



AGENDA  
Jefferson County Planning Commission  
Tuesday, October 9, 2018 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: 09/11/18.
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:** Request by applicant/owner Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC. for approval of a Concept Plan for US 340 Mixed Use Development Major Subdivision (18-11). This subdivision includes 98 small lot and 112 large lot single family dwellings, 128 townhouse dwellings, 260 multiple family dwellings (26 total housing modules proposed with 10 dwelling units per module), for a total of 598 total dwelling units proposed. This subdivision also includes 8 Commercial lots. The property is designated as Tax District: Charles Town (02); Tax Map: 9; Parcel 8 & 8.11. Zoned: Residential-Light-Industrial-Commercial; Size: 134.02 acres.
5. **Public Hearing:** Waiver Request for US 340 Mixed Use Development Major Subdivision (PCW#18-12). Applicant is requesting a waiver from Section 2.2.K.1.a of the Subdivision Regulations that requires curbs, gutters and sidewalks in residential conventional subdivisions where net residential density is greater than three dwelling units per acre of land and/or when lot frontages are 80' or less. The request is to allow open swale design for all roads other than Somerset Village Road and Sundrop Road to allow bioswales as a part of the stormwater management plan. The property is designated as Tax District: Charles Town (02); Tax Map: 9; Parcel 8 & 8.11. Zoned: Residential-Light-Industrial-Commercial; Size: 134.02 acres.
6. **Public Hearing:** Waiver Request for US 340 Mixed Use Development Major Subdivision (PCW#18-13). Applicant is requesting a waiver from Section 2.3A of the Subdivision Regulations that states that generally, individual lots shall not have direct access to public roads and that lots must be served by internal subdivision roads unless otherwise approved by the Planning Commission. This request is to allow Commercial Lots 2 and 3 to have direct access to Somerset Boulevard as this road functions as a frontage road and has other commercial lots with direct or shared access in the vicinity. The property is designated as Tax District: Charles Town (02); Tax Map: 9; Parcel 8 & 8.11. Zoned: Residential-Light-Industrial-Commercial; Size: 134.02 acres.

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

7. Reports from Legal Counsel and legal advice to the Planning Commission.
8. Planner's Memo.
9. President's Report.
10. Actionable Correspondence:
11. Non-Actionable Correspondence



**This information is  
Agenda Item # 1**



MINUTES  
Jefferson County Planning Commission  
September 11, 2018

The Jefferson County Planning Commission met on September 11, 2018 with the following Commission members present: Donnie Fisher, President; Steve Stolipher, Vice President; Wade Louthan, Secretary; Peter Onoszko, County Commission Liaison; Jack Hefestay, Mike Shepp and Ron Thomas. Staff members present included Jennifer Brockman, County Planner; Nathan Cochran, Legal Counsel; Rhonda Greenholtz, Planning Clerk, and Rachael Burke, Planning Clerk

Mr. Ray Bruning was absent without prior notification.

Mr. J Ware was late to the meeting, arriving at 7:37PM.

Mr. Donnie Fisher called the meeting to order at 7:02 PM.

1. The meeting minutes from the August 14, 2018 and the August 28, 2018 meetings were approved with no objections.
2. Citizen Communications. None
3. Request for postponement. None
4. A Public Hearing was held proposing a text amendment to the Jefferson County Zoning and Land Development Ordinance, File #ZTA18-01. The text amendment, in accordance with WV Code §8A-7-8 proposes revisions to Article 2 Definitions; Article 8 Supplemental Use Regulations; and Appendix C to develop provisions for the approval of Livestock Crematoriums and Pet Crematoriums in the Rural and Commercial Zoning Districts.

Ms. Brockman provided an overview, explaining there was limited time to create the language used for the amendment. This was due to the ad due date, which was the Friday after the August 28, 2018 meeting. Research was done on how other communities handle the Pet Crematoriums and she explained that they are typically allowed in Industrial or Commercial Zones, but as part of other businesses. If they are in the Rural Zone, a conditional use permit is required through a public hearing. She provided the following suggested language to Article 2: Definitions:

#### Section 2.2 Terms Defined

##### Crematorium, Livestock

An establishment where deceased livestock are consumed by incineration and the ashes of the deceased may be collected for disposal. The use shall comply with all local, state and federal requirements, including, but not limited to, Health Department requirements and Department of Environmental Protection standards for air quality emissions.

##### Crematorium, Pet

An establishment where deceased household pets are consumed by incineration and the ashes of the deceased may be collected for storage in urns or burial. The use shall comply with all local, state and federal requirements, including, but not limited to, Health Department requirements and Department of Environmental Protection standards for air quality emissions.

## Section 8.19 Crematorium

### A. Crematorium, Livestock

A Livestock Crematorium shall process as a Conditional Use Permit in all zoning district other than Rural, unless such use is determined by the Zoning Administrator to be accessory to an active agricultural use.

### B. Crematorium, Pet

A Pet Crematorium shall process as a Conditional Use Permit in zones designated in Appendix C. If a CUP is approved in the Rural Zoning District, a Pet Crematorium may process utilizing the Site Plan Exemption for the Rural District.

Mr. Louthan talked about the benefits to the farm community.

Mr. Onoszko discussed personal experience with veterinary cremation.

Mr. Shepp asked to clarify about being permitted in Rural district.

Mr. Fisher asked if could be changed to a permitted use in the Rural district.

Ms. Brockman addressed setbacks, since there would not be a public hearing.

Mr. Stolipher suggested using the setbacks in Appendix B, which is 50'.

Mr. Shepp discussed the market for this business in our area and asked about length of time to be in operation.

Mr. Stolipher expressed the idea of eliminating the middle man and if you can cremate a horse, why not a house cat?

Mr. Hefestay discussed possibility of use for other deceased animals.

Ms. Brockman mentioned possibility of changing definition to include "Wildlife".

Mr Fisher opened the floor for Public Comment.

No Public Comment was made.

Mr. Fisher closed the floor to Public Comment.

Mr. Stolipher made a motion to send to County Commission to approve the following changes:

### Crematorium, Livestock

An establishment where deceased **livestock and or wildlife** are consumed by incineration and the ashes of the deceased may be collected for disposal. The use shall comply with all local, state and federal requirements, including, but not limited to, Health Department requirements and Department of Environmental Protection standards for air quality emissions.

### B. Crematorium, Pet

A Pet Crematorium shall process as a Conditional **or a Principle Use** in zones designated in Appendix C. **In the Rural Zoning District**, a Pet Crematorium may process utilizing the Site Plan Exemption for the Rural District.

Appendix C will also be updated to reflect: Permitted in Highway Commercial and Rural.

Mr. Hefestay seconded the motion.

5. Reports from Legal Counsel and legal advice to the Planning Commission.

Nathan asked if the Improvement Location Permit amendment could be revisited at a future meeting. Nathan believes it should be included under the subdivision ordinance and not independent.

6. Planners Memo

Ms. Brockman stated that the US 340 Mixed Use Development Concept Plan is on the upcoming October 9, 2018 meeting.

7. President's Report. None

8. Actionable Correspondence. None.

9. Non-Actionable Correspondence

Ms. Brockman pointed out the letter provided to the Planning and Zoning Office from Jennifer Bean, re: Rockwool.

Mr. Fisher motioned to adjourn the meeting at 7:45PM with no objections.

Based on legal advice, Mr. Fisher called the meeting back to order to clarify a motion. Mr. Stolipher made a motion to amend his previous motion recommending the text amendment to the County Commission, to include the finding that the amendment is in conformance with the Envision Jefferson 2035 Comprehensive Plan. Mr. Hefestay seconded the motion and it was unanimously approved.

Mr. Fisher adjourned the meeting for the second time at 7:52PM.



This information is  
Agenda Item # 4.



Staff Report  
 Jefferson County Planning Commission Meeting  
 October 9, 2018

**US 340 Mixed Use Development Concept Plan**

**Public Workshop:** Request by applicant for approval of a Concept Plan for the US 340 Mixed Use Development Major Subdivision (File#18-11). The subdivision includes 99 small lots and 110 large lot single family dwellings (*revised for 2<sup>nd</sup> review*), 128 townhouse dwellings, 260 multiple family dwellings (26 total housing modules proposed with 10 dwelling units per module), for a total of 597 total dwelling units. The subdivision also includes 8 proposed Commercial lots.

APPLICANT:	Somerset Properties, LLC, Maritasha I, LLC & Maritasha II, LLC.
OWNER:	Same as Applicant
DEVELOPER:	Same as Applicant
CONSULTANT:	Piedmont Design Group
PROPERTY LOCATION:	Somerset Boulevard; South of US 340; East of Keyes Ferry Rd; East of Charles Town
LEGAL DESCRIPTION & ZONING DISTRICT	<p style="text-align: center;">District: Charles Town (02); Tax Map: 9; Parcel: 8 &amp; 8.11; Size 134.02 ac;                  Zone: Residential-Light-Industrial-Commercial</p>
ADJACENT ZONING DISTRICTS	<p><i>North:</i> Residential/Light Industrial/Commercial and Residential Growth  <i>South:</i> Residential Growth, Rural, and City of Charles Town  <i>East:</i> Residential/Light Industrial/Commercial, Rural, and City of Charles Town  <i>West:</i> Residential/Light Industrial/Commercial, Rural and City of Charles Town</p>
PARCEL HISTORY:	03/02/2006 Final Plat Lots 1 & Lot 2 (Residue) Rotunda recorded in PB 22 PG 89
PROPOSED ACTIVITY	<p>Mixed Use Development: 597 Dwelling Units &amp; 8 Commercial Lots                  Dwelling Unit Break-down: Single Family: 99 small lot &amp; 110 large lot (as revised);                  Townhouse Units: 128; Multi-Family Units: 260 (26 buildings with 10 units/building)</p>

Staff Report  
Jefferson County Planning Commission Meeting  
October 9, 2018

1. Summary of Request:

The proposed subdivision includes a mixture of various densities of residential development and large commercial lots that may be further divided in the future. The residential component (on the Concept Plan, as revised) includes 99 small lot and 110 large lot single family dwellings, 128 townhouse dwellings, 260 multiple family dwellings (26 total housing modules proposed with 10 dwelling units per module), for a total of 597 total dwelling units proposed on 113.72 acres of the site. The overall density is 5.25 dwelling units per acre (DUA). This meets the “medium density” category which is defined by the 2035 *Envision Jefferson Comprehensive Plan* as “3 to 6.99 units per acre”. The townhouse and apartment lots will require separate site plans as well as a Preliminary and Final Plats; the single family will only require the platting process.

The commercial component includes 8 commercial lots on the 20.3 acre portion of the site nearest Somerset Boulevard. These lots may be further subdivided in the future and will require separate site plans as they develop. Each commercial site plan with greater than 5,000 square feet and less than 250,000 square feet of structures will also require a Minor Site Plan Concept Plan Public Workshop for that site in addition to this Subdivision Concept Plan.

The development is proposed to have access via Somerset Village Road (with a recorded 90’ right-of-way) and a new road off Somerset Boulevard (Sundrop Road), both of which will serve the commercial development and higher density residential areas before leading to the single family detached lots along the southern half of the property. Additional roads serving the single family detached lots are proposed to connect to Keyes Ferry Road; Stephanie Way and Rebecca Way via Demory Farm Subdivision; and Monte Carlo Way via Windmill Crossing Subdivision, in accordance with Section 21.102B “Connections to Stub Roads” of the Subdivision Regulations. This subsection states “where a stub street has been provided or the right-of-way is provided on an adjoining parcel or subdivision, the developer shall connect. . .”(emphasis added). The Final Plat for Demory Farm Subdivision shows the right-of-way for Stephanie Way and Rebecca Way stubbing into this property. The Final Plat for Windmill Crossing Subdivision also shows Monte Carlo Way right-of way stubbing into this property. For this reason, this interconnectivity is required by the Subdivision Regulations.

Street reservations are also shown for future interconnectivity with adjoining vacant lots to the southeast in conformance with Section 21.102D “Future Connections” of the Subdivision Regulations. This subsection states “where the adjoining land is vacant, the subdivision shall provide stub streets to the property line. Connections shall be made to all properties that are not vacant or have stub streets in place. The access shall be to properties on all sides. In larger subdivisions, not all streets need to be extended. The skipping of block extensions shall not exceed three block lengths or result in no connection being made to an adjoining parcel.” The interconnectivity of the road system is a critical recommendation of the *Envision Jefferson 2035 Comprehensive Plan*.

It should be noted that when major subdivisions are proposed and under review, the Subdivision Regulations require the Jefferson County Planning and Engineering Offices to defer to the WV Division of Highways’ (WV DOH) requirements and approval. The Regulations also state that during the Concept Plan stage, the WV DOH shall determine if a Traffic Impact Study (TIS) is required. If required, such a study shall be completed during the Preliminary Plat stage. As noted below, the WV DOH has corresponded with the Office of Planning and has stated that a TIS is required for this proposed development.

Additionally, Section 21.105 of the Subdivision Regulations requires a subdivision of this size to provide 7% of the land to be dedicated to open space/parkland in the Residential-Light-Industrial-

Staff Report  
Jefferson County Planning Commission Meeting  
October 9, 2018

Commercial (R-LI-C) Zoning District. It also requires that parkland shall be designed to provide greenways along drainage corridors, streams, or in accordance with a County trail plan. The comments from County Parks and Recreation below discuss the County trails plan in this area. For this development, the 7% open space/parkland requirement equals approximately 8 acres. The Regulations also state that no more than 60% of this acreage may be passive open space/recreation. The applicant has indicated that they will be providing approximately 26 acres of open space/parkland with nearly 7 acres dedicated to active recreation and 19 acres of passive recreation/open space (including 10 acres of stormwater areas). The open space areas are shown on the last sheet of the Concept Plan.

**2. Conformance with the Comprehensive Plan:**

This 134 +/- acre property currently consists of two parcels which are zoned Residential-Light-Industrial-Commercial. This zoning has been in effect since zoning was adopted by the County in 1988. This area is depicted on the Future Land Use Guide of the *2035 Envision Jefferson Comprehensive Plan* as “Mixed Use Residential/Commercial” which is described in the *Plan* as follows:

“This land use category reflects areas which are intended to support the mixing of residential and commercial uses. . . . . As shown on the Future Land Use Guide, any rezoning to the Residential-Light Industrial-Commercial (R-LI-C) or a new zone that permits these uses shall have a mandatory mix of these uses.”

. . . . . The purpose of the mixed use residential/commercial development is to:

1. encourage flexibility in the development of land to promote its most appropriate use.
2. improve the design, character and quality of new developments.
3. provide and promote redevelopment and reuse opportunities.
4. encourage a harmonious and appropriate mixture of uses and/or housing types.
5. facilitate the adequate and economic provision of streets, utilities and city services.
6. preserve critical natural environmental and scenic features of the site.
7. encourage and provide a mechanism for arranging improvements and sites so as to preserve desirable features and to provide transitions between land uses.
8. mitigate the problems which may be presented by specific site conditions.”

The “Urban Level Development Area” section of the *2035 Comprehensive Plan* includes discussion of the importance of requiring interconnectivity in urbanizing areas. It also acknowledges the difficulty in accomplishing this in the unincorporated areas because West Virginia county governments have little control over the roadways in their jurisdiction. The *Plan* states that it is important to realize that while HOAs are reluctant to allow automobile traffic that is not generated by their subdivision to utilize their road system because they are not contributing to the maintenance costs, when an accident or traffic jams occurs where there is no interconnectivity, drivers are unable to be rerouted away from the main roads/entrances and rescue vehicles have difficulty getting through the stalled traffic to get to the accident site. Conversely, where interconnectivity exists, the side streets would serve as a relief for the main roadway while also being available for rescue vehicles to get to an accident site. Because of this, the *2035 Comp Plan* recommends that Jefferson County work with the West Virginia Division of Highways, land developers, and homeowners associations in order to enable better connectivity to neighborhoods via an enhanced street network including walking, biking, or trail paths and to provide for a more efficient public utility system. This is also discussed in the transportation section of the “Economic Development, Employment, and Infrastructure Element” of the *Plan*.

Staff Report  
 Jefferson County Planning Commission Meeting  
 October 9, 2018

The proposed development conforms with these recommendations of the *2035 Envision Jefferson Comprehensive Plan*.

**3. Waivers Required**

The applicant has applied for the following two waivers related to the subdivision’s proposed layout and design, which shall be heard at a combined Public Hearing during this meeting, following the Concept Plan Workshop:

- a. Waiver from Section 2.2.K.1.a of the Subdivision Regulations that requires curbs, gutters and sidewalks in residential conventional subdivisions where net residential density is greater than three dwelling units per acre of land and/or when lot frontages are 80’ or less. The request is to allow open swale design for all roads other than Somerset Village Road and Sundrop Road to allow bioswales as a part of the stormwater management plan.
- b. Waiver from Sec. 2.3A.1 of the Subdivision Regulations that states that generally, individual lots shall not have direct access to public roads and that lots must be served by internal subdivision roads unless otherwise approved by the Planning Commission. This request is to allow Commercial Lots 2 and 3 to have direct access to Somerset Boulevard as this road functions as a frontage road and has other commercial lots with direct or shared access in the vicinity.

