

Meeting Minutes

1-13-2009

A regular meeting of the Planning Commission was held in the Planning Office of the Courthouse. Commission members present were Dave Heishman, Charles Kohne, Stanley Moyer, Charlotte Bowman, George Leatherman, Lee Lehman, Brad Wilkins, Grover See, and Dave Fansler. Members not present were Tina Keplinger. Planner Tom Widder was also present. Guests were Pat Ford and Bob Alcock.

Dave Heishman called the meeting to order at 7PM.

The first order of business was to read and approve the 12-2-2008 minutes. There being no additions, corrections, or objections to the minutes, Lee Lehman made a motion to approve the minutes as read. Grover See made a second on the motion. There being no discussion on the motion, a vote was taken. The motion passed unanimously.

Next on the agenda, Planner Tom Widder informed the Planning Commission of the results of the public hearing, held by the County Commission, regarding Holtzman Propane. There being no comments or questions from the Planning Commission in regards to the public hearing, Dave Heishman moved the meeting on to the next part of the agenda.

Next, Pat Ford updated the Planning Commission in regards to the results of the question and answer session he performed with each Planning Commission member. He first thanked the Planning Commission for all of their time and efforts in the process. Pat provided handouts of the results of the questions and gave explanation of the answers given. He stressed the vital components of the Comprehensive Plan out of WV Code 8A to the Planning Commission members.

Next, the Planning Commission reviewed the subdivision ordinance, returned to them by the County Commission. Tom Widder informed the Planning Commission that the largest issues were, first, certification of subdivision roads in Article 14. The language is as follows:

“The Planning Office shall require from the developer written certification from a certified engineer or surveyor that the subdivision roads have met the ordinance specifications before the final inspection and the final approval.”

The second item that was addressed was in regards to Article 6, Minor Subdivisions. It reads as follows:

“(7) Subdivisions not exceeding three (3) contiguous lots with the following requirements:”

The Planning Commission then discussed the pros and cons of both issues in length.

At the conclusion of the discussion, George Leatherman made a motion amend the preamble of Article 14 to omit "surveyor" and to return the remainder of the subdivision ordinance to the County Commission unchanged. The motion was seconded by Grover See. The only discussion on the motion was clarification on the language in the ordinance. With no further discussion a vote was taken. The motion passed unanimously.

Next, Tom Widder gave a Planning Office update on the second quarter of the fiscal year, ending June 2009. This was in regards to all collected data in comparison to the first quarter of the fiscal year.

Next, Dave Heishman explained the new committees which are charged over certain ordinances. The purpose of the ordinance committees is to answer questions regarding the ordinances while the Planning Commission as a whole can concentrate on the Comprehensive Plan. If an ordinance question arose, an ordinance committee and the Planning Staff could work out the problem and bring it before the Planning Commission.

Finally, Tom Widder reminded the Planning Commission that the next meeting is to be held on February 3rd.

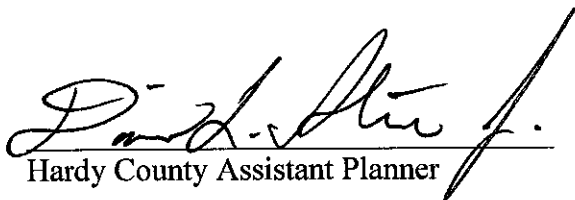
With nothing further on the agenda, Grover See made a motion to adjourn the meeting. The motion was seconded by George Leatherman. With no discussion on the motion a vote was taken. The motion passed unanimously.

The meeting adjourned at 8:38PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on January 13, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

Minutes
2-17-2009

A rescheduled meeting of the Planning Commission was held in the Planning Office of the Courthouse. Commission members present were Dave Heishman, Charles Kohne, Charlotte Bowman, Brad Wilkins, Dave Fansler, Grover See, Stanley Moyer, and Lee Lehman. Commission members not present were George Leatherman and Tina Keplinger. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were Pat Ford and Bob Alcock.

Dave Heishman called the meeting to order at 7PM.

The first order of business was to read and approve the minutes from the January 13th meeting. With no additions, corrections, or objections, Grover See made a motion to approve the minutes as read. Lee Lehman made a second on the motion. With no discussion on the motion a vote was taken. ~~The vote was 6 yeas and one abstain, Charles Kohne.~~ The motion passed.

The next order of business was the distribution of the term sheets for the Planning Commission members. Charlotte Bowman pointed out some inaccuracies in the term dates. Tom Widder replied that he would research the commission members' terms again.

The next item discussed was the planning strategy for the Comprehensive Plan. Dave Heishman gave a brief synopsis of the timeline and each element involved. Dave then stressed that the whole county was involved in the input of the Comprehensive Plan, including the towns of Moorefield, and Wardensville.

The discussion moved to the four questions prepared for the public. Dave Heishman asked the commission if they had any ideas in regards to the places where the questionnaires could be distributed. Charlotte Bowman suggested the county web site. Brad Wilkins suggested his store. Dave Fansler suggested the Moorefield Examiner. The whole of the commission agreed to seek out ~~civil~~ *CIVIC* groups by which to distribute the questionnaires.

