

Town of Bath Planning Commission Minutes

January 11th, 2024

1. **Call to order:** Larry Landon at 5pm
2. **Roll Call:** Larry Landon (X), David O'Connell (X), Susan Webster (X), Elizabeth Skinner (), Steve Keith (X), Guest: Greg Schene (Ordinance Committee)
3. **Review and Approval of Minutes:** David O'Connell-December Minutes
Steve: proposed to accept minutes as amended, Larry: 2nd,
November Minutes unanimously approved.
4. **Comprehensive Plan Development Discussion**
 - a. 2017 Comprehensive Plan Public Works Task Review
Extensive discussion around all the Objectives/Strategies in which Ordinance was either a Key Stakeholder of just an interested stakeholder.
See "Ordinance review of the 2017 Comprehensive plan notes" attached
 - b. Other Current Ordinance Committee topics
A number of topics were discussion.
 - (1) An ordinance for fiscal oversight of town management and major expenditures.
Response: A new ordinance was not seen as necessary.
As an example of internal procedure providing oversight;
all expenditures over \$1k now needs Finance Committee review & approval.
 - (2) Who should prioritize Ordinance Committee agenda items?
(Ordinance, other committees, or Town Council)
Response: Ordinance. The benefit of the current committee makeup allows the Finance Committee to act as a partner in defining priorities.
 - (3) Organization of Town of Bath Ordinances on the website
Response: General agreement.
The Grant Committee is currently working a grant proposal to update Town of Bath website. Organizing the ordinances should be part of that project.
 - c. Potential Future Ordinances Committee tasks (Comprehensive Plan 2027)
 - (1) Town infrastructure development along with potentially expanding the role/purpose of the Planning Commission.
 - (2) Density and Parking Study with the Planning Commission
 - (3) Employee Job Description with HR.
5. **Status of Tasks:**
6. **Any New Business:**
7. **Tasks For Next Meeting**
 - a. Cemetery Board Task Review in February
8. **Next Meeting:** Thursday, February 8th at 5:00 PM
9. **Motion to Adjourn:** Time: 6:30pm approved with common consent.

Attest:

Chair:



Recorder:



Ordinance

Ordinance Committee Comprehensive Plan 2017 Review

Goal 1

Identify and expand the conditions and opportunities that will improve sustained economic development by increasing local engagement

		Notes
Objective 1A: Increase local engagement opportunities for economic development in town and in the surrounding Berkeley Springs community.		
Strategy 1A.a	Town Council will suggest an organizational structure and governance for the Town of Bath Development Authority.	Status: Completed
		Could not find ordinance reflecting establishment of the BDA
		BDA bylaws in 2016 stated purpose of BDA. Set up by Mark Garfunkel in 2016.
		Note: Inconsistent ordinances of assignment, responsibilities and authorities of various committees
		EDA's are authorized by WV State Code.
Objective 1D: Identify resources and possible funding sources to obtain a town promotional and marketing strategy.		
Strategy 1D.a	Work with existing promotion organizations to amplify the image and promotion of Bath and Berkeley Springs.	Code of Town of Bath, Chapter 74 attached Status: Completed
Strategy 1D.b	Work with Region 9 and the Morgan County EDA, to develop and support marketing of the town, Berkeley Springs, and County's economic assets as business/residential location with safe water, local food, creative climate, and friendly atmosphere.	Code of Town of Bath, Chapter 74 attached Status: Ongoing
		Discussion about having board members to represent Town interest and report to council. TBS is a private organization. Town may not have the ability appoint board members. See 79-94.
Objective 1E: Develop short and long term growth and finance strategies for the town.		
Strategy 1E.a	Utilize state organizations and local finance experts to establish a capital improvements program.	Finance Committee lead, but may require changes to existing codes. Status: On-going

Ordinance

Goal 2

Develop a framework of actions to insure community safety, health and welfare

Notes

Objective 2A: Develop and enforce appropriate plans and policies to ensure the safety, health, and welfare of Bath and county residents, town employees and contractors, businesses, and visitors	Ordinance Committee may support changes to any existing laws that are led by other committees. Status: Keep as support role, no Ordinance Strategy
Objective 2E: Work with Warm Springs Watershed Association and other partners to identify actions that improve water quality	
Strategy 2E.a	Revise Section 30 Article IV of the Bath Code to expand the Stormwater Management Ordinance to achieve similar standards found in the Eastern Panhandle Regional Planning and Development Council's (Region9) Model Stormwater Ordinance Waterworks stated complete, but could not find the revised code. Status: Ongoing
Objective 2F: Explore alternatives to increase pedestrian safety and minimize adverse traffic effects on the community	
Strategy 2F.a	Seek information on opportunities to protect local water quality from Hazardous Material Transport and delivery in proximity to critical water resources. Would require change to existing code and state law/ordinance Status: On-going.

Goal 3

Examine public services and facilities provided by the town to fulfill the needs of the residents and non-residents.

Goal 4

Enhance the Town of Bath while maintaining a unique sense of place and community.

Objective 4G: Improve parking for residents and visitors.	
Strategy 4G.c	Identify potential actions that could provide an improved parking experience. Safety Committee is the Lead Stakeholder, but would likely require changes to existing ordinance. Status: Ongoing