August 17, 2020

BRIDGEPORT PLANNING COMMISSION MINUTES
City of Bridgeport
County of Harrison
State of West Virginia

OPEN MEETING - CALL TO ORDER
The Bridgeport Planning Commission meeting was called to order at 4:02 p.m. on Monday, August 17, 2020 in Council Chambers of the Bridgeport Municipal Complex located at 515 West Main Street and via teleconference by President Rod Kidd.

BOARD MEMBERS PRESENT IN COUNCIL CHAMBERS
President Rod Kidd, Vice President Doug Gray, Members Robert Greer and Andrea Kerr.

BOARD MEMBERS PRESENT VIA TELECONFERENCE
Member Jolie Carter

BOARD MEMBERS ABSENT
Philip Freeman and Patrick Jeffers

CITY STAFF PRESENT
Mayor Andy Lang, City Manager Randy Wetmore, City Attorney John Ashcom and Secretary to the Commission Staci Unger.

OTHERS IN ATTENDANCE
Jeff Toquinto, Connect-Bridgeport

ELECTION OF OFFICERS
Member Robert Greer made a motion to keep Rodney Kidd as President and Doug Gray as Vice President. Motion was seconded by Member Jolie Carter and was unanimously approved.

APPROVAL OF MINUTES
Minutes of the February 3, 2020 Bridgeport Planning Commission meeting were approved unanimously, as written, on a motion by Member Carter seconded by Member Greer.

UNFINISHED BUSINESS
- None
NEW BUSINESS
1. Continue discussion to amend the codified ordinances of the City of Bridgeport by amending Article 1325 – Sign Regulations

   • Member Kerr explained that the board had requested the following modifications during the February 3, 2020 meeting –

   1. Remove temporary sign regulations.
   2. Remove temporary sign permit requirement.
   3. Revise billboard policy to remove city wide ban on new billboards and add wording to allow new billboards in B-2, I-1 and I-2 zones only.
   4. Add definitions to clarify sign types.

   • Member Kerr requested that the board consider leaving in the temporary sign regulations which restrict the amount of time that temporary signs are displayed.

   • Member Kerr offered clarification and stated that election signs would not be included in the temporary sign restrictions.

   • Member Greer asked if the temporary sign permit requirement would be removed from the proposed ordinance. Member Kerr said that she would like it to be removed as it would be too cumbersome to enforce.

   • City Attorney confirmed that the temporary sign permit requirement had already been removed from the proposed ordinance.

   • President Kidd asked if Section 1325.13 Temporary Signs (b), which states that the City can charge a fee for removing temporary signs that have fallen into disrepair or have remained up for too long, should be removed from the proposed ordinance.

   • Vice President Gray said that he felt that section should remain, even if it is not enforced, to give the City some sort of recourse if problems arise.

   • After some general discussion, the board agreed to leave in the temporary sign restrictions and the sign removal fee.

   • Member Kerr informed that board that if the Planning Commission approves the proposed ordinance, it will then go to City Council for two readings before it can be adopted.
A motion was made by Member Gray to approve the proposed ordinance Article 1325 - Sign Regulations and send it to City Council for adoption. Motion was seconded by Member Carter and was unanimously approved.

City Attorney John Ashcom will complete the final draft of the proposed ordinance to be submitted to City Council.

2. Consider adding an application fee to Planning Commission requests to offset legal costs.

- Member Kerr explained that the Planning Commission does not charge any type of application fee, but the Zoning Appeals Board does.

- The Zoning Appeals Board charges $50.00 application fee for a variance which helps offset the cost of legal ads and certified mail costs associated with mailing notices to the adjoining property owners.

- Member Greer expressed concern that these fees may discourage businesses from coming to the city and stated that Bridgeport has always worked with businesses to encourage them to come to the city.

- City Manager Randy Wetmore addressed the board members and asked if the city should have to subsidize the expense for items that benefit an individual or group of individuals versus items that benefits the city as a whole.

- After some general discussion, the board agreed that some type of application fee should be charged. President Kidd asked that city staff put together a list of proposed fees and submit to the Planning Commission at the next meeting for consideration.

- No action was taken or required on this item at this time.

CLOSE MEETING
Meeting was adjourned at 4:42 p.m. on a motion by Member Gray, seconded by Member Greer, and was unanimously approved.

[Signature]
Rod Kidd
President

9/14/20

[Signature]
Prepared by Staci Unger
Secretary to the Commission

Date

Bridgeport Planning Commission Minutes
08/17/2020