

PUTNAM COUNTY PLANNING COMMISSION

Tuesday, June 27, 2017

Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission met on Tuesday, June 27, 2017 at the Putnam County Courthouse, Second Floor Courtroom, Room 202.

Sarah McCallister, 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, Wayne Bennett, Jimmy Calhoun, Scott Chambers, John Dill, Ron Foster, Bryan Hoylman, Vic Mays, Sarah McCallister, Thor Meeks, Jacob Pack, Steve Perry, David Powell, and Greg Williamson.

Members absent: David Hobba

Staff present: Timothy Smith, Melissa Sargent, Tim Keaton, Judy Graley, and Lisa Powell. Also present was county engineer, Lee McCoy.

Others present who signed in were: Ancil Ramey, Lisa Moore, Byron Moore, Rick Reinhold, Van Carter, Mike Wolpert, and Tom Tracy.

APPROVAL OF MINUTES

The minutes of the May 23, 2017 meeting were reviewed. Motion was made by John Dill and seconded by Jason Asbury to approve the minutes as presented. The motion carried unanimously.

PCDA REPORT

PCDA did not meet this month and there was no report.

CITIZEN CONCERNS

There were no citizen concerns.

TEMPORARY PERMIT

Tom Tracy, owner of Freebie Fireworks, applied for a Temporary Use Zoning Permit for the outdoor retail sale of fireworks. The property is located at 1101 Hospital Drive, Hurricane (TM 223, P 1.5) and is zoned "C-1" Suburban Commercial.

Public Hearing

Sarah McCallister opened the public hearing for the Temporary Permit request by Tom Tracy, owner of Freebie Fireworks, for the outdoor retail sale of fireworks. The property is located at 1101 Hospital Drive, Hurricane (TM 223, P 1.5) and is zoned "C-1" Suburban Commercial.

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: Richard Reinhold, representative for Mr. Tracy, stated that all required permits had been obtained from the State and that sales had been conducted at this location last year with no issues.

Public Comments: There were no comments.

Motion was made by Wayne Bennett and seconded by Steve Perry to approve the Temporary Permit request with the following conditions as recommended by staff:

- Operational dates and hours shall be implemented as presented.
- The signage is placed on location as presented.
- The 20' x 80' tent shall be placed as delineated on site plan.
- Free-standing banners, pennants, flags, spinners or streamers are prohibited and may not be used as advertisement.
- Three fire extinguishers must be located on the premises at all times.
- All parking shall take place in the delineated parking spaces.
- Transient vendor tax shall be paid to the Putnam County Assessor's Office.
- Copies of all required State of West Virginia business licenses shall be submitted to the Office of Planning and Infrastructure.
- The Temporary Use Permit shall expire July 5, 2017.

The motion carried unanimously.

TEMPORARY PERMIT

Bailey and Gracie Wolpert applied for a Temporary Permit Use Zoning Permit for the outdoor sale of produce, pumpkins, and fall decorations. The property is located at 3910 Teays Valley Road, Hurricane (TM 223; P 1.2) and is zoned "C-1" Suburban Commercial.

Public Hearing

Sarah McCallister opened the public hearing for the Temporary Permit request by Bailey and Gracie Wolpert for the outdoor sale of produce, pumpkins, and fall decorations. The property is located at 3910 Teays Valley Road, Hurricane (TM 223; P 1.2) and is zoned "C-1" Suburban Commercial.

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: Mike Wolpert, father of the applicants, stated that the produce to be sold was grown locally by Bailey and Gracie Wolpert. Additionally, he stated that he would attend to the site daily to remove money from the lock box and to clear any debris from the site.

Public Comments: There were no comments.

Motion was made by David Powell and seconded by Jason Asbury to approve the Temporary Permit request with the following conditions as recommended by staff:

- Operational dates and hours shall be implemented as presented.
- The portable signs shall be placed on-site where the produce is to be sold.
- The trailer with produce, pumpkins and fall decorations shall be placed as delineated on site plan.

- Free-standing banners, pennants, flags, spinners or streamers are prohibited and may not be used as advertisement.
- The Temporary Use Permit shall expire November 30, 2017.

The motion carried.

STANFORD HEIGHTS MAJOR SUBDIVISION

Dan Duncan requested preliminary plat approval for Stanford Heights, a 17-lot duplex, major subdivision located 0.2 miles west of Bills Creek Road on the south side of Teays Valley Road, Scott Depot, WV (TM 225A; P 3 and 7).

Public Hearing

Sarah McCallister opened the public hearing for preliminary plat approval for Stanford Heights, a 17-lot duplex, major subdivision located 0.2 miles west of Bills Creek Road on the south side of Teays Valley Road, Scott Depot, WV (TM 225A; P 3 and 7).

Disclosure of Conflict

Jimmy Calhoun, engineer for the project, disclosed a conflict of interest and left the meeting.

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

Applicant comments: Neither the applicant nor his representative were present.

Public comments: Ancil Ramey, attorney representing Byron and Lisa Moore, presented a plat and photographs, copies of which are attached and made a part of these minutes. These photographs depicted the proximity of the Moore's property to the proposed subdivision. Mr. Ramey requested that temporary screening be installed during the construction phase of the subdivision. Additionally, due to privacy concerns, Mr. Ramey requested that a 12-15 foot high permanent fence be installed by the developer between the proposed subdivision and the Moore property. He further requested that his concerns be presented to the developer before any decision was made by the board.

Motion was made by David Powell and seconded by Wayne Bennett to postpone action on Stanford Heights until the developer or his agent is present and available to answer questions from the board. A roll call vote thereon was taken and the votes were as follows:

Jason Asbury "Nay"
Wayne Bennett "Aye"
Scott Chambers "Aye"
John Dill "Aye"
Ron Foster "Nay"
Bryan Hoylman "Nay"
Vic Mays "Aye"
Thor Meeks "Nay"
Jacob Pack "Nay"
Steven Perry "Aye"
David Powell "Aye"
Greg Williamson "Aye"

The motion carried 7 to 5.

VIOLATIONS REPORT

Staff presented the violations report. There were no comments or questions.

ADMINISTRATIVE SUBDIVISION REPORT

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

FINANCIAL REPORT

Staff presented the financial report for May. There were no comments or questions.

MONTHLY REPORTS

Staff presented the monthly reports for May summarizing the building/zoning permit approvals. There were no comments or questions.

STAFF REPORT

A request has been made to address the possible conflict of interest for signage committee members who are also business owners. A decision will be made by the next signage committee meeting on July 18.

OLD BUSINESS

There was no old business to discuss.

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 8:00 p.m.

Respectfully submitted,

Signed: _____, Lisa Powell, Secretary

Attest: _____, Presiding Officer

Minutes were approved: _____