PLANNING COMMISSION

Rescheduled to
JANUARY 9, 2014
7:30 PM

Present: Margretta Isom, Cole McGregor, Dan Talbot, Goldie Helsley,
Excused: Madelyn Dixon, Jason Blose, Cathy Morrison (partial)
Staff: Charlotte Shifflett
Guest: Jeffrey Robb

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

Margretta Isom made a motion, seconded by Goldie Helsley, to accept the meeting minutes from Nov, 2013.
Margretta Isom, Cole McGregor, Dan Talbot, Goldie Helsley
Voice Vote 4-0
Motion Carried

Daniel Keyes Lot Line Vacation and Boundary Line Adjustment.

On November 12, 2013 Kenneth Moran/Attorney applied for a zoning application requesting a lot line vacation and boundary line adjustment for property owned by Mr. Daniel Keyes located at 112 Hillside Avenue, Elkton, VA.

A brief discussion was held, led by Council Woman Isom. She advised the members that she and the zoning administrator had determined, after reviewing the plat, that the request met the Code's criteria.

Margretta Isom continued by making a motion to approve a lot line vacation on Tax Map No. 115E-1 Lot 26, and a boundary line adjustment for Tax Map No. 115E-1-L 25 of Elkwood Subdivision, Section 1, on a plat surveyed by Randall K Newman on May 31, 2007.
Margretta Isom, Cole McGregor, Dan Talbot, Goldie Helsley
Voice Vote 4-0
Motion Carried

Jeffery Robb/ Lee & Associates
Larry Swisher/Old Dominion Chimney Liners
600 Shenandoah Ave

On December 16, 2013 a zoning application was presented by Mr. Robb on behalf of Old Dominion Chimney Liners DBA, who is tentatively purchasing the old Jaco commercial building located at 600 Shenandoah Avenue.

When submitting the application the requestor requested a warehouse. The zoning administrator advised the client that a warehouse is not a permitted use in M I Zoning District. It was further noted that a Special Exception Permit would be required.

Mr. Robb was invited to attend tonight's meeting and review the permitted uses with members of the Planning Commission. He believes the original permit did not properly identify the usage of the proposed business. The business synopsis states the building usage will be involved in the manufacture of flu liners at the shop, with the product being taken to the job site for installation. Although, they will store some material at the shop, it is inventory used for their jobs; not for distribution. Future plans will have a retail component to sell stoves and other heating products.

Chair Talbot wondered if the restoration required concrete work. Mr. Robb was unsure of the answer but did point out that his client was into manufacturing rather than distribution. He further noted that he believes his client's request falls under the following code:

§ 110-613 B. Permitted Uses (33) and (35)

(33) Lumber and building supply (with storage under cover);
(35) Carpentry, cabinet making, furniture refinishing, woodworking, electrical, plumbing, heating, welding, sheet metal, appliance, bicycle, watch and shoe repair, painting, publishing lithographing, upholstering, gunsmith or similar shops, provided that any use shall be conducted within a completely enclosed building and provided that no part of a building for such use shall have any opening other than stationery windows or required fire exits within 100 feet of any residential district.

PATHFORWARD:
Mr. Robb requested, and will be provided, a letter of confirmation from the zoning administrator verifying the proposed business is a permitted use per the Code of the Town of Elkton. (comp)

336 W Washington Ave/W Printz property

Mr. Printz approached the zoning administrator and reiterated he believes his property located on W Washington Ave should be displayed on the official town zoning map as B 3. Currently, it is defined as R 4 and he requested the issue be investigated further and make an attempt toward a final resolution. This question has been an ongoing one for Mr. Printz since he became the new owner in approximately 2000.

The zoning administrator was able to find a packet containing all the data from the public hearing held in 1995 and issued to Clyde McDaniel.

- A public hearing was held with Shen Valley Drywall to rezone property from R 4 (Residential) to B-3 (Planned Business)
- An Agreement was entered with citizens of the neighborhood by way of a signed petition.
- The property was approved to become B-3 with restricted uses.
- Did the property get in the advertisement in 2004?
- Did Planning Commission re-zone the property to R 4 in 2005?

The documentation was forwarded to Nathan Miller for a final decision.

Therefore, the property was officially rezoned from R 4 to B 3 in 1995, subject to the restricted uses which were submitted. Attorney Miller's recommendation is that the Zoning Map be updated to show this property as being zoned B-3 and that the updated map be approved by Council.

PATHFORWARD:
Charlotte was requested to check the old files and see if the Printz property was discussed at a public hearing within the timeframe of rezoning properties; as completed by the Elkton Planning Commission.

Randell Snow Property/620 N Stuart

Another property in question relative to current zoning is owned by Randell/Hilda Snow and is located at 620 N. Stuart Ave. Mr. Snow has discussed the property, as a visitor, at various meetings in the past. He believes it should be zoned as B-1 (Downtown Business District) rather than the current map which displays the property as B 2 (General Business District). However, Mr. Snow or the Planning Commission has not found any documentation to validate his beliefs nor has the Planning Commission been successful in finding any re-zoning approval requests.

Chairman Talbot feels it should not be zoned as B-1 since that definition defines B-1 as (Downtown Business District).

Council Request to Elkton Planning Commission

After the(BZA) Board of Zoning Appeals was unable to allow Lise Beaudette of South River Rental Properties LLC, her request to remodel her building located at 196 W Spotswood Ave, to construct a 3 bedroom apartment on the first floor the; issue became of interest to the council. They were entertaining the idea of perhaps using the proposal as a pilot program in an effort to fill some of the vacant properties in the Downtown Business District.

- Planning Commission shall review Code to supplement some council concerns regarding new ordinances, updates and/or revisions.

- One suggestion was made that would allow the proprietor to have a business in front of shop and live in back.
- A concern of the Planning commissioner's is "Who will enforce the Code?"

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	*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 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				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total YTD				

Dan Talbot/Chairman

Cathy Morrison/Secretary