

DANVILLE PLAN COMMISSION

MINUTES

September 10th, 2025

7:00 PM

Members Present: Adam Harvey, Jill Howard, David Potter, Michael Chatham, Barry Lofton, Loris Thompson
Members Absent: Sue Rempert
Staff Present: Lesa Ternet, Brittany Mays
Guests: Scott Perkins, Dale Kruse, Kyle Wooten
Legal: Chou-il Lee - Taft Law

A quorum was established, and the meeting was called to order by L. Thompson.

D. Potter made a motion to approve minutes from the August 13th, 2025, meeting. J. Howard seconded the motion. Motion carried 6-0.

Old Business:

A. Public Hearing: Date Label, Inc.

(Dale Kruse, Kruse Consulting)

D. Kruse presented the project. He stated the property was on Main Street in Danville. Kruse stated that Date Label, Inc. distributes items such as first aid kits, labels, credit card tape, and commercial paper towel holders. D. Kruse stated the company currently has 8-10 employees, but their goal was to potentially have up to 20 employees. Kruse stated the parking lot was in bad condition, so they would be replacing it. S. Perkins stated the building materials would consist of masonry products intended to look like limestone, smooth fastener metal panels, and wood look panels. D. Potter asked how much customer traffic was anticipated. D. Kruse responded they are not a retail store, so customer traffic would be minimal to none. The meeting was opened to the public. No public comment. The meeting was closed to the public. A. Harvey made a motion to approve with the conditions that were outlined in the staff letter. M. Chatham seconded the motion. Motion carried 6-0.

Roll Call Vote:

D. Potter – Aye
A. Harvey – Aye
L. Thompson – Aye
J. Howard – Aye
M. Chatham – Aye
B. Lofton – Aye

New Business:

B. Public Hearing: Proposed Text Amendment (Ordinance 18-2025) Unified Development Ordinance

L. Ternet stated there were a lot of properties that had been annexing into the Town currently being used for agriculture crops. She stated there were four different amendments that were added to this ordinance. Ternet explained that she was requesting an amendment to the table of permitted and special exception uses by adding “agricultural, low intensity,” which would allow only crops and not farm animals. She further stated that she was requesting an amendment to remove the permit requirement for accessory structures. Ternet added that another amendment addressed design standards, clarifying that homeowners would not be required to meet the architectural standards for accessory buildings used strictly for farming operations excluding any farm animals. Finally, she stated that a definition for “agricultural, low intensity” had been added. The meeting was opened to the public. No public comment. The meeting was closed to the public. J. Howard made a motion to approve. D. Potter seconded the motion. Motion carried 6-0.

Roll Call Vote:

D. Potter – Aye
A. Harvey – Aye
L. Thompson – Aye
J. Howard – Aye
M. Chatham – Aye
B. Lofton – Aye

C. Public Hearing: Proposed Text Amendment (Ordinance 19-2025) Unified Development Ordinance

L. Ternet stated there were five amendments to the ordinance that were being requested. She explained that the first amendment allowed multifamily use within the Central Business Primary and Secondary districts. She further stated that the second amendment required fences and walls to be set at least two feet inside the property line, unless placed directly on the property line. Ternet noted that the third amendment corrected a typographical error, clarifying that the citation should read “4.05G” rather than “5.04G.” She stated that the fourth amendment corrected another typographical error, changing “4.09” to “4.10.” Lastly, she explained that the fifth amendment clarified that site plans and development plans required a public hearing. The meeting was opened to the public. No public comment. The meeting was closed to the public. D. Potter made a motion to approve. A. Harvey seconded the motion. Motion carried 6-0.

Roll Call Vote:

D. Potter – Aye
A. Harvey – Aye
L. Thompson – Aye
J. Howard – Aye
M. Chatham – Aye
B. Lofton – Aye

D. Town of Danville (Town Hall Monument EVMS Sign)

L. Ternet stated that on September 3, 2025, the Design Review Committee heard a request to place an Electronic Variable Message Sign (EVMS) monument sign in front of the Town Hall. She noted that the Town had also appeared before the Board of Zoning Appeals and received approval for an EVMS as it is

not permitted within the Corridor Protection Overlay District. The Board approved a request for the sign height as well. L. Ternet explained that the new sign would replace the existing monument sign but would be two feet taller. M. Chatham made a motion to approve, which was seconded by D. Potter. The motion carried 6-0.

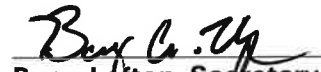
Other Business: None

Report of Officers, Committees and Staff:

L. Ternet stated that the Town was in the process of annexing a significant amount of property. She also noted that the Town was working on securing access points off of US 36 for future developments. Ternet further stated that there would be a meeting in October, as she had received two applications for the Plan Commission the previous Friday.

With there being no further business, the meeting was adjourned at 7:52 p.m.


Loris Thompson, President


Barry Lofton, Secretary