July 1, 2014
7:00 PM

Present: Cole McGregor, Dan Talbot, Cathy Morrison, Jim Berg
Excused: Madelyn Dixon, Margretta Isom
Staff: Charlotte Shifflett

Dan Talbot/Chairman called the regular meeting to order and led the group by reciting the Pledge of Allegiance. Jim Berg, new representative who was recently approved by council, was in attendance.

Cole made a motion to accept the May 6, 2014 minutes at which point Jim Berg emphasized that several corrections needed to be made in comments he submitted during his interview. Cole withdrew his motion and Charlotte was advised of the specific changes which need to be re-typed.

Cole made a motion, seconded by Cathy Morrison, to accept the May minutes after several typing errors were corrected on Mr. Berg's behalf.
Voice Vote 4-0
Cole McGregor, Dan Talbot, Cathy Morrison, Jim Berg
Motion Carried

Nomination of Officers:
The By-Laws state that officers need to be elected during the July meeting of each year. The members reviewed Article IV and discussed 4.3

4-3. Terms of office shall be for one year or until a successor takes office. Elected officers would serve no more than a two year term unless agreed upon by the member and the Commission

Cathy Morrison, seconded by Cole McGregor, made a motion to reappoint Dan Talbot as Chairman of the Elkton Planning Commission.

Cathy Morrison nominated Cole McGregor to serve as Vice Chair, seconded by Jim Berg.

Jim Berg nominated Cathy Morrison, seconded by Cole McGregor to serve as Secretary.

All nominees were in favor of accepting the positions for which they were nominated. Members accepted the full slate of officers and voted.
Voice Vote 4-0
Cole McGregor, Dan Talbot, Cathy Morrison, Jim Berg
Motion Carried

Chairman Talbot reiterated the fact that Article I of the By-Laws states that the Elkton Planning Commission is empowered by the State of Virginia in accord with provisions of Section 15.1-427.1, Code of Virginia (1950), as amended.

Planning Commission Vacancies
It has been extremely difficult to get volunteers to serve on the commission. Several advertisements have run in the local paper but other than Jim Berg no one has come forward.

Margaretta Isom is the Council representative with full voting rights. The possibility of having the Zoning Administrator serve as a member is an option as outlined in Article 3, 3.1. One member of the Commission may be a member of the Town Council and one member may be a member of the administrative branch of government of the town. The term of each of these two members shall be co-extensive with the term of office to which he or she has been elected or appointed unless the Town Council, at the first regular meeting each year, appoints others to serve as their representatives.

The Planning Commission is in the process of reviewing and revising the By-Laws.

Committee Lead Members:

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	
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	

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.

2012 Zoning Permits Issued YTD

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

The next meeting is scheduled for August 5, 2014 @ 7 pm in the Council Chambers of the Elkton Area Community Center located on Blue/Gold Dr.

Dan Talbot/Chairman

Cathy Morrison/Secretary