

**WINFIELD PLANNING COMMISSION**  
**MINUTES**  
**April 3, 2017**  
**7:00 p.m.**

Chairman William Davis called the meeting of the Winfield Planning Commission to order on April 3, 2017 at 7:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

**Members Attending:** Bill Davis, Pat Woodrum, Dana Campbell and Dale Vance

**Members Absent:** Diann Hodges and Sean Loyd

**Staff Present:** Randy Barrett, Mayor, Jackie Hunter, Recorder, Angie Hodges, Secretary; Laura Cox, Planning Director, Tim Lafon, City Attorney and Jesse Parker, City Engineer

**Staff Absent:** None

**Public Present:** None

**Approval of Minutes:** Dana Campbell made a motion to approve the minutes of the October 17, 2016 meeting. Motion carried.

**Staff Action/Reports:**

51 Residential Building permits, 2 Commercial Building Permits and 0 Permit Extensions were issued between October 12, 2016 through March 28, 2017.

**UNFINISHED BUSINESS**

1. None

**NEW BUSINESS**

1. Planning Director, Laura Cox, presented the 5<sup>th</sup> Annual Comprehensive Plan Report 2016/2017. Ms. Cox reviewed the goals that have been completed and those that are in progress. She also reported the accomplishments of the past year and handed out inserts for all comprehensive plan book holders.

2. Mayor, Randy Barrett asked for input regarding building permits and inspections due to the building inspector vacancy left by Charles Roberts. After discussion, Member, Dana Campbell suggested a log sheet of inspections performed by the building inspector would be beneficial not only for determining the inspector's salary but to keep the city informed of progress on all projects. Planning Director, Laura Cox, added that the city should consider the building inspector as the City's FEMA representative.


**GOOD OF THE ORDER**

Mayor, Randy Barrett reported that the new sewage treatment plant is scheduled to begin construction July 2018 and be completed July 2019.

**ADJOURNMENT**

Dana Campbell made a motion to adjourn at 7:42pm until the next meeting.  
Motion carried.

  
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**William Davis, Chairman**

  
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**Angie Hodges, Secretary**