



AGENDA
Jefferson County Planning Commission
Tuesday, April 11, 2017, 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. Election of Planning Commission Officers.
2. Approval of Meeting minutes:
 - March 28, 2017.
3. 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.
4. Request for postponement.
5. **Public Workshop** for a Concept Plan for Grace Baptist Church by applicant Trustees of the Grace Baptist Church (S17-03). The applicant is proposing a 2 Phase Church Project. Phase 1 is to consist of a 6000 SF Church building on well and septic with a proposed gravel surface parking lot. Phase II will consist of the replacement of the western most parking area with a second 6000 SF Church building. The property is designated as Tax District: Middleway (07); Tax Map: 2; Parcel 2.6. Zoned: Rural; Size: 3.91 ac. Copies of the proposed Concept Plan is available at the Office of Planning and Zoning (304-728-3228).
Oral or written comments may be submitted at the hearing.
6. **Public Workshop** for a Concept Plan for Colonial Hills Phase 3A (S17-06) by applicant KE Colonial, LLC (Formerly Mark-Colonial Hills, LLC). The applicant is proposing 61 Townhouse Units, open space and storm water management areas and the construction of associated utilities. The property is designated as Tax District: Shepherdstown (09); Tax Map: 8; Parcel 10. Zoned: Residential Growth; Size: a 7.92 acre+/- portion of the 27.15 acre parcel Copies of the proposed Concept Plan is available at the Office of Planning and Zoning (304-728-3228).
Oral or written comments may be submitted at the hearing.
7. **Public Hearing** for a waiver to be able to process a 2 (two) lot commercial subdivision Minor Nonresidential Subdivision (PCW17-01) to advance to Final Plat stage as a Minor Subdivision (Section 20.201B). The applicant is requesting to be able to create an approximate 1.5 acre parcel and a 2.25 acre parcel to market and sell to a commercial entity. The property is designated as Tax District: Shepherdstown (09); Tax Map: 7; Parcel 23. Zoned: Residential/Light Industrial/ Commercial; Size: 4.01acre. Copies of the application is available at the Office of Planning and Zoning (304-728-3228).

There is no public comment for the remaining items.

8. Reports from Legal Counsel and legal advice to the Planning Commission.
 - a) Active Litigation:
 - Shiloh Citizens Association: Report on legal action in Supreme Court, Docket #15-1031 Possible Executive Session.
9. Planners Memo.
 - Status on extension of vested properties.
10. President's Report.
11. Actionable Correspondence.
12. 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.