

FAIRMONT PLANNING COMMISSION

The regular meeting of the Fairmont Planning Commission was held on Wednesday, August 17, 2016 at 7:00 p.m. at the Public Safety Building located at 500 Quincy Street.

President Bill Oliver called the meeting to order at 7:00 p.m. and asked for a roll call of members.

ROLL CALL OF MEMBERS

MEMBERS PRESENT

President Oliver
Commissioner Parker
Commissioner Weber
Commissioner Richardson
Commissioner Straight
Commissioner Blickenstaff
Commissioner Greene
Commissioner Majic

MEMBERS ABSENT

Commissioner Miller

CITY STAFF

City Manager – Robin Gomez
City Planner – Sandra Scaffidi
Planning Secretary – Maria Cipolla

PLEDGE OF ALLEGIANCE

Approval of Minutes from July 20, 2016

President Oliver asked for a motion to approve the minutes
Commissioner Greene motioned to approve minutes
Commissioner Weber seconded the motion
Motion carried 8-0

PUBLIC HEARING FOR August 17, 2016

None

PUBLIC HEARING TO SET FOR SEPTEMBER 21, 2016

1. Robert Cutright and Sevastiani Petridou request the abandonment of a right-of-way along Cabin Trail as it runs between Parcel No. 3 and lots 41, 42, 43, and 44 on that certain map or plat titled "Map of Forest Hill Addition, City of Fairmont, of Marion County, WV" dated April 1939.

President Oliver requested the staff report from City Planner, Sandra Scaffidi.

City Planner, Sandra Scaffidi: A local attorney submitted the application on behalf of Robert Cutright and Sevastiani Petridou, who live in California. They will not be here tonight. They are trying to sell their property. The bank would like them to obtain a clean title. It appears they constructed a building in the right-of-way in between their parcels which are located on both sides of the right-of-way. They are hoping to abandon part of the right-of-way to satisfy all the legal requirements.

President Oliver: Would that create a land lock to any of the other parcels?

Sandra Scaffidi: I don't believe so. If you look in the staff report, there are only three parcels that are going to be affected. The applicants own property on both sides of the right-of-way. Where the right-of-way extends into other property owners domain, they [the applicants] are not requesting the abandonment.

President Oliver: So, it would cover just three parcels and they own all three of those parcels.

Sandra Scaffidi: Yes. They actually own additional property further down, but they don't want to abandon those parcels.

The Commissioners and Sandra Scaffidi discussed the property with each other.

President Oliver asked for a motion.

Commissioner Parker moved to set the request.

Commissioner Weber seconded the motion.

Motion carried 8-0.

NEW BUSINESS

None

CITIZENS PETITION

Commissioner and City Planner, Sandra Scaffidi, discuss the policy for patrons wanting to make a citizen's petition.

OTHER BUSINESS

1. Commissioners' Comments:

Commissioner Weber: We are meeting next Tuesday for a work session; is that correct?

President Oliver: Tuesday at 5 o'clock with City Council.

Commissioner Straight: We are meeting with the consultants, right?

Sandra Scaffidi: Yes, we will be meeting on Tuesday in the Fire Training room and dinner will be served. It is a joint work session with City Council and the consultants [for the Comprehensive Plan]. Dinner will be served at 4 o'clock.

Commission Majic: I apologize for missing last month's unexcused absent. I had a work-related event that came up expectantly. I apologize for not being able to give notice.

President Oliver: I just want to mention for the record to everyone here, we do have a three strike and you are out policy. Thankfully, you made it here tonight and only missed one meeting. If you do miss three consecutive unexcused meetings, you will be removed from the Board. That even applies to me.

Commission Straight: The only thing I would like to address is the negative publicity the City is receiving over the deal with Sheetz coming in. I heard it again today. Sheetz is still coming. With all the people who are starting the negative rumors, I like to look at the positive side. I just wanted to address that. Just tell people they are still coming.

Commissioner Parker: The only comment I want to make is about the speaking opportunities, that we want to be careful that we don't, through formalities, restrict opportunities for people to make points that they want to make at a meeting. Any process that we put in place needs to offer plenty of opportunity for people to come in, and if they have to meet with Maria before the meeting and they don't come in until midway through the meeting, then they can't do that. I think we need to be careful about that and not put something in place that on paper looks really good but has some consequence that denies someone the right to speak at a public meeting. Maybe someone could put a sign up in

advance and we could have some idea of what they want to talk about. If they don't do that, you have no control of discussion. If they are talking about foreign affairs and nothing we are interested in, you have the ability to cut them off.

President Oliver: Then I send them to City Council.

Commissioner Parker: As a cautionary note, I think we need to be careful with that [citizen's petition policy].

President Oliver: I agree. I think if they come and they have a question, they should be allowed to ask the question. We can either send them to the right person for that or we answer their question if we have the ability to do that.

Commissioner Straight: And that is what she [Maria Cipolla] could do. If they have a question, but it's not the right department, she can tell them which way to go. I'm not trying to limit anybody from speaking, but to just keep it in an order.

President Oliver: Thank you Ryan, [Commissioner Majic] for the excuse. Ron [Miller] is doing a great job on the streets. Palatine has been paved. That looks good down there. We are going to have a pretty interesting meeting next month. I hope everybody shows up here for next month's meeting. Be ready to deal with people standing halfway out that door. I think we all know what we need to do there. I think we know what is right, what is wrong [in terms of following our rules and regulations].

City Planner, Sandra Scaffidi: Just to clarify, this piece of paper [the citizen's petition form] is a work in progress. We were not suggesting that during the public hearing phase that anybody would be restricted. It is just during the citizen's petition phase for items that are not listed on the agenda. I'll look into it and try to make it more user-friendly.

2. Staff Updates:

- a. Comprehensive Plan Update
 - 1. Consultant Chosen
 - 2. Schedule of Events
- b. DRAFT Planning Commission Handbook

City Planner, Sandra Scaffidi: Maria [Cipolla], Martha Richards, and I met with Mackin on Tuesday to plot out our course of action. You will all be happy to know that after discussing our tentative schedule we determined that the Commission will not need those two additional meetings each month. The fact that we are hiring a consultant to help us work on this project means that all of you don't have to do as much. I thought you would be pleased to hear that. We still ask that you attend the meeting on Tuesday at five o'clock; dinner will be served at four o'clock. It is buffet style so, you can come in whenever you would like. We are going to have the Planning Commission, City Council, and the BZA all at this one meeting. We thought it best to have everybody together from the City's point-of-view and try to give everybody an understanding of what we are trying to accomplish with this Comprehensive Plan. Once that is taken care of and our City's folks are updated, than we are going to start our public meetings. We are hopefully going to have one in each district. We are going to work on that in September. We will give you the complete plan on Tuesday. I also need each of you continue to review the existing Comprehensive Plan, if you haven't already. I know Maria did a lot of work putting those together. I would appreciate it if you would just read through it. Tell me what worked; what doesn't work anymore; does anything need to be changed; especially goal wise. Do we want to keep the same goals that we had identified? That is probably the best way to start with this Comprehensive Plan. We are still hoping to complete the plan by Christmas. We need to be proactive in our review and commenting. In addition, we have begun working on a handbook to try to create a user-friendly guide for our newer members of the Planning Commission, as well as myself. Hopefully, we will have that completed next month.

ADJOURNMENT

President Oliver asked for a motion to adjourn.

Commissioner Straight made a motion to adjourn.

Commissioner Weber seconded it.