These waiver requests are addressed in separate staff reports. As the design of this development proceeds through the review process, other waivers may be required and, if so, will require their own Public Hearings.

**4. Staff Determination of Application Sufficiency and Concept Plan Completeness Review:**

In accordance with the amended Subdivision Regulations, the Concept Plan process incorporates a sufficiency and completeness review in a single step. Staff found the submitted plan “sufficient” (i.e. meeting all requirements of Section 24.110 of the Jefferson County Subdivision and Land Use Regulations) with minor revisions and the requested waivers. These requirements, as well as the current review status for each requirement for the US 340 Mixed Use Development application, are provided below:

Required Item from Section 24.110(A-J)	Description	Status
<b>B. Submission Contents</b>	The submission shall contain the following elements:	
<b>1. General Location</b>	A map or aerial photograph showing an area of 500 feet around the property. Zoning boundaries shall be located on this document.	Provided
<b>2. Concept Plan</b>	A Concept Plan shall be submitted in accordance with the content and formatting guidelines provided in Appendix A, Plan & Plat Standards.	Provided
<b>3. Zoning Information</b>	This shall include: <ul style="list-style-type: none"> <li>a) Determination of the zoning district in which the proposed project is situated.</li> <li>b) Density calculations.</li> <li>c) Site resource map.</li> </ul>	Provided, based on Residential/ Light Industrial/ Commercial Zoning

Staff Report  
 Jefferson County Planning Commission Meeting  
 October 9, 2018

<b>4. Proposal Description</b>	This site shall be a written description of the proposal with general identification of the number of dwelling units or floor area proposed, commentary, zoning, and development option selected if the development is residential.	Provided
<b>5. Traffic Impact Data</b>	<p>This shall include:</p> <ul style="list-style-type: none"> <li>a) Average Daily Trip figures for the adjoining or accessible State road.</li> <li>b) Trip generation figures</li> <li>c) Nearest key intersection that will serve the proposed project. A “key intersection” is defined as any intersection with a primary or secondary highway as classified by the current Comprehensive Plan.</li> <li>d) “Highway Problem Areas” according to the current Comprehensive Plan that falls within a one-mile radius of the project.</li> </ul>	Provided; note: the County defers to WVDOH regarding whether a Traffic Impact Study (TIS) is required
<b>Trip Generation</b>	In the event trip generation in the peak hour exceeds 100 or the limitation designated in the most current DOH Traffic Engineering Directive, a traffic study will be required which includes generators, etc. unless the West Virginia Division of Highways has created an agreement with the applicant to provide site access improvements that are typically required by a traffic study. This type of study should be performed by a traffic engineering consultant. The effect of phasing the subdivision shall be cumulative.	Trip generation is greater than 100; WVDOH is requiring a TIS which must be approved by WVDOH prior to approval of the Preliminary Plat
<b>6. Agency Reviews</b>	The reviewing agencies found in Section 23.203 and 23.204 shall conduct reviews of the proposed concept plan. Applicant shall provide copy of letters sent to outside agencies to the Departments of Planning and Zoning within 7 days of submission of Concept Plan. If any review agency fails to respond, they shall be deemed by these Regulations to have approved the plan.	Letters to required agencies provided; see responses below
<b>7. Adjoining Property</b>	Accurate list of all properties and owners’ addresses adjoining the subject property to be notified by staff of the date of the workshop.	Provided
<b>8. Other Data</b>	Any other data or information the applicant believes will assist in the review.	
<b>9. Other Reviews</b>	Any other staff or agency reviews of the plans.	GIS/Addressing approved subdivision and road names
<b>C. Review Content</b>	The Department and agency reviews shall address the areas indicated in D through G below and any other areas of concern to the agencies.	See below

Staff Report  
 Jefferson County Planning Commission Meeting  
 October 9, 2018

<b>D. Department</b>	<p>The Department review shall include the following:</p> <ol style="list-style-type: none"> <li>1. Whether the density, use, and plan meet the requirements of the Zoning Ordinance and any other zoning issues that can be identified at the concept plan submission. (Landscaping, for instance, is not generally available at this stage). Staff shall identify conditions that would enable the plan to meet the standards. It shall also identify any other zoning issues the developer shall address in a preliminary plat submittal.</li> <li>2. Staff opinion as to whether the plan meets the site development planning or subdivision criteria of these Regulations. The Department shall review the concept plan for modifications that would improve the plan.</li> </ol>	<p>Staff determined that the proposed Concept Plan has met the requirements of the Zoning Ordinance and the Subdivision Regulations; some design comments are found below</p>
<b>E. WVDOH</b>	<p>The WVDOH approval is necessary prior to preliminary plat approval. The County defers to the WVDOH requirements and approval.</p>	<p style="text-align: center;">Noted</p>
<b>F. Traffic Impact</b>	<p>The WVDOH shall determine whether a traffic impact study will be required during the preliminary plat stage.</p>	<p style="text-align: center;">WVDOH is requiring a TIS</p>
<b>G. Public Service</b>	<p>The review shall indicate whether there are existing water and sewer systems in place that can handle the development. If not, the review shall indicate the type or extent of a system that shall be proposed by the developer to best meet the County's needs in that area of the County.</p>	<p style="text-align: center;">Subdivision will be served by Charles Town Utilities</p>
<b>H. Recommended Conditions</b>	<p>All reviews shall contain recommended conditions for moving forward to a site plan or reasons why the plan should be denied.</p>	<p style="text-align: center;">DOH and Utility provider approval required before Preliminary Plat approval</p>
<b>I. Approval</b>	<p>Unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff shall accept or deny the concept plan as complete.</p>	<p style="text-align: center;">Planning Staff accepts the Concept Plan as complete.</p>
<b>J. Effect</b>	<p>Upon accepting the application as complete, Planning staff shall place it on the next possible Planning Commission agenda as a public workshop. Staff shall advertise the public workshop in a local newspaper and the applicant shall post notice on the property in accordance with the Subdivision Regulations.</p>	<p style="text-align: center;">The Concept Plan was scheduled for a Public Workshop consistent with this requirement.</p>

Staff Report  
Jefferson County Planning Commission Meeting  
October 9, 2018

**3. External Agency Reviews (attached):**

- a. Jefferson County Parks and Recreation response to a letter dated September 14, 2018 requested the project to include a multi-use trail that is recommended in the County's Parks Master Plan. They further recommend interconnectivity with adjoin trail systems in individual subdivision.
- b. Health Department has no further comments; the project will be served by public water and sewer.
- c. The WVDOH received and reviewed the subject plans dated July 26, 2018. They stated that the first step will be for the developer's traffic engineer to submit a scope for a Traffic Impact Study (TIS). WVDOH provided the applicant with the TIS requirements.
- d. Office of GIS/Addressing approval of road names is attached.
- e. Charles Town Utility Board had no comments at the Concept Plan stage other than to confirm that they will be providing water and sewer service to the site. They will coordinate with the applicant during the Preliminary Plat stage to determine if additional pump stations are required based on proposed grading.
- f. City of Charles Town supports this development within their UGB; encourages supporting the interconnectivity; recommends sidewalks on both sides; recommends following the city's street light and bus shelter standards; and requests a note regarding the open space in case of potential annexation.

As of this date, no other agency review comments have been received. In particular, input and approval is required from the Charles Town Utility Board (public water and waste water provider) and the WV DOH prior to Preliminary Plat approval. If additional comments are received, they will be provided to the Planning Commission for their consideration.

**4. Staff Recommendation related to the Concept Plan :**

The Planning and Zoning Department Staff finds the US 340 Mixed Use Development Concept Plan to be "complete" based on the information provided related to the criteria above; however, the following standards, which were not noted during the initial review, will need to be addressed prior to approval of the Preliminary Plat:

- a. Block Length: Section 21.101A of the Jefferson County Subdivision and Land Development Regulations states that blocks "shall not, in most instances, exceed six lots in length on one side of the street". It further states that the length, width, and shape of blocks shall be determined with due regard to the provision of adequate sites for buildings of the type proposed, zoning requirements, fire access, emergency service, and police protection. There is a provision and criteria for requesting a waiver of block length in Section 21.305 which this project does not appear to meet. Therefore, the project shall either be broken into blocks that meet this requirement or the applicant shall request a waiver from Section 21.101A for the Planning Commission's consideration.
- b. Lot Width: Section 21.104A of the Jefferson County Subdivision and Land Development Regulations, "Lot Width and Frontage", states that "the minimum frontage shall be the minimum lot width for the Zoning District or 80 feet, whichever is less." As the Residential-Light Industrial-Commercial Zoning District does not generally have a minimum lot width, the 80' width would be required for the 110 "large lot" single family dwellings shown in this development. The 99 lots identified under the "Small Lot Single-Family Detached Dwelling" provisions are permitted to have 35 foot lot widths and do not require a waiver. Lot widths are measured at the setback lines and lot frontage is measured along the street property line. (Note there are also reduced setbacks permitted for the "small lots".)

Staff Report  
Jefferson County Planning Commission Meeting  
October 9, 2018

Based on the Subdivision Regulations, noted above, this project will process as a Major Subdivision and the next step is to process a Preliminary Plat that meets all of the requirements and standards of the Subdivision Regulations, other than those for which a waiver is approved.

**5. Planning Commission Direction**

The Concept Plan Public Workshop allows for the Planning Commission and the general public to comment on the proposed plan before complete engineering design and cost are incurred. The Subdivision and Land Development Regulations outline the procedure:

1. The applicant makes a short presentation.
2. Staff explains outside agency comments and whether the plan can meet the standards of the Zoning Ordinance.
3. Public comment is solicited.

Following the applicant's presentation, staff's explanation and the solicitation of public comment, the Planning Commission shall provide direction to the applicant as required under Concept Plan Direction outlined in the Subdivision Regulations. The Planning Commission has the option of providing this direction at the same meeting during which the Concept Plan public hearing takes place, or at a subsequent meeting that occurs within 14 days of the meeting at which the Concept Plan public hearing is closed.

The Subdivision and Land Development Regulations outline the direction to be provided to the applicant:

“The Planning Commission shall direct the preparation of a Preliminary Plat subject to conditions to be addressed in the application. The purpose of this review is to guide the developer so that when the Preliminary Plat is formally reviewed by the staff, there should not be a whole range of issues being raised for the first time. The developer shall cite conditions and demonstrate that they have been met or otherwise addressed.”

It should be noted that the direction provided to the applicant in the Concept Plan Public Workshop shall be applicable for a period of two years, with the provision that any amendments to the Subdivision and Land Development Regulations or the Zoning and Land Development Ordinance in the second year shall be applicable.



JEFFERSON COUNTY, WEST VIRGINIA

RECEIVED DEPARTMENTS OF PLANNING AND ZONING
116 East Washington Street, P.O. Box 338
Charles Town, WV 25414

File Number: 18-11
Staff Initials: JH
Total Fee(s): \$

www.jeffersoncountywv.org/government/departments/planning-and-zoning-department.html

Email: planningdepartment@jeffersoncountywv.org
zoning@jeffersoncountywv.org

Phone: (304) 728-3228
Fax: (304) 728-8126

Concept Plan Review Checklist

The Concept Plan submittal shall be on white paper and shall show in simple form the proposed project. Further details can be found in the checklist below. The Concept Plan shall be accompanied by a tract location map and a tentative list of restrictive covenants and conditions or a tentative statement of project objectives, rules, and regulations.

In order to determine sufficiency, this application and a copy of the Concept Plan must be submitted to the Jefferson County Departments of Planning and Zoning 45 days prior to the next regularly scheduled Planning Commission meeting. Please refer to Article 24 of the Subdivision Regulations for Concept Plan Requirements.

Property Owner Information

Name: Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC
Mailing Address: 1000 Church Street, Lynchburg, VA 24504-4655
Phone Number: (434) 845-5918 or (301) 748-4475 Email: uddupws@gmail.com

Registered Engineer(s), Surveyor(s), or Consultant(s) Information

Name: Piedmont Design Group, LLC c/o Bob Barrick, PE
Mailing Address: 5283 Corporate Drive, Suite 300, Frederick, MD 21703
Phone Number: (301) 695-6614 x124 Email: robert.barrick@wormald.com

Physical Property Details

Physical Address: Situated South of Route 340 and East of Keys Ferry Road
City: Charles Town State: WV Zip Code:
Tax District: Charles Town #2 Map No: 9 Parcel No: 8
Parcel Size: 134.02 acres Deed Book: 1085 Page No: 398 & 409

Zoning District (please check one)

Grid of zoning districts with checkboxes: Residential Growth (RG), Industrial Commercial (IC), Rural (R), Residential-Light Industrial-Commercial (RLIC), Village (V), Neighborhood Commercial (NC), General Commercial (GC), Highway Commercial (HC), Light Industrial (LI), Major Industrial (MI), Planned Neighborhood Development (PND), Office/Commercial Mixed-Use (O/C). RLIC is checked.

RECEIVED stamp

JUL 27 2018 stamp

JEFFERSON COUNTY PLANNING ZONING & ENGINEERING stamp

RETURNED TO stamp

Bob Barrick stamp

DATE 8/6/13 stamp

Handwritten signature and date 9/25/18

Signature of Property Owner Date

RECEIVED stamp

SEP 25 2018 stamp

Signature of Property Owner Date



- CONCEPT PLAN REVIEW CHECKLIST**
- B.1. - SEE JEFFERSON COUNTY ZONING MAP FOR ZONING DISTRICTS WITHIN 500' OF THE SUBJECT PROPERTY.
- B.2. - A CONCEPT PLAN ON 24" X 36" WHITE PAPER CAN BE FOUND ON SHEET 3.  
 - SEE SHEET 3 FOR THE LAYOUT OF LOTS, RECREATION AREAS AND ROADS.  
 - BUILDING AREAS WILL BE CONFINED TO 1) EACH SINGLE FAMILY DETACHED LOT, TOWNHOUSE, APARTMENT BUILDING AND COMMERCIAL BUILDINGS WILL BE WITHIN BUILDING SETBACK LINES.  
 - ACTUAL BUILDING FOOTPRINTS WILL VARY WITH INDIVIDUAL HOME/BUILDING DESIGN.

- B.3. ZONING INFORMATION
- A. THE SUBJECT PROPERTY IS LOCATED IN THE RESIDENTIAL / LIGHT INDUSTRIAL / COMMERCIAL ZONING DISTRICT.
- B. DENSITY CALCULATIONS : (SEE TABULATION BELOW).
- C. SEE SHEET 2 FOR THE PROPERTY'S "SITE RESOURCES".
- C.1. TOPOGRAPHIC INFORMATION HAS BEEN DIGITIZED FROM PLANS OF RECORD FOUND IN THE JEFFERSON COUNTY PLANNING DEPARTMENT FILES. BOUNDARY IS TAKEN FROM A PREVIOUS TOPOGRAPHIC AND BOUNDARY SURVEY, PREPARED BY DEWBERRY, DATED OCT. 8, 2003, AND WILL BE UPDATED WITH PRELIMINARY AND/OR SITE PLANS. CONTOURS ARE SHOWN AT TWO FOOT INTERVALS.
- C.2. WOODED AREAS ARE SHOWN ON SHEET 2. THE SITE CONTAINS NO WATER COURSES. LIMITED AREAS OF ROCK OUTCROPPING AND FOUR SINKHOLES HAVE BEEN IDENTIFIED AND ARE LOCATED SPORADICALLY THROUGHOUT THE PROPERTY. THERE ARE NO KNOWN HILLSIDES OR QUARRIES LOCATED IN THE AREA OF DEVELOPMENT.
- C.3. NO DEVELOPMENT WILL OCCUR WITHIN 1,000' OF THE SHENANDOAH OR POTOMAC RIVERS AND THEREFORE IS NOT SUBJECT TO THE HILLSIDE REGULATIONS FOUND UNDER SECTION 22.504.A. OF THE JEFFERSON COUNTY SUBDIVISION AND LAND DEVELOPMENT REGULATIONS.
- C.4. FEMA MAP FIRM 54037C0137E EFFECTIVE DATE DEC. 18, 2009 SHOWS NO FEMA MAPPED FLOODPLAIN AREAS ON THE SUBJECT PROPERTY, WHICH IS SHOWN IN ZONE "X", AREAS OF MINIMAL FLOODPLAIN HAZARD.