Charles Kohne then suggested that another general question be added as to how the citizens of the county envision the county. The consensus to the commission was that the addition of the 5th question was good and that the other 4 questions were sound for the public.

Tom Widder then stated that he would have the questions up on the web site soon.

Next, Tom Widder explained to the commission the trip the Planning Office staff was taking next week to the Jackson resort. The trip is due to the Hazard Mitigation Plan and a conference with Homeland Security.

Dave Heishman then reiterated the window of opportunity for the Planning Commission to work on the Comprehensive Plan, Zoning Ordinance, and the Subdivision Ordinance.

Dave Fansler asked for an update on cell service at Bear's Heil. Tom Widder replied that it would be in this quarter.

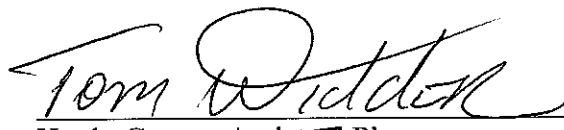
With nothing further on the agenda, Lee Lehman made a motion to adjourn the meeting. The motion was seconded by Grover See. With no discussion on the motion a vote was taken, the motion passed unanimously.

The meeting adjourned at 7:50PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on February 17, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner
ACTING SEC.

Meeting Minutes
3-3-2009

A meeting of the Planning Commission was held in the Planning Office of the courthouse. Members present were David Heishman, Charles Kohne, Lee Lehman, Tina Keplinger, Stanley Moyer, George Leatherman, David Fansler, and Brad Wilkins. Members not present were Charlotte Bowman and Grover See. Planner Tom Widder was also present.

Dave Heishman called the meeting to order at 7PM.

The first order of business was to read and approve the minutes from the February 17th meeting. There was one spelling error in the minutes. Charles Kohne requested the sentence, "The vote was 6 yeas and one abstain, Charles Kohne." be struck from the minutes. With no other additions, corrections, or objections, Charles Kohne made a motion to approve the minutes as read. Lee Lehman made a second on the motion. With no discussion on the motion, a vote was taken. The motion passed.

Next on the agenda was discussion on the questionnaire for the Comprehensive Plan. Dave Heishman gave a brief explanation of the few changes made to the questionnaire.

Tom Widder informed the commission that on March 10th the Planning Office staff would speak to the Moorefield Lions Club in regards to the questionnaire.

Dave Heishman encouraged the commission members to set up meetings with any civic groups and discuss the questionnaires.

Tom Widder mentioned that Pat Ford had mentioned at the Wardensville Town Council meetings the questionnaire.

The Planning Commission then discussed the questions and the public responses in general.

Next, Dave Heishman and Tom Widder discussed the upcoming schedule with the commission.

Dave Heishman also recapped where the commission left off in regards to the informal sessions. He reminded the commission as to the purpose of the informal meetings as applied to the Comprehensive Plan. Due to conflicts with other meetings, the consensus of the commission was to forgo the March informal meeting and pick up in April.

Tom Widder reminded the commission that the County Commission meeting had been changed from the 17th to the 18th.

Tom Widder then updated the commission as to the new Planning Commission member, Greg Greenwalt, from Old Fields, who was confirmed by the County Commission for one year on the 3rd of March, 2009.

Next, the commission had a general discussion on wireless services in the county.

With nothing further on the agenda, Lee Lehman made a motion to adjourn the meeting. George Leatherman made a second on the motion. With no discussion on the motion, a vote was taken. The motion passed.

The meeting adjourned at 7:50PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on March 3, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission


Hardy County Assistant Planner

Meeting Minutes
4-7-2009

A regular meeting of the Planning Commission was held in the Planning office of the Courthouse. Planning Commission members present were; Dave Heishman, Stanley Moyer, Tina Keplinger, Lee Lehman, Grover See, Dave Fansler, George Leatherman, and Greg Greenwalt. Commission member absent were Charles Kohne, Charlotte Bowman and Brad Wilkins. County Planner Tom Widder and Assistant Planer Dave Shields were also present. The guest for the evening was Bob Alcock.

Dave Heishman called the meeting to order at 7:00PM.

Dave Heishman introduced the newest member of the commission, Greg Greenwalt to the other Planning Commission members.

The first order of business was to read and approve the minutes from the March 3rd meeting. With no additions, corrections, or objections, Grover See made a motion to approve the minutes as read. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The next item on the agenda was a presentation by Mr. Bob Alcock regarding his suggestions for improving public access to the Planning Commission. Mr. Alcock presented the commission with a handout and went item by item over each of his "suggestions". After his presentation, there was a brief discussion with the commission whereby Dave Heishman ended by thanking Mr. Alcock for speaking to the Planning Commission.

