PLANNING COMMISSION

January 30, 2012
7 pm

Present: Madelyn Dixon, Cole McGregor, Cathy Morrison
Goldie Helsley, Dan Talbot, Margretta Isom
Staff: Charlotte Shifflett Attorney/ Lauri Sigler
Excused Jason Blose

The meeting began at 7 pm with members reciting "Pledge of Allegiance"

Discussion:

Each member received a copy of a synopsis of the main discussion points considered by the planning commission on a request to rezone 10 acres of lot 131-A-L19 from R 2 low density residential to R 6 high density residential.

Having read the material prior to the meeting Cathy Morrison suggested that Item # 5 be moved and re-numbered to # 1. The topic of this paragraph was identified as "Concerns of Neighbors".

Chairman Talbot, author of the document proceeded to correct several mathematical equations. He continued the meeting by reading aloud to the audience and allowing them to ask questions after each category was read.

A copy of the document will be attached to the minutes and referred to as *Exhibit I.*

Cathy Morrison made a motion, seconded by Cole McGregor, that we do not recommend rezoning of the property.

Voice Vote: 6-0 (yes)
Madelyn Dixon, Cole McGregor, Cathy Morrison, Goldie Helsley, Dan Talbot, Margretta Isom
Motion Carried Unanimously

Chairman Talbot will be attending the Council Retreat and Workshop on Tuesday, January 31, 2012 to answer questions revolving around the planning commission's recommendation.

Barry Ream publically "thanked" the commission for all the time and hard work that was put into the project.

The public hearing will be continued on February 20, 2012 at the Council meeting.

Signs:

The planning commission was requested by Council to re-visit the sign Ordinance 110-706. Each member received a revised copy in advance of tonight's meeting. Reference Draft Version I Dated January 19, 2012.

On the next page you will find the Resolution dated January 16, 2012.

PLANNING COMMISSION

RESOLUTION BY THE ELKTON TOWN COUNCIL

REFERRING CERTAIN ZONING AMENDMENTS TO

THE PLANNING COMMISSION FOR RECOMMENDATIONS

JANUARY 16, 2012

The Elkton Town Council hereby directs the Elkton Planning Commission to prepare certain amendments to Section 110-706 Signs, of the Elkton Zoning Code as follows:

1. Amend Section 110-706(G), Special exception permits for signs, as is necessary to eliminate the requirements in subsections 2 & 3.

2. Amend Section 110-706(E), regarding portable and temporary signs, as is necessary to exempt charitable and civic organizations from obtaining a permit to display such signs and to ease requirements to allow others to display such signs so as not to have a great impact on businesses ability to attract customers.

3. Amend Section 110-706(D)(9), regarding political signs, as is necessary to eliminate the requirements in subsections (b), (c), and (d).

Furthermore, the Elkton Town Council requests that the Planning Commission act expeditiously in setting the public hearing and submitting it recommendation to Council.

The Sign Ordinance has been revised to reflect the following change requests:

D. The following signs do not require a permit:

9. Political signs

a. ~~Are professionally made~~

b. Are removed by the sign owner within 5 calendar days after the event that is referenced.

Do not use the description *"professionally made"* Update the definition *for "professionally made"*.

11. Portable Signs providing the following:

a. Signs can only be used to advertise events of civic organizations

b. Sign messages are not displayed for longer than 30 calendar days prior to or seven business days after the event is advertised.

c. ~~Signs are professionally made and well maintained.~~

d. Signs do not impede visibility or otherwise create a hazard.

e. Sign area does not exceed 32 square feet.

Note: Need to update 86-9 (remove fee)

Note: Need to include churches (aka House of Worship)

E. The following signs require a permit.

1. "Daily Special" signs providing that:

a. A yearly permit is obtained for said sign

b. The business does not already have a sign that is for displaying messages.

c. ~~Signs are professionally made and well maintained~~

d. Sign area does not exceed 8 square feet one side or 16 square feet if a sandwich board.

e. Signs are taken inside each night at the close of business.

f. Signs do not impede the flow of traffic on streets or sidewalks or otherwise create a hazard.

*Note to create 86-11 (recommend a $100 fee) Add definitions sign Daily; moveable sign that is designed to advertise a business daily specials.

2. Promotional Signs providing that:
   a. A yearly permit is obtained for said sign (s).
   b. No more than one sign of this type for each 1000 sq. ft. of property.
   c. Signs provided to be well maintained and secured.
   d. sign area does not exceed 10 square feet.
   e. Signs do not impede visibility or otherwise create a hazard.

*Note need to create 86-12 (recommend $100 fee) Add definition Sign Promotional: Sign designed by a business vendor to promote their products.

6. Business and industrial signs providing the following:

   c. There shall be only one freestanding sign and two attached signs per business.
      a. Lettering stating the business name that is attached to the building shall be 10 feet above the sidewalk. Lettering area cannot exceed 80 square feet.

G. Special Exception permits for signs:

1. Upon proper application, and after following the process described in Section 110-802 © herein, the Council may grant a special exception permit for a use which would normally be prohibited by this chapter. There are no special exceptions for the use of electronic message boards.

Margretta Isom made a motion, seconded by Goldie Helsley, to hold a public hearing to discuss Chapter 110-706 Signs; on March 19, 2012 @ 6:00 pm.
Voice Vote 6-0 (all in favor say I)
Madelyn Dixon, Cole McGregor, Cathy Morrison, Goldie Helsley, Dan Talbot, Margretta Isom
Motion Carried.

Dan Talbot made a statement to the members noting that in the future he will be paying closer attention to the 60 day ruling on certain issues. An item must be placed on the agenda 7 days prior to the planning commission meeting. Otherwise, a vote will be taken in order to add an item to the agenda.

Tonight's meeting will be considered our February meeting, therefore; we will not meet on February 7, 2012 as scheduled. With the completion of business the meeting was adjourned with the next regularly scheduled meeting to be held on March 6, 2012 at 7 pm in the Council Chambers of the Elkton Community Center located at 20593 Blue & Gold Dr.

PLANNING COMMISSION

Category	Lead member
Residential 1-4, flood hazard, Yard Sales	*Madelyn Dixon*
Residential 5-6 (includes: Townhouse & Apts.)Agriculture	*Dan Talbot*
Residential 7-8, and Conservation	*Goldie Helsley*
Business, Industrial. Telecommunications	*Cathy Morrison*
Subdivisions	*Margretta Isom*
Sigs, Parking, Definitions, Streets and Alleys	*Cole McGregor*
Zoning Map, Annexation, Home Occupations, Non-conforming Uses, Fences and Exceptions	*Jason Blose*

- Please reference the above table when you receive an agenda each month. Match up your category and be prepared to lead a group discussion on your selected subject if it appears on the agenda.

2012 Zoning Permits Issued YTD

Month	*Bus*	*Res*	*Singe Family*	*(duplex) single family attached*
January	*2*	*3*	*0*	*0*
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

Submitted by: *Charlotte Shifflett*/Zoning Administrator

Dan Talbot/Chairman

Cathy Morrison
Cathy Morrison/Secretary CLS