

PUTNAM COUNTY PLANNING COMMISSION
Tuesday, March 15, 2022
Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission held its monthly meeting on Tuesday, March 15, 2022 at the Putnam County Courthouse, Second Floor Room, 202.

Jason Asbury, 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, Heather Davis, Ron Foster, Jessica Griffith, Dave Hobba, Vic Mays, David Meadows, David Mills, Jacob Pack, Steve Perry, Travis Willard, and Glenn Yeager.

Members absent: Jim Dodrill, Bryan Hoylman

Staff present: David Coll, Melissa Sargent, Tina Peck, and Kathy Hicks.

Others present who signed in: Samuel Frazier, Roger Hicks,

APPROVAL OF MINUTES

The minutes of the February 15, 2022 meeting were reviewed. Motion was made by Glenn Yeager and seconded by David Mills to approve the minutes as presented. The motion carried unanimously.

Jason Asbury introduced Jessica Griffith and welcomed her as a member of the Putnam County Planning Commission.

CITIZEN CONCERNS

No citizen concerns voiced.

SUBDIVISION CLASSIFICATION VARIATION

SAMUEL FRAZIER – CLASSIFICATION VARIATION

Samuel Frazier has requested a Classification Variation for division of four (4) lots at 14,756 acres from the original lot of 15,035 acres; located on Tax Map 151, Parcel 46, under Article 100.01 (III) CLASSIFICATION VARIATION of the Putnam County Subdivision Regulations to be classified as an administrative subdivision.

Disclosure of Conflict

No commissioner disclosed a conflict of interest with the proposed classification variation.

Public Hearing

Jason Asbury opened the public hearing for the requested classification variation by Samuel Frazier for division of four (4) lots to be classified as an administrative subdivision.

Staff presented the summary and Findings of Fact, a copy of which is attached and made a part of these minutes. David Mills stated the acreage listed on the agenda should be corrected. It lists 14,756 acres and 15,035 acres but should read 14.756 acres and 15.035 acres for accuracy purposes.

Applicant comments:

Samuel Frazier: 460 Stave Branch Rd., Fraziers Bottom, WV – Mr. Frazier stated that it had been a long journey. Grandma has been passed for 28 years and finally the family has chosen to share the property. The family is aware that lots A & B are too small to put anything on. Its beautiful property that goes all the way back to the revolutionary war.

Public comments: None

Vic Mays asked if this hearing was to change to an administrative subdivision instead of a major subdivision. Yes, because it has been divided more than four times it is considered a major subdivision.

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

Deliberation and Action

Discussion ensued with a question, and answer session.

Motion was made by David Mills and seconded by Vic Mays to approve the Classification Variation request with the added condition that lots may not have new construction on them unless public sewer becomes available. The motion carried unanimously.

STAFF REPORT

David Coll stated that the Planning staff really does one heck of a job. We have been trying to maximize efficiency in the office. Mr. Coll went over some suggestions that he would like to explore with the commission members to improve the office. The office is trying to be more technologically efficient. We are looking at scanning software for the office. The ordinance subcommittee has been discussing ways to review subdivision of real property, working with the WVCA to maintain streams, substandard conditions and culverts. We have an opportunity to explore planned unit development. We need to review our fee structure. We are in the process of bringing our website up to date. In coming months, the public will be able to access a zoning map on the website. The office also works with a lot of subdivisions and classification variations. We also work with engineers through out the county and the state. The office takes care of a lot of projects that are behind the scenes such as a gym at a county church, an equipment rental spot at the local Home Depot, etc. The office is going strong.

Ron Foster thanked the Planning Commission Office for their hard work. Everyone has done a great job. Jason Asbury agreed.

UNFINISHED BUSINESS

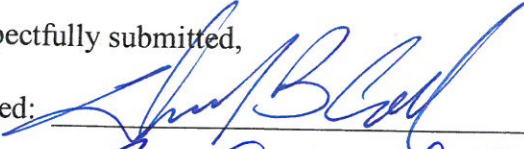
There was no unfinished business.


NEW BUSINESS

There was no new business.

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

Respectfully submitted,

Signed: , David Coll, Planning Director

Attest: , Presiding Officer

Minutes were approved: April 19, 2022