

**PUTNAM COUNTY PLANNING COMMISSION**  
**Tuesday, October 23, 2018**  
**Putnam County Courthouse Room 221**

**MINUTES**

The Putnam County Planning Commission met on Tuesday, October 23, 2018 at the Putnam County Courthouse, Second Floor, Room 221.

John Dill, president, called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Roll call was taken and a quorum was present.

Members present: Jason Asbury, John Dill, Ron Foster, Bryan Hoylman, Vic Mays, Sarah McCallister, David Meadows, Thor Meeks, David Mills, Jacob Pack, and Steve Perry.

Members absent: Scott Chambers, Jim Dodrill, David Hobba, and Greg Williamson.

Staff present: Timothy Smith and Lisa Powell.

**APPROVAL OF MINUTES**

The minutes of the September 25, 2018 meeting were reviewed. Motion was made by Jason Asbury and seconded by Steve Perry to approve the minutes as presented. The motion carried unanimously.

**PCDA REPORT**

Ron Foster reported the following: 1) The loan application for Tasty Blend Foods was approved and construction has begun; 2) Sleep Inn is under construction on Liberty Park Drive; 3) Discussion occurred regarding expansion of high-speed internet availability throughout the county; 4) Discussion occurred regarding the status of the Wendy's restaurant relocation to Valley Pointe.

**CITIZEN CONCERNS**

There were no concerns.

**FLOODPLAIN MITIGATION ASSISTANCE**

Staff reported that Connie Paxton, 407 Beechwood Estates, has applied to the Floodplain Mitigation Assistance Program for federal funding and purchase of her home. Ms. Paxton's home has been designated as a severe repetitive loss structure. If approved, federal grant money will be provided to the county for the purchase and demolition of the structure.

**VIOLATIONS REPORT**

Staff reported the tiny house owned by Debbie Chapman had been removed from the site on Teays Valley Road (TM 223; P 27) and was no longer in violation.

Staff further reported that City National Bank and Stamper Jewelry were in compliance. Fruth Pharmacy and Boost Mobile remain in violation. Additionally, The Paint Store remains in violation, but has applied to the Board of Zoning Appeals for a variance. The BZA decision is pending.

**ADMINISTRATIVE SUBDIVISION REPORT**

Staff presented a summary of the administrative subdivision approvals for September. There were no questions or comments.

**FINANCIAL REPORT**

Staff reported on 2017-2018 fiscal year-end and 2018-2019 year-to-date revenues.

**MONTHLY REPORTS**

Staff presented the monthly reports for September summarizing the building/zoning permit approvals.

**STAFF REPORT**

Staff reported that a special meeting has been called for Monday, November 5 due to required advertising deadlines not being met. There is also an agenda for the regular November 27 meeting.

**OLD BUSINESS**

John Dill reported the Ordinance Review Subcommittee anticipates meeting in mid-November.

**NEW BUSINESS**

John Dill stated that, due to the order establishing the Planning Commission, meetings are required to be held in January, April, July, and October. Timothy Smith commented that Commissioner Skidmore had suggested amending the order requiring the Planning Commission to meet at least once per quarter, but eliminating the mandatory January, April, July, and October meetings.

John Dill requested to have the selection of an officer nominating committee added to the November 5 agenda.

A brief discussion occurred regarding the possibility of moving the Planning Commission meeting date to the third Tuesday of each month in order to expedite approvals through County Commission.

Commissioner Foster asked Timothy Smith to speak to the county attorney, requesting a written response of the attorney’s comments, regarding the Planning Commission’s authority and enforcement of the zoning ordinance.

**ADJOURNMENT**

Motion was made and seconded to adjourn. Motion carried unanimously. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Signed: \_\_\_\_\_, Lisa Powell, Secretary

Attest: \_\_\_\_\_, Presiding Officer

Minutes were approved: \_\_\_\_\_