**New Market Planning Commission**

**August 7, 2023**

**CALL TO ORDER AND ESTABLISHMENT OF QUORUM**

The regular meeting of the New Market Planning Commission was held on Monday, August 7, 2023 at 6:30 p.m. The following Planning Commission members were in attendance: Chairman Larry Hale, Sonny Mongold, Sherri Erbaugh, Bob King, George Daugharty, and Harry Wine, Jr. Member Tom Linksi Jr. was absent.

Mr. Larry Hale opened the meeting at 6:30 p.m. and established a quorum with five members present.

**APPROVAL OF CONSENT AGENDA:**

Mr. Larry Hale informed the Commission Members that the agenda was amended and needed to be approved. Mrs. Erbaugh moved to approve the amended agenda as presented, and motion seconded by

Harry Wine. Mr. Daugharty asked for clarification of what the amendment was. Mr. Walters stated the amendment was to appoint the Secretary. Motion passed with unanimous 5-0 voice vote.

**APPROVAL OF MINUTES**

Mr. King made a motion to approve the minutes from the June 15th, 2023 meeting of the Planning Commission. Mrs. Erbaugh seconded the motion which passed on a unanimous 5-0 voice vote.

**PUBLICE HEARING:** none

**OLD BUSINESS**

Mr. Walters reported that he has approved two sign permits. The Town held a public hearing last month for the amended agreement on the Voluntary Settlement Agreement with Shenandoah County, and they voted to move forward. Shenandoah County Board of Supervisors held their public hearing meeting on July 25th and will be voting on it on their meeting on July 26th. If it is approved by the County the Town can move forward to the next step and it will go to a three judge panel.

Mr. Hale opened up the next old business topic of the continued discussion of a Conditional Use Permit (C.U.P.) Application by Creek Village Investments for the Village at Smith Creek (Courtyard Terrace). Mr. King noted that Mr. Todd Carr has not presented an updated to the proposal to reduce the density. Mr. Hale stated that in previous meetings the members of the commission leaned towards the three building units instead of allowing four building units. Mr. Walters reminded the commission that with a C.U.P. they can recommend conditions on the proposal. Discussion was held about the amount of lots that were approved in a previous C.U.P. versus what Mr. Carr is requesting. The original plan that was approved was for 31 lots in total, which currently there are five lots built on. This leaves 26 lots for Mr. Carr to build on. Mr. Wine would like to see Mr. Carr be able to build, and is okay with allowing for 33 lots. Mr. Daugharty stated that although he is for more homes in New Market, but voiced his concern about the infrastructure such as sidewalks. Mr. Mongold stated that if the annexation goes through that VDOT will be a part of the planning of the subdivision, so that will address the infrastructure concerns.

Mr. King inquired about VDOT’s involvement in the Creekside Village plan. Mr. Walters discussed the different steps that VDOT will be involved, but also other entities to make sure the infrastructure is compliant. Mr. King stated that at this point he would not recommend it, because he feels the density is too much. Mr. Walters explained the Planning Commission must make a decision during the meeting, and they can either approve with conditions or to not approve, and council can decide whether or not to approve.

Mr. Daugharty moved to recommend approval with a maximum of 30 units with a max of three units per cluster with a second from Mr. Mongold. Mr. Hale opened the floor for discussion, and Mr. Tom Constable a resident of Fairway Manor asked to address the council. Mr. Hale allowed Mr. Constable to address the Planning Commission members. Mr. Constable discussed the history of the plans for the land, and asked the commission to not allow anything to be built besides the patio homes that were originally planned for. Mr. Constable explained how the old plans were designed to complement Fairway Manor, and he feels anything else would not be of service to the community. Mr. Wine acknowledge Mr. Constable’s concerns and agreed he would like to see patio homes, but the economy will not sustain this type of housing. He explained the discussions that were held prior leaned toward the three unit clusters, and could be complementary to Fairway Manor.

Mr. Hale called for a vote for the motion on the floor, which was recommend approval with a maximum of 30 units with a max of three units per cluster. Motion passed with a 4-2 voice vote.

**NEW BUSINESS**

The next topic of business was the appointment of the Secretary of the Planning Commission. Mr. Walters explained the previous Secretary had resigned, and Amber Smoot has taken her position. Mr. Walters recommended voting Amber Smoot as the new Secretary for the Planning Commission.

Mr. Daugharty made a motion to make Amber Smoot the new Secretary for the Planning Commission, and motion was seconded by Mr. Wine. Mr. Hale called for vote, and motion passed with a 6-0 voice vote.

Next topic of business was to discuss the possible text amendment regarding Accessory Structure Setbacks. Mr. Walters discussed the request of a citizen during the June’s meeting to look into changing the setbacks for accessory structures such as garages. Currently, the setback is 10 feet in Residential areas, and 5 feet in the business district. The resident asked if they would change it to a 3 foot setback. Mr. Walters asked the Planning Commission if this is something they would like to look into. Mr. Walters explained the pros and cons. Mr. Daugharty stated he would recommend it be changed to 5 feet to keep it the same across the board. Mr. Walters will bring more information to the next meeting.

**ADJOURNMENT**

**With no further business to discuss, at 7:47 p.m., Mr. Daugharty made a motion to adjourn the meeting. Mr. King seconded the motion which passed on a unanimous 6-0 voice vote.**

Amber Smoot, Secretary