- D. SEE SHEET 3 FOR ADJACENT PROPERTY INFORMATION.
- PROPOSAL DESCRIPTION : THE SUBJECT PROPERTY IS ZONED RESIDENTIAL / LIGHT INDUSTRIAL / COMMERCIAL. THE REQUESTED CONCEPT PLAN INCLUDES 209 SINGLE FAMILY UNITS, 128 TOWNHOUSE UNITS, 260 APARTMENT UNITS, (TOTAL = 597 UNITS); 8 COMMERCIAL LOT AREAS, OPEN SPACE, STORMWATER AREAS AND THE CONSTRUCTION OF ASSOCIATED UTILITIES. SIDEWALKS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF ALL STREETS. NO RESTRICTIVE COVENANTS / CONDITIONS / RESTRICTIONS ARE PROPOSED AT THIS TIME, BUT MAY BE PROVIDED AT THE TIME OF FINAL PLAT.
- TRAFFIC IMPACT DATA:
- A. THE WVDOT ONLINE TRAFFIC COUNTS PROVIDE AVERAGE DAILY TRAFFIC COUNTS FOR THE FOLLOWING LOCATIONS:  
 US 340 AT MARLOWE ROAD: 29,170  
 US 340 800 WEST OF PATRICK HENRY WAY: 27,103  
 KEYES FERRY ROAD 200 SOUTHEAST OF WILLOW BROOK DRIVE: 613
- B. TRIP GENERATION FOR HOUSING UNITS BASED ON SECTION 24.110(B)5.B. OF THE SUBDIVISION AND LAND DEVELOPMENT REGULATIONS ARE AS FOLLOWS ( OR ITE 10TH EDITION, WHICH ARE MORE CONSERVATIVE):  
 (See tabulation below)
- C. THE NEAREST KEY INTERSECTION AS DEFINED IN THE CONCEPT PLAN CHECKLIST IS THE ROUTE 9 / ROUTE 340 INTERCHANGE.
- D. PER ENVISION JEFFERSON 2035, PAGES 98 AND 99, TWO (2) HIGHWAY PROBLEM AREAS EXIST WITHIN A DISTANCE OF APPROXIMATELY 1.5 MILES OF THE PROJECT SITE:
- #15 - SUN ROAD & WV 9 WEST: NO MERGE LANE ON ROUTE 9; AND
  - #16 - CATTAIL RUN ROAD & MARLOWE ROAD: 90 DEGREE TURN.

AGENCY REVIEWS : LETTERS WERE SENT TO THE REQUIRED REVIEW AGENCIES AS REQUIRED BY THE CONCEPT PLAN REVIEW CHECKLIST. A COPY OF THE LETTERS ARE INCLUDED AS PART OF THIS SUBMISSION.

A LIST OF ALL ADJOINING PROPERTIES AND OWNERS ADDRESSES ARE INCLUDED AS PART OF THIS SUBMISSION. PROPERTY OWNERS INFORMATION IS PROVIDED PURSUANT TO JEFFERSON COUNTY ASSESSORS RECORDS.

A LETTER HAS BEEN SENT TO WVDH REQUESTING THE IDENTIFICATION OF ANY ISSUES, DATA REQUIREMENTS OR NOTICE THAT THERE ARE NONE.

PURSUANT TO SECTION 24.119.B.6 OF THE SUBDIVISION REGULATIONS, THE PROPOSED DEVELOPER WILL PROVIDE A TRAFFIC IMPACT STUDY IN ACCORDANCE WITH WVDH CRITERIA AT THE TIME OF PRELIMINARY PLANS AND /OR SITE PLANS.

WATER AND SANITARY SEWER SERVICE WILL BE PROVIDED BY THE CITY OF CHARLES TOWN. PRELIMINARY DISCUSSION WITH THE CHARLES TOWN UTILITY BOARD INDICATES THAT THERE IS ADEQUATE CAPACITY TO SERVE THE PROPOSED DEVELOPMENT.

EXACT CONNECTIONS WILL BE DETERMINED THROUGH PLANNING AND COORDINATION WITH THE CHARLES TOWN UTILITY BOARD AS REQUIRED DURING PRELIMINARY PLAT DEVELOPMENT.

**TRAFFIC GENERATION TABULATION**

USE	ITE CODE	AREA	GLA	# UNITS	ADT Per Unit	AM PEAK HR TRIPS Per Unit	PM PEAK HR TRIPS Per Unit	PM PEAK HR TRIPS Per Unit
Shopping Center	820	265,211	133	-	37.75	5,006	0.94	125
Single-Family Detached	209	-	-	209	9.44	1,973	0.74	155
Multifamily Low-Rise (Townhome)	220	-	-	128	7.32	937	0.46	59
Multifamily Mid-Rise (Apartments)	221	-	-	260	5.44	1,414	0.36	94
<b>TOTAL</b>		<b>265,211</b>	<b>133</b>	<b>597</b>		<b>9,330</b>		<b>433</b>

- Notes:
- Figures based on ITE 10th Edition, which are more conservative than the Jefferson County Subdivision Regulations, Article 24, Section 24.119 B.5.b.
  - Shopping Center assumes 0.5 FAR.
  - GLA = 0.5 x (AREA / 1,000).
  - Peak hour factors assumes AM peaks occur weekdays 7am-9am and PM 4pm-6 pm.
  - ADT and PHT estimates are preliminary and a detailed Traffic Impact Study will be provided at the Preliminary Plan stage.

**RESIDENTIAL LOT/DWELLING UNIT TABULATION**

LAND USE	SMALL LOT (40' wide unit)	LARGE LOT (54' wide unit)	TOWNE HOUSE	MULTI FAMILY	TOTAL
Single Family Detached Dwelling*	99	110			209
Townhouse Dwelling**			128		128
Multi-Family Dwelling *** (26 total housing modules proposed with 10 dwelling units per module)				260	260
<b>TOTAL DWELLING UNITS PROPOSED</b>					<b>597</b>

- \* All single family units are proposed with an at grade front garage.  
 \*\* All Townhouse units are proposed with a 1 car front garage, and one on lot exterior parking driveway space.  
 \*\*\* All multi-family units are proposed with a rear entry garage space for each unit, and with at least one parking lot space.

**PROJECT DENSITY TABULATION**

# OF DWELLINGS	SITE RESIDENTIAL AREA	DWELLING UNITS PER ACRE (DUA)
597	113.72 Ac.*	597/113.72 = 5.25 DUA

\* (Acreage shown is the residential tract area less the commercial area of 20.29 ac.)

**ZONING INFORMATION**

Zoned : Residential/Light Industrial/Commercial (R/LI/C)  
 Existing Land Use : Vacant  
 Proposed Land Use : Residential/Light Industrial/Commercial  
 Tract Area : 134.01759 Ac.

**RESIDENTIAL SITE DEVELOPMENT STANDARDS TABLE**

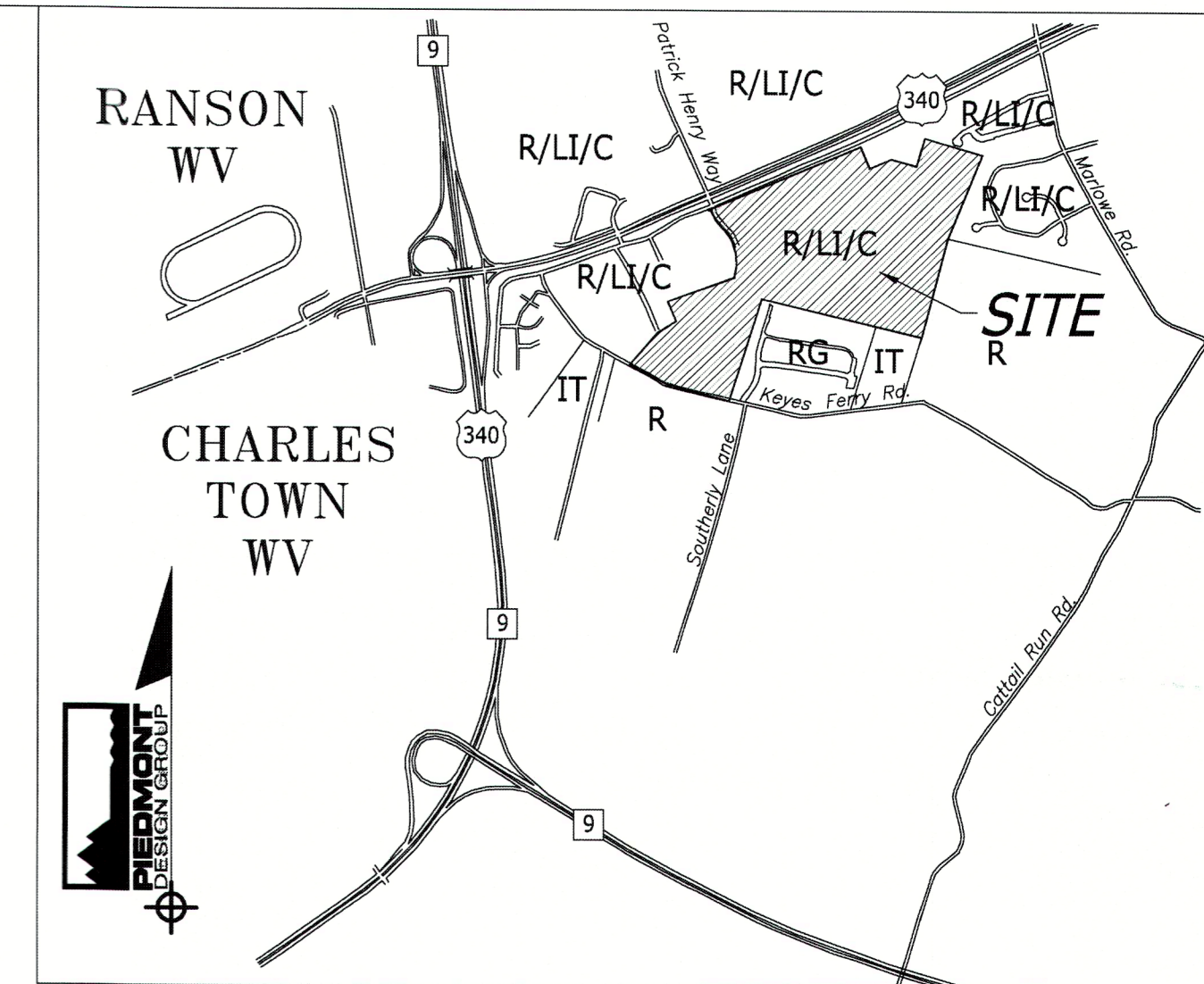
LAND USE	MIN. LOT AREA (MLA) sq. ft.	AREA PER DWELLING UNIT (ADU) sq. ft.	MIN. LOT WIDTH	MAX. BLDG. HEIGHT	SETBACKS
					Front Side Street Rear
Single Family Detached Dwelling	6,000	10,000	N/A	40'	25' 12' 15' 20'
Townhouse Dwelling	1,400	3,500	N/A	40'	25' 12' 15' 20'
Multi-Family Dwelling	20,000	2,000	N/A	40'	25' 12' 15' 30'

\* NOTE: All lots are proposed to be served with Public/Central water and sewer.

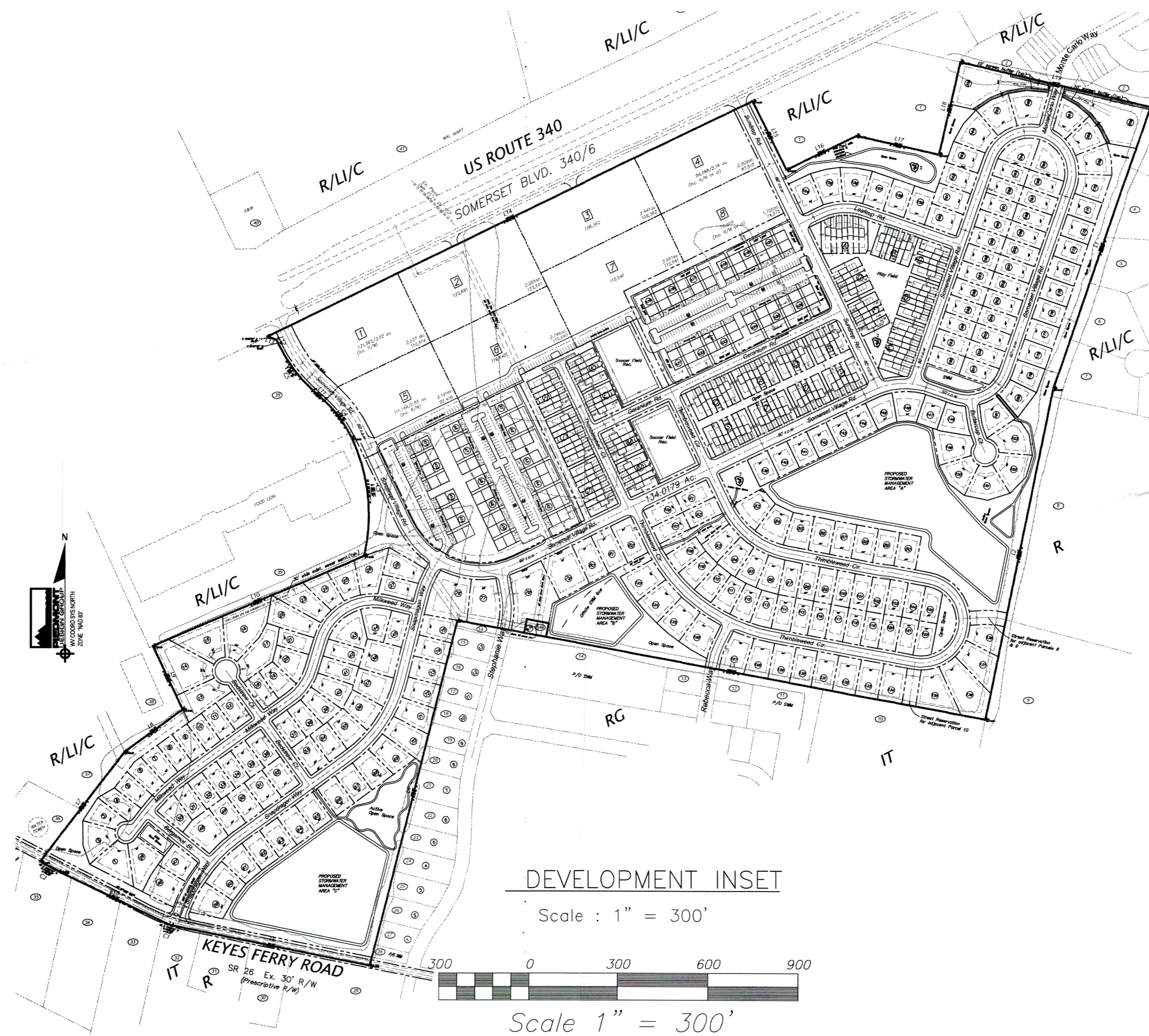
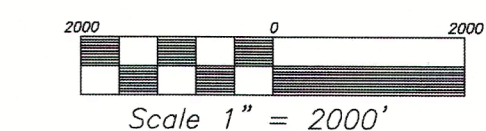
**COMMERCIAL LOT UNIT TABULATION**

LOT #	PROPOSED LOT AREA (acres)
1	3.02
2	2.89
3	2.44
4	2.16
5	2.55
6	2.75
7	2.66
8	1.83
<b>TOTALS</b>	<b>20.30 Ac.</b>

# CONCEPT PLAN FOR US 340 MIXED USE DEVELOPMENT JEFFERSON COUNTY, WEST VIRGINIA CHARLES TOWN DISTRICT TAX MAP DISTRICT 2, MAP 9 PARCELS No. 8, & 8.11 DEED BOOK 1085 PAGE 398 & DEED BOOK 1085 PAGE 409; & DEED BOOK 1178-515; & 1182-513.



