

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

President William Davis on September 7, 2010 at 7:05 PM at Winfield Town Hall, Winfield, West Virginia, called the Winfield Planning Commission meeting to order.

Members Present:

Betty Stone, Kevin Karnes, William Davis, Jerald Murray, George Armstrong and Terri O'Connor

Members Absent:

Dale Vance and Elmer Young

Staff Present:

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

Staff Absent:

Jessie Parker – Town Engineer

Public Present:

No public present

Minute Approval:

Motion to approve the minutes of the July 27, 2010 Special Meeting of the Winfield Planning Commission after discussion made by Jerald Murray. Motion seconded by George Armstrong. Motion carried.

Motion to approve the minutes of the August 9, 2010 meeting of the Winfield Planning Commission made by Jerald Murray. Motion seconded by Kevin Karnes. Motion carried.

Staff Actions/Reports:

Planning Director reported August 2010 monthly activity
Ten building permits issued.

Old Business:

1. Craigo – Drainage – Cash Lane - Attorney Report

Municipal hearing scheduled late September 2010, Putnam County hearing scheduled October 2010. Motion by Jerald Murray to forgo the September 2010 municipal hearing and await the October 2010 Putnam County hearing for judge interpretation. Motion seconded by Kevin Karnes. George Armstrong abstained.

2. Town of Winfield Comprehensive Plan – Appointment to Comprehensive Plan Committee

The Winfield Comprehensive Plan Committee held its first meeting Thursday September 2, 2010 at 5:45 PM. Thursday October 21, 2010 has been selected for a public visioning forum. This meeting will be held in the Winfield High School Commons area.

3. **FEMA – Town Floodplain Mapping and Ordinance - Update**
The mapping and ordinance update will be available next month for the first reading.
4. **Alleged property violation, Falcon Lane and Rocky Step Road**
Trial set for September 23, 2010
5. **WI-FI through the Town of Winfield - Report**
Mayor Stone reports no further information.
6. **Potential Building Permit Application – 3450 Winfield Road**
Awaiting approval from Planning Director and Town Engineer
7. **Resident Complaint – Cane Creek Crossing and surrounding areas**
Town prosecutor reviewing file.
8. **Discuss specific criteria for the permit process when removing or delivering mobile homes to designated areas.**
Tabled until next regular scheduled meeting.
9. **Building Permit/Site Plan Approval – DHHR Building- FYI Only**
Construction in progress
10. **Site plan criteria checklist – non single-family residence**
Text amendment for Town Ordinance(s) 1349 R2, 1351 C1 and 1353 C2 spelling out this criteria soon to be available for 1st reading and recommendation to Town Council.
11. **Community Challenge Grant – Laura Cox.**
Application in review and awaiting qualifying approval for first cut.

Good of the Order:

Mayor Stone reports that the Division of Highways will be meeting 8:30 AM Monday September 27, 2010 at the old courthouse to discuss extending the third lane from the Bridge to the Middle School. It is recommended that all available Winfield Planning Commission members attend this meeting.

Adjournment:

Motion to adjourn by Jerald Murray at 8:10 PM until the next regular scheduled meeting for October 4, 2010 at 7:00 PM.

William Davis, President

Terri O'Connor, Secretary