PLANNING COMMISSION

NOVEMBER 4, 2014
7:00 PM

Present: Cole McGregor, Dan Talbot, Cathy Morrison, Margretta Isom, Jim Berg, Mike Sipe

Staff: Charlotte Shifflett

Guests:
Kenny May

Dan Talbot/Chairman called the regular meeting to order and led the group by reciting the Pledge of Allegiance.

Cole McGregor made a motion to accept the October 7, 2014 minutes, seconded by Cathy Morrison.
Voice Vote 6-0
Cole McGregor, Dan Talbot, Cathy Morrison, Margretta Isom, Jim Berg, Mike Sipe
Motion Carried

Subdivision of Tax Map 115 (A) L 250
211 Virginia Avenue
Old Business

During the October 7th meeting, after discussion and review of the plat, the following instructions were given to Kenny May:

- Revise the plat to include Tax Map nos.—if possible.
- Revise the plat to display a 50 ft. Right-of-Way dedication on Virginia Avenue.
- Revise the plat to display Clover Lane as joining the boundary line on the residue of Lot 3. Code states that all lots must be in compliance and have a 50 ft. Right-of-Way on a public street before recommending the sub-division.

Kenny May submitted the revised plat to the Zoning Administrator. Each member received a copy in advance of tonight's meeting.

Following a brief discussion Margretta Isom made a motion to recommend sub-division of Lot 115 (A) L 250 into lots 1, 2, and 3 as displayed on a plat by Randell Newman of Newman's Surveying dated October 10, 2014. The motion was seconded by Cole McGregor.
Voice Vote 6-0 ***(yes or no)***

Jim Berg	yes	Margretta Isom	yes
Cole McGregor	yes	Cathy Morrison	yes
Mike Sipe	yes	Dan Talbot	yes

Motion Carried

New Business:
E Rockingham St/Tannery Apartments
Request to Sub-Divide 131 (A) L 34

The Elkton Town Council and Town Manager/Kevin Whitfield placed a request to the Planning Commission regarding a project that would require a portion of town property Tax Map 131 (A) L 34 containing 132.281 acres to have a new lot sub-divided containing 3.547 acres. In addition, town property Tax Map 131B2 (A) L 15 containing 0.92 acres would be added to the new lot by vacating the existing lot line. The new lot will total 4.439 acres if approved.

Margretta Isom made a motion to sub-divide 3.547 acres from Tax Map 131 (A) L 34 as shown on a new plat submitted by Randall Newman of Newman Surveying with the plat dated October 30, 2014. Furthermore, vacation of a lot line between Tax Map 131B2 (A) L 15 and the new lot will total 4.439 acres. Cathy Morrison seconded the motion.

Voice Vote	**6-0**	***(yes or no)***		
Jim Berg		yes	Margretta Isom	yes
Cole McGregor		yes	Cathy Morrison	yes
Mike Sipe		yes	Dan Talbot	yes
Motion Carried				

The meeting continued with a discussion regarding rezoning of the new lot once sub division of the property is approved and a lot line vacation is processed for Tax Maps 131 (A) L 34 and Tax Map 131B2 (A) L 15.

Lot 15 is currently zoned R 6 while Lot 34 is zoned as R 8. Members felt that R 6 should be the zoning recommended for the new lot. Potentially, the new lot may contain mini-storage units and these are a permitted use in R-6. In addition, the new lot lies adjacent to R 6 zoning area.

Cathy Morrison made a motion to recommend a public hearing to rezone the newly subdivided lot Tax Map 131 (A) L 34 for 3.547 acres, as shown on a plat submitted by Randall Newman of Newman Surveying dated October 30, 2014, from R 8 to R 6. Cole McGregor seconded the motion.

Voice Vote	**6-0**	***(yes or no)***		
Jim Berg		yes	Margretta Isom	yes
Cole McGregor		yes	Cathy Morrison	yes
Mike Sipe		yes	Dan Talbot	yes
Motion Carried				

After being proofread by several members a final version of the By-Laws, identified as Version I, October 7, 2014 was distributed to each member.

Pathforward: Charlotte will forward Denise a copy to forward to each council member.

Accessory Buildings on Corner Lots

Chairman Talbot gave members a proposed document to review and study, before the next meeting, regarding implementation of a revision to the corner lot setbacks definition relative to streets that meet particular criteria. The outstanding issue of an accessory building located on Jackson Avenue remains unresolved

Rezoning of Wirt Ave.

Cole McGregor advised the other members he would like to revisit the issue of rezoning Wirt Ave. from B 2 to R 5. The B 2 zoning district consists of mostly lots that have occupied dwellings on the north side of Wirt beginning with Lot 11 continuing west to the corner of Wirt/Shenandoah Ave Tax Map # 131B1-(1) B 18 Lots 1-11. This would be a Planning Commission analysis and would not be relative to any prior individual requests.

Committee Lead Members:

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

Please reference the above table when you receive your 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.

2014 Zoning Permits Issued YTD

Month	*Bus*	*Res*	*Singe Family*	*(duplex) single family attached*
January	3	3	1	
February	2	2	1 (delete)	
March	1	5		
April	6	9	4	
May	1	1		
June	4	5		
July	3	4	1	
August	2	2		
September	4	6		
October	5	5		
November	7	5	1	
December				
Total YTD				

The next meeting is scheduled for December 2, 2014 @ 7 pm in the Council Chambers of the Elkton Area Community Center located on Blue/Gold Dr. 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.

A public hearing has been recommended to council to rezone town property from R 8 to R6 and you will be advised of the time & date if it is scheduled before our next meeting date.

Dan Talbot/Chairman

Cathy Morrison/Secretary