— GENERAL LOCATION MAP —  
 Scale : 1"=2000'



**LEGEND**

- EXIST. PROP. CORNER
- EXISTING CONTOUR LINES
- EXISTING PROPERTY LINE
- EXISTING TREE LINE
- PROPOSED PROPERTY LINE
- BUILDING SETBACK LINE
- R.O.W. LINE
- CENTER LINE
- LOT NUMBER (Proposed)
- ADJACENT PROP. REF. NUMBER
- EXISTING WELL
- EXISTING BLDG (Collapsed)
- COMMERCIAL LOT NUMBER (Prop)
- EXISTING ROCK OUTCROP
- EXISTING SINKHOLE
- SLOPES > 10.0%
- ZONING DISTRICTS
  - Residential/Light Industrial/Commercial
  - Rural
  - Residential Growth
  - Incorporated Town

**TRACT BOUNDARY LINE**

NUMBER	DIRECTION	DISTANCE
L1	S 19°04'04" W	1062.64'
L2	S 11°30'34" W	1204.68'
L3	N 78°27'40" W	1823.29'
L4	S 14°12'46" W	1271.69'
L5	N 78°35'10" W	721.58'
L6	N 64°17'40" W	432.72'
L7	N 37°30'38" E	493.67'
L8	N 53°55'20" E	297.38'
L9	N 25°05'53" W	250.69'
L10	N 68°48'44" E	820.57'
L11	N 47°56'49" W	49.04'
L12	N 25°26'49" W	19.52'
L13	N 70°26'51" W	35.36'
L14	N 64°10'51" E	1927.88'
L15	S 26°18'34" E	274.49'
L16	N 63°41'26" E	278.24'
L17	S 77°02'21" E	302.76'
L18	N 12°57'39" E	340.37'
L19	S 76°56'00" E	697.73'

NUMBER	CHD. BRC.	RADIUS	LENGTH	TANGENT	CHORD	DELTA
C1	N 74°08'18" W	587.00'	11.21'	5.60'	11.21'	01°05'38"
C2	N 62°23'28" W	20396.97'	78.30'	39.15'	78.30'	00°13'12"
C3	N 06°03'32" W	632.33'	427.95'	222.53'	419.83'	38°46'35"
C4	N 36°41'49" W	435.00'	170.82'	86.53'	169.73'	22°30'00"
C5	N 36°41'49" W	525.00'	206.17'	104.43'	204.84'	22°30'00"

Description	LOT	SQ FT	ACRES
Parent Tract	Incl # 1	5,841,806.335	134.01842
Pump Station	8,14	4,000.000	0.09183
Net Tract	Incl # 1	5,837,806.335	134.01759

**RECEIVED**  
 SEP 25 2018  
 JEFFERSON COUNTY PLANNING, ZONING AND ENGINEERING

**SHEET INDEX**

- Cover Sheet & Notes
- Natural Resources Plan
- Concept Plan
- Typical Details
- Open Space Areas

**COVER SHEET & NOTES**

**US 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

**RECEIVED**  
 AUG 30 2018  
 JEFFERSON COUNTY PLANNING, ZONING AND ENGINEERING

SEAL: MICHAEL T. WILEY, PE, PROFESSIONAL ENGINEER, No. 11216, STATE OF WEST VIRGINIA

SCALE: AS SHOWN

DESIGNED BY: PSA, CHECKED BY: MTW, APPROVED BY: EEW

SHEET: 7 OF 5

DATE: JULY 26, 2018

PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED. © COPYRIGHT 2018

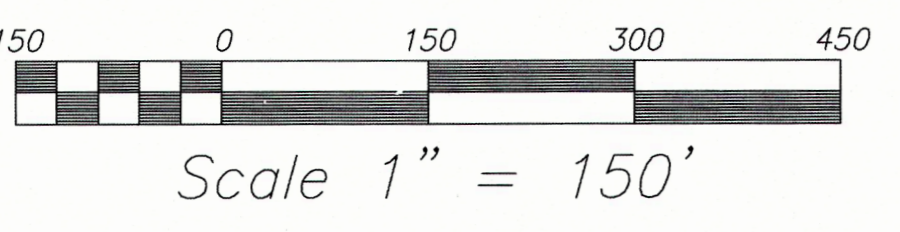
DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments

**OWNER**  
 Somerset Properties, LLC  
 Marilasha I, LLC  
 Marilasha II, LLC  
 c/o 1000 Church St. Inc.  
 P.O. Box 638  
 1000 Church St.  
 Lynchburg, VA 24504-4655  
 ATT: Wayne Smith (301) 748-4475  
 or Lynch Christian (434) 845-5918

**GENERAL NOTES**

- BOUNDARY AND TOPOGRAPHIC INFORMATION DIGITIZED FROM PLANS OF RECORD IN JEFFERSON COUNTY PLANNING DEPARTMENT FILE # S03-15 DATED 11/20/03. ENTITLED "BON AIR INFRASTRUCTURE & LOWES HOME IMPROVEMENT CENTER SITE PLAN". BOUNDARY SHOWN HEREON FROM FIELD SURVEYS CONDUCTED BY DEWBERRY IN JULY AND AUGUST 2003 WITH RAW TRAVERSE CLOSURE ERROR WAS 1:78,452; WHICH BETTERS THE MINIMUM REQUIREMENT OF 1:7,500 PER SECTION 8.1.C.6 OF THE SUBDIVISION ORDINANCE. HORIZONTAL DATUM IS WEST VIRGINIA STATE PLANE COORDINATE SYSTEM DERIVED FROM WVDH PLANS FOR US 340 AND COMPUTED FROM EASTBOUND CENTERLINE OF US 340. VERTICAL DATUM TAKEN FROM A PLAN ENTITLED "SITE PLAN - ALEX CHEVROLET AND AN UNRECORDED SURVEY ENTITLED "BOUNDARY AND TOPOGRAPHIC LANDS OF BON AIR PARTNERSHIP". PREPARED BY GATES ASSOCIATED, INC.; DATED AUGUST 8, 1996, AND FIELD CHECKED AND SUPPLEMENTED WITH ADDITIONAL DETAIL BY DEWBERRY IN JULY AND AUGUST 2003. IN ADDITION, EASEMENTS RECORDED SINCE THE 2003 SURVEYS HAVE BEEN ADDED TO THE BASE INFORMATION, AND VERY MINOR TOPOGRAPHIC CHANGES HAVE OCCURRED SINCE THE 2003 SURVEYS. HOWEVER, PIEDMONT DESIGN GROUP WILL PROVIDE AN UPDATED BOUNDARY AND TOPOGRAPHIC SURVEY WITH FUTURE PRELIMINARY PLAN OR SITE PLAN SUBMISSIONS.
- SINKHOLES SHOWN HEREON WERE CONFIRMED PER "SUBSURFACE EXPLORATION AND PRELIMINARY GEOTECHNICAL EVALUATION, BON AIR PROPERTY"; PREPARED BY SPECIALIZED ENGINEERING, DATED APRIL 9, 2004. APPLICANT MAY CONDUCT ADDITIONAL GEOTECHNICAL TESTING AND ENGINEERING TO CONFIRM MITIGATION MEASURES NOTED IN THE AFOREMENTIONED DOCUMENT AT THE TIME OF FINAL ENGINEERING. ALL SINKHOLE LOCATIONS SHOWN ON THE PLANS ARE APPROXIMATE AND WILL BE DETAILED WITH A FUTURE SURVEY.
- THE RESIDENTIAL AND COMMERCIAL MARKET MAY DICTATE AN INCREASE OF EITHER COMMERCIAL, SINGLE FAMILY OR TOWNHOMES. THEREFORE, THIS CONCEPT PLAN DESIGN ANTICIPATES A POTENTIAL SWAP OF THE WESTERNMOST APARTMENT AREA TO COMMERCIAL OR TOWNHOMES. IF SO NEEDED, THESE OPTIONS WILL BE ADDRESSED AND DETAILED WITH FUTURE PRELIMINARY PLANS AND/OR SITE PLANS.

#2 Review foot



**LEGEND**

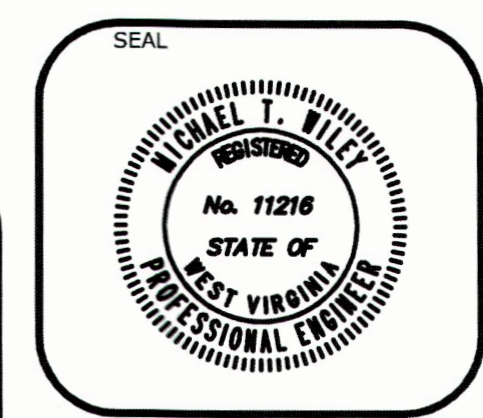
- EXIST. PROP. CORNER
- EXISTING CONTOUR LINES
- EXISTING PROPERTY LINE
- EXISTING TREE LINE
- PROPOSED PROPERTY LINE
- BUILDING SETBACK LINE
- R.O.W. LINE
- CENTER LINE
- LOT NUMBER (Proposed)
- ADJACENT PROP. REF. NUMBER
- EXISTING WELL
- EXISTING BLDG (Collapsed)
- COMMERCIAL LOT NUMBER (Prop)
- EXISTING ROCK OUTCROP
- EXISTING SINKHOLE
- SLOPES > 10.0%
- ZONING DISTRICTS**
- R/LI/C Residential/Light Industrial/Commercial
- R Rural
- RG Residential Growth
- IT Incorporated Town

**NATURAL RESOURCES PLAN**

**ROUTE 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

*Michael T. Wiley* AUG. 15, 2018  
 MICHAEL T. WILEY, P.E. / PROF. L.S. DATE  
 WEST VIRGINIA P.E. # 11216, EXPIRATION DATE: 12/31/18  
 FOR PIEDMONT DESIGN GROUP, LLC  
 WEST VIRGINIA C.O.A.#: 15-5804, EXPIRATION DATE: 12/31/18

DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments

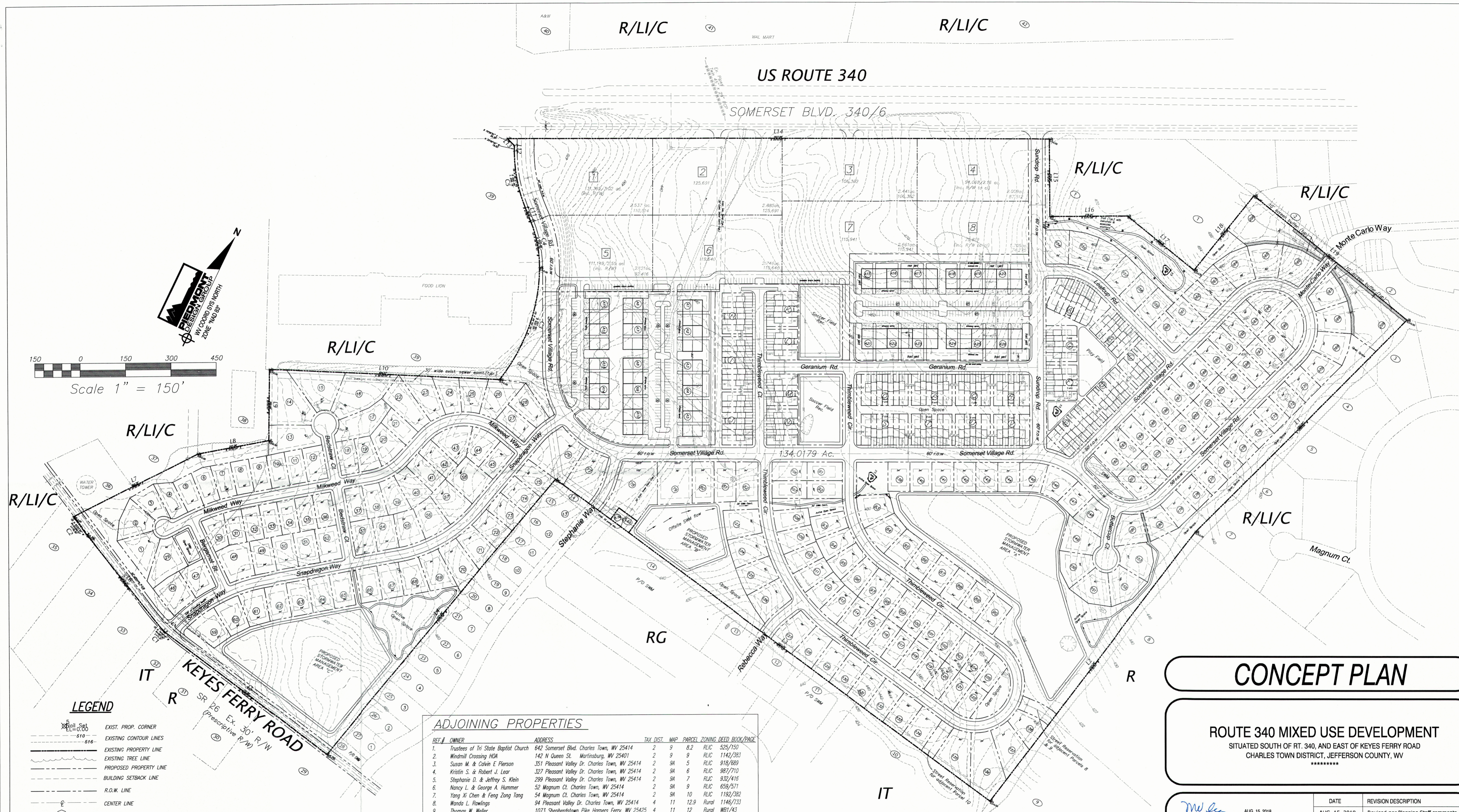
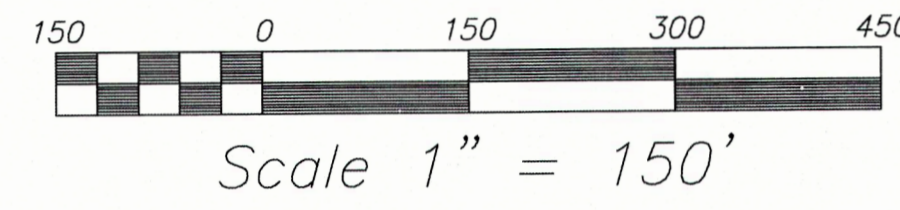


SCALE 1" = 150'

DESIGNED BY: PSA	CHECKED BY: MTW	APPROVED BY: EEW
SHEET <b>2</b> OF <b>5</b>		
DATE: JULY 26, 2018		

**PIEDMONT DESIGN GROUP**  
 5283 CORPORATE DRIVE  
 SUITE 300 FREDERICK, MD 21703  
 301-595-6614

PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED.  
 © COPYRIGHT 2018



**LEGEND**

- EXIST. PROP. CORNER
- EXISTING CONTOUR LINES
- EXISTING PROPERTY LINE
- EXISTING TREE LINE
- PROPOSED PROPERTY LINE
- BUILDING SETBACK LINE
- R.O.W. LINE
- CENTER LINE
- LOT NUMBER (Proposed)
- ADJACENT PROP. REF. NUMBER
- EXISTING WELL
- EXISTING BLDG (Collapsed)
- COMMERCIAL LOT NUMBER (Prop)
- EXISTING ROCK OUTCROP
- EXISTING SINKHOLE
- SLOPES > 10.0%
- ZONING DISTRICTS**
- R/LI/C Residential/Light Industrial/Commercial
- R Rural
- IT Incorporated Town

**OWNER**  
 Somerset Properties, LLC  
 Maritasha I, LLC  
 Maritasha II, LLC  
 c/o 1000 Church St. Inc.  
 1000 Church St.  
 Lynchburg, VA 24504-4655  
 ATT: Wayne Smith (301) 748-4475  
 or Lynch Christian (434) 845-5918

