Proposed Minutes

PLANNING COMMISSION
REGULAR MEETING
MINUTES

401 Davis Avenue
Elkins City Hall
401 Davis Avenue
December 14, 2023
3:30 p.m.

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

Also present: J. Deighan (communications specialist), G. Roberts (city attorney), S. Stokes (city clerk), Christy DeMuth (WVU Land Use and Sustainable Development Law Clinic, by phone).

V. Jackson was absent.

MINUTES

Kolsun **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 8, 2023.** The motion carried.

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

NEW BUSINESS

a. Review Strengths, Weaknesses, Opportunities, and Threats Exercise

   DeMuth facilitated commissioners in identifying Strengths, Weaknesses, Opportunities, and Threats (SWOT) facing Elkins.

b. Review and Discuss Draft Stakeholder List

   Commissioners provided additions to the list of stakeholders to be interviewed for the updated plan. DeMuth and Stokes will coordinate to email the surveys out after the new year.

c. Review and discuss 2015 Comprehensive Plan

   DeMuth facilitated review of the 2015 Comprehensive Plan's vision statement, goals, and implementation matrix.

d. Review and discuss Strategic Plan

DeMuth facilitated review of the 2018-2023 Strategic Plan as it pertains to the comprehensive plan update.

The meeting adjourned at 4:47 p.m.

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

Kate Somers, President
Name & Title

Signature