

TOWN OF GROTTOS
PLANNING COMMISSION MEETING
November 26, 2024
6:00 p.m.

MEETING CALLED TO ORDER BY CHAIRMAN

- Roll Call

PUBLIC EXPRESSION

APPROVAL OF MINUTES – from the meeting on October 29, 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

OLD BUSINESS

1. Comprehensive Plan

ADJOURNMENT

October 29, 2024

The Planning Commission meeting was held on Tuesday, October 29, 2024 at 6:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Chairman Nicely called the meeting of October 29, 2024 of the Grottoes Planning Commission to order at 6:01 p.m. Chairman Nicely requested a roll call.

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

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

PUBLIC EXPRESSION – Gleamer Sullivan said she had a question on one of the requests for lot line revision. Chairman Nicely said after we get the staff report if she still has the question to ask it then.

APPROVAL OF MINUTES.

On motion by Commission member Ehlenfeldt, seconded by Commission member Taylor, and carried by a vote of 4-0, voting recorded as follows: EHLENFELDT – AYE; NICELY – AYE; KOHL – AYE; TAYLOR – AYE, the Commission approved the minutes from the meeting on September 24, 2024.

REPORT FROM SECRETARY – nothing to report.

REPORT FROM THE TOWN MANAGER - nothing to report.

REPORTS OF STANDING COMMITTEES

NEW BUSINESS – Request for lot line revision – Morris Property

Clerk Morris said we have received a request from the Morris family for a lot line revision of the property. She said this property was annexed to Grottoes and prior to the annexation a new house was built on the property and a lot was created. The parents (owner of the original house and other land) have vacated their house. The newer house has its septic lines and driveway running through the older house property. The Morris family has decided to sale the older house and has requested the lot line revision to allow the newer house to gain the property that has the septic lines and driveway running through it. Commission member Ehlenfeldt made a motion, seconded by Commission member Taylor, carried by a vote of 4-0, voting recorded as follows: EHLENFELDT – AYE; NICELY – AYE; KOHL – AYE; TAYLOR – AYE to forward the request from the Morris family for the lot line revision to the town council for approval.

Request for lot line revision – Shreckhise Property

Clerk Morris said we have another lot line revision request from the Shreckhise Brothers. She stated that they own block 126 and there has been one house built on the block. She stated they are requesting to create a 12,000 square foot building lot at the corner of 20th Street and Elm Avenue. Clerk Morris said there is a potential of up to four additional houses that could be built on this block and asked if they wanted to create any other lot and was informed, they do not. Commission member Ehlenfeldt made a motion, seconded by Commission member Taylor, carried by a vote of 4-0, voting recorded as follows: EHLENFELDT – AYE; NICELY – AYE; KOHL – AYE; TAYLOR – AYE to forward the request from the Shreckhise Brothers for the lot line revision to the town council for approval.

OLD BUSINESS

Jeremy Crute introduced the staff that was with him tonight and said that they would be reviewing the Transportation Chapter, Housing Chapter, and Community Facilities Chapter. He said they will soon have drafts of eight of the ten chapters and will be scheduling another public information gathering. Jeremy said the Transportation Chapter must be approved by VDOT so we need to get the chapter to them so we can get approval before time to adopt the plan.

Zach Beard reviewed the Transportation Chapter and project list. He said the information on the project list was either in the 2017 Comprehensive plan or the 2020 Transportation plan. The commission reviewed the list and some of the projects on the project list have already been complete, partially completed or need to be removed.

Rachel Kizner reviewed the Housing Chapter and asked if there were any changes that needed to be made. She also asked if the town could provide future housing projects that could be included in the plan.

Elizabeth Goodloe reviewed the Community Facilities Chapter, and a few changes were made. She asked if there was anyone that could answer questions on some of the facilities listed in the plan. Clerk Morris said that she would provide her with contact information for these facilities.

ADJOURN

Chairman Nicely adjourned the meeting at 7:16 p.m.

Chairman

Secretary