**ADJOINING PROPERTIES**

REF #	OWNER	ADDRESS	TAX DIST.	MAP	PARCEL	ZONING	DEED BOOK/PAGE
1.	Trustees of Tri State Baptist Church	642 Somerset Blvd. Charles Town, WV 25414	2	9	8.2	RLIC	525/153
2.	Windmill Crossing HOA	142 N Queen St. Martinsburg, WV 25401	2	9	9	RLIC	1142/383
3.	Susan M. & Calvin E. Pierson	351 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	5	RLIC	918/689
4.	Kristin S. & Robert J. Lear	327 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	6	RLIC	987/710
5.	Stephanie D. & Jeffrey S. Klein	299 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	7	RLIC	932/416
6.	Nancy L. & George A. Hummer	52 Magnum Ct. Charles Town, WV 25414	2	9A	9	RLIC	659/571
7.	Tang Xi Chen & Fang Zong Tang	54 Magnum Ct. Charles Town, WV 25414	2	9A	10	RLIC	1192/382
8.	Wanda L. Rowlings	94 Pleasant Valley Dr. Charles Town, WV 25414	4	11	12.9	Rural	1146/733
9.	Thomas W. Weller	1073 Shepherdsdown Pike Harpers Ferry, WV 25425	4	11	12	Rural	WB1/43
10.	Mark F. Langlet	544 Lago Dr. Charlestown, VA 22811	2	9	7J	RC	1030/343
11.	Demary Farm Association	12 Killian Ln. Charles Town, WV 25414	2	9	7	RC	1160/196
12.	Kathryn J. & Adam R. Schroeck	50 Rebecca Way Charles Town, WV 25414	2	9	7	RC	1059/453
13.	Lynsday M. Smith	49 Rebecca Way Charles Town, WV 25414	2	9	7	RC	1057/128
14.	Demary Farm Association	12 Killian Lane Charles Town, WV 25414	2	9	7	RC	1160/196
14.a	City of Charles Town	832 S. George St. Charles Town, WV 25414	2	9	7	RC	1182/513
15.	James L. Dudley	235 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1032/312
16.	Sargui Garay	219 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1117/133
17.	Andrea & Matthew Davis	203 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1164/519
18.	Megan J. & John W. Horrell	185 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1157/684
19.	Tammy L. & Darrel R. Suenkel	171 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1170/249
20.	Penny J. & Raymond J. Jarbeau	153 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1022/583
21.	Roberto & Segunda F. Caceda	135 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1029/356
22.	Samantha D. & John W. Tosterson	123 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1060/272
23.	Curt Rice	97 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1027/103
24.	Brenda P. Robinson & J.M. Wilkes	83 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1021/340
25.	Cassy C. & Jeremy Gresson	59 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1160/341
26.	Robert Sateado	41 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1023/642
27.	Michele E. & Christian G. Bonner	19 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1059/112
28.	Demary Farm Association	12 Killian Lane Charles Town, WV 25414	2	9	7	RC	1160/196
29.	Kathy L. Simms	714 Keyes Ferry Rd. Charles Town, WV 25414	2	9	4.3	Rural	1159/191
30.	Kavin R. Pansch	640 Keyes Ferry Rd. Charles Town, WV 25414	2	9	4.3	Rural	1113/405
31.	Katherine K. Clark	606 Keyes Ferry Rd. Charles Town, WV 25414	2	9	3	Rural	1085/34
32.	Kimberly A. & Michael C. Collins	588 Keyes Ferry Rd. Charles Town, WV 25414	2	9	2	Rural	950/438
33.	Patricia L. Langdon, et. al.	560 Keyes Ferry Rd. Charles Town, WV 25414	2	9	1.2	RC	856/1
34.	Tricia D. & Robert L. Fluhrty	522 Keyes Ferry Rd Charles Town, WV 25414	2	9	1.4	RC	960/380
35.	Russell J. Fritts, Inc.	309 W. Washington St. Charles Town, WV 25414	2	9	1.5	RC	649/312
36.	832 S. George St. Charles Town, WV 25414	832 S. George St. Charles Town, WV 25414	2	9	8.6	RLIC	597/551
37.	FK Parsons, LLC	P.O. Box 783 Martinsburg, WV 25402	2	9	8.4	RLIC	1012/587
38.	CC Charles Town, LLC	8550 Leesburg Pike Vienna VA 22182	2	9	8.5	RLIC	1173/686
39.	Kenland Foundation	P.O. Box 1296 Leesburg, VA 20177	2	9	8.7	RLIC	700/61
40.	Susa 2 Alabama, LP	P.O. Box 13470 Richmond, VA 23225	2	8	29.1	RLIC	1170/471
41.	Susa 2 Alabama, LP	P.O. Box 13470 Richmond, VA 23225	2	8	29.2	RLIC	1170/471
42.	Nathan Frederick Farming	198 Thomas Johnson Dr. #207 Frederick, MD 21702	2	8	30	RC	1090/352

\* Abbreviations : RC - Residential/Light Industrial/Commercial; RG - Residential Growth

**CONCEPT PLAN**

**ROUTE 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments



SCALE 1" = 150'

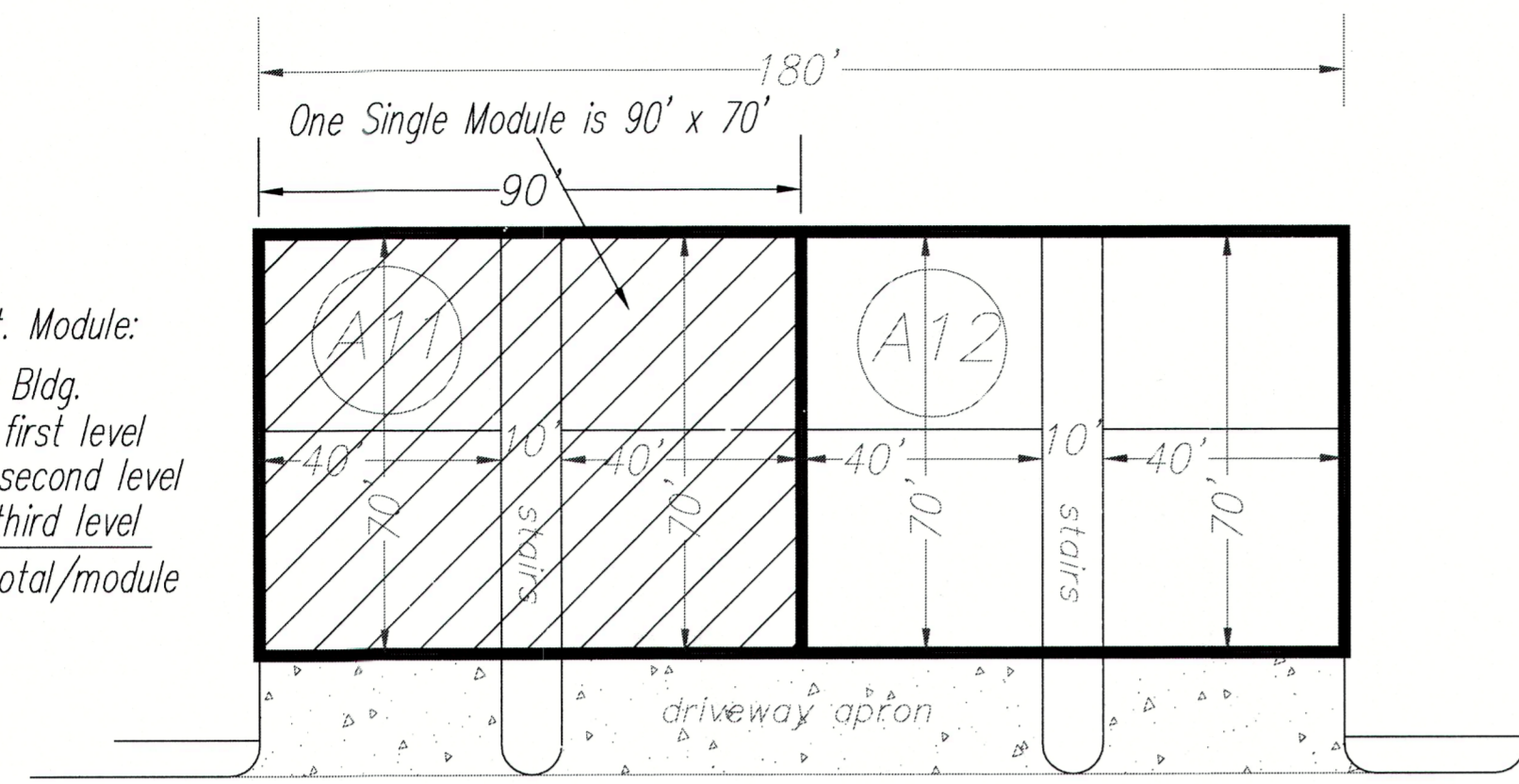
DESIGNED BY: PSA CHECKED BY: MTW APPROVED BY: EEW

SHEET 3 OF 5

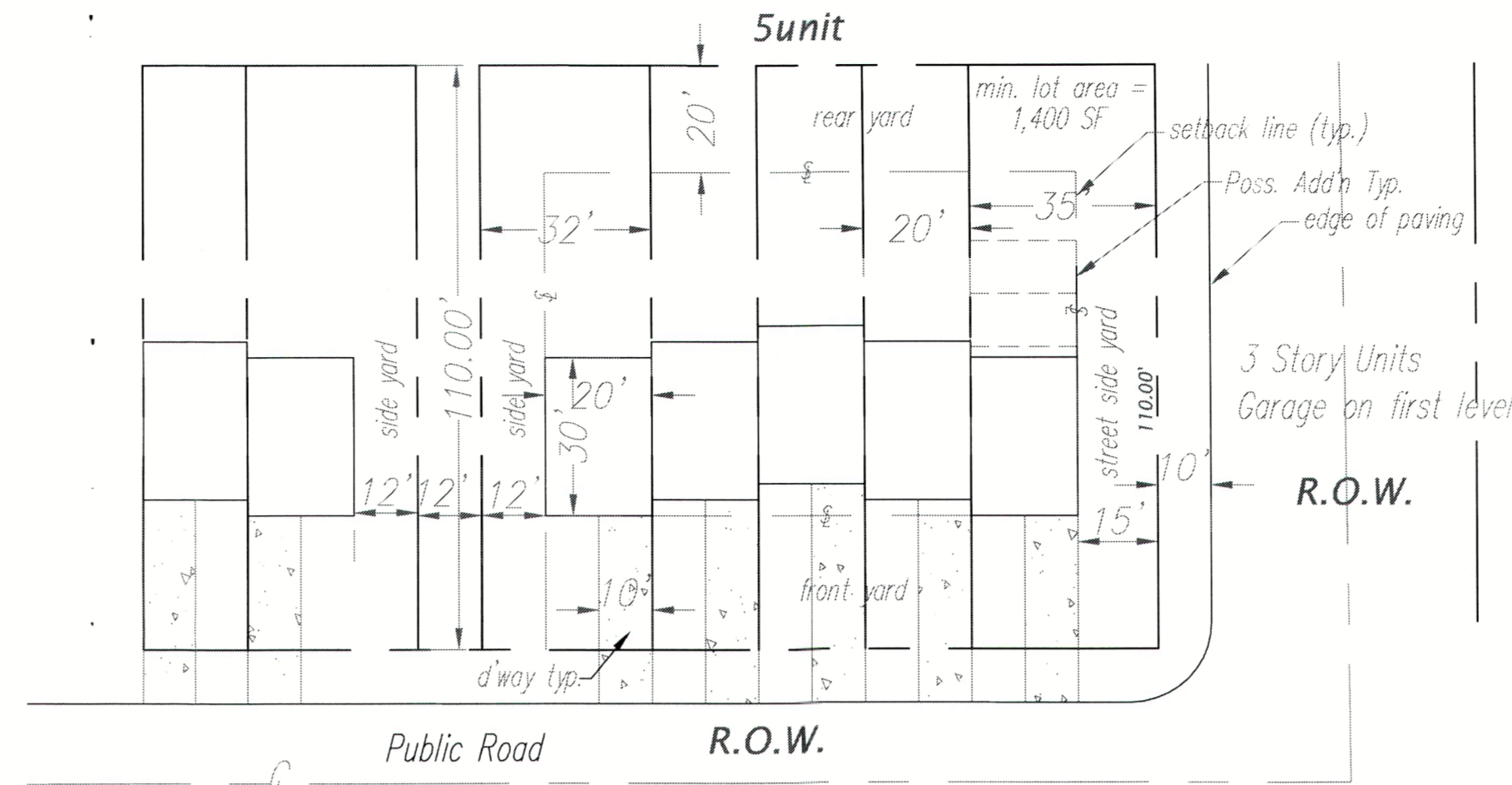
DATE: JULY 26, 2018

PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED. © COPYRIGHT 2018

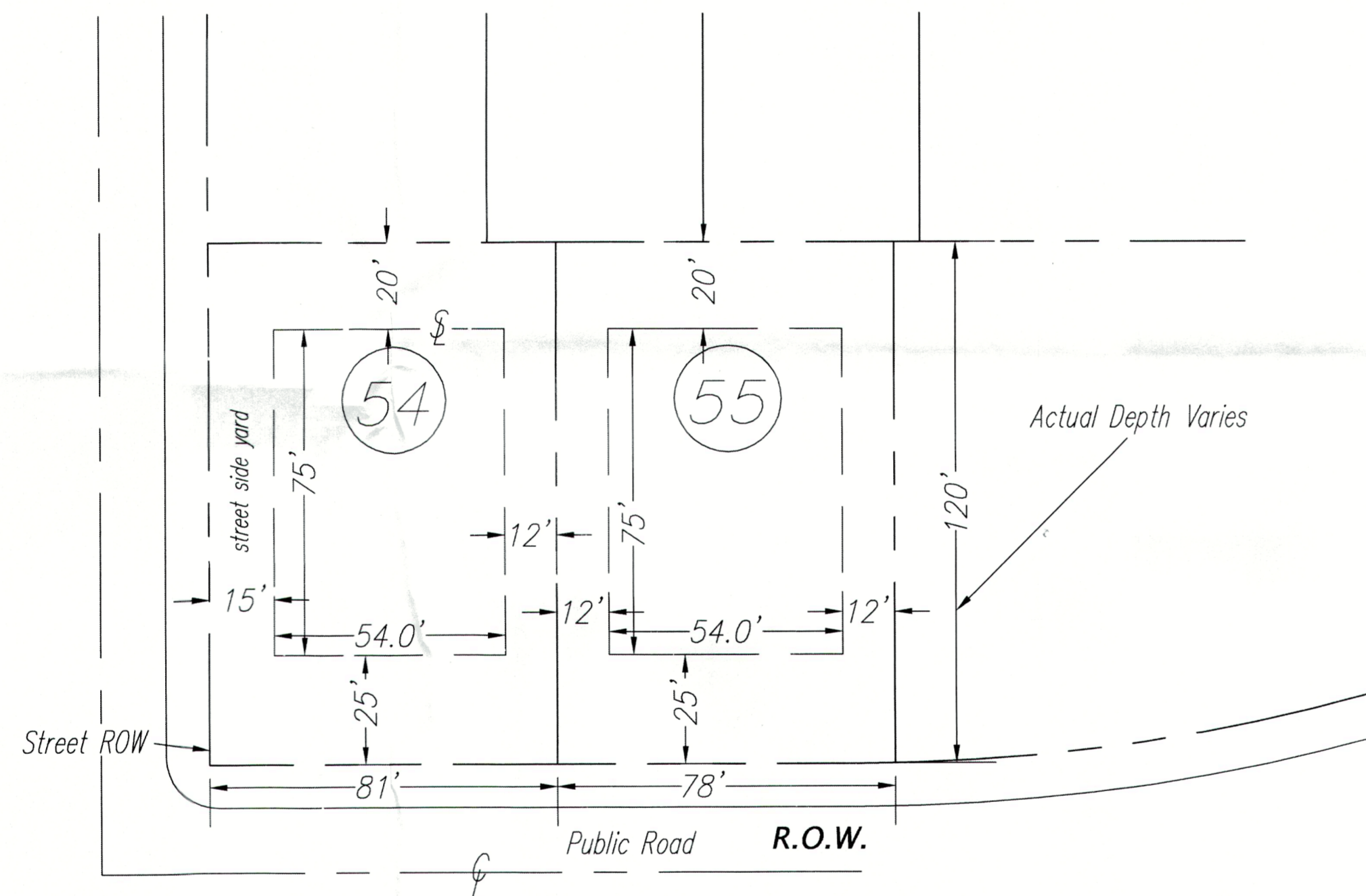
One Apt. Module:  
 3 Story Bldg.  
 2 Units first level  
 4 Units second level  
 4 Units third level  
 10 Units total/module



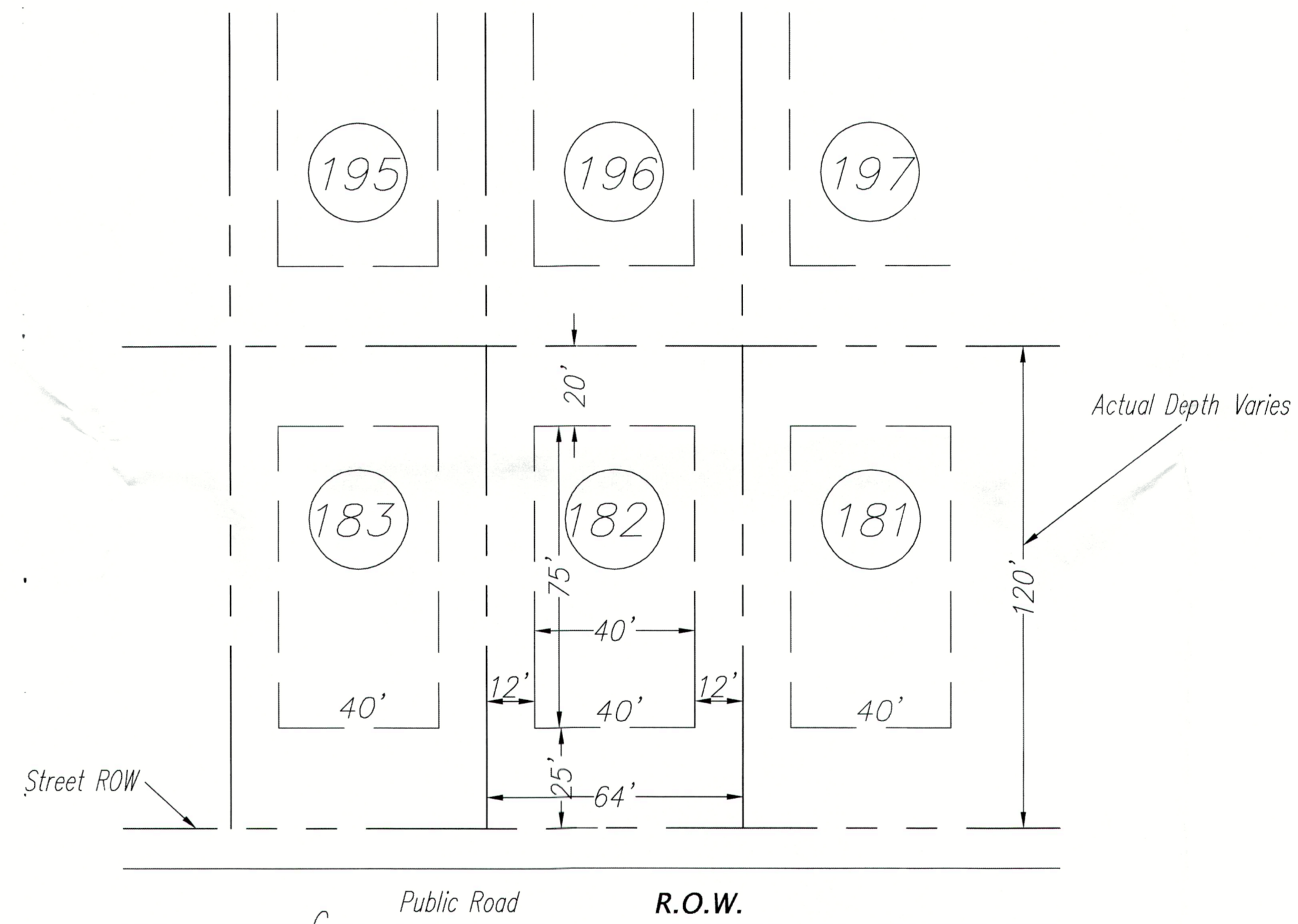
**Apartment Module Detail**  
 NOT TO SCALE



