

# WINFIELD PLANNING COMMISSION

## MINUTES

January 6, 2020

7:00 p.m.

Chairman William Davis called the meeting of the Winfield Planning Commission to order on January 6, 2020 at 7:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

**Members Attending:** Bill Davis, Diann Hodges, Dave Dean, Sean Loyd, Jason Crane and Vee Brown

**Members Absent:** None

**Staff Present:** Mayor, Randy Barrett, Angie Hodges, Secretary; Tim Lafon, City Attorney, Jonathan Atkins, Building Inspector and Jackie Hunter, Recorder

**Staff Absent:** None

**Public Present:** None

Before moving on to business, Mayor, Randy Barrett announced beginning year 2020, Jesse Parker is no longer the City Planning Director and re introduced Laura Cox, as Planning Director. The Planning Commission welcomed Laura and looks forward to working with her on future city projects.

**Approval of Minutes:** Minutes of the December 2, 2019 meeting were unanimously approved as presented.

**Staff Action/Reports:**

10 Residential Building permits and 3 Commercial Building Permits and 0 Permit Extensions were issued between November 22, 2019 through December 30, 2019.

## UNFINISHED BUSINESS

1. Discussion of Article 1717 Commercial Building Permits criteria and fees for electrical meter inspections, tabled from December 2, 2019 meeting. Action, if any.

Mayor, Randy Barrett stated the reason for the change is to help contractors/builders offset the mandatory electrical inspection fee for the AEP required inspection of meter boxes. AEP will not connect service without the inspection. The inspector fee is \$105.00. In the past, The City was able to do the inspection for free, with the previous building inspector. However, the current building inspector is not licensed to perform the AEP inspection. After a brief discussion, Jonathan Atkins, City Building Inspector, suggested that doing away with electrical, plumbing and HVAC inspection fees could be the cleanest way of giving back to the contractor. These three inspections amount to \$75.00; therefore a savings to the contractor/builder when a permit is requested. Member, Dave Dean made a motion to amend building permit fees to waive inspection fees for Electrical, Plumbing and HVAC and send to City Council for approval. Member Sean Loyd seconded. Motion Carried.

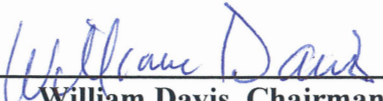
**NEW BUSINESS**

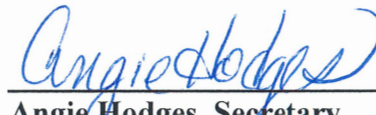
1. None

**GOOD OF THE ORDER**

**ADJOURNMENT**

Bill Davis made a motion to adjourn at 7:36 pm until the next meeting. Motion carried.

  
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William Davis, Chairman

  
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Angie Hodges, Secretary