Donates Present **

Present: ** Dan Talbot/Chairman

** R. Cole McGregor/Vice Chairman
** Cathy Morrison/Secretary
** Margaretta Isom/Council Repre.
Roy Davis
** Robert "Bobby" Morris
Mike Sipe
Administrative** Charlotte Shifflett

Guests: Kenny May, Jason Mitchell

The September 6, 2016 meeting of the Elkton Planning Commission was held on August 30, 2016 in the Council Chambers located at the Elkton Area Community Center with Dan Talbot/Chairman presiding.

He called the meeting to order at 7:00 pm. All attendees were invited to stand and join in the Pledge of Allegiance.

I MINUTES:

Bobby Morris made a motion, seconded by Cole McGregor, to accept the minutes from Aug. 2, 2016, meeting
Voice Vote 5-0
Dan Talbot, Margaretta Isom, Cathy Morrison, Cole McGregor, Bobby Morris
Motion Carried

II. Kenny May

December 1, 2015 KW and Dr Properties LLC presented a request to sub-divide Tax Map 115 (A) L 253 located at 115 Clover Ln in Elkton.

Margaretta Isom made a motion, seconded by Roy Davis to recommend sub-division of Tax Map 115-(A)-L 253 containing 0.98 acres before surveying; a portion totaling 0.191 acres and leaving a remaining residue totaling 0.793 acres as displayed on a plat by Newman Surveying dated November 12, 2015. The residue has a 50 ROW on a public street and extends to the new boundary line as required by code. The existing accessory building will be allowed to remain no more than 5 years unless the primary building is built.

December 21, 2015 the Elkton Town council approved subdivision of property for KW and DR properties located at 115 Clover Ln.

In late August Mr. Kenny May came to the Zoning Administrator's Office and advised her that he was selling the property, including both lots, to a new owner. The closing was postponed due to the fact the potential owner was unaware of the stipulation attached to the property in reference to a garage sitting on the vacant lot.

The September 6, 2016 meeting was rescheduled to August 30, 2016 to discuss the stipulation made with Mr. May on December 1, 2015. The garage meets the setbacks on the new lot but the potential owner is questioning if the 5 year construction of a primary residence applies to him as a new owner?

Chairman Talbot proceeded by advising members that Mr. May has two options:

1) Change language to state that if both lots remain in the owner's name the garage will not have to be removed.
2) Vacate the new boundary line and return to (1) single lot.
3) The potential owner does not wish to proceed with this option. He prefers to own (2) lots.

The meeting tonight was rescheduled to make an attempt to resolve the existing issue for the current owner and the potential buyer.

- Mr. May attended the meeting to discuss and answer any questions relating to the proposal.
- Margaretta Isom indicated she would vote yes to option # 1 but she went on to emphasis that in the past many letters signed by former mayors, town managers, and other governing bodies have shown up to be implemented by current council.
- She reminded members and guests that mayors have the possibility of changing every (2) years and she fully understands that the new owner wants that satisfaction.
- Chairman Talbot believes it is fine since the new owner will have possession of both lots.
- Quite a few residents own more than (1) lot.
- Lot line vacation is a current requirement when a building will set on one or more lots.
- The Zoning Administrator is authorized to vacate lot lines.
- The clock begins with the new owner.
- Bobby Morris agrees the same applies to the new owner if he sells the lot rather than construct a primary residence on the residue of 115 (A) L 253.
- **Any motion made will clarify the intent of the original statement.**

Margaretta Isom made a motion, seconded by Cole McGregor, **the existing accessory building will be allowed to remain no more than 5 years unless both lots, Tax Map 115 (A) L 253 containing 0.191 +/- acres and the residue of Tax Map 115 (A) L 253 containing 0.793 +/- acres, are owned by the same party. Under this condition, the 5 year period begins upon transfer of the residue of Tax Map 115 (A) L 253 containing 0.793+/- acres to another party.**

Voice Vote 5-0
Dan Talbot, Margaretta Isom, Cathy Morrison, Cole McGregor, Bobby Morris
Motion Carried

SIGNS
Cole McGregor did some sign research after the Zoning Administrator received a request to locate a *Church of the Lamb* sign off-premises.

- Cole found several church signs located at various locations which were non-compliant.
- The Elkton United Methodist Church had a sign located on Warren St. and a second sign located on N Stuart Ave. These signs measure 6.2 sq. ft. and 8.33 sq. ft. respectively.
- Reference 110-706 Signs, E #8 (d)
- Chairman Talbot advised members we would not open up a subject regarding sign ordinances right now.
- *Church of the Lamb* sits out a Daily Special Sign on Sunday morning. Reference
- 110-706- E .

  Path-forward

  Charlotte will advise the need to pay for a yearly fee for this sign.

  Check the status of the Valley Pantry Daily Special Sign.

Elkton United Methodist Church

- Chairman Talbot expressed concern that no one may advertise on a Directional Sign in the future.
- Members believe that removal of the existing signs would not be out of order.
- The Planning Commission is making a recommendation the additional sign be removed because it is non-compliant.
- Margaretta Isom will relay the information to council. She believes the church should be given an opportunity to remove the bottom portion of the signs.

Amendment to Agenda

Cathy Morrison wanted to make a motion to add an item to the agenda. The issue involved blight property located in town. This item is not applicable to the Planning Commission so the motion was not considered.

Cole McGregor made a motion to adjourn, seconded by Cathy Morrison.

Voice Vote 5-0

Dan Talbot, Margaretta Isom, Cathy Morrison, Cole McGregor, Bobby Morris

Motion Carried

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

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.

2016 Zoning Permits Issued YTD

Month	*Bus*	*Res*	*YTD Single Family*	*(duplex) single family attached*	*Incomplete*
January	2	1	1		Reject
February	6	3	1		
March	3	6	1		
April	5	8	1		
May	1	6	2		
June	5	4	1		
July	6	5	1		
August	4	8			
September					
October					
November					
December					
YTD					

Chairman Talbot offered an opportunity to bring up any other business.

The next meeting is scheduled for October 4, 2016@ 7 pm in the Council Chambers located at the Elkton Area Community Center on 20593, 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.

Chairman

Cathy Morrison
Secretary