Elkton Planning Commission
Monthly Meeting Jan 11, 2007

Attendance:

Harry Armbruster, Vice Chair
Madelyn Dixon, Secretary
Cathy Morrison*, Commissioner
Jeremy Ream*, Commissioner
* Absent

Theodore Pence, Council
Marty Shifflett, Admin Rep
Dan Talbot, Chair

** Guest

Approval of Minutes:

Marty moved to accept minutes from December meeting; seconded by Harry and passed 4-0.

Mr. Richard Brown:

Adam Moody appeared representing Mr. Brown. He presented a plat with plans that show:

- Vacate the lot line for tax map #131-B1-(A)-L47A.
- Subdivide the entire center into three separate lots; using each buildings walls as the lot line.
  - B2 ordinance requires 50 feet of frontage at the lot line; the frontage for lot 2 (tax map #131-B1-(A)-48A) is only 41' preventing this subdivision.

Marty moved to vacate lot line for tax map #131-B1-(A)-L47A; seconded by Theo and passed 4-0.

Benny King/Quail Run Phase V:

Benny appeared before the commission to speak about Phase V of the Quail Run development. Benny explained his situation and there was much discussion surrounding the development. He asked that we work tonight to resolve this issue so he can go ahead with his plan:

- Issues that need to be resolved:
  - Need to make each unit face a public street
  - There needs to meet VDOT standards for public street with enough room for two parking spaces per unit (10'x 20').

Nick Campbell:

Nick was referred to the Planning Commission by the Zoning Administrator to verify the zoning for his lot and obtain the proper setback(s) for building a garage on his lot.

- Informed him his lot is zoned R-4 and read the setbacks out of the Code Book.

Water & Sewer Ordinance:

Attorney Tom Miller appeared sharing the amended code for water and sewer ordinance to insure the Town doesn't have to bare the cost of extending services to developments.

Harry made a motion; seconded by Theo and passed by voice vote 4-0 (Theo, Madelyn, Dan, Marty and Harry voted yes); to recommend these amended ordinances to reflect the following:

- **Section (d) – second paragraph, delete**
- **Section (e) – the language should:**
  - **Keep the language around starting the project within three months.**
  - **Reflect tying the water/sewer permit to an active building permit and not to exceed 18 months for substantial completion.**
- **Section (g) – permit shall not transfer from the building lot.**

Tannery Apartments:

Erwin Michael requested the Commission review his request to build an apartment complex on 549 Tannery Lane.

Pathforward(s):

- Check on the status of code that allows the Zoning Administrator to vacate lot lines
  responsibility: M. Shifflett timing: 8-Feb-07

- Send Benny copies of R-5, Townhouse Code and Subdivision Code
  responsibility: M. Shifflett timing: 12-Jan-07

- Fill out a zoning permit vacating lot lines for Mr. Brown
  responsibility: W. Printz timing: 8-Feb-07

- Bring code to Town Council around street closure as voted on at our May 2006 meeting
  responsibility: M. Shifflett timing: 15-Jan-07

Daniel Talbot/Chair

Madelyn Dixon/Secretary