

Jefferson County Planning Commission
January 9, 2018

The Jefferson County Planning Commission met on January 9, 2018 with the following Commission members present: Donnie Fisher, President; Steve Stolipher, Vice President; Wade Louthan, Secretary; Peter Onoszko, County Commission Liaison; Jack Hefestay, Ron Thomas, J Ware, and Ray Bruning. Staff members present included Jennifer Brockman, County Planner; Jonathan Saunders, County Engineer; Alex Beaulieu, Zoning Administrator; and Rhonda Greenholtz, Planning Clerk.

Mr. Gene Taylor and Mr. Nathan Cochran were absent with prior notification.

Mr. Fisher called the meeting to order at 7:00 PM.

1. An Election of Officers was held.
 - Mr. Jack Hefestay nominated Mr. Donnie Fisher for the position of President. Mr. Peter Onoszko made a motion to do this by acclamation. Mr. J Ware seconded the motion. A vote was taken which carried unanimously.
 - Mr. J Ware nominated Mr. Steve Stolipher for the position of Vice President. Mr. Jack Hefestay seconded the nomination. A vote was taken which carried unanimously.
 - Mr. Steve Stolipher nominated Mr. Wade Louthan for position of Secretary. Mr. J Ware seconded the motion. A vote was taken which carried unanimously.
2. The minutes from the December 12 and December 19 meetings were approved with no objections.
3. Citizen Communications. None
4. Request for postponement. None
5. A Public Hearing was held by the Planning Commission for applicant Sandra K. Armstrong (PC File #08-20) for the purpose of lifting the Single Family restriction from lots 1, 2, and 3 (Residue) (note #3) of the Sandra K. Armstrong Minor Subdivision in accordance with Section 24.202.A(1) of the Subdivision Regulations.

Mr. Paul Raco, representative for the applicant, presented the request. The subdivision is a 3 lot Minor Subdivision that was recorded in September of 2008. New Subdivision Regulations were adopted by the County Commission in November of 2008 and the single family restriction is no longer a requirement of the minor subdivision process. The applicant is also requesting to amend the Plat setbacks to reflect the newer provisions for corner lots in the current Zoning and Land Development Ordinance.

Ms. Jennifer Brockman spoke that staff has no objection with the request as this is no longer a requirement in the current Regulations and the setbacks will conform with the new requirements.

Mr. Fisher opened the floor to public comment.

No public comment was had.

Mr. Fisher closed the floor to public comment.

Mr. Stolipher made a motion to approve the final plat amendment request as presented and to allow staff to review and approve the amended plat administratively.

Mr. Bruning seconded the motion, a vote was taken which carried unanimously.

6. A Public Hearing was held on the proposed text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA17-03. The text amendment, in accordance with WV Code §8A-7-13 proposes revisions to Section 5.7(D) Maximum Number of Lots Allowed [in the Rural zoning district].

Ms. Alex Beaulieu presented the amendment stating that as discussed at the previous Planning Commission meeting, the proposed amendment would allow subdivisions that were processed under the “1 lot per 10 acre” provision in the Zoning Ordinance that was removed under the 2016 Zoning Text Amendment be allowed to continue with that provision. The Planning Commission’s recommended revisions from the previous meeting had been made. A date has been added to the revision as recommended at the previous Planning Commission meeting.

Mr. Fisher opened the floor up to Public comment.

Mr. Paul Raco. Local land use consultant spoke that the omission of this provision was an unintended consequence of the last set of revisions to the Zoning Ordinance. No rights were to be taken away from any “Subdividers” with that amendment. This request is consistent with the *Envision 2035 Jefferson Comprehensive Plan*.

Mr. Fisher closed the floor to Public comment.

Mr. Stolipher made a motion that this request is consistent with the *Envision Jefferson 2035 Comprehensive Plan* and recommends sending the Proposed Amendment to the County Commission for the purpose of scheduling a Public Hearing.

Mr. Hefestay seconded the motion. A vote was taken which carried unanimously.

7. 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.

No new updates on this item.

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8. Planners Memo. Mrs. Brockman updated the Planning Commission on the staff's attendance at the Shepherdstown Planning Commission meeting to discuss the proposed WV45 Gateway Design Standards and informed them that the County Commissions has scheduled a Public Hearing on the STA16-01 text amendment for January 18, 2018 at 1:30 pm.
9. President's Report. None
10. Actionable Correspondence. None
11. Non-Actionable Correspondence. None

Mr. Fisher motioned to adjourn the meeting at 7:18 PM with no objections.