Planning Commission

Meeting Minutes
October 25, 2010 (November Mtg.)

Present:
Cole McGregor, Vic Corbo, Madelyn Dixon, , Goldie Helsley, Margretta Isom, Daniel Talbot,
Excused:
Cathy Morrison
Administration: Lauri Sigler and Charlotte Shifflett

Dan Talbot/Chairman called the meeting to order at 7:00 pm and began with the "Pledge of Allegiance".

Minutes:
Cole McGregor made a motion to accept the minutes from the October 5, 2010 meeting. The motion was seconded by Madelyn Dixon.
Cole McGregor amended his motion to change the date in the heading from September 7, 2010 to October 7, 2010. He continued by withdrawing his prior motion and made a new motion which would change the date from October 7, 2010 to October 5, 2010 and Vic Corbo seconded the motion. The meeting continued by taking a voice vote.
Voice vote **6-0**
Margretta Isom, Goldie Helsley, Dan Talbot, Madelyn Dixon, Vic Corbo, Cole McGregor
Motion Carried

Review Downey Knolls Sub Division Plat

- Requesting (2) lots be sub-divided in the B 2 (General Business District) referred to as Elkton Plaza West.
- A surveyor's line is displayed to separate the residential and business zonings.
- A 20' wide right-of-way, along Rt. 33, has been dedicated to VDOT
- A 50' wide public street named Downey Knolls Drive has been dedicated to the Town of Elkton as well as required utility easements.
- A private road is displayed, it joins the Elkton Plaza.
  - Subdivided Parcel Portion of Lot 130-A-L 9

Area dedicated to Rt. 33	= 0.144 acres
Area within other streets	= 0.179 acres
Area within lots	= 8.165 acres
Section 1	= Lots B1 and B 2
- § 110-907
  A. Preliminary sketch has been viewed as Code requires.
- Who will be responsible for lighting?
  - The developer will have the responsibility of lighting. The provider will be Dominion Power Co.
- The Zoning Administrator shall have a statement from an engineer or the town designated employee responsible to give approval for proposed connections to existing sanitary sewers and existing water supply.
- § 110-906
  B. Relation to erosion and sediment control laws
  - At the time of filing a preliminary plat, an erosion and sediment plan shall also be filed <see § Chapter 110-907-B (9) in accordance with the Town of Elkton Erosion and Sediment Control Ordinance and the provisions of the Virginia Erosion and Sediment Control Handbook.

Recommendations for Downey Knolls:
Vic Corbo made a motion to recommend approval of sub-division Section 1, Lots B1 and B2, Elkton Plaza West, as shown on plat by Hamrick Engineering, dated October 8, 2010 and include the creation of Downey Knolls Drive and Elkton Plaza Road. Cole McGregor seconded the motion.
Voice Vote Yea 6-0
Cole McGregor, Vic Corbo, Madelyn Dixon, Goldie Helsley, Margretta Isom, Dan Talbot
Motion Carried

Pathforward:
Address lighting in the sub-division code.

Comprehensive Plan Review Update
- Charlotte is in the process of filling in the missing columns of data found in the Zoning Review Sheet. This information will become a vital part of the Comprehensive Plan.
- Charlotte gave each member a book containing the 2009 Planning Commission Report. She plans to follow-up with a 2010 version sometime in early 2011.

Signs
- Cole McGregor will draft a new ordinance for new business locating in Town.
- Cole was advised to try to avoid architectural language.

Discussion
- Curtis Joiner, Eddie Edwards Signs, e-mailed Charlotte a list of signs located on Rt 33 from Elkton into Harrisonburg, along with a size for each.
  - Romanos-Electronic Message Center 52" X 96"
    Thunderbird Diner 48" X 180" and 42" X 112"
    Hanks 78" X 178" and 42" X 112"
    Massanutten Billboard 9'6" X 125'
    Kyger Funeral Home 5' X 10'
    Foodlion Letters on Bldg. 5' in height
- Using 55 MPH speed limit as a factor, we may consider a larger sign as a special use.
- The percentage of increase will need to be determined. 20 Sq. Ft. is a normal size sign.
- The revisions need to cater to business, especially signs that are constructed in areas where higher volumes of traffic exist.
- The list prepared by Eddie Edwards Signs, averages to approximately 50 Sq. Ft. per sign.
- Reference Draft Version 4 as Revised September 14, 2010
  - C. General Requirements (No. 14)
    Do we want to revise this statement and allow 25% greater at 50 MPH?
- How many signs will be allowed per business structure?
  1) attached signs
  2) free standing signs?
  3) how many per building?
- Dan Talbot has the original sign revisions and will re-type as suggested.
- The Planning Commission would like to view a map of the old EDRC Downtown Revitalization Plans in order to make some final determinations about percentage increases of future sign ordinances.

BB & T Bank /Deed of Gift
- Lauri informed the members that the BB & T Bank was deeding some property to the town. It is located on the opposite side of the pocket park on Elk Run Creek. The total acreage is 0.591.

Recommendation for BB & T by Deed of Gift:
Cole McGregor made a motion to recommend approval of sub-division of Tax Map 131B1- (A)- L63 as identified on document drawn by Robert Jellum and dated August 11, 2010. The motion was seconded by Vic Corbo.
Voice Vote **Yea** **6-0**
Cole McGregor, Vic Corbo, Madelyn Dixon, Goldie Helsley, Margretta Isom, Dan Talbot
Motion Carried

Discussion M and N Streets
- Ongoing

With no further business to discuss, the meeting adjourned. The next meeting will be held December 7, 2010 at 7:00 pm in the Council Chambers located on Blue & Gold Drive in the Elkton Area Community Center.

Chairman/Dan Talbot

Secretary/Cathy Morrison