

Morgan County Planning Commission
Meeting Minutes
January 28, 2014

I. CALL TO ORDER

Meeting was opened at 7:04 p.m.

Members present: Jack Soronen, George Didawick, Wayne Omps, Susan Parker, Eric LaRue, Brian Carter.

Members absent: Scott Swaim, Carl Cowgill, Stacy Dugan, Robert White, Jim Hoyt.

Others present: Richard Parks, Alma E. Gorse.

II. ELECTION OF OFFICERS

Floor was opened for nominations for President:

On a Wayne Omps/Susan Parker motion, Jack Soronen was nominated to serve as President of the Morgan County Planning Commission for 2014. Motion carried.

Floor was opened for nominations for Vice-President:

On a Susan Parker/George Didawick motion, Scott Swaim was nominated to serve as Vice-President of the Morgan County Planning Commission for 2014. Motion carried.

III. MEETING MINUTES

On a Susan Parker/George Didawick motion, the Morgan County Planning Commission unanimously approved the minutes from the October 22, 2013 meeting.

IV. COMMERCIAL AND INDUSTRIAL IMPROVEMENT LOCATION
PERMIT APPLICATION AND WAIVER REQUEST

- A. Sonny's Produce – 3693 Valley Road
Route 522 South, north of Greengate Road Intersection
(Site of existing shale pit)
Construction of 30x95 plastic greenhouse
(Fruit stand building already exists on site)
Bath District, Map 11, Parcel 20.3

1. Waiver request: Requesting waiver of professionally prepared site plan; Structure is not permanent.

2. Requesting approval of Commercial Building Permit application for Greenhouse construction/Produce Stand operation

Staff informed the group that Harold Divel, owner of Sonny's Produce, had completed an application for the construction and operation of his produce business and is currently working with Berkeley Land Surveys to complete an application for an Entrance Permit from the West Virginia Department of Highways (WVDOH). Staff had met with Larry Alt from WVDOH and Mr. Divel to review the requirements needed for that permit.

Staff had requested that the Planning Commission consider approval of the waiver for a professionally prepared site plan since the greenhouse is not a permanent structure. Also, staff requested that the Planning Commission consider approval of the Commercial Permit application contingent upon receiving an approved WVDOH Entrance Permit.

On a Susan Parker/Eric LaRue motion, the Morgan County Planning Commission approved the request to waive the requirement for a professionally prepared site plan due to the greenhouse not being a permanent structure. Motion carried.

On a Susan Parker/Eric LaRue motion, the Morgan County Planning Commission approved the Commercial and Industrial Improvement Location Permit application for the construction of a 30x95 plastic greenhouse for Sonny's Produce contingent upon receiving an approved West Virginia Department of Highways Entrance Permit. Motion carried.

V. PHASED PRELIMINARY PLAT PUBLIC HEARING

B. Windfall Acres Subdivision

Phased Preliminary Plat

Located on Fulton Road; west of intersection of Clone Run Road

3 Phases totaling 38 lots with an average lot size of 2.0 acres

Engineer Report – December 30, 2013

ARRO Consulting – Richard Parks, P.E.

Phased Preliminary Plat – Windfall Acres Subdivision

38 Single Family Lots

We have reviewed the combined preliminary plat, phased preliminary plat set of drawings for Windfall Acres, a 38 single family lot subdivision with minimum lot size of 2 acres. The plans indicate the total 38 lots will be developed in three (3) separate phases. The three (3) phases consist of:

Phase 1: 15 lots with access onto Spice Bush Court

Phase 2: 7 lots with access onto Mayapple Court

Phase 3: 16 lots with access onto Trillium Court

All new roads will access onto existing State Route 1/6 Fulton Road. With regard to the Planning Commission consideration of the phased preliminary plat, we offer the following comments:

- 1. At least 21 days prior to the public hearing, the developer must post a sign on the property advising the public of the action requested.*
- 2. The phasing plan presented, Sheet 4 of 36, is at a scale of 1" = 150'. The ordinance requires a scale of 1" = 100' or larger. The applicant must request a waiver or change the scale.*
- 3. The vicinity map on Sheet 1 of 36 is at a scale of 1" = 2000'. The ordinance requires a scale of 1" = 1000' or larger. The applicant must request a waiver or change the scale.*
- 4. The phased preliminary plat must be approved prior to a preliminary plat for Phase 1. As such, the phased preliminary plat submitted should be separate from the preliminary plat and stand on its own merit. We suggest the applicant submit a phased preliminary plat only consisting of current Sheets 1, 4 and 4A with separate index of drawings and revised to reflect the recommendations in this letter.*
- 5. Line L101 in the Table on sheet 4A cannot be found on the phasing plat, sheet 4. Please clarify.*
- 6. The first line in the Parcel Line Table, sheet 4A provides a Bearing and Distance but no reference as to its location.*
- 7. The ordinance requires a minimum fillet radius of the finished road in a cul-de-sac to be 30'. Curve number C45, C27, C13 and C14 appear to be less than required by the ordinance.*
- 8. The phased preliminary plat should clearly indicate the type of development proposed (i.e. Single Family Housing).*
- 9. Since all new roads will access onto an existing State Road, we suggest the West Virginia Department of Highways be contacted to solicit input regarding the acceptability of the subdivision proposed.*
- 10. Since all proposed lots will be served by private well and septic, we suggest contacting the Health Department for input regarding the proposed development.*
- 11. The plans as prepared, specifically General Note 13 on Sheet 1, indicate the development is exempt from Stormwater Management. We suggest the Planning Commission make a determination if this is so, given the recent adoption of the revisions to the SWM Ordinance eliminating exemptions for 2 acre or greater lot size. A waiver is still possible, however.*

Comments on the proposed preliminary plat will be forthcoming under separate cover; however the phased preliminary plat must be submitted as stated above and received approval prior to consideration of the preliminary plat.

Engineer Report – January 20, 2014 (received via e-mail)

*ARRO Consulting – Richard Parks, P.E.
Phased Preliminary Plat Review
Windfall Acres Subdivision*

After review of the responses from the developer relating to the December 30, 2013 Engineer Report, the following conditions are noted for the phased preliminary plat review.

- 1. The Title Sheet and all other sheets must change the reference from “Preliminary Plat” to “Phased Preliminary Plat”.*
- 2. General Note 13 on sheet 1 should be changed to say “Stormwater management shall comply with the requirements of the Morgan County Stormwater Management Ordinance in effect at the time of Preliminary Plat submission”*

With the exception of these comments, the submission complies with the minimum requirements of the County’s Subdivision Ordinance.

Staff had reported that the developer has satisfied the two comments on the engineer report.

On an Eric LaRue/George Didawick motion, the Planning Commission approved the Phased Preliminary Plat for Windfall Acres Subdivision consisting of 38 single family lots to be developed in three phases. Motion carried.

VI. DISCUSSION

A. Stormwater Management Ordinance Update and Adoption

Staff reported that the Morgan County Commission had conducted a public hearing on December 19, 2013 for the revisions proposed to the Stormwater Management Ordinance. There were no public comments received and the County Commission adopted the revisions as proposed effective immediately.

Also included in the meeting packets were the 2013 end of year permit statistics.

As depicted in the West Virginia Code as part of the Planning Commission’s year end reporting requirement, the Morgan County Commission also received a copy of this report.

VII. ADJOURNMENT

The meeting adjourned at 7:38 p.m.