

WINFIELD PLANNING COMMISSION

MINUTES

JANUARY 4, 2016

7:00 p.m.

Chairman William Davis called the regular monthly meeting of the Winfield Planning Commission to order on January 4, 2016 at 7:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

Members Attending: Bill Davis, Diann Hodges, Chris Legg and Pat Woodrum

Members Absent: Dale Vance and Dana Campbell

Staff Present: Angela Hodges, Secretary; Tim LaFon, City Attorney, Laura Cox, Planning Director, and Jesse Parker, City Engineer.

Staff Absent: Randy Barrett, Mayor and Jackie Hunter, Recorder

Public Present: James Payne

Approval of Minutes: Diann Hodges made motion to approve the minutes of the October 5, 2015 meeting; Chris Legg seconded. Motion carried.

Staff Action/Reports:

1. **26** Residential Building permits and **3** Commercial Building Permits were issued between October 1, 2015 and December 28, 2015.
2. Planning Director, Laura Cox reported that the application process for Phase II of the Land Water Conservation Grant for the City Park is in process.

UNFINISHED BUSINESS

N/A

NEW BUSINESS

1. Pre Subdivision Application 2015-2016-6 public hearing request by Jean A Young/Courtyard Developers LLC requesting permission to subdivide 3.5 acres to create 11 lots (Lot No. 16 through 26). Property is zoned R1 Residential and situated at the end of Mayberry Drive within Courtyard Estates.

Public Hearing Opened at 7:07pm

James Payne representing Courtyard Developers LLC, reported that Hobba Enterprises LLC has already expressed interest in 10 of the 11 lots to build new homes and he expects the first six to sell quickly. He also commented on the sidewalk request that is now part of the infrastructure of all new subdivisions. There will be between 600 and 700 feet of sidewalk for Phase 2 and around 1350 feet totally in Phases 3 and 4. The proposed sidewalks will be constructed on only one side of the street.

Angie Hodges, Planning Commission Secretary, reported that the City has not received any public correspondence/comments regarding Pre Subdivision Application 2015-2016-6.

Planning Director, Laura Cox, reviewed and commented on the following:

1. Article 1309.04 of the Zoning Ordinance gives the Planning Commission the authority to request the construction of sidewalks in any new subdivision. Subsequently Staff was directed to ask for sidewalks on any new lots being created in the City. It is Staffs understanding that the applicant has agreed to provide this vital pedestrian connection in Phase 2 and that this sidewalk will continue into and through the last two phases of the subdivision.
2. Since the development of this subdivision requires the construction of infrastructure improvements (roadway, sidewalk, sewers etc.) final subdivision approval will be dependent upon satisfactorily completion of these improvements.

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Staff recommends that the Planning Commission consider all public comment received in the public hearing. Staff further recommends that the Planning Commission approve this preliminary plat application and that this approval be based upon a finding by the Commission that it is in conformance with Article 1305.01 of the Zoning Ordinance.

Diann Hodges made a motion to approve the application. Motion carried.

Public Hearing Closed at 7:22pm

Member, Chris Legg, announced his resignation effective with this meeting, January 4, 2016. A replacement will be discussed at the next city council meeting.

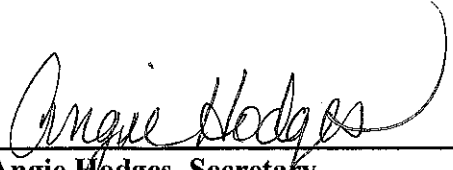
GOOD OF THE ORDER

ADJOURNMENT

Bill Davis made a motion to adjourn at 7:25pm until the next meeting. Motion carried.



William Davis, Chairman



Angie Hodges, Secretary