



AGENDA
Jefferson County Planning Commission
Tuesday, July 12, 2016, 7:00 PM

Planning Commission meetings are held in the Old Charles Town Library Meeting Room located at 200 East Washington Street, at the side entrance on Samuel Street in the City of Charles Town.

All Citizens that desire to speak must sign-in prior to the Agenda Item being addressed.

1. Approval of the minutes from the following Planning Commission Meetings:
 - June 14, 2016
2. Citizen Communications: If you wish to comment, please sign-in to speak for issues that are not on the agenda or items that are not open for public comment. Items not open for public comment will be so noted.
3. Request for postponement.
4. **Public Hearing:** Request by applicant Jefferson County Convention & Visitors Bureau. (PCW#16-05) for a waiver from Appendix B, Section 2.5(C) that requires all parking lots and parking bays (except for parallel parking along a townhouse/ condominium complex street) to be physically separated from the street and confined by curbing, unless other suitable design is approved by the County Engineer. The property is designated as Tax District: Harpers Ferry (04); Tax Map: 7; Parcel: None Assigned; Zoned: Rural (R); Size: .64 acres; Owner: Jefferson County Commission; Developer: Jefferson County Convention & Visitors Bureau.
5. **Public Hearing:** Request by applicant Nina Lynch (PCW#16-06) for a waiver from Section 20.201(A)2 of the Subdivision Regulations which allows lots in the Rural District with a minimum road frontage of 200' to front on an existing road right of way having a width of 50'. The proposed lot has 40' of access via a pipestem to Leetown Road. The applicant is also requesting a waiver from Appendix B, Section 2.3(A)1 which requires individual lots to be served by internal subdivision roads. The property is designated as Tax District: Middleway (07); Tax Map: 8; Parcel: 3.46; Zoned: Rural (R); Size: 18.19 acres; Owner/Developer: Nina Lynch

There is no public comment for the remaining items.

6. Discussion and action on the proposed text amendment to multiple sections of the Jefferson County Zoning and Land Development Ordinance (ZTA 16-01). This is a follow up to the Planning Commission modifications heard at the Public Hearing held on June 14, 2016. This text amendment proposes to replace the current nontraditional zoning ordinance with a traditional zoning ordinance by eliminating the DRS/LESA CUP Process (Articles 6 and 7) and replacing it with a traditional Principal Permitted and Conditional Use process; proposes to increase the density provisions of the Rural Zoning Cluster Development Provisions in Section 5.7; and proposes related rural land use amendments throughout the Ordinance.
7. Reports from Legal Counsel and legal advice to the Planning Commission.
 - a) Active Litigation:
 - Far Away Farms: Report on legal action in Jefferson County Circuit Court, Case # 11-C-325 Possible Executive Session.

- Shiloh Citizens Association: Report on legal action in Supreme Court, Docket #15-1031 Possible Executive Session.

8. Director's Report.

9. President's Report.

10. Actionable Correspondence.

- Review and consideration of the revised definition of Battlefields as proposed by the Historic Landmarks Commission with input from the Farmland Protection Board.

11. Non-Actionable Correspondence.

All files are made available for public review Monday through Friday, 9:00 AM to 5:00 PM (excluding Holidays). The Planning Commission welcomes written comments at any time. Submitting a document no later than the Thursday before a scheduled meeting will provide the Commission an advanced opportunity to review your comments prior to the meeting. Please note that documentation and exhibits submitted at a Planning Commission meeting are retained as part of the official record. Feel free to submit your comments to office of the Departments of Planning and Zoning.

Any party desiring a transcript of these proceedings will be responsible for providing a competent stenographer at their own expense. Minutes, video and/or audio recordings of past meetings, the Jefferson County Subdivision Regulations, Zoning Ordinance and Comprehensive Plan, as well as any working proposed amendments are located on the Departments page within the County's website at www.jeffersoncountywv.org. Minutes and audio recordings of older meetings that are not on the County's website are available for review in the office.