Next, Lee Lehman made a motion to list the names and general locations of each of the Planning Commission members on the county web site. The motion was seconded by Greg Greenwalt. With no discussion on the motion, a vote was taken. The motion passed.

Next, Tom Widder gave the commission an update on the meteorological towers that have been applied for and erected in the county. One has been approved and erected in the South Fork District and a second is in the application process for the South Fork District.

Tom Widder then updated the commission as to the wireless tower projects of: Bears Heil, Charlie's Knob, 911/ OES Tower, Baker, Wardensville, and the two in the town of Moorefield. He then reinforced the issue of different frequencies that wireless carriers use.

Stanley Moyer then updated the commission as to the scheduled public hearing for the subdivision ordinance, to be held on May 18th in the courtroom at 7PM. Tom Widder added that copies of the proposed changed to the ordinance would be available for the public to view at the public libraries, the two town halls, and in the Planning Office, Clerk's Office, and the County Commission Room.

Tom Widder then updated the commission as to the Comprehensive Plan questionnaires returned to the Planning Office. Tom informed the commission that the Planning Office had received 16 questionnaires so far. Dave Heishman reminded the commission that if they had any civic groups that they wanted to present to in regards to the questionnaires, please inform Tom Widder.

Next, Stanley Moyer updated the commission as to the regional waste water treatment plant and the County Commission's resolution along with the Town of Moorefield resolution to work together towards the regional waste water treatment plant, including a brief description of the upcoming board.

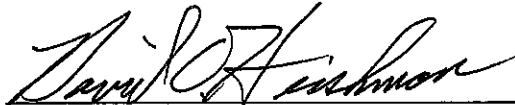
Tom Widder then inquired as to WV House Bill 48. Stanley Moyer replied that the bill had not died in the House of Delegates.

The next item on the agenda was the Planners report. Tom Widder gave a brief update on the 3rd Quarter Planning Office report. Tom Widder then updated the commission on the approved subdivisions that are to expire from either their 1 year extensions or from original preliminary approval by the Planning Commission. Next, Tom informed the commission that Charlotte Bowman and Dave Fansler were confirmed by the County Commission for an additional 3 year term on the Planning Commission. And finally, Tom updated the commission in regards to the office renovations and the mini-grant celebration he attended over the past weekend.

There being no further new business or any old business, Grover See made a motion to adjourn the meeting. The motion was seconded by Dave Fansler. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 7:50PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on April 7, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

Meeting Minutes
5-5-2009

A meeting of the Planning Commission was held in the Planning Office of the courthouse. Commission members present were Dave Heishman, Charles Kohne, Charlotte Bowman, Tina Keplinger, Stanley Moyer, Lee Lehman, Grover See, Dave Fansler, Greg Greenwalt, George Leatherman, and Brad Wilkins. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were Robert Williams and Bob Alcock.

Dave Heishman called the meeting to order at 7:00PM.

The meeting adjourned at 7:55PM.

The first order of business was to read and approve the minutes from the April 7th meeting. There being no additions, corrections, or objections, Grover See made a motion to approve the minutes as read. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed.

Next, a revised copy of the comprehensive plan questionnaire spreadsheet and worksheet were distributed to the commission members. Tom Widder explained the process by which the results of the spreadsheet and worksheet were compiled, re-evaluated, and the updated items produced as the comprehensive plan update is a work in progress.

Tom Widder then explained the first draft of the comprehensive plan to the Planning Commission. Dave Heishman commented that it was a basic skeleton format of the plan. The commission then discussed how to review the draft, compile the information, and formulate it for the draft.

After the discussion, Dave Heishman decided that the informal meeting of May 19th will be a formal meeting. At that meeting the Planning Commission would discuss the schedule for July and August.

Next, Tom Widder showed the Planning Commission and the guests present the new name tents for the Planning Commission, Board of Zoning Appeals, and the Planning Office staff. Tom also showed the commission and guests the county website, specifically the Planning Commission page. He illustrated the added commission names added to the site and the meeting agenda and draft minutes. Tom stated that his goal was to post past meeting minutes on the site and up coming agendas prior to meetings.

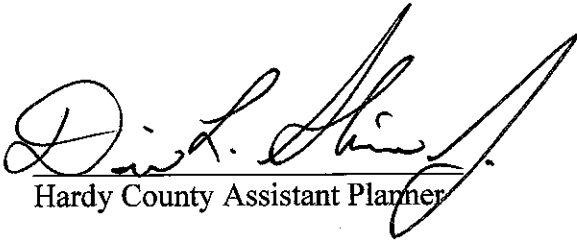
With nothing further on the agenda, Charles Kohne made a motion to adjourn the meeting. The motion was seconded by Grover See. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 7:55PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on May 5, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

5-19-2009
Meeting Minutes

A meeting of the Planning Commission was held in the Planning Office of the courthouse. Commission members present were Dave Heishman, Grover See, Lee Lehman, Greg Greenwalt, Stanley Moyer, Brad Wilkins, and Charlotte Bowman. Commission members not present were Tina Keplinger, Charles Kohne, George Leatherman, and Dave Fansler. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were Alecia Sirk and Bob Alcock.