**Townhouse Lot Detail**  
 NOT TO SCALE

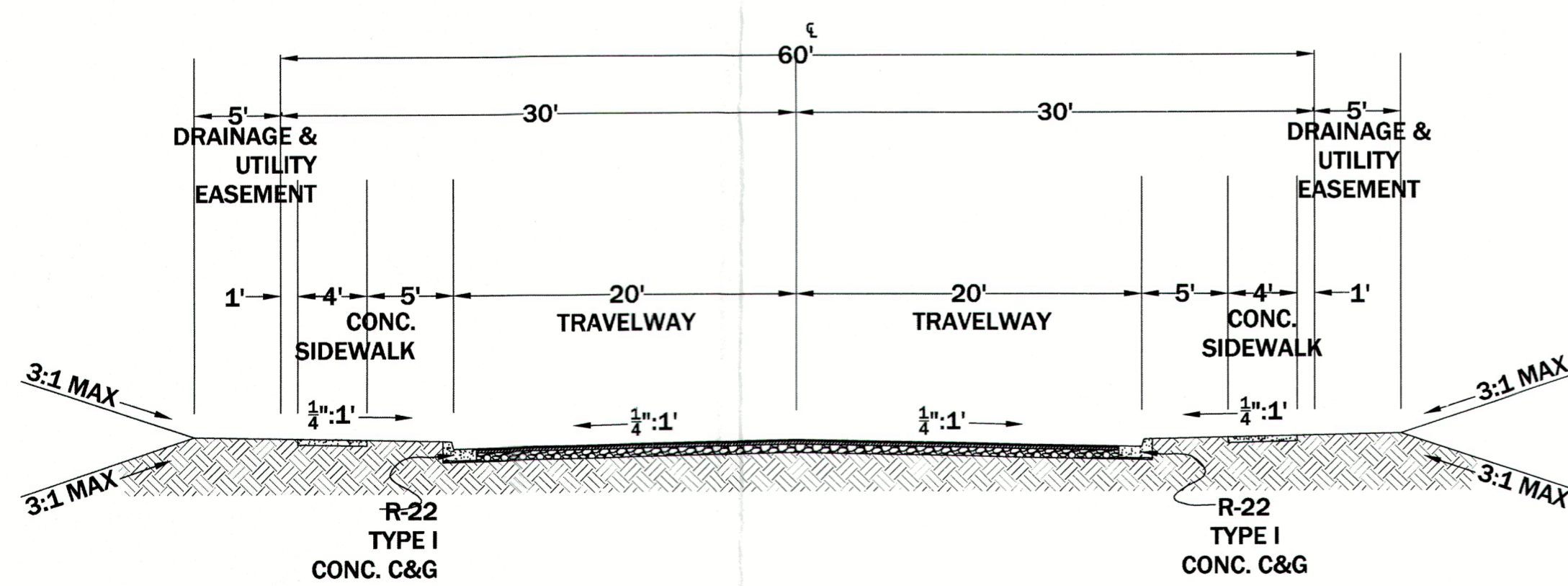


**54' Wide Building Envelope/Large Lot Detail**  
 NOT TO SCALE

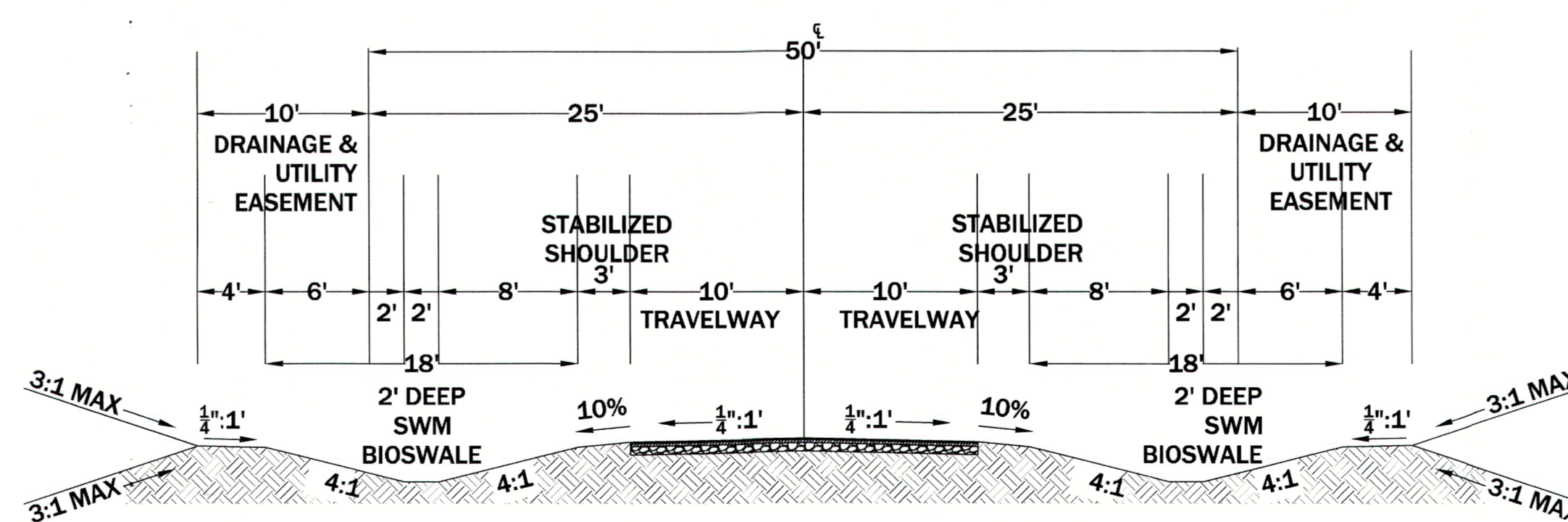


**40' Wide Building Envelope/Small Lot Detail**  
 NOT TO SCALE

- ROAD NOTES:**
- LOCATION OF ASPHALT OR CONCRETE SIDEWALKS WITHIN 50' RW OPEN-SECTION ROADS TO BE DETERMINED AT PRELIMINARY PLAN AND/OR SITE PLAN STAGE, TO COORDINATE WITH SWM BIOSWALE AND UTILITY NEEDS.
  - CROSS-SECTIONS FOR OTHER DRIVE AISLES AND PARKING AREAS TO BE DETERMINED AT PRELIMINARY PLAN AND/OR SITE PLAN STAGE.



**TYPICAL 60' RW CLOSED-SECTION ROAD**  
 (SOMERSET VILLAGE ROAD TO SUNDROP ROAD & SUNDROP ROAD)  
 NOT TO SCALE

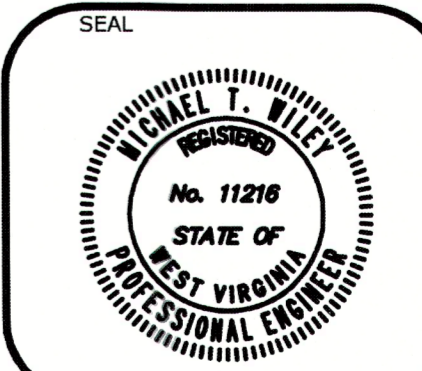


**TYPICAL 50' RW OPEN-SECTION ROAD**  
 (REMAINDER OF SOMERSET VILLAGE ROAD TO SUNDROP ROAD AND ALL OTHER ROADS)  
 NOT TO SCALE

**TYPICAL DETAILS**

CONCEPTUAL PLAN  
**ROUTE 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

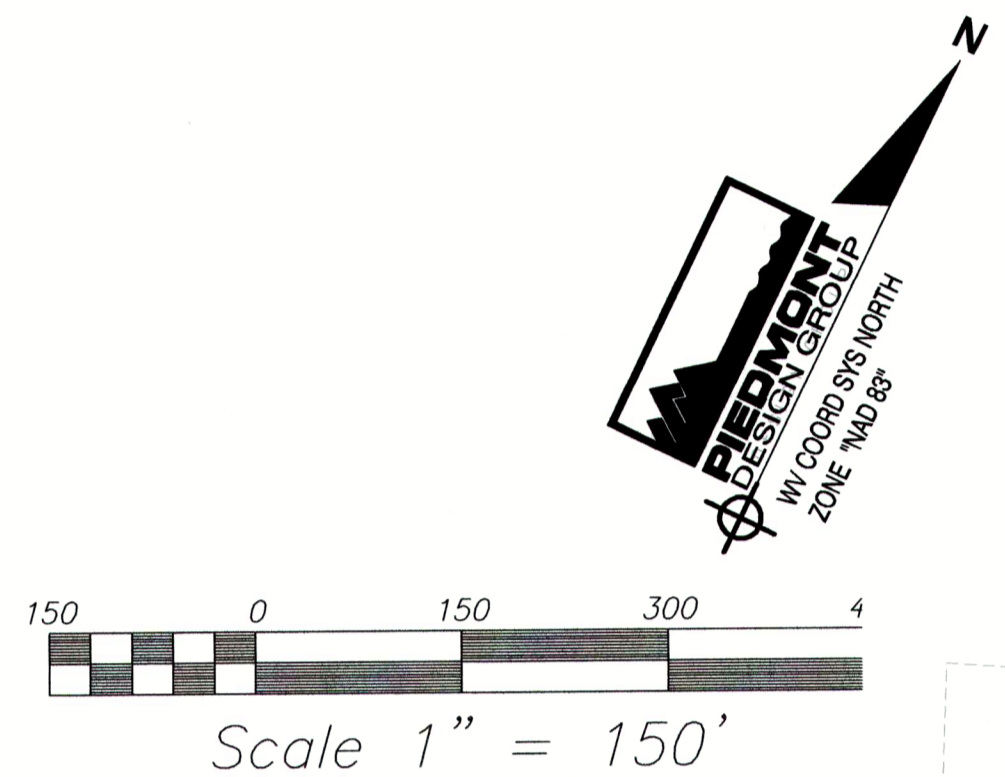
DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments



SCALE: A.S.  
 DESIGNED BY: PSA/MTW  
 CHECKED BY: MTW  
 APPROVED BY: MTW  
 SHEET: 4 OF 5  
 DATE: JULY 26, 2018

PIEDMONT DESIGN GROUP  
 5283 CORPORATE DRIVE  
 SUITE 300 FREDERICK, MD 21703  
 301-695-6614

PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED.  
 © COPYRIGHT 2018



**LEGEND**

- EXIST. PROP. CORNER
- EXISTING CONTOUR LINES
- EXISTING PROPERTY LINE
- EXISTING TREE LINE
- PROPOSED PROPERTY LINE
- BUILDING SETBACK LINE
- R.O.W. LINE
- CENTER LINE
- LOT NUMBER (Proposed)
- ADJACENT PROP. REF. NUMBER
- EXISTING WELL
- EXISTING BLDG (Collapsed)
- COMMERCIAL LOT NUMBER (Prop)
- EXISTING ROCK OUTCROP
- EXISTING SINKHOLE
- SLOPES > 10.0%
- ZONING DISTRICTS**
- R/LI/C Residential/Light Industrial/Commercial
- R Rural
- RG Residential Growth
- IT Incorporated Town

**OPEN SPACE AREA LEGEND**

- Stormwater Management Area
- Active Open Space Area
- Passive Open Space Area

**OPEN SPACE AREA TABULATION**

Residential Tract Area (Excluding Commercial) = 113.72 Ac.  
 7% of Residential Tract Area Open Space Required = 7.96 Ac.; Provided = 25.95 Ac. (22.82%)  
 40% Active Use Required = 3.18 Ac.; Provided = 6.87 Ac.  
 60% Passive Use Required = 4.78 Ac.; Provided = 19.08 Ac.  
 (Less SWM Areas of 10.14 Ac.=8.94 Provided, > req'd, therefore OK)

**OPEN SPACE AREAS**

CONCEPTUAL PLAN  
**ROUTE 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

AUG 15, 2018  
 MICHAEL T. WILEY, P.E. DATE  
 WEST VIRGINIA P.E. # 11216, EXPIRATION DATE: 12/31/18  
 FOR PIEDMONT DESIGN GROUP, LLC  
 WEST VIRGINIA C.O.A.#: 15-8804, EXPIRATION DATE: 12/31/18

DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments

	SCALE 1" = 150'	DESIGNED BY: PSA	CHECKED BY: MTW	APPROVED BY: EEW
	SHEET 5 OF 5	DATE AUG. 15, 2018	PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED. COPYRIGHT 2018	



September 14, 2018

Piedmont Design Group  
5283 Corporate Drive, Suite 300  
Frederick, MD 21701

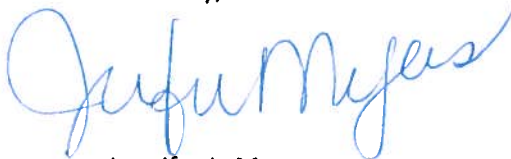
Mr. Wiley,

In response to your letter dated July 27, 2018 concerning the US340 Mixed Use Development Major Subdivision Concept Plan, the Jefferson County Parks and Recreation Commission is requesting the project to include a developed multi-use trail that will be used by residents of Jefferson County. In addition, we encourage and recommend connecting this multi-use trail with trail systems in nearby neighborhoods.

In 2016, the Jefferson County Parks and Recreation Commission completed a Parks Master Plan. This 2026 Parks Master Plan includes development of a 100 Mile "Jefferson Connectivity" Trail Network. This plan was adopted by the Jefferson County Commission and became an addendum to the Jefferson County Comprehensive Plan.

Enclosed, please find the Trails and Greenways Enlargement Plan map as well as additional information regarding the trail network. If you have any questions, please feel free to contact me at 304-728-3207 or email [jmyers@jcprc.org](mailto:jmyers@jcprc.org).

