Regular Meeting
April 7, 2015
7:00 PM
Revised

The regular meeting of the Elkton Planning Commission was held at approximately 7:00 pm, April 7, 2015 in the Council Chambers at the Elkton Area Community Center with Chairman/ Dan Talbot presiding.

All present were asked to join in the Pledge of Allegiance

Present: Cole McGregor, Dan Talbot, Margretta Isom, Mike Sipe, Cathy Morrison
Staff: Charlotte Shifflett

Minutes:
Councilwoman Isom made a motion to accept the February 3rd and March 16th, 2015 minutes, seconded by Dan Talbot.
Voice Vote 5-0
Cole McGregor, Dan Talbot, Margretta Isom, Mike Sipe, Cathy Morrison
Motion Carried

Old Business:
Planning Commission By-Laws:
Each member was issued a copy of the By-Laws, which were revised, November 14, 2014.

§ 110-615 Flood Hazard District FH-1 {Amended 12-18-2000; 1-21-2008}
Action/ February 3, 2015

Chairman Talbot reported that he attended a meeting accompanied by Kevin Whitfield, Charlotte Shifflett, and Charley Banks/Representative of the National Flood Insurance Program (NFIP). The purpose was to discuss the request presented by Mr. Michael to build mini-storage buildings and an office in the 100 Year Floodplain.

- Technically, the Flood Hazard Ordinance {§ 110-615} needs to be reviewed every 5 years
- Town code was last updated in 2008.
- Mr. Banks provided the town with suggested revisions (*red-lined copy*) of the existing ordinance, from his organization (NFIP) National Flood Insurance Program.
- Town Manager/Kevin Whitfield, Chairman Talbot, and Charlotte Shifflett met, reviewed Mr. Bank's suggestions, then made further revisions.
- The draft ordinance changes were shared with the town attorney's office. Several minor changes were made by Mr. Miller, who then gave approval to go to the next level.
- Chairman Talbot reviewed the draft copy with members and offered them an opportunity to make suggestions.
- Reference was made to the (FIRM) Flood Insurance Rate Map. This may be viewed on the FEMA web site and is a necessity when working with flood prone areas.
- The (NFIP) agency controls the town's right to allow citizens to purchase flood insurance. To deliberately ignore them puts the entire town's flood insurance at risk of cancellations.

Cathy Morrison, seconded by Cole McGregor, made a motion to recommend a joint public hearing be scheduled to review the draft copy of § 110-615 Flood Hazard District FH-1 ordinance and, heretofore, make recommendations to council to amend the Town Code.
Voice Vote Yes
Cole McGregor, Dan Talbot, Margretta Isom, Mike Sipe, Cathy Morrison

Motion Carried
Pathforward:
Charlotte will coordinate a date with Clerk of Council. . Please attempt to schedule a public hearing for the rezoning of Wirt Ave, Lots 1 thru 10, from B 2 Business to R 5 Residential and the adoption of the FH I code revision.

New Business:

With the recent discussion of rezoning property on Wirt Avenue from Business to Residential a question was raised in reference to other properties located throughout town that have residential dwellings located in business districts.

- When mass rezoning occurred in the town in 2010, the Zoning Administrator was requested to document and file a list of occupied dwellings lying within the business and manufacturing districts.
- In a business district, a house that has been unoccupied for a 2 year period is considered abandoned and must be treated as business property.
- Does a need exist in town for business to the extent where a residence should be torn down to make way for business districts?
- Would that be an attractive solution to property owners?
- Most businesses seem to build along the US 33 corridor.
- W Rockingham St. is a prime example of occupied & unoccupied dwellings in a B 1 business district.
- Is there sufficient room for parking spaces on W Rockingham St. ? B 1 parking does not require XX number of spaces per sq. ft. of retail. B 2 does require on site parking spaces per sq. ft. of retail space.
- The fact is, the town has too many vacant buildings already.
- It is very difficult to come up with a right answer to the problem.
- The Leap property has an abandoned dwelling. This house has been the subject of many discussions in recent years.
- Would a Multi-Use Code benefit the town in the future?
- Would we gain by Flip-Flopping from business to residential and then in several years have a request to reverse the decision and Flip-Flop back?
- Tonight we are hesitant to move in this direction. Perhaps we could research and focus on other town codes for direction.
- Lisa Beaudette's venture with the building located on 196 Spotswood Ave. seems to be working well. The building is very attractive.
- The south side of W Rockingham St. may be a candidate for change in zoning.
- It was expressed by one member that a Special Exception Permit may allow a property owner to switch between business and residential.
- A Special Exception Permit may help property owners who are now unable to rent to tenants.
- People believe that land zoned as business is more valuable.
- The rezoning issue will be placed on next month's agenda for further discussion. If you have not done so, please ride by some of the properties listed and bring back some ideas to the next scheduled meeting on May 5, 2015.

Verizon Wireless Data Node Project

Charlotte gave an update on this project. The group was scheduled to visit council and make their presentation on April 14, 2015 at the Work Session but had to cancel due to other commitments.

- The planning commission is not comfortable with the "By-Rights" option being placed in an ordinance as suggested by Drew Patterson.

- During the recent presentation they addressed the fact they are looking at 1 or 2 properties in town.
- If a Special Exception Permit were to be required, there is nothing presented thus-far that would be considered a hardship!

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	

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.

2015 Zoning Permits Issued YTD

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

Cole made a motion to adjourn, seconded by Cathy Morrison. The next regular meeting will be held May 5, 2015 @ 7 pm in Council Chambers located at the Elkton Area Community Center on 10593 Blue & Gold Dr. in Elkton, VA. 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.

Dan Talbot/Chairman

Cathy Morrison/Secretary