

**WINFIELD PLANNING COMMISSION  
MINUTES  
September 12, 2011**

President William Davis on September 12, 2011 at 7:05 PM at Winfield City Hall, Winfield, West Virginia, called the Winfield Planning Commission meeting to order.

**Oath of Office:**

Mayor Randy Barrett presented the Oath of Office to new Planning Commission member Diann Hodges.

**Members Present:**

Chris Legg, Dale Vance, William Davis, Diann Hodges, George Armstrong, Terri O'Connor

**Members Absent:**

Elmer Young, Jerald Murray

**Staff Present:**

Randy Barrett – Mayor, Laura Cox – Planning Director, Jessie Parker – Town Engineer, Tim LaFon – Town Attorney, Charles Roberts – Building Inspector/Code Enforcement Specialist

**Staff Absent:**

No Staff absent

**Public Present:**

No Public in attendance

**Minute Approval:**

Motion to approve the minutes of the August 1, 2011 meeting of the Winfield Planning Commission made by George Armstrong. Motion seconded by Chris Legg. Motion carried.

**Staff Actions/Reports:**

Planning Director reported on August 2011 monthly activity.

**Old Business:**

1. **Craigo – Drainage – Cash Lane - Attorney Report**  
Mediation scheduled for October 20, 2011
2. **Town of Winfield Comprehensive Plan-Update**  
Presentation to Planning Commission rescheduled for November or December of this year. Complete draft being reviewed by Mike Dougherty of the WVU Extension Service.
3. **FEMA – Town Floodplain Mapping and Ordinance - Update**  
New maps effective February 2012 received in office.
4. **Alleged property violation, Wehrle Jr. – Attorney Report**  
Waiting on written order from Judge.

5. **Discussion of Amendment to Article 1717.11 Building Permit Fees**  
Charles Roberts answered various questions pertaining to the inspection process. Discussion to be continued next meeting.

**New Business:**

1. **2011-2012-02- Conditional Permit Application**  
The application of The City of Winfield seeking a conditional permit to allow a government building in an R1 District per article 1347.04 (e) of the codified ordinances of the City of Winfield. Public Hearing scheduled for October 3, 2010.
2. **2011-2012-03 – Rezoning Application**  
The application of The City of Winfield requesting rezoning of the three Sanitary Board properties from R1 – C2 (Route 817 frontal property only) and C1 (remaining two lots).  
Public Hearing scheduled for October 3, 2010.
3. **Application of Paul Whitt to concrete alleyway adjacent to 4 Third Street.**  
Mr. Whitt to apply for a variance request.

**Good of the Order:**

**Adjournment:**

Motion to adjourn by George Armstrong at 8:10 PM until the next regular scheduled meeting for October 3, 2011 at 7:00 PM.

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William Davis, President

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Terri O'Connor, Secretary