

**WINFIELD PLANNING COMMISSION
MINUTES
February 6, 2012**

President William Davis on February 6, 2012 at 7:00 PM at Winfield City Hall, Winfield, West Virginia, called the Winfield Planning Commission meeting to order.

Members Present:

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

Members Absent:

Dale Vance, Jerald Murray

Staff Present:

Randy Barrett – Mayor, Gloria Chapman – City Clerk, Laura Cox – Planning Director, Jessie Parker – Town Engineer, Tim LaFon – Town Attorney, Jackie Hunter – Town Recorder

Staff Absent:

No staff absent

Public Present:

Scott Linville

Minute Approval:

Motion to approve the minutes of the January 9, 2012 meeting of the Winfield Planning Commission made by Diann Hodges. Motion seconded by George Armstrong. Motion carried.

Public Hearing:

Preliminary Plat Subdivision Application No. 2011-2012-2 – Application of Scott Linville requesting permission to subdivide a 3.29 acre parcel of land into two lots.

Property Description: No. 55 Cash Lane
 Parcel 33; Tax Map 4
 Appraisal Book 70

President William Davis opened the hearing at 7:01 PM and read the legal publication into record. President Davis then asked if any comments, verbal or written were received for or against this publication. It is noted, no comments, verbal or written were received prior to this hearing.

President Davis then called for the applicant or representative to come forth and speak on behalf of their request. Scott Linville stated his intention was to split the property in half. Mr. Linville also stated that he had hired Randolph Engineering to take care of all issues relating to this application and do what is necessary to accomplish this task.

President Davis then called for Planning Director Laura Cox and City Engineer Jessie Parker to make their recommendations. Ms. Cox made note that a sidewalk was not shown on the plot submittal as required in Article 1309.04 of the Zoning Ordinance. Ms. Cox also stated that the planned shared driveway that is to provide access to the proposed and existing residences is not consistent with the spirit of the Winfield Subdivision regulations. Additionally, staff notes the proposed lots, as configured, are also not consistent with the spirit of the Winfield Subdivision

Regulations. Mr. Parker stated that the applicant must provide pre-development and post-development hydraulic calculations and documentation relative to the proper sizing of the proposed rain garden before a decision could be made. Mr. Parker also stated that an increase of runoff greater than 5% requires underground storm water retention, and provisions must be made to guarantee that all excess storm water has been diverted into the retention system. Furthermore, an above storm water retention basin, or rain garden, has been submitted for approval and must be addressed in accordance with Article 1309.05 (e) (5) prior to recommendation for final approval.

Staff recommends that the Planning Commission not approve this preliminary plat application until specific questions and issues are addressed to its satisfaction.

After much discussion, President Davis declared the Public Hearing closed at 7:35 PM.

Motion made by Chris Legg to table this vote until the next scheduled meeting at which time these issues will be addressed. Motion seconded by George Armstrong. Motion carried.

Staff Actions/Reports:

Sixteen Building Permits issued January 2012

Old Business:

1. **Discussion of Amendment to Article 1717.11 Building Permit Fees**
Tabled until the March 2012 meeting.

New Business:

No new business

Good of the Order:

Laura Cox reported that the new 2011-2031 Winfield Comprehensive Plan pursuant to Chapter 8A of the West Virginia Code. Will be presented to City Council February 14, 2012.

Adjournment:

Motion to adjourn by Diann Hodges @ 8:05 PM until the next regular scheduled meeting for March 5, 2012 at 7:00 PM.

William Davis, President

Terri O'Connor, Secretary