Dave Heishman called the meeting to order at 7:00PM.

The first order of business was to read and approve the 5-5-2009 minutes. With no additions, corrections, or objections, Charlotte Bowman made a motion to accept the minutes as read. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed.

Next, Stanley Moyer discussed to the commission the subdivision ordinance public hearing held the previous evening. Commissioner Moyer expressed his pleasure as to the comments and discussion from the public.

The next order of business was to discuss the draft of the comprehensive plan. The commission first discussed the role of Pat Ford and the Planning Office Staff in regards to the comprehensive plan. Dave Heishman then laid out his plan for the comprehensive plan work groups in regards to the mandatory aspects in 8A. This composed of two groups, splitting up the required sections. One group composes of the land use sections and the other composes of the other required sections. Dave then passed out the group work group sheets. Afterwards Dave Heishman asked the commission to make any notes from the plan and turn them in to the Planning Office.

Tom Widder then asked the commission their opinion of the framework of the Draft 1 of the comprehensive plan. Lee Lehman stated that it was a sound framework and a good base to build upon. It was the consensus to the commission that the Draft 1 was a good frame work to build the comprehensive plan upon.

The commission then discussed informal meetings and the Planning Office Staff reinforced the fact that prosecuting attorney Lucas See would support informal meetings of the Planning Commission where no decisions were made, being that they are brainstorming sessions.

Next, due to a County Commission trip to Charleston on the 2nd of June, Lee Lehman made a motion to change the regular meeting to the 16th of June and make 2nd of June a working session. The motion was seconded by Charlotte Bowman. With no discussion on the motion a vote was taken. The motion passed.

Dave Heishman informed the commission that the workgroups could use the Planning Office for the June 2nd working session. Lee Lehman offered the "vault" in the Assessor's Office for one work group.

Dave Heishman recommended that the commission members review WV Code 8A and the required sections pertaining to their work groups.

Tom Widder stated that the Planning Office would email or mail out copies of the returned questionnaires.

Dave Heishman asked the commission if it were permissible to distribute the roster sheets of the Planning Commission members, including their email addresses. The consensus to the commission was affirmative as long as it was not distributed outside the Planning Commission.

Next, Tom Widder informed the commission that the Planning Office had received three emails within the past weekend, complimenting the Planning Office for the website and the updated information posted.

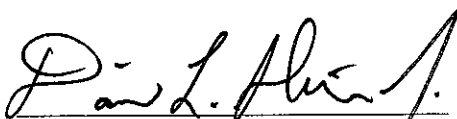
With nothing further on the agenda, Grover See made a motion to adjourn the meeting. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 8:00PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on ~~June 16~~^{May 15}, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

6-16-2009
Meeting Minutes

A scheduled meeting of the Planning Commission was held in the Planning Office of the Courthouse. Commission members present were Dave Heishman, Charles Kohne, Lee Lehman, Greg Greenwalt, Stanley Moyer, and Grover See. Commission members absent were Brad Wilkins, Charlotte Bowman, Tina Keplinger, George Leatherman, and Dave Fansler. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were Pat Ford and Pat and Jean Flanagan.

Dave Heishman called the meeting to order at 8:04PM.

The first order of business was to read and approve the minutes from the May 19th meeting. Dave Shields pointed out a date error on the 1st page and Greg Greenwalt pointed out a date error on the second page. With no other additions, corrections, or objections, Greg Greenwalt made a motion to accept the minutes as read with the two corrections. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

Next on the agenda was a discussion on the Ethics Commission in relation to the Comprehensive Plan work sessions. Dave Heishman informed the commission that these talks were in conjunction with Tom Widder and Lucas See, Hardy County Prosecuting Attorney.

Dave Heishman explained to the commission the examples of the advisory decisions sent to Tom Widder and Lucas See by the Ethics Commission and suggestions given to him over the phone by the Ethics Commission office. These included posting a notice on the front door of the court house of work sessions and on the website, an agenda for the work sessions and notes for the work sessions. He added that a quorum was not necessary for work sessions. Dave Heishman also conveyed to the commission that if there was no quorum at a regular meeting, then a work session could occur, but the commission had to stick to discussions regarding to the agenda. Finally, Dave stated that committees were bound under the open government proceedings act as well and the same procedures as were work session groups.

The commission then briefly discussed the merits of Dave Heishman's presentation.

After the discussion, a motion was made by Stanley Moyer to proceed with the work sessions and to ask the Planner, Tom Widder, to contact the Ethics Commission and inquire as to an advisory decision in regards to the Planning Commissions' work sessions and break-out committees in regards to ordinance work. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

Next on the agenda was the discussion on the meeting dates for the fiscal 2010 year. Tom Widder passed out two proposal sheets for dates for regular meetings and work sessions. The commission discussed the merits of the two proposed date sheets.

Tom Widder informed the commissioners that all members would be paid for scheduled meetings and work sessions.

