

PUTNAM COUNTY PLANNING COMMISSION
Tuesday, March 21, 2023
Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission met on Tuesday, March 21, 2023, at the Putnam County Courthouse, Second Floor Courtroom, 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, Brian Ellis, David Hobba, Bryan Hoylman, Vic Mays, David Mills, Jacob Pack, Donald Pauley, Steve Perry, Travis Willard

Members absent: Jim Dodrill, Heather Davis, Jessica K. Griffith & Glen Yeager

Staff present: David Coll, Melissa Sargent, Jonathan Smith & Denise May

Others present who signed in: Linda Tennant

APPROVAL OF MINUTES

The minutes of the February 21st, 2023, meeting were reviewed. Motion was made by Jacob Pack and seconded by David Mills to approve the minutes as presented. The motion carried unanimously.

CITIZEN CONCERNS

There were no citizens concerns.

Public Hearing

Jason Asbury opened the public hearing for **Text Amendment 2023-01: Article 11500 – Site Plan Review**

- *Proposed amendment to 1150.03- Application Process:*
 - *Required Data for Special Permit Applications*
 - *Required Data for New Commercial Development Permit Applications*

Disclosure of Conflict

No Commission member disclosed a conflict for this hearing.

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

Discussion and Possible Decision on the following Proposed Text Amendments:

- *Article 1150 Site Plan review*
- *Required Data for Special Permit Applications*

- *Required Data for New Commercial Development Permit Applications*

Applicant: Jason Asbury, Chairperson for the Putnam County Ordinance Review Subcommittee & President of the Putnam County Planning Commission has petitioned for a Text Amendment to amend **Article 1150 – Site Plan Review** of the Zoning Ordinance for the Zoned Unincorporated Areas of Putnam County, WV.

There being no further questions or comments, Jason Asbury closed the public hearing.

Deliberation and Action

Discussion ensued with a question-and-answer session.

- 1) Will the proposed Amendment protect and promote the public health, safety, convenience, morals, And general welfare? David Mill believes the answer is “yes” As the text amendment will still require the applicant to submit all required information, after the Board of Zoning Appeals has approved a Special Permit request, at a later date. The Office of Planning & Infrastructure will review the full engineering submittal after the Special Permit has been approved by the Board of Zoning Appeals.
- 2) Is the amendment consistent with the adopted Comprehensive Plan and US 35 corridor Management Plan? Brian Ellis believes the answer is “yes” to make it easier & more inviting to do business in our County.

Motion was made by David Mills and seconded by David Hobba to recommend Text Amendment 2023-01 for approval to the County Commission. The motion carried unanimously.

STAFF REPORT

Staff reported the February 2023, monthly reports. Next meeting is scheduled for April 18, 2023.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no further new business to discuss.

ADJOURNMENT

Motion was made and seconded to adjourn. Motion carried unanimously. The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Signed:  _____, David Coll, Planning Director

Attest:  _____, Presiding Officer

Minutes were approved: _____