

# WINFIELD PLANNING COMMISSION

## MINUTES

October 1, 2018

7:00 p.m.

Chairman William Davis called the meeting of the Winfield Planning Commission to order on October 1, 2018 at 7:00 p.m. at Winfield City Hall, 12448 Winfield Road, Winfield, WV.

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

**Members Absent:** Sean Loyd

**Staff Present:** Angie Hodges, Secretary; Jesse Parker, Planning Director, Jonathan Atkins, Building Inspector and Tim Lafon, City Attorney

**Staff Absent:** Randy Barrett, Mayor and Jackie Hunter, Recorder

**Public Present:** None

**Approval of Minutes:** Diann Hodges made a motion to approve the minutes of the September 10, 2018 meeting. Motion carried.

**Staff Action/Reports:**

11 Residential Building permits and 0 Commercial Building Permits and 0 Permit Extensions were issued between September 1, 2018 through September 25, 2018.

### UNFINISHED BUSINESS

1. Discuss fees for Commercial Plan Reviews.

Jonathan Atkins, City Building Inspector, stated on a 2,000 sq. ft. building, his time for plan review is typically .06 X Square footage for residential and .075 X Square footage for commercial. The city ordinance states that a commercial plan review fee is half of the building permit fee. City Attorney, Tim Lafon, commented on building permit fees for Contractors and Sub Contractors and asked the commission about changes. As it stands, a contractor requests a permit and pays the permit fee based on the total job cost (which includes the subcontractor). A subcontractor is also required to obtain a permit, for their part of the job, and also pay a permit fee. Tim Lafon stated, contractors and subcontractors pay B&O tax based on their gross revenue of each job; changing permits and plan review fees will not affect how B&O is calculated. After a brief discussion, the Commission decided to table both topics until City Attorney, Tim Lafon can research and bring the information to the next Planning Commission meeting.

2. Discuss Commercial Parking in Old Town.

After a discussion of adding "Main Street area" to the existing ordinance for commercial parking in Old Town, Attorney, Tim Lafon, asked the commission for more time to research. The Commission agreed to table the subject until the next Planning Commission meeting.

**NEW BUSINESS**

1. Addiction Treatment Centers Prohibited Ordinance.

After reviewing a draft and a brief discussion, which included examples of various church organized groups (AA meetings, gamblers anonymous etc...), the commission agreed to table the subject until the next Planning Commission meeting.

**GOOD OF THE ORDER**

**ADJOURNMENT**

Bill Davis made a motion to adjourn at 7:30 pm until the next meeting. Motion carried.



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William Davis, Chairman



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Angie Hodges, Secretary