Lee Lehman informed the commission that he believed that the work sessions were worth the time taken to attend.

A motion was made by Lee Lehman to accept the regular schedule for fiscal 2010 (the first Tuesday of every month), with the added work sessions from July through October (the third Tuesday of every month). The motion was seconded by Grover See. With no discussion on the motion, a vote was taken. The motion passed.

Dave Heishman asked Tom Widder to put the agenda for each work session next to each date.

Tom Widder then updated the commission as to the comprehensive plan and Pat Ford's role. Tom Widder reminded the commission that they had voted for the second or middle plan, of three proposed plans presented by Pat Ford. Pat Ford then illustrated to the commission how he could write the plan, after input from the planning commission and the public. He also stated that at this time he was donating his time towards writing the plan. Tom Widder then said to the commission that he was in the process of finding grant money to pay Pat Ford to write the remainder of the plan.

Dave Heishman gave his input on writing the comprehensive plan, stating that the Planning Commission represented all of the people of the county. Dave Heishman also stated that he believed that the plan could be written by both the commission and Pat Ford. Dave also proposed 1 on 1 session with commissioners, Tom Widder and Pat Ford.

Tom Widder stated that only three Planning Commission members had given any feedback to the draft 1 and the questionnaires.

Lee Lehman gave his comments on the Comprehensive Plan, stating that the draft form is very efficient.

Dave Heishman then asked Lee Lehman about the two committees which worked on the Comprehensive Plan. Lee Lehman replied that it was a sound idea and should continue.

Pat Ford informed the commission that he would be teaching a class for three weeks and unable to help.

A motion was made by Charles Kohne to extend the length of the time line for the Comprehensive Plan one month due to Pat Ford's absence teaching. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed.

Pat Ford then asked the commission and the Planning Office staff to look over the old Comprehensive Plan for items which may be transferred to the new plan.

Tom Widder then passed out data from the US Census and WV state data, which will be intergraded into the Comprehensive Plan. Tom then passed out a sheet illustrating the 5 year trends for house building in the districts used by the Planning Office and the Assessor's Office and exemptions.

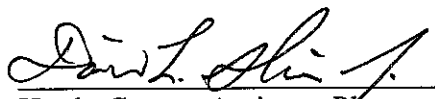
With nothing further on the agenda, Charles Kohne made a motion to adjourn. The motion was seconded by Stanley Moyer. With no discussion on the motion a vote was taken. The motion was passed.

The meeting adjourned at 8:29PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on June 16, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

Meeting Minutes
8-4-2009

Planning Commission Members Present:

Dave Heishman

Lee Lehman

Greg Greenwalt

Grover See

Planner Tom Widder and Assistant Planner Dave Shields were also present.

Guests for the evening were Bob Alcock and Robert Williams.

Due to a lack of quorum, no meeting was held.

Meeting Minutes
7-7-2009

A scheduled meeting of the Planning Commission was held in the Planning Office of the courthouse. Planning Commission members present were Dave Heishman, Lee Lehman, Charles Kohne, Greg Greenwalt, Stanley Moyer, Brad Wilkins, Charlotte Bowman, and Dave Fansler. Planning Commission members absent were Grover See, Tina Keplinger, and George Leatherman. Planner Tom Widder and Assistant Planner Dave Shields were also present. The guest for the evening was Bob Alcock.

Dave Heishman called the meeting to order at 7:00PM.

The first order of business was to read and approve the minutes from the June 16th meeting. With no additions, corrections or objections, Greg Greenwalt made a motion to approve the minutes as read. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The next item of business on the agenda was election of officers for the Planning Commission for the fiscal 2010 year.

Charles Kohne made a motion to nominate David Heishman for President of the Planning Commission for the fiscal 2010 year. The motion was seconded by Charlotte Bowman. With no discussion on the motion a vote was taken. The motion passed.

A motion was made by Lee Lehman to nominate Charles Kohne for Vice-President of the Planning Commission for the fiscal 2010 year. The motion was seconded by Brad Wilkins. With no discussion on the motion a vote was taken. The motion passed.

A motion was then made by Greg Greenwalt to close the elections. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The next item on the agenda for the evening was the promulgation or enactment of procedures for formal meetings and work sessions for the Planning Commission. The Planning Commission reviewed the proposed procedures prepared by Tom Widder.

Dave Heishman asked regarding inquires from the public to speak to the Planning Commission and if there was any time frame that require the public to petition to the Planning Office prior to the posting of the meeting agendas. Tom Widder replied that persons from the public were required to petition before the posting of the agenda. Dave Heishman asked Tom Widder to add language into the first page, last paragraph, regarding a time frame for the public to petition the Planning Office to address the Planning Commission.

Dave Heishman then asked if the public could address the Planning Commission during work sessions. The consensus of the Planning Commission was that they could not. Dave

Heishman asked Tom Widder to correct the 2nd page, 1st paragraph, omitting the sentence where the public may petition to address the Planning Commission at work sessions.

