

Morgan County Planning Commission  
Meeting Minutes  
April 27, 2010

I. CALL TO ORDER

Members present: Jack Soronen, Mary Ellen Largent, Carl Cowgill, Brad Close, Wayne Omph, Scott Swaim, Amy Lane, Jim Hoyt, Susan Parker.

Members absent: Thomas R. Swaim, Tucker Stinebaugh.

Meeting was opened at 7:02 p.m.

II. MEETING MINUTES

On a Mary Ellen Largent/Carl Cowgill motion, the minutes from the March 23, 2010 meeting were unanimously approved.

III. DISCUSSION

- A. Berkeley Springs Water Works - Terry Largent, Chief Operator  
Discussion regarding operations and update on current construction project

Mr. Largent spoke to the Commission regarding the current operations of the Berkeley Springs Water Works and to update them on the line replacement project currently in progress. The Water Works Department currently serves 1600 customers total, approximately 500 of those within the Town of Bath and the remaining 1100 outside of the town limits. They currently are experiencing a 50% rate of loss of water, thus the reason for the current line replacement project. The Town has borrowed \$2.5 million plus received an additional \$2.0 million in stimulus money to finance the project. The project is expected to be completed by November, 2010.

Mr. Largent stated that due to the moratorium in place on any new water taps being issued, the Water Works Department currently has a list of 400 names of potential new customers requesting new water taps. These new taps can not be considered until the West Virginia Public Service Commission lifts the moratorium. The moratorium will not be lifted until the rate of loss of water is reduced to 15 to 20 percent.

The Planning Commission thanked Mr. Largent for coming in and updating the Commission on the progression of the project.

IV. COMMERCIAL AND INDUSTRIAL IMPROVEMENT LOCATION PERMIT APPLICATION

- A. Skyweb, Inc.  
Application for 199 foot communication/internet tower  
17x33 fenced compound  
Located: 390 Short Mountain Lane, Hedgesville, WV  
Property owned by Kelvin Langley  
Route 9 east, right on Short Mountain Road, right on Short Mountain Lane

Staff stated that in September, 2007, an Improvement Location Permit was issued to Skyweb, Inc. for the placement of a 100 ft. internet/communications tower at this site and that the applicant wished to replace the existing tower with a 199 ft. communications/internet tower with a fenced in compound to house any cabinets needed for equipment. Staff had also indicated that currently at this site there is no fenced compound and that this tower will not house any type of lighting. County Engineer, Richard Parks did not see a problem with this application.

Staff also indicated that they had spoken to Mr. David Michael, Director of the Morgan County Office of Emergency Services and that he had requested that the Planning Commission forward to the owner of Skyweb, Inc, Mr. Emmett Capper, a request from Emergency Services to install E911 equipment on the tower should it be needed. Staff will forward this request to Mr. Capper when permitting is finalized.

On a Scott Swaim/Susan Parker, the Planning Commission approved the Commercial Improvement Location Permit application as submitted and as recommended by engineer, and request that the applicant keep in contact with Emergency Services regarding the possible placement of E911 equipment on the tower should it be needed. Motion carried.

#### V. PRELIMINARY PLAT EXTENSION REQUEST – First request

- A. Parkside Estates, Section III  
Developer: G. Larry Omgs  
Original Preliminary Plat approved March, 2009  
10 lots totaling 31.39 acres, Avg. lot size 3.10 acres

Planning Commission member Wayne Omgs recused himself from the discussion of this project.

The developer is requesting a one year extension of his preliminary plat approval for Parkside Estates Section III. To date, no work has started at the site. Staff indicated that there were no problems at the site that would prohibit the approval of this request.

On a Mary Ellen Largent/Jim Hoyt motion, the Planning Commission approved the request for extension of the preliminary plat approval for Parkside Estates Section III for one year. Motion carried.

The preliminary plat approval for Parkside Estates Section III is valid until March, 2011.

