

PUTNAM COUNTY PLANNING COMMISSION
REGULAR MEETING AGENDA
Tuesday, November 21, 2023 @ 7:00 p.m.
Putnam County Courthouse
Courtroom 221

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Action on October 17, 2023 Meeting Minutes**

PUBLIC HEARING	VOTING PROCESS - SUBDIVISIONS	VOTING PROCESS - OTHER
1) President opens Public Hearing 2) Disclosures of Conflict 3) Staff presents summary. 4) Applicant/Developer comments 5) Public comments 6) President closes or recesses public hearing	If Public Hearing is closed, Deliberate, Motion and Vote on: 1) Acceptance and/or Classification of Subdivision 2) Proposed Variance 3) Proposed Resolution	If Public Hearing is closed, Deliberate, Motion and Vote on Request
ATTENTION PUBLIC		
All comments should be directed to the Planning Commission. Please request to be recognized by the President of the Planning Commission prior to public comments. The public hearing is held to receive comments and is not a forum for debate. Please limit comments to five (5) minutes or less.		

- V. **Citizens Concerns**
- VI. **PCPC REZ 2023-03** - FBD, LLC has submitted a Zoning Amendment Application for a Rezoning for a 36.0394-acre property located on Tax Map 162, Parcel 94, which is located off Winfield Road (WV Route 817) in Fraziers Bottom, WV 25082. The request is to rezone the property from “C-1” Suburban Commercial District to “C-2” High Density Commercial.
- VII. **The Oaks at Clayton Pointe** - CMH Homes, Inc. has applied to the Office of Planning and Infrastructure for the development of the Oaks at Clayton Pointe, a fourteen (14) lot major subdivision development on a 3.6- acre parcel located off Scott Lane, Scott Depot, WV 25560 (Tax Map 223, Parcel 113). Ingress and egress point will be Scott Lane, off Teays Valley Road, WV Route 33.
- VIII. **Text Amendment 2023-06** - The Zoning Ordinance for the Zoned Unincorporated Areas of Putnam County, WV – Article 150.02- Definition of Terms: Expand upon the definition of “Recreation, Commercial” to read as follows: “ Commercial Recreation is land or facilities, operated as a business and which is open to the public for a fee or membership , that shall include, but is not limited to : Water Parks, Rollerblade Rental, Billiard Parlors, Video Amusement Arcades, Ski Areas, Pay-to-Play Athletic Fields, Golf Courses, Miniature Golf Courses, Driving Ranges, Indoor Gun Ranges, Ice Skating Rinks, Batting Cages, or swimming Pools.”
- IX. **Text Amendment 2023-07** - The Putnam County Subdivision Regulations- Addition of Article 1200.06: “All plats submitted to the Office of Planning and Infrastructure for review prior to approval and recordation shall be accompanied by a legal description prepared by a licensed surveyor including applicable metes and bounds relative to the subject parcel(s).”

- X. **Text Amendment 2023-08** - The Zoning Ordinance for the Zoned Unincorporated Areas of Putnam County, WV – Article 2000.03- Filing Procedures- Request for Rezoning of Property- 4-II: - “OPI will give attendees at the Planning Commission’s public hearing, landowners within 250’ of the subject property, and the applicant(s) written notification by regular mail (or email) of the date and time of the County Commission’s scheduled public hearing for the rezoning request.” The amendment language will also be applied to the accompanying Rezoning Flow Chart.

- XI. **Bylaw Amendment**

- XII. **Staff Report- Next scheduled meeting January 25th Annual Meeting 2024 Comprehensive Plan Preliminary Discussion**

- XIII. **Unfinished Business**

- XIV. **New Business**

- XV. **Adjournment**

Planning Commission Livestream Link:

https://www.youtube.com/channel/UC_BX3P3AIOGBsZRApJwLe_A