With no further discussion or questions regarding the proposed procedures, Lee Lehman made a motion to accept the procedures with the two changes. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed. The approved procedures are attached to these final minutes.

The next item on the agenda was the Planning Office report of the 4th quarter and end of the fiscal year report. Tom gave a brief explanation of some of the highlights of the end of the fiscal year report. Tom then gave a report on the accomplished goals of the Planning Office. Next, Tom gave a brief update on cell towers in the county. Then Tom updated the Commission in regards to the new FEMA FIRM maps and their 9-2-2009 effective date in conjunction with the technical updates that will be required to be made to the floodplain ordinance.

Next, Tom Widder informed the Planning Commission about the COOP, or Continuation of Operations. This is a plan involving the continuation of government in the event of an emergency, whereby the courthouse, for example, was destroyed, and the county government needed a contingency plan to keep operations going. Tom stated that he was asked to write the courthouse plan, which would be combined with the plan written by OEM under Paul Lewis.

Tom Widder then updated the Commission about the computer program coordination the Planning Office is working on with the CCS (Courthouse Computer Systems) contractor who programmed the cashiering program for the Clerk's Office and the Planning Office.

Then Tom Widder updated the Commission as to the GIS website, where tax maps, flood plain data, and other services can be viewed for free or subscribed to in the near future. Tom Widder then informed the Commission that the BETA site would be up and running very soon.

The next item on the agenda was discussion on the Comprehensive Plan. Dave Heishman started the discussion with a point he had pondered many nights in the "Dog House" and in front of the telescope, number 10 of the 13 required items, "Preferred Development".

Dave Heishman started stating that if this requirement and number 1, "Land Use" was taken care of, everything else would fall into place. Since Lee Lehman chaired the work group that involved this issue, Dave Heishman asked him about it. Lee Lehman replied that the evidence and research suggested planning development around transportation and utilities, which included water and sewer.

Charles Kohne stated that subdivision roads need to be of better quality.

Brad Wilkins then brought up secondary roads in relation to development in the county. The Commission then briefly discussed roads in the county and their relationship to the Comprehensive Plan.

The Commission then discussed incentives for preferred development areas.

Stanley Moyer illustrated to the Commission how a mixture of residents, persons with secondary homes, and tourists helped build the economy and develop subdivisions within the county.

The Commission then discussed persons who might be resistant to changes in zoning or development.

Tom Widder then informed the Commission that Pat Ford would contact the Commission members to set up meeting with them individually with himself and the Planning Office Staff. Tom also pointed out the updated Comprehensive Plan timeline on the wall of the conference area of the Planning Office.

Tom Widder informed the Commission that a work session was planned for July 21st and that the next scheduled meeting was scheduled for August 4th.

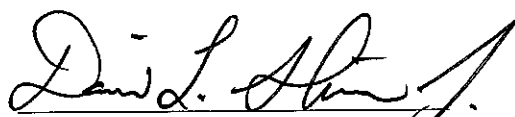
With nothing further on the agenda, Greg Greenwalt made a motion to adjourn the meeting. The motion was seconded by Dave Fansler. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 8:29PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on July 7, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

Meeting Minutes
8-18-2009

A meeting of the Planning Commission was held in the Planning Office of the courthouse. Planning Commission members present were Dave Heishman, Charlotte Bowman, Lee Lehman, Greg Greenwalt, Stanley Moyer, and George Leatherman. Planning Commission members absent were Tina Keplinger, Dave Fansler, Grover See, Brad Wilkins, and Charles Kohne. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were Pat Ford, Robert Williams, and Bob Alcock.

Dave Heishman called the meeting to order at 7:30PM.

The first order of business was to read and approve the minutes from the 7-7-2009 meeting. There being no additions, corrections, or objections, Charlotte Bowman made a motion to approve the minutes as read. Lee Lehman made a second on the motion. There being no discussion on the motion, a vote was taken. The motion passed.

The next item on the agenda was a request from Robert Williams, developer of the sketch plat approved "Old Field Heights" subdivision, for a one year extension for development of the subdivision before the final inspection by the County Planner.

Tom Widder read the letter submitted by Mr. Williams to the Planning Commission requesting the extension. Next, Tom Widder stated that ~~twice~~ ^{once} there was no quorum of the Planning Commission for Mr. William's request.

Mr. Williams stated to the Planning Commission that the reason for the extension was economically driven and that there were no changes to the subdivision.

With no further discussion from the Planning Commission, Stanley Moyer made a motion to approve the one year extension based on the testimony provided by the County Planner and Mr. Williams. The motion was seconded by Greg Greenwalt. With no discussion on the motion a vote was taken. The motion passed.

The next item on the agenda was a proposed change to the regular meetings for the fiscal 2010 year. Tom Widder passed out a proposed schedule. The scheduled meetings after September were cut in half. The work sessions were continued through October. In addition, Dave Heishman commented that other meetings would be added if Public Hearings were needed. Tom Widder added that, if approved, the new schedule would be posted on the front door of the courthouse.