Sincerely,



Jennifer L. Myers  
Director

Cc: Jennie Brockman

RECEIVED

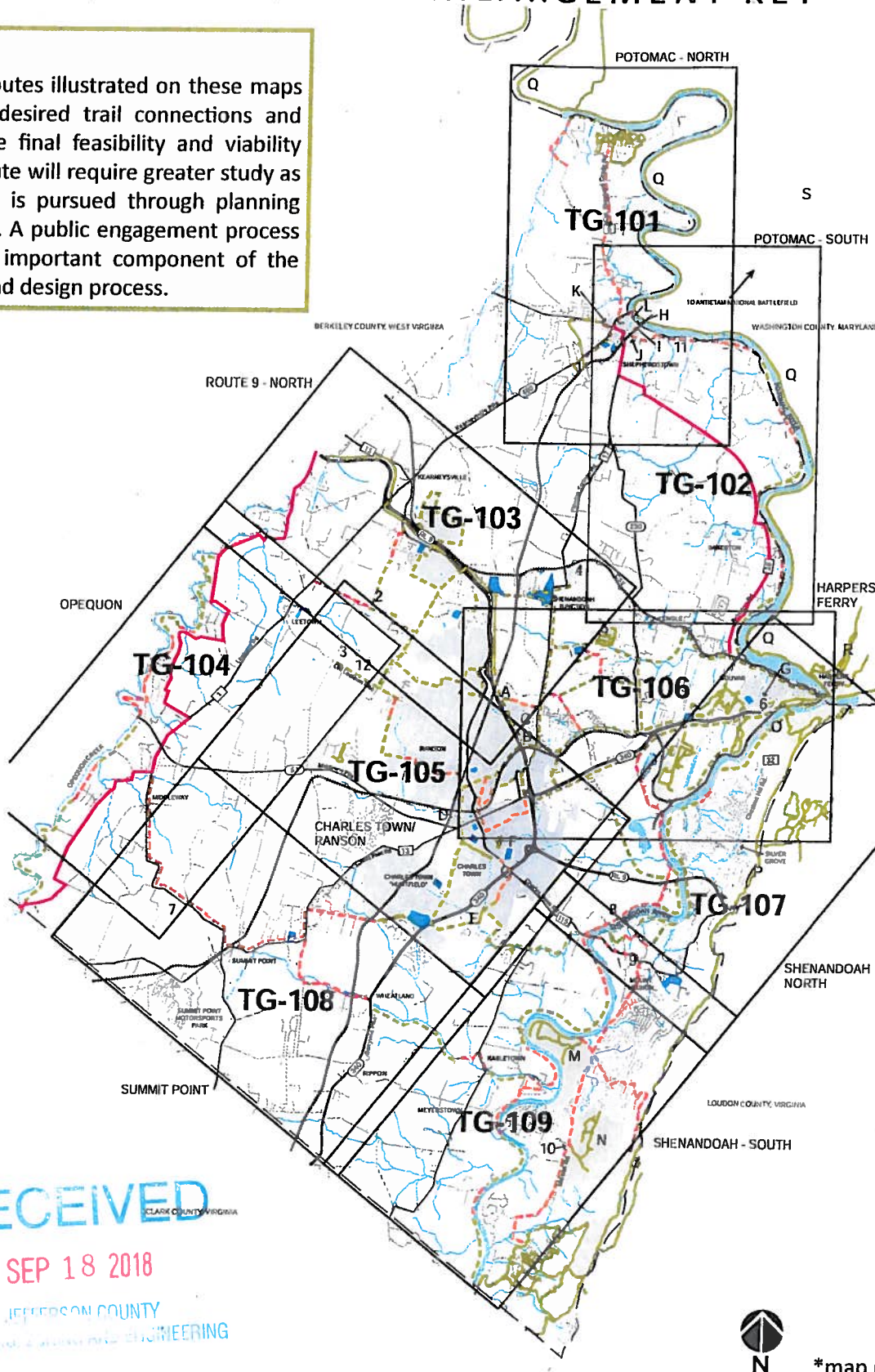
SEP 18 2018

JEFFERSON COUNTY  
PLANNING, ZONING AND ENGINEERING

**TRAILS AND GREENWAYS ENLARGEMENT KEY**

**NOTE:**

The trail routes illustrated on these maps represent desired trail connections and routes. The final feasibility and viability of each route will require greater study as each route is pursued through planning and design. A public engagement process will be an important component of the planning and design process.



**RECEIVED**  
 CLARK COUNTY VIRGINIA  
 SEP 18 2018  
 JEFFERSON COUNTY  
 PLANNING AND ENGINEERING



\*map not to scale

# JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

## + Executive Summary



**Goal #2 - Create a 100 Mile "Jefferson Connectivity" Trail Network (starting by connecting the C&O Canal Towpath, the Appalachian Trail, and the Harpers Ferry National Park trail network to Sam Michael's Park, the Route 9 Trail, and the Cities of Ranson and Charles Town.)**

Residents are clamoring for more trails and greater interconnectivity between parks, schools, and neighborhoods. Trails are investments that pay multiple dividends since they are recreational facilities unto themselves as well as serving a larger role in enhancing overall connectivity to a wide range of uses and activities. Jefferson County is well served with major regional and larger trail facilities such as the C&O Towpath and the Appalachian Trail. Jefferson County only needs to provide the critical connections to potentially link Jefferson County neighborhoods and parks directly to a large swath of the Mid-Atlantic region and major destinations such as Washington, D.C. and Pittsburgh. Trails were one of the top facilities requested for expansion by the public through the entire planning process. A great trail system doesn't happen overnight, but Jefferson County already has a solid basis for creating a truly world class trail network with potentially 100-miles of dedicated trails. Trails have one of the highest participation rates of any recreation facility and are also incredibly effective economic development tools. As infrastructure investment is planned, it should include the appropriate trail facilities and connections required to make Jefferson County a truly connected community.

*What will it take to achieve this goal?* A dedicated Trail Development "Champion" staff person within Jefferson County government focused on advancing the planning, design, and construction of trail segments and reviewing all plans, whether public infrastructure or private development to ensure that all trail connectivity opportunities are capitalized and no critical connections are lost.

*What are the financial resources needed?* Trail projects can be costly, but incremental trail segments can be achieved at relatively low costs, especially if critical segments are achieved through the codification of trail construction requirements as a part of the typical land development process. \$1M would support a major effort to expand out from the existing trails and parks as a visible effort to advance this Jefferson County-wide connectivity goal.

*Timeline:* This effort can start immediately through the coordination work as private land development plans are submitted and reviewed for approval. It will likely take 10 years or longer to establish the key linkages described.



**Goal #3 - Design and implement a grand vision for Sam Michael's Park that elevates the park to a true county-scale and "the premiere" park facility for Jefferson County (100+ acres).**

Thinking as a county park system means that parks should be larger and more comprehensive than what has historically been provided. Premier parks should have facilities that will serve broad community needs and are at a scale that individual cities and towns cannot likely provide, such as amphitheaters, gyms, and other larger format facilities.

*What will it take to achieve this goal?* Sam Michael's Park needs a truly comprehensive master plan that takes into account all of the opportunities within the current site and to explore the opportunities to acquire adjacent land which in some manner can be directly connected to the existing park.

*What are the financial resources needed?* \$75K for master planning; \$3M to \$5M based on land value to have a significant impact on expanding the size and caliber of Sam Michael's Park.

*Timeline:* This effort should start within the first 2 years and then be implemented incrementally over the next 10+ years. It is critically important that a comprehensive site master plan be developed for Sam Michael's Park before any additional major capital improvements are made. This effort should consider some of the special facility opportunities/recommendations proposed in Chapter 5 of this master plan.

RECEIVED

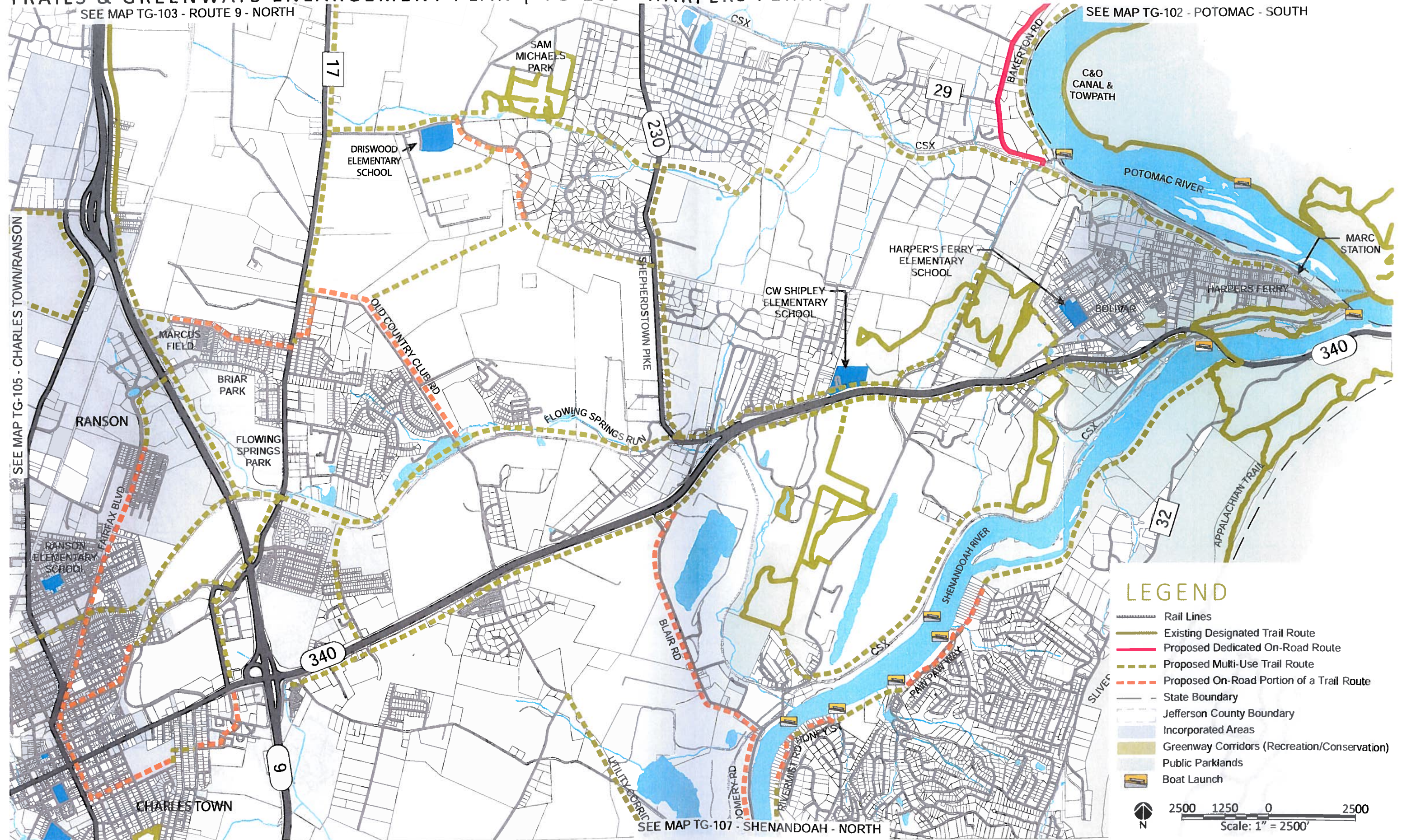
SEP 18 2018

JEFFERSON COUNTY  
PLANNING, ZONING AND ENGINEERING

# TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-106 - HARPERS FERRY

SEE MAP TG-103 - ROUTE 9 - NORTH

SEE MAP TG-102 - POTOMAC - SOUTH

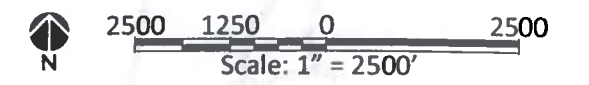


SEE MAP TG-105 - CHARLES TOWN/RANSON

SEE MAP TG-107 - SHENANDOAH - NORTH

## LEGEND

- Rail Lines
- Existing Designated Trail Route
- Proposed Dedicated On-Road Route
- Proposed Multi-Use Trail Route
- Proposed On-Road Portion of a Trail Route
- State Boundary
- Jefferson County Boundary
- Incorporated Areas
- Greenway Corridors (Recreation/Conservation)
- Public Parklands
- Boat Launch



**From:** Phillipson, Danielle R  
**To:** [Planning Department](#); [robert.barrick@wormald.com](mailto:robert.barrick@wormald.com)  
**Subject:** RE: US340 Mixed Use Development Major Subdivision Concept Plan  
**Date:** Thursday, August 2, 2018 2:35:04 PM  
**Attachments:** [image001.gif](#)

---

Good Afternoon,

The Jefferson County Health Department has received the concept plan and has no further comments regarding this plan.

Thank You,

*Danielle O'Alli CH*

Jefferson County Health Department  
304-728-8416 Extension 3021



**From:** Willis, Trixie A  
**To:** [Planning Department](#)  
**Cc:** [Cramer, David E](#)  
**Subject:** US 340 Mixed Use Development concept  
**Date:** Wednesday, August 22, 2018 8:50:07 AM

---

The WVDOH received and reviewed the subject plans dated 7/26/18.

The first step will be for the developer's traffic engineer to submit a scope for a Traffic Impact Study (TIS).

Link to the TIS requirements is available at

<http://transportation.wv.gov/highways/traffic/TEDs/TED106-2.pdf>.

Submit to:

DAVID E. CRAMER, PE

WV DEPARTMENT OF TRANSPORTATION

COMMISSIONER'S OFFICE OF ECONOMIC DEVELOPMENT

1900 KANAWHA BOULEVARD, EAST

BUILDING 5, ROOM 129

CHARLESTON, WEST VIRGINIA 25305

[DAVID.E.CRAME@WV.GOV](mailto:DAVID.E.CRAME@WV.GOV)

304-558-9211

Thank you for the opportunity to review.

**Trixie Willis**

Encroachment Permit Reviewer

WVDOH

District Five

P.O. Box 99

2120 Northwestern Turnpike

Burlington, WV 26710

304-289-2229



**From:** Kristen Stolipher  
**To:** [Jennifer Brockman](#); "Arnett, Jane"  
**Cc:** "Seth Rivard"; [Planning Department](#)  
**Subject:** RE: US 340 Mixed Use Development  
**Date:** Wednesday, October 3, 2018 7:31:44 AM  
**Attachments:** [image001.png](#)

---

Jennie,

Yes we have reviewed the Concept plan and didn't have any comments given the conceptual nature of the plan provided. Yes we will be providing water and sewer to the site which would come from the direction of Demory Farms. It was difficult to tell based on the Concept plan whether there would need to be any other pump stations on site since the proposed grading isn't available at the Conceptual stage. In any event, we would work with the owners to determine if additional pump stations would be required and whether or not those would be publicly or privately owned.

Please let me know if you have any questions. In the future I will respond to let you know that we have received the concept plans even if we do not have comments.

Thanks,

Kristen



***Kristen M. Stolipher***

Assistant Utility Manager  
Charles Town Utility Board  
832 South George Street  
Charles Town, WV 25414  
Office: (304) 724-7080  
Cell: (304)-904-7359

---

**From:** Jennifer Brockman [mailto:[jbrockman@jeffersoncountywv.org](mailto:jbrockman@jeffersoncountywv.org)]  
**Sent:** Tuesday, October 2, 2018 5:27 PM  
**To:** Arnett, Jane ([jarnett@charlestownutilities.us](mailto:jarnett@charlestownutilities.us)); 'Kristen Stolipher'  
**Cc:** 'Seth Rivard'; Planning Department  
**Subject:** US 340 Mixed Use Development  
Jane/Kristen

Can you confirm whether you have seen the attached Concept Plan for the proposed US 340 Mixed Use Development on Somerset Boulevard. Although there are no engineering plans at this early stage, I would like some confirmation that this proposed development would be served both water and wastewater by the City of Charles Town. Do you know an additional pump station will be required or if it can be served by the Demory Farms Pump Station?

Any thoughts would be greatly appreciated.

Jennie

Jennifer M. Brockman, AICP  
County Planner  
116 East Washington Street - Suite 200  
P.O. Box 716  
Charles Town, WV 25414





# JEFFERSON COUNTY, WEST VIRGINIA

## DEPT OF ENGINEERING, PLANNING, & ZONING

### OFFICE OF GIS/ADDRESSING

116 East Washington Street • Mason Building • Suite 201  
Charles Town, WV 25414-0208  
Telephone: (304) 724-6759 • FAX: (304) 724-8992  
gis@jeffersoncountywv.org



---

From: Jessica Gormont – GIS Analyst

Date: July 11, 2018

Subject: Rt 340/Somerset – Major Subdivision – PPC

DPZ File: N/A

---

- 1) Please note: Route 340/6 is officially named Somerset Blvd, not Frontage Rd. Please correct the label.
- 2) Based on the current alignment of the Concept Plan, our office believes you will require 9 new road names. Please submit a Road Name Reservation form (attached) to our office with at least 25 individual road names, in order of preference, in case your first choices are denied.

Please review the Road Name Index prior to submittal in order to prevent choosing road names that duplicate or are too similar to existing roads. You can find the RNI online here:

<http://www.jeffersoncountywv.org/county-government/departments/gis-addressing/addressing/road-subdivision-indexes>

- 3) Our office has final authority on Subdivision names. Once you have decided on a Subdivision name, please submit a Subdivision Name Reservation form (attached) to our office. Please include at least 3 versions of the name, in order of preference, in case your first choice is denied.

