

**TOWN OF GROTTOS**  
**PLANNING COMMISSION MEETING**  
**October 29, 2024**  
**6:00 p.m.**

**MEETING CALLED TO ORDER BY CHAIRMAN**

- Roll Call

**PUBLIC EXPRESSION**

**APPROVAL OF MINUTES – from the meeting on September 24, 2024**

**REPORT FROM SECRETARY**

**REPORT FROM TOWN MANAGER**

**REPORT OF STANDING COMMITTEES**

- **Comprehensive Plan Committee**- Taylor, Chair; Kohl
- **Capital Improvements Committee**- Baker, Chair; Haas
- **Land Use & Zoning Committee**- Ehlenfeldt, Chair

**NEW BUSINESS**

1. Request for lot line revision – Morris Property
2. Request for lot line revision – Shreckhise Property

**OLD BUSINESS**

1. Comprehensive Plan

**ADJOURNMENT**

September 24, 2024

The Planning Commission meeting was held on Tuesday, September 24, 2024 at 6:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

### **CALL TO ORDER**

Chairman Nicely called the meeting of September 24, 2024 of the Grottoes Planning Commission to order at 6:06 p.m. Chairman Nicely requested a roll call.

ATTENDANCE: Commission Members present: Brooke Haas, Dylan Nicely, Darrel Baker, and Maite Taylor. Absent Rene Ehlenfeldt and Michael Kohl.

Other Town Officials present: Town Clerk Tara Morris and Police Chief Jason Sullivan.

**PUBLIC EXPRESSION** – Mark Keeler thanked the Planning Commission and the Central Shenandoah Planning District Commission for all their work on the comprehensive plan. He also stated it was nice that the information was included in the agenda packet so the citizens can look over the plan as well. Mr. Keeler asked if we have an accurate count of business in town and feels that is important to be included in the plan. He also suggested mentioning the services provided by Rockingham County for the Town such as the recreation department, schools, a recycle center, before and after school care from the Boys and Girls Club, and a Massanutten Regional Library satellite site. He said these are located in or near the town and available to our citizens. Mr. Keeler thanked the commission for listening.

It was also noted that Augusta County offers recreation services and day trips for Grottoes residents.

### **APPROVAL OF MINUTES.**

On motion by Commission member Baker, seconded by Commission member Taylor, and carried by a vote of 4-0, voting recorded as follows: HAAS – AYE; NICELY – AYE; BAKER – AYE; TAYLOR – AYE, the Commission approved the minutes from the meeting on August 6, 2024.

**REPORT FROM SECRETARY** – Clerk Morris informed the Commission that two commissioners are running in the town council election. She said only one will be able to remain on the commission and the liaison. Clerk Morris said with the resignation of Commissioner Stoll the Town Council will be looking for two members. Commissioner's Stoll term is set to expire December 31, 2024, so the Town will try to fill that position in January 2025. Once we know who is going to continue as the council liaison we will go through those steps and appoint someone to fill the remaining term of Commissioner Taylor, as the liaison term runs with the council term.

**REPORT FROM THE TOWN MANAGER** - nothing to report.

## **REPORTS OF STANDING COMMITTEES**

**NEW BUSINESS** – Clerk Morris said there is a request from KW & DR for a six-unit townhouse development on Aspen Avenue. She said the property is located just south of Second Street from Ambrosia Townhouse complex. Clerk Morris said she has been working with the engineer on the site plan and everything required is included. The proposal is a permitted use in the zoning district but requires plan approval. Chairman Nicely asked if the developer could extend the front sidewalk north to Second Street. Commissioner Baker asked what is the expected build-out? Clerk Morris responded that if approval is granted, the developer proposes to get it framed before winter. Commissioner Baker made a motion to recommend the six-unit townhouse complex to the town council for approval. Commissioner Taylor seconded the motion, and carried by a vote of 4-0, voting recorded as follows: HAAS – AYE; NICELY – AYE; BAKER – AYE; TAYLOR – AYE.

## **OLD BUSINESS**

Jeremy Crute gave an update on the chapters his staff has been working on. He provided draft copies of the following chapters: Introduction, Demographics, Natural Resources, Economy and the appendix for the survey. He said Zach Beard will be with him at the October meeting to go over the Transportation Chapter, Rachel is working on the Housing Chapter, and he will be working with staff on the Utilities Chapter. He asked the planning commission to look over the chapters they provided. He said to contact him with suggestions so it will be ready to review at the next meeting.

## **ADJOURN**

Chairman Nicely adjourned the meeting at 6:43 p.m.

