

Richlands Planning Commission
June 4, 2024

Members Present

Barry Alley
Michelle Elswick
Greg Horn
Elaine Holmes

**Staff and Town Officials
Present**

Nathan Keen
Gary Jackson

Guests

- I. The meeting was called to order by Chairman Barry at 6:00 pm.
- II. Invocation given by Greg
- III. Pledge of Allegiance led by Barry
- IV. Greg made a motion to approve the agenda as written. Elaine seconded it.
- V. Greg made a motion to approve the May minutes as written. Elaine seconded it.
- VI. Business:
 1. Birmingham Rd- Conditional Use Permit
 - i. Landowners home burnt. They had originally filed for a permit for a Doublewide. However, they purchased a singlewide instead. They need a conditional use permit to set the trailer on the land where their previous house was torn down.
 - ii. Gary made a motion to ask for the council to schedule a special called meeting on June 25, 2024. That is the earliest we can do the meeting and still advertise for two consecutive weeks. Greg seconded the motion.
 2. 319 Greenfield Dr- Conditional Use Permit
 - i. Property owner currently lives in the adjacent mobile home park located at 355 Greenfield Dr. He would like to move his mobile home to the private lot he owns.
 1. Barry asked the current age of the home. Nathan said it had been there for twenty plus years but had been remodeled. Nathan also stated the owner would be required to pay for a water and sewer tap on the new property. It would be moved approximately 300 feet onto a 1-acre lot.
 2. A meeting has been set for June 11, 2024, for public comments.
- VII. Miscellaneous/Member Concerns
 1. Barry asked when CNX would be moving into the Professional Building they are leasing. Gary estimated the end of July. CNX has their office located outside of the town, so they do not have to apply for a town license.
 2. At the end of June, the terms for Randy, Michelle and Elaine are ending. Michelle and Elaine have agreed to continue to another term. Randy was not present. He will be contacted. Barry made the motion to recommend Michelle and Elaine remain on the Planning Commission- and Randy if he desires.
 3. Barry asked for an update on the paving on Kents Ridge.
 - i. Nathan stated the contract said they had to have Virginia Avenue and Kents Ridge completed by July 1st.
- VIII. With no other business, Elaine made the motion to adjourn; it was seconded by Greg and all members voted "aye". The meeting was adjourned. The next regular meeting will be held Tuesday, August 6, 2024 at 6:00 pm.

Submitted by: Michelle Elswick, Secretary

Barry
2/9/25