

PUTNAM COUNTY PLANNING COMMISSION
Tuesday, November 17, 2020
Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission held its monthly meeting on Tuesday, November 17, 2020 at the Putnam County Courthouse, Second Floor Room, 202.

Jacob Pack, 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 and audience were compliant with Covid 19 preventative measures wearing masks and/or social distancing. Due to Covid 19 members were asked to raise their hand and state their name to make record keeping more efficient.

Members present: Jason Asbury, Jim Dodrill, Marnie Edwards, Ron Foster, David Hobba, David Meadows, David Mills, Jacob Pack, Steve Perry, and Glenn Yeager.

Members absent: Bryan Hoylman, Vic Mays, Thor Meeks

Staff present: Timothy Smith, Melissa Sargent, Tina Peck and Kathy Hicks.

Others present who signed in were: Linda Tennant, Jimmy Calhoun, Marilyn Highland and Michael Shabdue.

APPROVAL OF MINUTES

The minutes of the October 20, 2020 meeting were reviewed. Motion was made by David Mills and seconded by Jason Asbury to approve the minutes as presented. The motion carried unanimously.

CITIZEN CONCERNS

There were no concerns.

HAROLD & PATRICIA CATHEY

Public Hearing

Harold and Patricia Cathey have requested a preliminary plat approval for Colonial Oaks, Section Two; a four (4) lot, single-family residential major subdivision; positioned on Tax Map 224, p/o Parcel 76.1; located on Colonial Drive in Scott Depot, WV.

Disclosure of Conflict

No commissioner disclosed a conflict of interest.

Staff member, Tina Peck, presented the Summary and Addendums, copies of which are attached and made a part of these minutes. Ms. Peck had received an email from one of the abutters to this property. Marilyn Highland had concerns regarding drainage from the lots. They have drainage issues now.

Applicant Comments: Jimmy Calhoun, engineer for the applicant, was available for questions from the Board. Mr. Calhoun stated that these four (4) lots were each over an acre. Approximately one-third of Lot 8 drains to the north of the property. They will be installing a pipe for drainage that drains across the street. This will catch part of present drainage. Copy of Drainage Map was available and was evaluated by the Board and Guests. Drainage will definitely be reduced.

Public Comments: Michael Shabdue of 1236 Hedrick Road, Hurricane, requested to speak. He was concerned about the drainage from these lots. He and other neighbors have water and mud problems from current drainage.

The Drainage Map and Plan show that the runoff will be increased into Basin B but will have no impact on Basin A. The drainage from these four (4) lots should not impact the current residents.

There being no further questions or comments, Jacob Pack closed the public hearing and reconvened the regular meeting.

Deliberation and Action

Discussion ensued with a question and answer session.

Jacob Pack questioned the need for requesting Major Subdivision status as the property has already been approved as a subdivision. Could it be submitted for approval of Section II of subdivision? These four (4) lots were not included originally due to the drainage issue. Drainage is no longer an issue.

- Motion to approve four (4) lots as Section II of Colonial Oaks Subdivision: Motion was made by Jason Asbury and seconded by David Mills to approve the four (4) lots as Section II. The motion carried unanimously.
- Motion was made by Jason Asbury and seconded by David Mills to accept and authorize the chairman to sign the Resolution 20-04. The motion carried unanimously.

Motion was made by Ron Foster and seconded by Glenn Yeager to approve the request as recommended by staff. The motion carried unanimously.

VIOLATIONS

There was no report.

FINANCIAL REPORT

There was no report available.

MONTHLY REPORTS

Timothy Smith presented the monthly report summarizing the building/zoning permit approvals. Questions were asked regarding the October and to date November PCPC Permit Status Reports. There was a typing error concerning a date that will be corrected.

STAFF REPORT

David Mills stated that he had spoken to Timothy and met with the office staff regarding the office and duties. Mr. Mills will meet with the subcommittee and will come up with recommendations for the office personnel.

OLD / NEW BUSINESS

Jacob Pack requested that Ron Foster give an update of the Mill Creek Crossing screening project. Mr. Foster noted that Calvary Baptist Church had received their delivery of trees and they will be planted soon as they had committed. Generations Physical Therapy/Snap Fitness has completed the cleanup of their property and also completed the screening. Commissioner Skidmore has spoken to Herman Eye Center and Teays Valley Pediatric Dentistry and they are both continuing to work on the screening.

Ron Foster asked if the PCPC has the ability to have a December Meeting should anything occur to require one. December 18, 2020 would be the earliest date possible to schedule a meeting due to various deadlines in advertising for the item that were to be scheduled. There is no scheduled December meeting at this time.

There was an Ordinance Review Subcommittee Meeting prior to the PCPC Meeting tonight regarding:

C-1 Permitted Principal vs. Special Permit Use

C-2 Permitted Principal vs. Special Permit Use

The subcommittee reevaluated uses and suggest a special meeting on January 5, 2021 for potential Text Amendment changes. A motion was made by Jason Asbury and seconded by Jim Dodrill to call a special meeting on January 5, 2021 to review Text Amendments. The motion carried unanimously. These are the same text amendments that were previously approved by the PCPC but were not approved by the Putnam County Commission. The regularly scheduled PCPC meeting on January 19, 2020 will still need to be held.

Election of officers will also be on the agenda at the regularly scheduled meeting on January 19, 2021. The Nominating Committee will consist of Glenn Yeager, Jason Asbury and Jim Dodrill.

ADJOURNMENT

Motion was made and seconded to adjourn. Motion carried unanimously. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Signed: , Timothy Smith, Planning Director

Attest: , Presiding Officer

Minutes were approved: January 19, 2021