

**WINFIELD PLANNING COMMISSION
MINUTES
June 7, 2010**

President William Davis on June 7, 2010 at 7:10 PM at Winfield Town Hall, Winfield, West Virginia, called the Winfield Planning Commission meeting to order.

Members Present:

Betty Stone, William Davis, George Armstrong and Terri O'Connor

Members Absent:

Kevin Karnes, Jerald Murray

Members Resigned:

Bruce Brick and Diann Hodges

Staff Present:

Ronald Stone – Mayor, Jackie Hunter – Town Recorder, Laura Cox – Planning Director, Jessie Parker – Town Engineer and Tim LaFon – Town Attorney

Public Present:

Dale Vance, Tom Bowyer, Jeff Kiess, Don Hayes and Alex Ross

Minute Approval:

Motion to approve the minutes of the May 3, 2010 Planning Commission meeting made by Betty Stone. Motion seconded by George Armstrong. Motion carried.

Public Hearing - Conditional Permit No. 01-09-10

The application of Stoneridge Development requesting permission under Article 1351.03(f) of the Planning and Zoning Code of the Town of Winfield to extend development of the self storage facility on the following adjacent site location to construct Store It - Phase Two.

President William Davis called the public hearing to order at 7:11 PM. The legal publication was read into record by President Davis who then called for the applicant or representative to come forth and present their case.

Dale Vance of Stoneridge Development stated this conditional permit application is asking for the same consideration as the original application for Store It – Phase I that was approved in 2006. Mr. Vance stated this project would be using the same street access as Phase I and would utilize a joint parking lot.

President Davis asked the commission if they had any questions for Mr. Vance. George Armstrong inquired about the storm water easement and drainage issues. President Davis then asked if anyone in attendance wished to speak in favor of the applicant. Tom Bowyer spoke in favor of the applicant.

President Davis asked if anyone in attendance opposed this application. No response was forthcoming. President Davis then asked if any letters or other correspondence was received in favor or against this application. It is noted, no letters or other correspondence was received relating to this application.

Planning Director Laura Cox recommended the Planning Commission not act upon this application until a comprehensive site plan is received and approved. Attorney LaFon spoke concern over the storm water drainage easement and right-of-way issues.

President Davis declared the Public Hearing closed at 7:35 PM. Motion made by Betty Stone to conditionally approve this application based upon the Planning Director's recommendations, comprehensive site plan approval and resolution of the drainage easement and right of way issues. George Armstrong seconded the motion. Motion carried.

Staff Actions/Reports:

Planning Director reported May 2010 monthly activity.

OLD BUSINESS:

1. **Craig – Drainage – Cash Lane - Attorney Report**
Attorney LaFon reported that both Putnam County Judges have removed themselves from this case due to conflict of interest. We are currently awaiting a new assignment.
2. **Town of Winfield Comprehensive Plan-Report; Action If Any**
 - A. A copy of the Comprehensive Plan for Bethany, WV was distributed to the members for home review and discussion at our next scheduled meeting on July 6, 2010.
 - B. Michael Dougherty, WVU Extension Specialist, submitted a Project proposal for oversight, review and development of a Comprehensive Plan for the Town of Winfield. Mayor Stone asked Laura Cox to review and make the necessary revisions to the contract. George Armstrong made motion to submit the revised proposal to Town Council for monetary approval. Betty Stone seconded the motion. Motion carried.
3. **FEMA – Town Floodplain Mapping and Ordinance Update**
Tabled until work session at end of meeting.
4. **Alleged property violation, Falcon Lane and Rocky Step Road**
Attorney LaFon reports trial has been set for July 2010.
5. **WI-FI through the Town of Winfield**
Mayor Stone continues researching various options.
6. **Potential Building Permit Application – 3450 Winfield Road**
BZA Hearing set for July 12, 2010 – Variance Request
7. **Resident Complaint – Cane Creek Crossing and surrounding areas**
Re-inspection indicated some improvement; however, we will continue to stay on top of this.

NEW BUSINESS

1. **Discuss specific criteria for the permit process when removing or delivering mobile homes to designated areas. Action, If any.**
Attorney LaFon to review the various issues and discuss at next scheduled meeting.
2. **McDonalds inquiry to build a new restaurant – Laura Cox**
McDonalds wishes to tear down and rebuild on the existing site. Comprehensive site and building plans will be submitted to Town Hall by July 1, 2010.
3. **Potential Subdivision Application – 1.75 acres / part of Radford Properties, LLC**
Potential property owner considering purchasing entire 5-acre parcel in order to avoid sub-division application process. This may be a potential site for a new DHHR Building subject to site plan approval.
4. **Bruce Brick resigned his position with the Winfield Planning Commission effective May 14, 2010. – Action, If any.**
Diann Hodges also resigned effective June 7, 2010.
5. **Review site plan criteria. Action, If Any**
Motion made by George Armstrong to develop a site plan criteria checklist in order to ensure the accuracy of information submitted. Motion seconded by Betty Stone. Motion carried.

WORK SESSION

1. **FEMA - Town Floodplain Mapping and Ordinance Update. Action, If any**
Discussion of current ordinance and new draft based upon new flood plain standards i.e. flood plain administrator, new maps, meeting with FEMA etc.

GOOD OF THE ORDER:

Mayor Stone reports the storm water project is 99% complete in addition to the sidewalk project being 50% complete.

ADJOURNMENT

Motion to adjourn by President William Davis at 8:55 PM until the next regular scheduled meeting for July 6, 2010.

William Davis, President

Terri O'Connor, Secretary