

Jefferson County Planning Commission
March 13, 2018

The Jefferson County Planning Commission met on March 13, 2018 with the following Commission members present: Donnie Fisher, President; Steve Stolipher, Vice President; Wade Louthan, Secretary; Peter Onoszko, County Commission Liaison; Gene Taylor, Jack Hefestay, Ron Thomas, and Ray Bruning. Staff members present included Jennifer Brockman, County Planner; Jonathan Saunders, County Engineer; Alex Beaulieu, Zoning Administrator; Nathan Cochran, Assistant Prosecuting Attorney; and Rhonda Greenholtz, Planning Clerk.

Mr. J Ware was absent with prior notification.

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

1. The minutes from the February 13, 2018 meetings were approved with no objections.
2. Citizen Communications. None
3. Request for postponement. None
4. A Public hearing was held by the Planning Commission for applicant Maurice Gladhill (PCV#18-01) for a Variance from Section 8.2.c.8 of the 1979 Subdivision Ordinance for a reduction from the required .5 slope to .27 for the Aspen Greens Phase IA Subdivision.

Ms. Jennifer Brockman provided an overview of the project. All of the infrastructure for Phase 1A is in place. When a project is completed "As-Built" drawings are submitted as required for a bond release. A requirement for a variance was noted with the review of these plans.

Mr. Maurice Gladhill, Owner/ Developer, explained the need for the variance. A 92 foot storm drain pipe near the entrance of the subdivision runs from one side of the road to the other. The specifications in the Ordinance require a minimum of one half of one percent fall. It is currently 27 hundredths of one percent. The pipe is less than a 2-inch difference from the requirements. The pipe has shown no signs of sediment build up and has been functioning properly. Staff has asked that the file be documented with an agreement with the HOA to maintain this pipe.

Mr. Jonathan Saunders, County Engineer stated that the main concern for pipes with flat slopes is that the velocity is reduced and more sedimentation will accumulate over time. This could result in the HOA enduring a higher maintenance cost. The Engineer of record has determined that the velocity through the pipe for a 1 year storm would be above the industry standard around 2 ft/s which would result in minimal sediment accumulation.

The Office of Engineering recommends approval of this variance if the applicant and HOA reach an agreement and provide documentation regarding the maintenance of this pipe.

Mr. Donnie Fisher opened the floor to Public Comment.

No Public comment was made.

Mr. Fisher closed the floor to Public Comment.

Mr. Fisher inquired if the agreement would be between the HOA and Developer.

Ms. Brockman responded saying that documentation will be provided once an HOA has been established. This typically happens when 50% of the lots have been sold.

Mr. Steve Stolipher made a motion to accept the variance as submitted by the applicant and that a note should be made to the file regarding an agreement that the HOA will maintain the pipe.

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

5. A Public Hearing was held for a proposed text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA17-01. The text amendment, in accordance with WV Code 8A and Article 12 of the Zoning Ordinance, proposes revisions to Article 10 Provisions for Signs. The primary purpose of this amendment is to create provisions to allow electronic signs in Jefferson County. The amendment also includes reorganization of existing text for clarification.

Ms. Alex Beaulieu provided an overview of the proposed amendments stating the changes include items moved, new definitions, symbology, and a clean-up of the document.

Mr. Fisher opened the floor to Public Comment.

Ms. Charolette Bennett, resident of Jefferson County spoke in support of electronic signs at Churches as they are not allowed at this time. She is not opposed to them taking into consideration of the size and type.

Mr. Jeffery Bannon, resident of Jefferson County, spoke that he was shocked that electronic signs were even being considered in Jefferson County. Mr. Bannon stated that he is not in favor of electronic signs citing light pollution is a problem and should be reduced. Allowing these types of signs in industrial or commercial areas might be acceptable but not in rural or residential areas. He provided the Planning Commission with written comments and a handout that showed how to measure sign brightness for the record and what a "NIT" was.

Mr. Fisher closed the floor to Public comment.

Mr. Stolipher made a motion that written comments on this item remain open for two weeks and it will be readdressed at the next scheduled Planning Commission meeting.

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

6. A review of the County Commission's recommended revisions to the proposed text amendment ZTA16-02 pertaining to the Historic Preservation and standards for the Village District for consistency with the *Envision Jefferson 2035 Comprehensive Plan* was had.

Ms. Beaulieu stated that the most substantial changes recommended by the County Commission were to change all “Not Permitted” (NP) commercial uses in the Village District to “Conditional Use” (CP). The Planning Commission’s role is to recommend to the County Commission whether the proposed changes are consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Staff believes these changes to be consistent with the Comprehensive Plan. This item is scheduled to be heard at a second Public Hearing before the County Commission on March 15, 2018.

Mr. Stolipher made a motion to recommend to the County Commission that the proposed revisions are acceptable and consistent with *the Envision Jefferson 2035 Comprehensive Plan*.

Mr. Wade Louthan 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:

- None

8. Planners Memo.

Ms. Jennifer Brockman took this time to inform the Planning Commission that Mr. Gene Taylor is not reapplying for his seat on the Board. This will be his last meeting. Ms. Brockman presented Mr. Taylor with a Certificate of Appreciation for his 9 years of service.

Ms. Brockman provided an update on the status of amendments. The latest amendment to the Subdivision Regulations has been recorded. A more major amendment will be forthcoming which would be more of a house keeping issue to make the document more reader friendly.

The next scheduled meeting will be held on April 10, 2018 which will include 2 concept plans for major subdivisions which will also include several waivers.

9. President’s Report. None

10. Actionable Correspondence. None

11. Non-Actionable Correspondence. None

Mr. Fisher motioned to adjourn the meeting at 7:25 PM with no objections.