



AGENDA
Jefferson County Planning Commission
Tuesday, October 11, 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 Meeting minutes:
 - September 13, 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:** Waiver request for The Conservation Fund, Freshwater Institute (PCW#16-09). The applicant is requesting a waiver from Section 22.504 B (2) of the Subdivision Regulations which requires a riparian buffer of 50' measured from the top of the stream bank along ephemeral streams with stream channels. The property is designated as Tax District: Shepherdstown (09); Tax Map: 3; Parcel: 3.10; Zoned: Rural (R); Size: 103 acres; Owner: The Conservation Fund

There is no public comment for the remaining items.

5. Planning Commission By-Laws. Review/Possible approval of policy regarding criteria for scheduling a fourth Tuesday meeting of the Planning Commission.
6. 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.
7. Planners Memo.
8. President's Report.
9. Actionable Correspondence.
10. 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.