeting adjourned

The next regular meeting is scheduled for August 4, 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 July 7, 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	5	6			
Jun	4	5			
Jul					
Aug					
Sep					
Oct					
Nov					