

Approved
11/27/17

Minutes for the October 23, 2017 Bolivar Planning Commission Meeting

Attending: Barb Staats, Deb Hale, Randall Hughes, Danny Chiotos, John Garza, Steve Paradis

Absent: Mike Lowrey

Steve called the October 23, 2017 meeting to order at 7:00 pm

Danny Chiotos made a motion to approve the minutes. Barb Staats seconded the minutes. Motion carried.

Unfinished Business:

1. **Update BPC members of Hammer-Richardson discussion-**Steve contacted Jesse Richardson via telephone during the BPC meeting to obtain an update that Jess and legal counsel, David Hammer conducted prior to our planning meeting. Jesse discussed the roles of the planning commission as well as the roles of the zoning administrator. These roles will be discussed further with Mr. Hammer prior to or at the November town council meeting. The planning commission is a quasi governing body responsible for making recommendations to the town council regarding the comprehensive plan, zoning ordinances, and subdivision ordinances. The Board of Zoning Appeals is quasi-judicial body that makes decisions on a case by case basis. The Subdivision and Land Development Ordinance "SALDO" goes to the planning commission. The three categories of the S/D's are major, minor, and conventional. According to Jesse Richardson, the S/D ordinance is in good shape. Jesse also asked the planning members to review WV Code section 8A-8-9. Steve asked Jesse to follow-up with Mr. Hammer in order to get a plan forward. Jesse will get that in motion and members will also wait to hear comments from the law clinic students.

New Business:

1. **Board of Zoning Appeals Actions-** No actions
2. **Approval of deck permits for lots 15 & 16 Ashland Village s/d-** John Garza presented two completed applications for Lot 15 & Lot 16 Ashland Village S/D for deck permits. John explained to the BPC members that after reviewing the plans it was his determination that the applicant should be referred to the Board of Zoning Appeals in order to request a variance. This was due to the fact that setbacks could not be met for either permit request. BPC members discussed this matter with the applicant (Jamie Davis) and Mr. Davis will take the next steps to request a variance concerning this matter. Deb Hale made a motion to deny the permit requests based on the setback issues. Randall Hughes seconded the motion. Motion carried.

Attendee Concerns:

None

Adjournment:

Deb Hale made a motion to adjourn the meeting at 8:05 pm