

Proposed Minutes

PLANNING COMMISSION SPECIAL MEETING MINUTES

***401 Davis Avenue
Elkins City Hall
401 Davis Avenue
November 8, 2023
3:30 p.m.***

Present were members: D. Talbott, B. Woods, P. Kolsun, K. Somers, A. Carroll, J. Marco, and V. Jackson.

Also present: Christy DeMuth (WVU Land Use and Sustainable Development Law Clinic); S. Stokes (City Clerk and Clerk of the Commission); G. Roberts (City Attorney); J. Deighan (Communication Specialist).

PUBLIC COMMENT

There was no public comment.

MINUTES

Kolsun **MOVED APPROVAL OF THE MINUTES OF THE OCTOBER 12, 2023, MEETING.** The motion carried.

NEW BUSINESS

a. Discuss Comprehensive Plan Timeline and Scope

DeMuth presented information about the proposed timeline and scope of the comprehensive plan update process.

b. Review and adoption of Public Input Procedures

Woods **MOVED APPROVAL OF COMPREHENSIVE PLAN PROCEDURES FOR PUBLIC INPUT PRESENTED BY DEMUTH.** The procedures commit the commission to the public hearing and publication requirements stipulated in W. Va. Code 8A-3-6(b). The motion carried.

c. Review and Discuss Photo Assignment Results

DeMuth led commissioners in a discussion of photos of strengths and challenges in Elkins.

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d. Review and Discuss Stakeholder Identification Assignment

Commissioners suggested additions to the list of stakeholders to be interviewed.

e. Next meeting date with Land Use Clinic

DeMuth will attend the regular December 14 meeting remotely.

f. Unzoned parcels

Kolsun MOVED RECOMMENDING THAT COUNCIL ADOPT LANGUAGE DEVELOPED BY THE CITY ATTORNEY AMENDING ELKINS CITY CODE 152.068 TO CREATE A PROCESS FOR ZONING UNZONED PARCELS. The motion carried.

The commission scheduled a special meeting for Dec. 12 at 3:30 p.m. to discuss the unzoned parcel near North 12th Street.

The meeting adjourned at 5:49 p.m.

The foregoing minutes were approved at the meeting of _____, 2023.

Name & Title

Signature