

PUTNAM COUNTY PLANNING COMMISSION

Tuesday, March 25, 2008

Putnam County Courthouse Courtroom 202

MINUTES

The Putnam County Planning Commission met on Tuesday, March 25, 2008 at the Putnam County Courthouse, 2nd floor courtroom, room 202.

Sarah McCallister, president, called the meeting to order at 7:00 p.m.

Roll call was taken and a quorum was present.

Members present: Jeffrey Brannon, C. P. Farley, Drew Garnes, Tom Hankins, Glen Lovejoy, Vic Mays, Sarah McCallister, Barbara Reed, Gary Tillis, and Joseph Tyree.

Members absent: Tom Calabrese, Sam Cunningham, Lynn Cvechko, Steve Perry, and David Powell.

Staff present: Sandy Mellert, Nicki Barnette, Melissa Sargent, Judy Reedy, and Linda Bess.

Others present who signed in were: Jimmy Calhoun, Jeff Scott, Cheryl Noffsinger, and Rick & Trish Wallace.

APPROVAL OF MINUTES

The minutes of the February 26, 2008 meeting were reviewed. Motion was made by Tom Hankins and seconded by Vic Mays to approve the minutes as presented. Motion carried unanimously.

INFRASTRUCTURE REPORT

Commissioner Tillis reported the following: 1) bids are scheduled to be let in mid April for the \$3.2M proposed waterline project to cover seven areas of the county and serve 120 households; 2) County Commission has requested that Terradon update cost estimates for the remaining approximately 20 water petitions on file; 3) Putnam PSD has informed County Commission that a rate increase is being proposed for the entire county; 4) Putnam PSD is developing a long-term plan for county PSD projects; and 5) Shelly Moore Capito met with Hometown residents regarding the stormwater issue in that area and stated that she intends to apply for a federal grant and the chances for approval and earmarking the funds are improved because the residents had informed her that they are willing to contribute funds to the project.

TRANSPORTATION REPORT

Commissioner Tillis reported the following: 1) the public/private design/build for WV Division of Highways projects was passed by the legislature and because of that it is more than likely that DOH will begin the process for the next phase of the relocation of US35; and 2) completion of the current phase for the relocation of US35 (to the Buffalo Bridge) is scheduled for completion in May 2009.

PCDA REPORT

Commissioner Tillis reported the following: 1) ground breaking was held for the new City National Bank; 2) Taco Bell and Kentucky Fried Chicken have been approved by City of Hurricane and will be located next to the new Walmart in Hurricane; 3) Cathcarte has proposed and requested TIF bonds for the Devonshire development and a public hearing has been scheduled for April 24 regarding that request; and 4) Civil War Days are scheduled for March 28-30 at the Hurricane Wave Pool Park.

CITIZEN CONCERNS

There were no citizen concerns.

PUBLIC HEARING PROCEDURE

Sarah McCallister gave a brief explanation of the rules for a public hearing.

PROPOSED - Temporary Permit Request - Mountain State RV “Rally in the Valley”

Disclosure of Conflict

No commissioner disclosed a potential conflict of interest with the temporary permit request by Mountain State RV for “Rally in the Valley”.

Public Hearing

Sarah McCallister opened the public hearing for the temporary permit request by Mountain State RV for “Rally in the Valley”.

Staff presented the Findings of Fact, a copy of which is attached and made a part of these minutes.

A question and answer session followed.

Petitioner comments:

Jeffrey Scott, coordinator for the Rally, requested approval and offered to answer any questions the commission members may have regarding the Rally plans.

There were no public comments.

There being no further questions or comments, Sarah McCallister closed the public hearing and reconvened the regular meeting.

Deliberation and Action

Discussion ensued with a question and answer session.

Motion was made by Tom Hankins and seconded by Drew Garnes to approve the temporary permit request by Mountain State RV for “Rally in the Valley” with the conditions presented in the Findings of Fact. Motion carried unanimously.

VARIANCE REQUEST - Tim Meeks 30' Right-of-Way

Disclosure of Conflict

No commissioner disclosed a potential conflict of interest with the variance request by Tim Meeks to allow an existing 30' right-of-way to be adequate for one lot to be divided from parcel 31 on tax map 222F instead of the required 40' right-of-way.

Public Hearing

Sarah McCallister opened the public hearing for the variance request by Tim Meeks to allow an existing 30' right-of-way to be adequate for one lot to be divided from parcel 31 on tax map 222F instead of the required 40' right-of-way.

Staff presented Variance 08-02, a copy of which is attached and made a part of these minutes.

A question and answer session followed.

Applicant comments:

Jimmy Calhoun, engineer for Tim Meeks, stated that the 30' right-of-way serves the lots on Arthur Lane and also the existing 2 lots at the end of Arthur Lane and requested approval of the variance request.

There were no public comments.

There being no further questions or comments, Sarah McCallister closed the public hearing and reconvened the regular meeting.

Deliberation and Action

Discussion ensued with a question and answer session.

The variance criteria worksheet was reviewed and it was determined that this request met all conditions required to approve a variance.

Motion was made by Joe Tyree and seconded by C P Farley to approve Variance 08-02 for the request by Tim Meeks to allow an existing 30' right-of-way to be adequate for one lot to be divided from parcel 31 on tax map 222F instead of the required 40' right-of-way as presented with the recommendation for conditions made by staff in the Findings of Fact. Motion carried unanimously.

VIOLATIONS REPORT

There were no violations to report.

ADMINISTRATIVE SUBDIVISION REPORT

Staff provided a summary of the February 2008 administrative subdivision approvals for the following:

Paul Coyner	-	1 lot; 2.10 acres; located on Poplar Fork Road, Hurricane
John Wageman	-	1 lot; 34,003 sq ft; located on Route 60 and Joe's Branch, Hurricane

FINANCIAL REPORT

Staff presented the financial report for February 2008. There were no comments or questions.

MONTHLY REPORT

Staff presented the monthly report for February 2008 summarizing the building/zoning permit approvals. There were no comments or questions.

STAFF REPORT

Staff reported the following: 1) a Hurricane Creek Watershed meeting is scheduled for Thursday, March 27 at 6:30 p.m. at Hurricane Town Hall; 2) the new proposed projects are First State Bank, Fastenal, and a storage facility on Cow Creek Road; 3) the budget requested for the Office of Planning and Infrastructure fiscal year 2008-2009 was approved by County Commission; 4) Associate Planner, Judy Reedy, attended a GIS training in Canaan Valley and is scheduled for a FEMA training session this summer; 5) presented copies of a pedestrian and bike trail study initiated by Regional Intergovernmental Council; 6) the County Commission adopted the recently proposed amendments to the Putnam County Floodplain Management Program Ordinance; 7) the Towns of Poca and Buffalo have also adopted those amendments; 8) there is one proposed subdivision scheduled for the April meeting; and 9) an injunction has been filed in circuit court for the UHaul business, located at the intersection of WV Route 34 and US35, that the BZA disapproved the special permit use due to traffic safety issues.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

The need for an update/revision to the Office of Planning and Infrastructure fee policy was discussed. Motion was made by CP Farley and seconded by Joe Tyree for the fee policy to be reviewed and revised regarding commercial permits. Motion carried unanimously. Staff stated that a meeting will be scheduled for the Revisions Committee and tentatively, the proposed revisions will be presented at the May Planning Commission meeting.

ADJOURNMENT

Motion was made and seconded to adjourn. Motion carried unanimously. The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Linda Bess, Secretary _____

Attest: _____ Presiding Officer

Minutes were approved: _____