After the discussion on the proposed schedule, Lee Lehman made a motion to approve the proposed schedule. The motion was seconded by Stanley Moyer. With no discussion on the motion a vote was taken. The motion passed.

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Dave Heishman informed the commission that the next meeting is to be on September 1, 2009.

With no further business, Greg Greenwalt made a motion to adjourn the meeting. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 7:45PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on August 18, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

Meeting Minutes

9-1-2009

A meeting of the Planning Commission was held in the Planning Office of the courthouse. Planning Commission members present were Dave Heishman, Charles Kohne, Stanley Moyer, Lee Lehman, Greg Greenwalt, Charlotte Bowman, George Leatherman, Dave Fansler, and Grover See. Planning Commission members absent were Tina Keplinger and Brad Wilkins. Planner Tom Widder and Assistant Planner Dave Shields were also present. Guests for the evening were consultant Pat Ford and Bob Alcock.

Dave Heishman called the meeting to order at 7:00PM.

The first order of business was to read and approve the August 18th minutes. There was one error in the minutes regarding the number of meetings without quorums. With there being no other additions, corrections, or objections, Greg Greenwalt made a motion to accept the minutes as read with the correction. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

Next on the agenda was the handing out of the Draft II of the Comprehensive Plan with a brief explanation of the plan highlights. Pat Ford highlighted:

- * The right to farm policy
- * That all new items added to the plan were underlined
- * New language for view sheds
- * The language suggesting development around population centers and utilities
- * Sections 7 & 13 were rewritten and additional information added
- * Strong language was added for inter-governmental cooperation
- * Two new sections (12) Finance, and (14) Tourism, were added to the plan
- * The demographic profile information is not yet in the plan

Tom Widder added that the Planning Office staff and Pat Ford will need input from the Planning Commission after they read the Draft II plan. Tom Widder then requested that the timeline be extended.

Dave Heishman inquired as to the extension.

Tom Widder explained that a new line, "Planning Commission Review", would be added for feedback regarding the Draft II. This would move the timeline back three weeks to the end of November.

Greg Greenwalt made a motion to grant Tom Widder's request and extend the Comprehensive Plan timeline to the end of November and add the line, "Planning Commission Review". Grover See made a second on the motion. With no discussion on the motion a vote was taken. The motion passed.

Tom Widder stated that he would send an updated copy of the timeline out to the Planning Commission members.

Tom Widder then went over the current use map, which illustrated subdivisions, emergency services, hunting clubs, the 4-H camp, schools, and several other current uses in the county. This map is overlaid the zoning map. Tom Widder stated that the Planning Commission members would receive small versions of the map for study purposes.

Next, Tom Widder went over the giant soil types map hanging on the wall in the Planning Office and related its use to the Comprehensive Plan.

Tom Widder stated that he is researching the conservation districts and the farms under farmland protection.

Pat Ford commented as to how important the current use map and the soil types map is to the plan and future planning.

Charles Kohne then asked for an update on cell towers in the county. Tom Widder updated the Planning Commission as to the proposed Baker and Wardensville sites.

Lee Lehman informed the Planning Commission as to the informational picnic he, Stanley Moyer, and Dave Heishman attended in Virginia in regards to the proposed windmill site on Shenandoah Mountain. Lee Lehman commented that the reports from the picnic were that the site was very favorable for wind energy collectors.

There was no further new or old business for the Planning Commission to discuss.

Dave Heishman reminded the Planning Commission that the next meeting was to be on November 3, 2009.

Greg Greenwalt made a motion to adjourn the meeting. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 8:00PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on September 1, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the

written minutes and the audio recording, the audio recording shall take precedence.


President, Hardy County Planning Commission


Hardy County Assistant Planner

11/3/09.

DRAFT

Meeting Minutes
11-3-2009

A scheduled meeting of the Planning Commission was held in the Planning Office of the Courthouse. Planning Commission members present were David Heishman, Charles Kohne, Lee Lehman, Stanley Moyer, Greg Greenwalt, George Leatherman, and Dave Fansler. Members not present were Grover See, Charlotte Bowman, Tina Keplinger, and Bradley Wilkins. Planner Tom Widder was present. Consultant Pat Ford was also present. Guests for the evening were Audrey Taucher and Bob Alcock.

was Ford

Dave Heishman called the meeting to order at 7:00 PM.

The first order of business was to read and approve the minutes from the September 1, 2009 meeting. There being no additions, corrections, or objections, Grover See made a motion to accept the minutes as read. Lee Lehman made a second on the motion. With no discussion on the motion a vote was taken. The motion passed.

The next item on the agenda was work on the comprehensive plan. Without any objection, the first item discussed was whether or not the Comprehensive Plan needed a future use map. Tom Widder commented that a future use map has the potential to drive the direction of a future zoning map. But, it is not a concrete final zoning map.

