



AGENDA  
Jefferson County Planning Commission  
Tuesday, May 9, 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.

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

1. Approval of Meeting minutes:
  - April 11, 2017.
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 Workshop** for a Concept Plan (File# S17-05) for the H & G Contracting, LLC Property. The applicant is requesting approval for a proposed 10,640 sq. ft. retail building (proposed Dollar General) with associated parking on a total proposed 2.4 acre +/- lot (comprised of a 1.85 acre +/- portion of the 3.85 acre Parcel 23 and a 0.5 acre +/- portion of the 3.83 acre Parcel 32.2 -- to be merged). The property is located at 7174 Martinsburg Pike and is designated as Tax District: Shepherdstown (09); Tax Map: 7; portion of Parcels 23 and 32.2. Zoned: General Commercial and Residential Growth.

**There is no public comment for the remaining items.**

5. Discussion and review of Historic Landmarks Commission's proposed draft amendment to the Jefferson County Zoning and Land Development Ordinance to improve historic and cultural resource protections based on the recommendations of the Envisions Jefferson 2035 Comprehensive Plan for the purpose of scheduling a public hearing.
6. 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.
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](http://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.