## VI. DISCUSSION AND UPDATE ON TRI LAKE PARK

- A. Eric Carper, Tri Lake Holdings, Inc.  
Review and consideration of park facilities and campground  
Football Camp proposal

Mr. Eric Carper, owner of Tri Lake Park, approached the Commission to discuss improvements that are currently underway at the park and his future plans of implementing a summer football camp for students.

Mr. Carper has owned the park for three years now and is currently installing a new sewage treatment plant as required by the West Virginia Department of Environmental Protection. There is a moratorium which was enacted by the West Virginia Department of Health and Human Resources limiting the number of water and sewer hookups to 137 units. Currently there is a total of 66 units located throughout as a result of a massive cleanup effort by Mr. Carper.

Utilizing a rear section of the park previously set up as a campground for recreational vehicles, Mr. Carper plans to construct the football camp by installing a regulation size football field, a practice field, modular cabins to house the students and staff along with a pavilion and bathhouse with restaurant. Since this section of the park is already designated as a campground, Mr. Carper requested that the Planning Commission waive any permitting requirements for the improvements since it would still be utilized as a type of campground. Mr. Carper hopes to have the football camp available for students this summer.

Additional information regarding the camp includes:

- Possible total of 46 cabins to house 7-14 campers plus counselor (this would determine actual number of cabins needed);
- Camp would run for an eight week period during the summer;
- Provide additional jobs for area such as maintenance personnel, cooking staff, etc;
- Would be open to parents and spectators;
- Scholarship opportunities for students;
- Outside donations received from area businesses;
- Available for community events during the off season;
- Nurses, EMT's would be required to be onsite while camp is in session.

Dirk Stansbury, engineer for Mr. Carper, is working on the preliminary drawings for the project. He is currently working with the WV Department of Environmental Protection to finalize the permitting for the new sewage treatment plant along with a submittal to the West Virginia Department of Health and Human Resources for the water distribution system.

The Planning Commission members agreed that the improvements Mr. Carper is proposing would be considered a major addition and a site plan would need to be submitted for the group to review and approve. Realizing that Mr. Carper is dealing with a very aggressive time schedule to complete construction, it was agreed that Mr. Carper could begin the earthwork upon approval of his WVDEP NPDES permit submittal. In an attempt to meet the deadline submittal requirements for the May 2010 meeting, staff will also work with the developer and his engineer on reviewing the site plan in various stages to expedite the process.

The Planning Commission is excited about the project and is hopeful that Mr. Carper can meet his deadlines and achieve his goal in opening the camp this summer and look forward to reviewing this project next month.

## VII. OTHER BUSINESS

- A. Commercial and Industrial Improvement Location Permit Ordinance  
Public hearing scheduled for May 13, 2010, 4:30 p.m. at the County Commission Meeting Room.

Staff reported that the Morgan County Commission had scheduled a public hearing to review the final changes to the Commercial and Industrial Improvement Location Permit Ordinance.

- B. Morgan County Fair Participation

Staff will submit the application for the Planning Commission's participation in this year's fair to be held on July 31 and August 1, 2010. The theme for this year's booth will be determined at a later date.

- C. Land Use Subcommittee Update – Review and Approval of the Zoning Study

President Jack Soronen updated the members on the progression of the Land Use Subcommittee and the Citizen's Advisory Committee work with the Zoning Ordinance. He also stated that the final changes had been made to the Zoning Study and presented this to the group for their review and approval.

On a Amy Lane/Susan Parker motion, the Planning Commission accepted this document as the final draft of the Morgan County Zoning Study. Motion carried.  
Document attached.

- D. Staff Report

Staff had indicated that the Planning Office activities such as permitting and subdivision inquiries have increased over the past month. Staff also reported that earthwork had

begun for the First United Methodist Church commercial application that was approved last winter.

#### VIII. ADJOURNMENT

The meeting adjourned at 9:47 p.m.