Charles Kohne asked if a Planning Commission could zone differently than a future use map that is in an approved Comprehensive Plan. Tom Widder replied that, yes, they could, but would need justification.

Dave Heishman, drawing from his Surveying experience, expressed his concern as to a general Comprehensive Plan and a specific map. Tom Widder confirmed the issue.

Dave Heishman then remarked that he thought that the Planning Commission should add language into the Zoning ordinance which would set precedence in the case of a property in two zones.

Tom Widder added, is it the responsibility of the Planning Office to verify how a person is zoned or the private individual, is the map right or the written description correct.

Pat Ford clarified to the Planning Commission that a future use map was necessary, as part of WV Code 8A; and that language in the zoning ordinance and comprehensive plan was necessary for interpretation of the maps in the comprehensive plan and the map for the zoning ordinance. The administrative interpreter shall be the County Planner. If a person is aggrieved by the planner's decision, they may appeal it through the Board of Zoning Appeals.

Dave Heishman asked as to the defined areas of the future use map. Pat Ford replied that the areas would exist, but be less defined, and more generalized.

Tom Widder and Pat Ford then asked the Planning Commission what, if anything has changed in the last 11 years.

Pat Ford then stated that when the Planning Commission returns to the zoning ordinance for revisions, they will have to use the future use map as a guide for their updates to the zoning ordinance. This is due to the fact that the future uses are the "highest and best" uses for the future of those areas.

Pat Ford reminded the Planning Commission of the strong language within the Comprehensive Plan dealing with preservation of environmentally sensitive areas, rivers, hill sides and protection of view sheds, historic sites, certain valleys, and County Routes.

Next, Pat Ford went over the changes in the next draft of the Comprehensive Plan. The purpose was to illustrate the changes in the new draft, which were underlined.

Charles Kohne asked for a definition of the liability/threat, "too many warehouse land uses". Pat Ford replied that the county was stocked full of big warehouses, but not enough buildings that produced jobs. He added that the warehouses did not produce new jobs and tied up land that new businesses could use.

Charles Kohne then asked about the reduction of subdivision reviews by the Planning Commission and more reviews turned over to the County Planner. Pat Ford replied that the majority of Planning Commission members felt that too many applications/requests were being forwarded to the BZA, the Planning Commission, and the County Commission. Therefore, it was felt that more latitude could be given to the County Planner to administrate the newer authority.

Next, Charles Kohne wanted clarification about restrictions in the flood plains. Pat Ford replied that the language was there for the protection of agriculture, citizens, and to resist new development in the floodplains.

Lee Lehman then made a motion to leave the verbiage out of the Comprehensive Plan whereby any specific buffers and/or setbacks would be discussed for any of the zones. The motion was seconded by Grover See. Dave Heishman explained that the zoning ordinance was the specific place for the detailed buffers and/or setbacks of the zones. With no further discussion on the motion, a vote was taken. The motion passed.

The Planning Commission next discussed possible locations for private retirement villages.

Pat Ford then explained how water table sensitivity was important to the Comprehensive Plan.

Tom Widder informed the Planning Commission that the County Commission passed a resolution today and sent a letter to the Governor in regards to the infrastructure bonds. This declares the whole county as a recovery zone.

Greg Greenwalt made a motion that the following language be added to the sentence, "The County should adopt an official transportation plan that identifies new rights-of-way- and/or corridors for planned roads." The motion was seconded by Grover See. Charles Kohne asked who the roads would be turned over to. Pat Ford replied that it would be the County Commission. With no further discussion on the motion a vote was taken. The motion passed.

Dave Heishman then brought up the infrastructure recommendations that discussed the new dam that is to be built in Lost City on the Lower Cove Run (Project 16). Dave Heishman felt that it was a "Lightning Rod" and that maybe more general language should be used. Dave Heishman felt that general dam upgrades and new construction in general should be mentioned. He also stated that other people might feel that areas that might need dams are overlooked that would require dams when one is specifically mentioned. Pat Ford and Tom Widder stated that it would be no issue to change the language.

Dave Heishman had the same comments to make about further comments down the list in Mathias. Again, Pat Ford and Tom Widder had no issue changing the language to more general terms.

Next, Tom Widder reminded the Planning Commission that December 1st is the Christmas party.

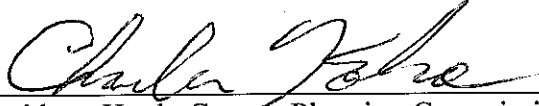
Then Tom Widder informed the Planning Commission of a meeting for the Chesapeake Bay Watershed on the 5th of November.

Tom Widder then gave a thumbnail explanation of the proposed wastewater treatment plant.

With nothing further on the agenda, Grover See made a motion for the meeting to be adjourned. The motion was seconded by Lee Lehman. With no discussion on the motion a vote was taken. The motion passed.

The meeting adjourned at 8:00PM.

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Planning Commission for the meeting held on November 3, 2009. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.



President, Hardy County Planning Commission



Hardy County Assistant Planner

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