---

Chairman

---

Secretary

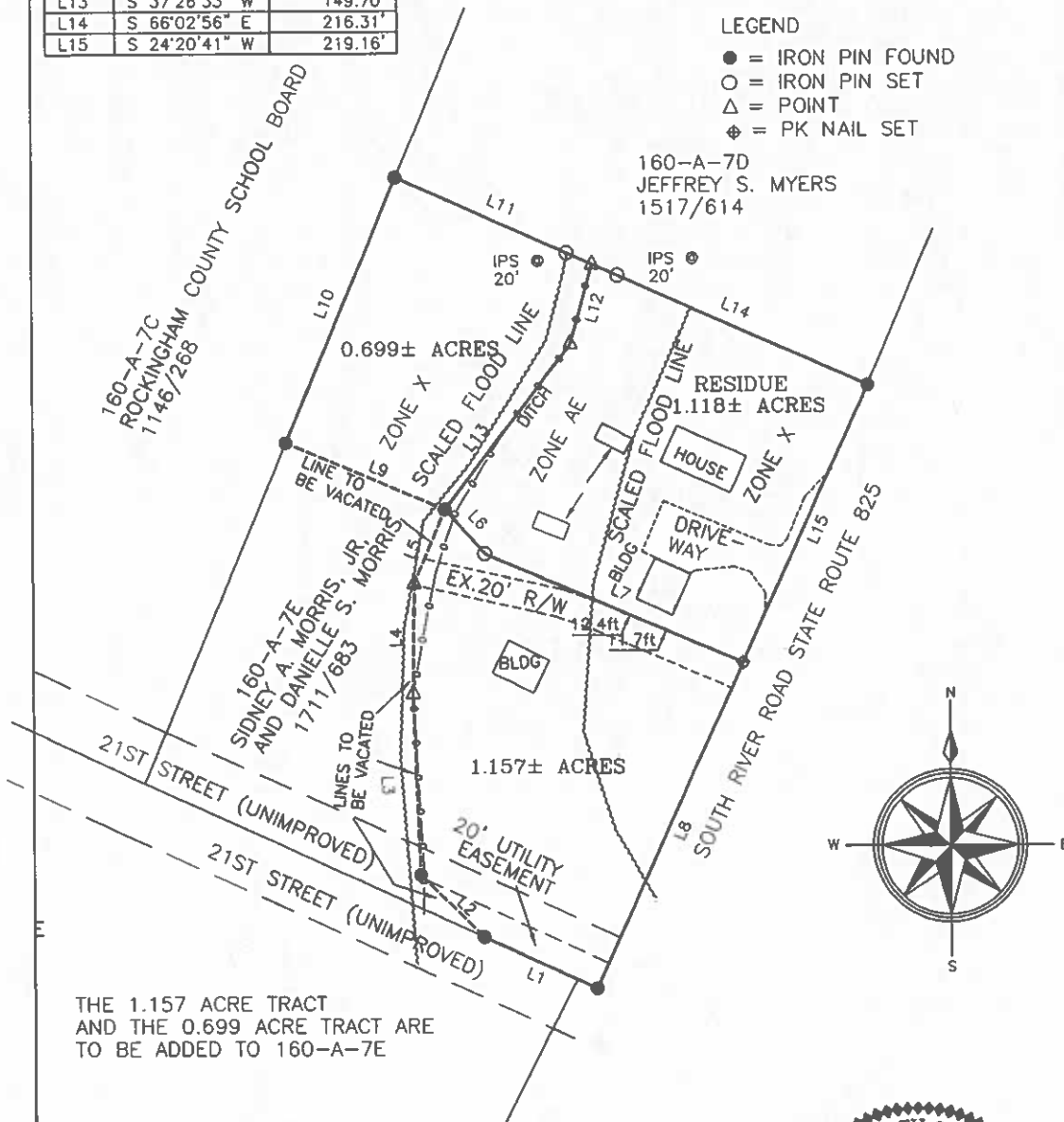
LINE	BEARING	DISTANCE
L1	N 65°29'30" W	89.50'
L2	N 45°31'21" W	63.67'
L3	N 02°08'28" W	132.57'
L4	N 01°07'09" E	78.25'
L5	N 22°43'43" E	57.71'
L6	S 42°06'23" E	43.54'
L7	S 66°58'45" E	201.02'
L8	S 24°20'41" W	257.67'
L9	N 67°16'14" W	124.39'
L10	N 22°43'43" E	207.45'
L11	S 66°02'56" E	154.78'
L12	S 15°21'57" W	59.85'
L13	S 37°26'33" W	149.70'
L14	S 66°02'56" E	216.31'
L15	S 24°20'41" W	219.16'

- 1 = BEARINGS ARE MAGNETIC
- 2 = SCALE 1" = 100'
- 3 = TAX MAP = 160-A-7
- 4 = DATUM AS SHOWN HEREON IS ACCORDING TO RECORDED INFORMATION AND IS A CURRENT FIELD SURVEY.
- 5 = NO TITLE REPORT FURNISHED
- 6 = OTHER RIGHTS OF WAY AND EASEMENTS IF ANY, ARE NOT SHOWN

#### LEGEND

- = IRON PIN FOUND
- = IRON PIN SET
- △ = POINT
- ⊕ = PK NAIL SET

160-A-7D  
JEFFREY S. MYERS  
1517/614



#### BOUNDARY LINE ADJUSTMENT SURVEY OF TAX PARCELS 160-A-7 AND 7E

LOCATED IN THE TOWN OF GROTTOS  
ROCKINGHAM COUNTY, VIRGINIA.

