WINFIELD PLANNING COMMISSION MINUTES June 5, 2023 7:00 p.m.

President William Davis called the meeting of the Winfield Planning Commission to order on June 5, 2023 at 7:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

Members Attending: William Davis, Diann Hodges, Jason Crane, Jeff Schoolcraft, David Dean and Sean Loyd

Staff Present: Mayor, Randy Barrett, Angie Hodges, Secretary, Laura Cox, Planning Director and Tim Lafon, City Attorney

Staff Absent: Richie Ferguson, Building Code Official; David Mattocks, Recorder

Public & Guests Present: Council Member, Dana Campbell, Toby Brown, David Hensley, Terri Hensley, Hilda Fields, Mark Larsen, Monica Larsen, Debbie Atkins and Nyle Fisher Jr

Approval of Minutes: Motion to approve the Minutes of the January 9, 2023 meeting made by David Dean. Motion carried.

Staff Action/Reports:

<u>58</u> Residential Building permits and <u>11</u> Commercial Building Permits and <u>0</u> Permit Extension were issued between January 1, 2023 through May 31, 2023.

NEW BUSINESS

1. Public Hearing

Opened

7:03 p.m.

Closed

7:42 p.m.

2022-2023-6 Application submitted from EBE Investments, requesting to rezone 6.40 acre lot located behind Winfield Mobile Home Village, from M-1 Manufactured Housing to R-2 Mixed Residential District.

President, Bill Davis opened the public hearing at 7:03 p.m. and read the publication into record. President Davis then asked the applicant, Toby Brown to present his case for rezoning the 6.40 acre parcel. Toby stated that he requested the rezoning to break the parcel from the Mobile Home Village. The rezoning to R2 Residential allows usage for more than one residence on the property. If it remains at M1 zoning, the only allowed usage is Manufactured Housing on rental lots; he stated he intends to build two family duplexes.

President Davis then asked the Planning Commission for any comments. The commission asked if the duplexes would be leased or sold; Toby stated that they would be sold. Attorney Tim Lafon commented that once the property is rezoned to R2 Residential, there is no going back to M1 Manufactured Housing, unless there's another public hearing.

President Davis asked for public comments that are favorable for the rezoning. There were none.

President Davis then asked for any questions from the public. Mark Larsen and David Hensley asked about how close the duplexes would be to the tree line between the property owners on Cash Lane and the rezoning parcel. Toby stated that he has no definite plan in place due to the design plans costing \$40,000. He is requesting the rezoning first and if approved, he will then present the design plans. President Davis stated that this is the first step and is preliminary to any construction. Ms. Terri Hensley voiced concerns about not being informed and educated on the process of the city planning and ordinances. She thanked Planning Director, Laura Cox for her explanation of the rezoning process. Ms. Cox then explained the uses that are allowed in R2 Residential and went over the processes of rezoning, planning and city regulations regarding storm water and public improvements, that must be satisfied and approved, before any construction can be permitted. Toby asked what concerns and explanations the homeowners were looking for. The biggest concerns were, once the ground is disturbed, water overflow of the backyards and the ditch line drainage between their property and the proposed duplexes. Planning Director, Laura Cox explained that there are steps that must be followed before any construction can begin. All infrastructure improvement and construction plans must go through the approval process according to the city ordinances. Toby stated that there are plans to clean the ditch line and the new construction will engineer any water runoff to the storm line.

City Attorney, Tim Lafon explained the reason for the meeting; a public hearing for rezoning only. The property owner's plans would be addressed when an application is received for construction of the duplexes. Planning Director, Laura Cox read the staff report with recommendation that the Planning Commission consider all comments received in the public hearing. Staff also recommends that the Planning Commission recommend approval of the application to the city council. This recommendation is based upon the finding that the rezoning of this parcel from M-1 Manufactured Housing to R-2 Residential would be in conformance with both the intent of the Comprehensive Plan and the established long range planning efforts of the City.

President Davis asked Secretary, Angie Hodges if any letters, emails and or phone calls were received from any interested parties. David Hensley asked about the storm drainage between Riverdale Estates and Cash Lane. Hilda Fields stated concerns about the drainage of the culvert on Cash Lane. Toby stated that he would be cleaning up the property and engineering the water runoff, from the new duplexes, downhill to the ditch line. Mayor Barrett explained that the city engineer would need to address the high drain under Cash Lane. Attorney Tim Lafon stated that the city engineer would also need to approve and sign off on the drainage plans before any construction could begin. Toby Brown stated that his intent is to improve the acreage and provided a map and drawing of the potential duplexes.

President Bill Davis closed the public hearing at 7:42 p.m.

President Davis then asked the Planning Commission for comments and after a brief discussion, Member Jason Crane made a motion to approve the rezoning application and forward it to city council for approval; Member David Dean seconded. The motion carried.

UFINISHED BUSINESS

1. Residential short term rental property (example – VRBO/Airbnb).

Mayor Barrett stated that the Municipal League provided information today (6/5/2023) and are presenting it to the Legislature. The city will adopt what the Legislature passes next year.

NEW BUSINESS

2. 135.02 Fee Schedule.

Secretary Angie Hodges stated that the rezoning fee is \$225.00 and postage only for this meeting was \$140.00 plus the time spent preparing and attending the meeting. Attorney Tim Lafon suggested that the ordinance fee schedule should be changed to the flat fee plus all out of pocket expenses; Laura Cox agreed. Member Diann Hodges made motion that all applicants pay the flat fee plus the out of pocket expenses and forward it to city council for approval. Member David Dean seconded. Motion carried.

GOOD OF THE ORDER

ADJOURNMENT

President William Davis made a motion to adjourn at 7:55 p.m. until the next meeting. Motion carried.

William Davis, Chairman

Angie Hodges, Secretary