

PUTNAM COUNTY PLANNING COMMISSION
Tuesday, February 26, 2019
Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission held its regular meeting on Tuesday, February 26, 2019 at the Putnam County Courthouse, Second Floor Room, 202.

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, Jim Dodrill, Marnie Edwards, Ron Foster, David Hobba, Bryan Hoylman, Vic Mays, David Meadows, David Mills, and Jacob Pack.

Members absent: Thor Meeks, Steve Perry, Sarah McCallister, and Greg Williamson

Staff present: Timothy Smith, Melissa Sargent, Patricia Usher, and Lisa Powell.

Others present who signed in were: Mike Hatfield, Ben Burton, Derrick Hatfield, and Jamin Jones.

APPROVAL OF MINUTES

The minutes of the January 22, 2019 meeting were reviewed. Motion was made by Jacob Pack and seconded by Vic Mays to approve the minutes as presented. The motion carried unanimously.

PCDA REPORT

Ron Foster reported the following: 1) Discussion occurred regarding a possible cell tower location next to Walmart in Hurricane; 2) An Italian firm has expressed interest in locating a business in the county; 3) An automotive fair will be held at Valley Park in March for businesses to interview prospective local suppliers. Participating businesses include Toyota, NGK Spark Plugs, and Diamond Electric.

CITIZEN CONCERNS

There were no concerns.

REZONING – Short Stop Markets

Public Hearing

John Dill opened the public hearing for the rezoning request by Short Stop Markets, Inc. for property located at 3999 Teays Valley Road, Scott Depot, WV (Tax Map 223B, Parcel 3.1) to rezone property from “C-1” Suburban Commercial District to “C-2” High Density Commercial District.

Disclosure of Conflict

No commissioner disclosed a conflict of interest.

Staff presented the Summary, a copy of which is attached and made a part of these minutes.

Applicant comments: Derrick Hatfield, vice president Short Stop Markets, stated the building size was 10,000 square feet with 5 individual units. Mr. Hatfield stated the occupancy rate was currently 80 percent and would increase to 100 percent if the zoning amendment were to be approved. Mr. Hatfield further commented that the new prospective tenant desired to open a tasting/bar type establishment, offering finger foods and customized 6-packs of beer.

Public comments: There were no comments.

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

Deliberation and Action

Discussion ensued with a question and answer session.

Motion was made by Ron Foster and seconded by Dave Hobba to recommend the Rezoning for approval to County Commission. Motion carried unanimously.

Findings of Fact in Support of Decision

The Planning Commission made the following Findings of Fact with regard to the specific criteria set forth in the Zoning Ordinance:

- A. The Board found the proposed amendment will protect and promote the public health, safety, convenience, morals, and general welfare due to the fact that neither the application nor the location indicates there is anything that would create any of these issues.
- B. The Board found the amendment to be consistent with the adopted comprehensive plan because the goal of the plan is to maximize land use in the county.

VIOLATIONS

Zackary Sanford and Ashley Morris are in violation of the *Zoning Ordinance for the Zoned Unincorporated Areas of Putnam County, West Virginia* for placing a manufactured home without development permit. The property is located on Ferry Lane, Fraziers Bottom, WV (Tax Map 132, Parcel 30) and zoned “R-R” Rural Residential.

Disclosure of Conflict

No commissioner disclosed a conflict of interest.

Staff presented the Summary, a copy of which is attached and made a part of these minutes.

Applicant comments: There were no comments.

Public comments: There were no comments.

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

Deliberation and Action

Discussion ensued with a question and answer session.

Motion was made by Bryan Hoylman and seconded by Jason Asbury to forward this violation to the Prosecuting Attorney’s office for further action. Motion carried unanimously.

Ron Foster suggested that a subcommittee be formed to discuss the lack of enforcement options available to the Planning Commission when ordinances and regulations are not met by the public. Mr. Foster requested that this issue be placed on the next month’s meeting agenda.

BY-LAW CHANGE REGARDING MEETING DATE

Staff presented the following proposed by-law amendment:

SECTION 1 - REGULAR MEETING

The regular meeting of the Planning Commission shall be held on the ~~fourth~~ **third** Tuesday of each month, except December, in a place and at a time designated by the Commission. In the event that the ~~fourth~~ **third**

Tuesday of the month shall fall on a holiday or any other day when the Putnam County Courthouse will be closed, the regular meeting of the month shall be held on the ~~third~~ **fourth** Tuesday of the month.

Motion was made by Jim Dodrill and seconded by Jacob Pack to change the proposed amendment to the following:

The regular meeting of the Planning Commission shall be held on the ~~fourth~~ **third** Tuesday of each month, except December, in a place and at a time designated by the Commission. In the event that the ~~fourth~~ **third** Tuesday of the month shall fall on a holiday or any other day when the Putnam County Courthouse will be closed, the regular meeting of the month shall be held on the **third Thursday** of the month.

Motion carried unanimously.

ADMINISTRATIVE SUBDIVISION REPORT

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

FINANCIAL REPORT

There was no report due to fiscal year-end procedures.

MONTHLY REPORTS

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

STAFF REPORT

Staff reported there is an agenda for the March 19 meeting.

OLD BUSINESS

There was no further old business to discuss.

NEW BUSINESS

There was no additional new business to discuss.

Motion was made and seconded to adjourn. Motion carried unanimously. The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Signed: _____, Lisa Powell, Secretary

Attest: _____, Presiding Officer

Minutes were approved: _____