

PLANNING COMMISSION June 5, 2023

**** Present:**

** Daniel Talbot / Chairman	Donna Mowbray/Absent
Roy Gene Davis / Absent	** Dwight Gene Kite
** Dorenda Flick / Secretary/left at 7:45 p.m.	** Wesley Walls
Jennifer McDonald/ Absent	

Admin: Delores Hammer/ Zoning Administrator

Daniel Talbot called the meeting to order with the Pledge of Allegiance

I. Minutes

Dwight "Gene" Kite made a motion to approve minutes

Wesley Walls seconded the motion

Voice Vote: 4-0 in favor

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

II. Ordinance to Amend Chapter 110 Land Development, §110-610 Downtown Business District B-1 and §110-715 (B) to add short-term rentals as a permitted use in B-1 district.

Wesley Walls made a motion to recommend to Elkton Town Council an approval of an ordinance to Amend Chapter 110 Land Development, §110-610 Downtown Business District B-1 and §110-715 (B) to add short-term rentals as a permitted use in B-1 district.

Dorenda Flick seconded the motion

Voice Vote: 4-0 in favor

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

III. Ordinance to Amend Chapter 110 Land Development, §110-706 Signs

Dwight "Gene" Kite made a motion to recommend to Elkton Town Council an approval of an ordinance to amend Chapter 110 Land Development, §110-706 Signs to change the height of an elevated sign structure adjacent to a sidewalk; redefine the Downtown District area for a freestanding or non-freestanding sign; and submit a map to be used as Attachment 3.1

Wesley Walls seconded the motion

Voice Vote: 4-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

IV. **Ordinance to Amend Chapter 110 Land Development, §110-603, §110-604, §110-605, §110-606, §110-715 Short Term rental**

Dwight "Gene" Kite made a motion to recommend to Elkton Town Council approval of an ordinance to amend Chapter 110 Land Development, §110-603, §110-604, §110-605, §110-606, §110-715 Short Term rental to add limitations on short term rentals. Mr. Kite added to his motion to add an amendment to §110-302 Terms Defined to add definition of contiguous zoning and contiguous zoning short term rental calculation.

Wesley Walls seconded the motion

Voice Vote: 4-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

V. **Subdivision Downey Knolls**

Dwight "Gene" Kite made a motion to recommend to Elkton Town Council approval of a request from Ricky Cubbage and Terri Jo Herring for a boundary line adjustment presented on a plat prepared by Brandon Trump with Lotts & Associates, P.C. dated May 17, 2023.

Wesley Walls seconded the motion

Voice Vote: 4-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

VI. **Boundary Line rezoning from Rockingham County zoning to Town of Elkton zoning**

Wesley Walls made a motion to recommend a joint public hearing with Elkton Town Council to receive comments on the rezoning of properties located within the boundary line adjustment.

Dwight "Gene" Kite seconded the motion

Voice Vote: 4-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

VII. **Roy Gene Davis resignation**

Dwight "Gene" Kite made a motion to recommend to Elkton Town Council to accept the resignation of Roy Gene Davis and allow the Planning Commission to advertise for a vacancy.

Wesley Walls seconded the motion

Voice Vote: 4-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls, Dorenda Flick

Motion Carries

A recommendation will be submitted to Town Council

VIII. Elk Run Subdivision 1

Mr. Shifflett the developer who purchased fourteen lots in Elk Run Subdivision 1 has made a request to change the 50' public road to a 20' alley. Each lot is 50'. Corner lots require a 30' setback. Mr. Shifflett is interested in purchasing the additional square feet.

After discussion Wesley Walls made a motion to recommend to Elkton Town Council to modify the resolution from a 50' public use road to a 20' utility easement alley.

Dwight "Gene" Kite seconded the motion

Voice Vote: 3-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls

Motion Carries

A recommendation will be given to Town Council

IX. Elect Officers

Wesley Walls made a motion for Daniel Talbot to serve as Chairman and Dwight "Gene" Kite to serve as Vice Chairman.

Dwight "Gene" Kite seconded the motion

Voice Vote: 3-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls

Motion Carries

Dwight "Gene" Kite made a motion that Wesley Walls serve as secretary.

Wesley Walls seconded the motion

Voice Vote: 3-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls

Motion Carries

X. By-Laws and meeting time

Wesley Walls made a motion to recommend an amendment to the Planning Commission by-laws to change meeting times from 7:00 pm to 6:30 p.m.

Dwight "Gene" Kite seconded the motion

Voice Vote: 3-0

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls

Motion Carries

A recommendation will be submitted to Town Council

XI. Update on Comprehensive Plan

Commissioner Walls updated the Commission on the status of the 2023 Comprehensive Plan

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Dwight "Gene" Kite made a motion to adjourn
Wesley Walls seconded the motion

Yeas: Daniel Talbot, Dwight "Gene" Kite, Wesley Walls

Motion Carries meeting adjourned

The next regular meeting is scheduled for Monday, July 17, 2023 at Town Hall immediately following the joint public hearing being held at 20593 Blue and Gold Drive in Council Chambers @ 6:00 pm. 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



Daniel Talbot

Secretary



Dorenda Flick

Residential 1-4, flood hazard, Yard Sales	Roy Davis
Residential 5-6 (includes: Townhouse & Apts.) Agriculture	Daniel Talbot
Residential 7-8, and Conservation	Dorenda Flick
Business, Industrial. Telecommunications	Wesley Walls
Subdivisions, including Lot Line Adjustments, short term rentals	Jennifer McDonald
Signs, Parking, Definitions, Streets and Alleys	Dwight "Gene" Kite
Zoning Map, Annexation, Home Occupations, Non-conforming Uses, Fences and Exceptions	Donna Mowbray

Please reference the above table when you receive your agenda each month

Track Permits issued for 2023

Month	Business	Residential	Single family	Duplex/Single family attached	Incomplete
Jan	10	6	3		
Feb	4		1		
Mar	11	2			
Apr	3	3	1	1	
May	4	6	2		
Jun					
Jul					
Aug					
Sep					

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Oct					
Nov					
Dec					
YTD	32	17	7	1	