

**WINFIELD PLANNING COMMISSION  
MINUTES  
November 7, 2011**

President William Davis on November 7, 2011 at 7:00 PM at Winfield City Hall, Winfield, West Virginia, called the Winfield Planning Commission meeting to order.

**Members Present:**

Dale Vance, William Davis, Jerald Murray, George Armstrong, Terri O'Connor

**Members Absent:**

Diann Hodges, Chris Legg, Elmer Young

**Staff Present:**

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

**Staff Absent:**

No Staff Absent

**Public Present:**

Larry Leeper

Mr. Leeper addressed the commission regarding his concerns over the lack of cross walks between McDonalds and the Store It facilities.

Planning Director, Laura Cox stated that Division 1, Division of Highways of the West Virginia Department of Transportation could be petitioned to make crosswalks.

**Minute Approval:**

Motion to approve the minutes of the October 3, 2011 meeting of the Winfield Planning Commission made by Jerald Murray. Motion seconded by Dale Vance. Motion carried.

**Staff Actions/Reports:**

Sixteen building permits issued September 30, 2011 – October 31, 2011

**Old Business:**

1. **Craig – Drainage – Cash Lane - Attorney Report**  
Mediation session conducted October 20, 2011. Craig to determine financial calculations for the repair cost and submit to Tim LaFon.
2. **Town of Winfield Comprehensive Plan-Update**  
Mike Dougherty of the WVU Extension Service completed the off-site review of the draft plan identifying areas of concern to be addressed by the comprehensive plan committee. The finished plan will be presented at the December 5, 2011 Planning Commission meeting. Tentative public hearing dates will be January 9, 2012 for the Planning Commission and February 14, 2012 for Town Council.

**Old Business Continued:**

3. **FEMA – Town Floodplain Mapping and Ordinance - Update**  
Mr. Robyn C. Mumphard, CFM, State NFIP Assistant Coordinator, West Virginia Division of Homeland Security and Emergency Management is now manager of the WV Floodplain Management Program. Mr. Mumphard has updated our floodplain ordinance with instructions to read and pass at the next two council meetings.
4. **Alleged property violation, Wehrle Jr. – Attorney Report**  
No change. Waiting on written order from Judge.
5. **Discussion of Amendment to Article 1717.11 Building Permit Fees**  
Open discuss regarding the various permit fees and inspections. A complete analysis of revenue and expense relating to building permit fees and inspections will be available for examination at the December 5, 2011 meeting.

**New Business:**

No new business at this time.

**Good of the Order:**

Planning Commission informed of BZA Hearing scheduled for Monday November 14, 2011.

The City of Winfield received a Transportation Enhancement Grant for Winfield Sidewalks for \$200,000.00 from the Federal Highway Administration and the West Virginia Division of Highways. Governor Earl Ray Tomblin presented this award to Mayor Barrett on Thursday, November 3, 2011.

**Adjournment:**

Motion to adjourn by George Armstrong at 7:45 PM until the next regular scheduled meeting for December 5, 2011 at 7:00 PM.

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William Davis, President

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Terri O'Connor, Secretary