OWNER: SIDNEY A. AND DORIS S. MORRIS  
REFERENCE: DEED BOOK 690. PAGE 743



**NEWMAN SURVEYING**  
Licensed Land Surveyor  
GROTTOES, VIRGINIA 24441  
(540) 421-6232

JOB NO. GROTTOS 160-A-7 DATE: SEPTEMBER 19, 2024

### OWNER'S CONSENT AND DEDICATION

Knowr by all men by these present, that the subdivision of land as shown on this plat and designated as the Plat showing a Boundary line adjustment of tax map parcels 160-A-7 and 7E and situated in the Town of Grottoes in the county of Rockingham, Virginia, is with the free consent and in accordance with the desires of the undersigned owners thereof; the said land is hereby subdivided, having been conveyed to Sidney A. and Doris S. Morris, by deed dated and recorded in Deed book 690, page 743, and recorded in the clerk's office of Rockingham County, Virginia.

Given under our hands this 24 day of September, 2024.

Sidney A. Morris  
(SEAL)

(SEAL)

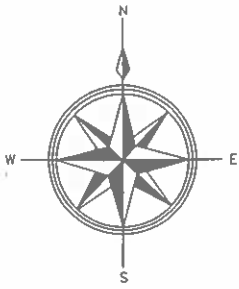
### COMMONWEALTH OF VIRGINIA AT LARGE

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid, this 24 day of September.

My commission expires 11/30/2025.

Korena Ann C Breeden  
Notary Public

KORENA ANN C BREEDEN  
NOTARY PUBLIC  
Commonwealth of Virginia  
Reg. # 166786  
My Commission Expires 11/30/2025



- 1 = BEARINGS ARE MAGNETIC
- 2 = SCALE 1" = 50'
- 3 = TAX MAP = 160D2-1-B126-2
- 4 = DATUM AS SHOWN HEREON IS ACCORDING TO RECORDED INFORMATION AND IS A CURRENT FIELD SURVEY.
- 5 = NO TITLE REPORT FURNISHED
- 6 = OTHER RIGHTS OF WAY AND EASEMENTS IF ANY, ARE NOT SHOWN

LINE	BEARING	DISTANCE
L1	N 65°26'46" W	100.00'
L2	N 24°33'14" E	120.00'
L3	S 65°26'46" E	100.00'
L4	S 24°33'14" W	120.00'

LEGEND

○ = IRON PIN SET

LOT 2

12000.0± SQ. FT.  
0.275± ACRES

20' ALLEY

160D2-1-126-1A  
MATTARA LLC  
5765/2

19TH STREET

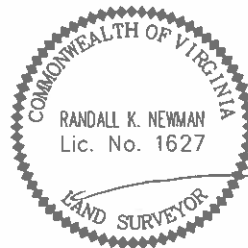
20TH STREET

ELM AVENUE

SUBDIVISION OF A PORTION OF LOT 2 OF BLOCK 126  
OF THE TOWN OF GROTTOS

LOCATED IN THE TOWN OF GROTTOS  
ROCKINGHAM COUNTY, VIRGINIA.

OWNER: SHRECKHISE BROTHERS, INC.  
REFERENCE: DEED BOOK 777. PAGE 418



NEWMAN SURVEYING

Licensed Land Surveyor  
GROTTOS, VIRGINIA 24441  
(540) 421-6232

JOB NO. 19TH AND ELM      DATE: SEPTEMBER 30, 2024

### OWNER'S CONSENT AND DEDICATION

Known by all men by these present, that the subdivision of land as shown on this plat and designated as the Subdivision of a portion of Lot 2 in Block 126 of the Town of Grottoes and situated in the Town of Grottoes in the county of Rockingham, Virginia, is with the free consent and in accordance with the desires of the undersigned owners thereof; the said land is hereby subdivided, having been conveyed to Schreckhise Brothers, inc by deed dated and recorded in Deed book 777, page 418, and recorded in the clerk's office of Rockingham County, Virginia.

Given under our hands this \_\_\_\_\_ day of, \_\_\_\_\_ 2024.

\_\_\_\_\_  
(Seal)

### COMMONWEALTH OF VIRGINIA AT LARGE

The foregoing instrument was acknowledged before me in the jurisdiction aforesaid, this \_\_\_\_\_ day of \_\_\_\_\_.

My commission expires \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

### SURVEYOR'S CERTIFICATE

I hereby certify that to the best of my knowledge and belief, all of the requirements of the board of supervisors and ordinances of the Town of Grottoes, Virginia, regarding the platting of subdivisions within the county, have been complied with.

Given under my hand this 30th date of September, 2024.

\_\_\_\_\_  
Randall K. Newman  
Licensed Land Surveyor