Please review the Subdivision Name Index prior to submittal in order to prevent choosing names that duplicate or are too similar to existing names. The SNI can be found online here:

<http://www.jeffersoncountywv.org/county-government/departments/gis-addressing/addressing/road-subdivision-indexes>

- 4) Mixed Use areas are often difficult to address clearly, due to the mixture of regular roads, access roads, and parking lots. We have several questions and recommendations on the road/building alignments of this property, as shown below. We would like to schedule a meeting before the final Concept Plan is submitted to discuss these issues and any other questions or concerns that you may have for the road naming/addressing.

a. Recommendations:

- i. Since Road 5 & Road 6 are so closely aligned, our office would recommend that these maintain the same road name. If the alignment is drastically changed by Preliminary Plat, we reserve the right to require more road names.
- ii. Our office may recommend naming the Commercial Access Rd (between the residential area and Comm Lots 5-7). This will depend on the final alignment of the commercial lots and other roads.

b. Questions:

- i. Is there a reason why Road 5 ends at the intersection with Road 7 instead of continuing on up to Comm Lot 7 and intersecting the Commercial Access Rd?

- ii. What direction are apartments A21-A26 facing? Do they front the parking lot or Road 7?
- iii. Will Comm Lots 2 & 3 have direct access to Somerset Blvd (340/6) or will they be accessed internally?

If you have questions or comments, please respond via phone, fax, or e-mail to:

Jessica Gormont  
GIS Analyst – GIS/Addressing Office  
Office: 304.724.8986  
Fax: 304.724.8992  
jgormont@jeffersoncountywv.org



# JEFFERSON COUNTY, WEST VIRGINIA

DEPARTMENT OF ENGINEERING, PLANNING, & ZONING

GIS / ADDRESSING OFFICE

Todd Fagan, GISP • Manager

116 East Washington Street • Suite 201

Charles Town, WV 25414

Telephone: (304) 724-6759 • FAX: (304) 724-8992

gis@jeffersoncountywv.org



August 24, 2018

Piedmont Design Group  
C/O Bob Barrick  
5283 Corporate Drive, Ste. 300  
Frederick, MD 21703

## TO WHOM IT MAY CONCERN:

This certifies that the Jefferson County GIS/Addressing Office has given final approval for the following road names for the **US 340 Mixed Use Development** subdivision. Although your subdivision currently only requires 9 road names, we will reserve all of the following names for 5 years from the date of this letter.

Road Name
Blazing Star
Culvers Root
Buttercup
Geranium
Milkweed
Ox Eye
Sundrop
Hyssop
Bedstraw
Spiderwort
Squirrel Corn
Bergamot
Bellwort
Leafcup
Ragwort
Speedwell
Thimbleweed
Joe Pye (No special characters allowed)
Toadflax (Suggest change to Snapdragon)

Please note: Once you have chosen which roads receive which names, our office may require changes to the suffixes depending on the alignment of the roads (for example: "Court" is generally used to reference short enclosed roads that end in a cul-de-sac, so it would be inappropriate for a long road that intersects multiple other roads). Please feel free to contact us at any time if you would like help in determining which suffixes would be approved based on alignments.

All road signs must be purchased through the County's maintenance contract if the roadways are located within the unincorporated area of the County. A plat of the subdivision must be submitted and the GIS/Addressing Office will calculate the fees required for road sign purchase. Fees must be remitted to the C:\Users\RBurke\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\PDXNX64W\Road\_Name\_Approval\_Letter\_20180824.docx

GIS/Addressing office prior to the scheduling of road sign installation.

Should you have any questions, please contact the Jefferson County GIS/Addressing Office at (304) 724-6759 or via email at [gis@jeffersoncountywv.org](mailto:gis@jeffersoncountywv.org).

Sincerely,

A handwritten signature in black ink that reads "Jessica Gormont". The signature is written in a cursive style with a long, sweeping horizontal line extending to the right.

Jessica Gormont, GIS Analyst  
Jefferson County GIS/Addressing Office



# City of Charles Town

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414  
Phone: (304) 725-2311 ♦ Web: [www.charlestownwv.us](http://www.charlestownwv.us)

**MAYOR**

*Scott Rogers*

**CITY  
COUNCIL**

*Ann Paonessa*

*Chet Hines*

*Bob Trainor*

*Michael Tulbert*

*Nick Zaglaja*

*Michael George*

*Mike Brittingham*

*Todd Coyle*

**City Manager**

*Daryl Hennessy*

October 2, 2018

Jefferson County Planning Commission  
116 E. Washington Street  
Charles Town, WV 25414

Dear Commissioners:

**RECEIVED**

OCT 02 2018

JEFFERSON COUNTY  
PLANNING, ZONING AND ENGINEERING

The City of Charles Town City Council has been briefed on the proposed Concept Plan for US 340 Mixed Use Plan and welcomes the opportunity to provide input. In keeping with both the County's and City's Comprehensive Plans, the City supports development within the Urban Growth Boundary and supports this proposed plan. The City Council is pleased to see that connectivity is provided in this plan. Below, the City has highlighted components of the development that it would like to ensure are included in the development of this plan:

1. The proposed connections provided by the applicant should be maintained as part of the sketch plan.
2. Applicant is requesting a waiver from the requirement of curb and gutter and sidewalks. This request should not be granted. The development is high-density urban plan. Where there is this type of density, there is less lot width for individual driveway culverts, necessitating the need for curbs and cutters.
  - a. In the event the Planning Commission is inclined to provide a waiver of curbs and gutters, sidewalks should be required on both sides of the street. Since this is an urban scale mixed use development, it would be reasonable that sidewalks would be included in the development. The purpose of a mixed use development is to create a walkable pedestrian environment to traverse throughout the mixed use areas.
3. Streetlights in the development should be in accordance with Charles Town Subdivision Ordinance Section 1333.14, Lighting Standards, which is:
  - a. (A) Public Street Lighting. Street lights are required for all new Public Streets in accordance with the following standards:
    - i. 1. Lights shall be provided along all City Streets and shall conform to Article 926, Underground Utilities, of the Charles Town Codified Ordinance.
    - ii. 2. Lights shall be provided at all entrances, intersections, and Cul-de-sacs.
    - iii. 3. Lights shall be spaced no more than two hundred (200) feet apart in residential areas, and no more than three hundred (300) feet apart in non-residential areas.
    - iv. 4. Lights shall use a white metal halide lighting system.
    - v. 5. Lights shall conform to the power provider's requirements pertaining to watts, lumens, downlight reflectors and residential shields.

- vi. 6. Lights shall be mounted on flat black poles with acorn style tops, unless otherwise specified by the Planning Commission.
  - vii. 7. Lights proposed within Land Developments and Subdivisions shall be provided without any installation or equipment costs incurred by the City of Charles Town.
4. There is at least the addition of one bus shelter within the development. This is a requirement the City has for developments with more than 30 lots. The details for a bus shelter as required by Charles Town are:
- a. The shelters shall be a minimum of 8 feet long with sides being 36 inches and a minimum interior height of 7 feet. A minimum of three sides shall be solid to protect against the elements. A roof is required.
  - b. If PO Boxes are included within the shelter, a minimum of 36 inches in front of the PO Boxes is required to meet the intent of (a) above.
5. A note in the HOA covenants and restrictions and on the Preliminary and Final Plats, be required stating: "If the property is incorporated into the City of Charles Town, the City may acquire at no cost, part or all of Open Space as a public park."
6. Are there going to be any amenities in the open space areas?

Regardless if this development is ever incorporated into the City, when developments between City and County are adjoining, compatibility between those developments is beneficial to both entities in creating a quality community.

We would like to thank you for the opportunity to provide input and hope that you consider our suggestions contained in this letter.

Respectfully,



**Scott Rogers**  
Mayor

Cc: Seth Rivard

**Citizen Comments  
Received Prior to the  
Workshop**



**From:** [Planning Department](#)  
**To:** "[Robert Fluharty](#)"  
**Subject:** RE: Somerset Properties, LLC Development  
**Date:** Monday, October 1, 2018 2:54:00 PM

---

Hi Robert,

Thank you for your inquiry.

All projects are reviewed by the West Virginia Department of Highways (WVDOH) and a traffic study has been requested for this project. This has to be completed before the applicant can move to the next steps of the approval process. Keyes Ferry Road is a state road and will be included in this traffic study. The study will review the usage of all adjacent roads. The county defers to WVDOH for projects that impact state roads.

As far as the septic question, it is our understanding that this development is served by the Charles Town Utility Board; We are awaiting confirmation on this.

Feel free to review the file for this Concept Plan, in our office, during normal business hours; You can also attend the October 9, 2018 Planning Commission meeting, at 7:00PM. The Public Workshop for US340 Mixed Use Development will be held and citizen comment will be heard. These meetings are in the Old Charles Town Library basement.

Thank you,

Rachael Burke

*Planning Clerk*  
*Jefferson County Planning & Zoning*  
*304-728-3228*

**From:** Robert Fluharty [mailto:[robert.fluharty@gmail.com](mailto:robert.fluharty@gmail.com)]  
**Sent:** Tuesday, September 25, 2018 7:06 PM  
**To:** Planning Department  
**Subject:** Somerset Properties, LLC Development

Good day,

In regards to the development of the property located between Keyes Ferry Road and Rt 340, I would mainly be concerned with any connecting roads onto Keyes Ferry Road. The current road is only marked half way and a single lane at points with blind curves and a rolling road that has cost the lives of a more than a few people in the 16 years I have lived here. Any increased traffic would result in additional accidents where drivers may attempt to access Route 9 not know that it is actually faster to use the 340/9 interchange. If all access to the development is from Somerset Blvd, my concern would be mitigated. Other concerns are

increased traffic on Cattail Run Road, which has similar traffic issues, though I rarely travel that road because of this concern. As the development is pictured in the mailer, Cattail may not be of major concern except for school buses.

Beyond the road issue, I would like to know the location of any septic treatment facility if one is proposed on site.

Thank you for addressing my comment.

Robert Fluharty  
5220 Keyes Ferry Road  
Charles Town, WV 25414  
540-514-6426

**From:** [Becky Burns](#)  
**To:** [Jennifer Brockman](#)  
**Cc:** [engineering](#); [Roger Goodwin](#); [Sandra McDonald](#); [Zoning](#); [Planning Department](#)  
**Subject:** FW: Jefferson County Commission, WV: Website Form Notification  
**Date:** Friday, September 28, 2018 4:33:23 PM

---

Jennie,

I am forwarding this to you to address since it pertains to the concept plan for the US 340 Mixed Use Development - File #18-11. Please copy engineering on your response once it has been addressed.

Thanks.

Becky  
Office Manager  
Jefferson County  
Department of Engineering, Planning & Zoning  
304-728-3257  
[engineering@jeffersoncountywv.org](mailto:engineering@jeffersoncountywv.org)

---

**From:** Sandra McDonald  
**Sent:** Friday, September 28, 2018 2:03 PM  
**To:** Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; Becky Burns <[bburns@jeffersoncountywv.org](mailto:bburns@jeffersoncountywv.org)>  
**Subject:** FW: Jefferson County Commission, WV: Website Form Notification

**From:** WebmastervJCC [<mailto:webmaster@jeffersoncountywv.org>]  
**Sent:** Friday, September 28, 2018 1:58 PM  
**To:** JCCInfo <[info@jeffersoncountywv.org](mailto:info@jeffersoncountywv.org)>  
**Subject:** Jefferson County Commission, WV: Website Form Notification

A new entry to a form/survey has been submitted.

**Form Name:** County Commission Contact  
**Date & Time:** 09/28/2018 1:57 PM  
**Response #:** 707  
**Submitter ID:** 3540  
**IP address:** 73.132.64.233  
**Time to complete:** 9 min. , 7 sec.

---

#### Survey Details

---

--

**1. Name**

Ray Love

**2. Email**

[dr\\_love\\_ray@yahoo.com](mailto:dr_love_ray@yahoo.com)

**3. Questions or Concerns**

My questions are in regards to the proposed development of the property on Somerset blvd. by Somerset Properties.

1. Are the traffic issues that are sure to arise adequately dealt with? The intersection at the Food lion and the Wal-Wart is already very difficult to to get through.

2. Does the development plan for proper landscaping?

I am Pastor of Tri-State Baptist and clearly my congregation will be impacted by this development.

**4. Would you like to receive email notifications from Jefferson County?**

Yes

Thank you,

**Jefferson County Commission, WV**

---

**This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.**

**From:** [Planning Department](#)  
**To:** ["dr\\_love\\_ray@yahoo.com"](mailto:dr_love_ray@yahoo.com)  
**Cc:** [engineering](#)  
**Subject:** US340 Mixed Use Development (18-11)  
**Date:** Monday, October 1, 2018 2:17:00 PM

---

Hello Ray,

Thank you for submitting your questions and concerns to the County Commission Notification Site, regarding the US340 Mixed Use Development (File # 18-11).

The West Virginia Department of Highways (WVDOH) is one of the agencies that we consult, as part of our review process. The WVDOH has requested the applicant to submit a traffic study; This would need to be provided before they could move on to other steps within the approval process. The county defers to WVDOH for projects that impact state roads.

As far as the landscaping goes, the zoning ordinance has landscaping regulations for commercial lots. Some of which, will be located across Sundrop Road, which is proposed to be adjacent to the church property. Single family residence does not require buffering. However, the applicant proposed an open space area with a trail and exercise stations. This is also adjacent to the church property line.

This Concept Plan is scheduled to be on the October 9, 2018 Planning Commission meeting, at 7:00PM. These meetings are held in the basement of the Charles Town Library and you are welcome to come speak to the Planning Commission directly with your concerns, if you would like.

Thank you,  
Jennifer M. Brockman, AICP  
County Planner  
116 East Washington Street - Suite 200  
P.O. Box 716  
Charles Town, WV 25414  
Phone: 304-728-3228  
Fax: 304-728-8126



**This information is  
Agenda Item # 5.**

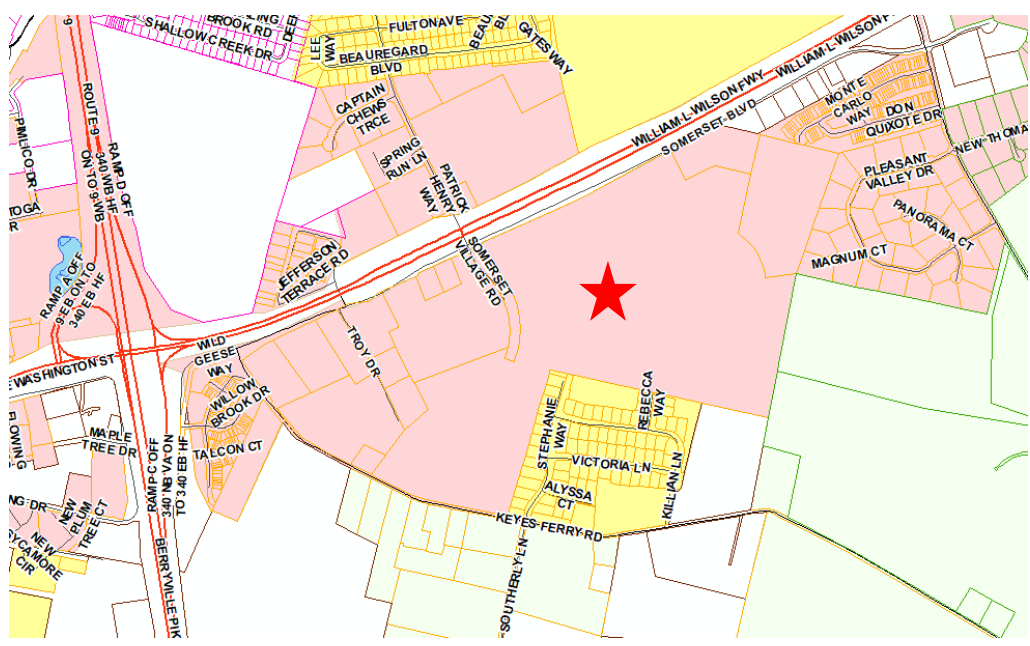


Staff Report  
 Jefferson County Planning Commission Meeting  
 April 10, 2018

**ITEM #s 5 & 6**

**Public Hearings:** Waiver Requests for US 340 Mixed Use Development. (PCW File #'s 18-12 and PCW 18-13)

- (PCW#18-12) Waiver from Section 2.2.K.1.a of the Subdivision Regulations that requires curbs, gutters and sidewalks in residential conventional subdivisions where net residential density is greater than three dwelling units per acre of land and/or when lot frontages are 80' or less. The request is to allow open swale design for all roads other than Somerset Village Road and Sundrop Road to allow bioswales as a part of the stormwater management plan.
- (PCW#18-13) Waiver from Sec. 2.3A of the Subdivision Regulations that states that generally, individual lots shall not have direct access to public roads and that lots must be served by internal subdivision roads unless otherwise approved by the Planning Commission. This request is to allow Commercial Lots 2 and 3 to have direct access to Somerset Boulevard as this road functions as a frontage road and has other commercial lots with direct or shared access in the vicinity.

APPLICANT	Somerset Properties, LLC. Maritasha I, LLC And Maritasha II, LLC
OWNER/DEVELOPER	Same as above
CONSULTANT	Piedmont Design Group
PROPERTY LOCATION	Somerset Blvd; South of US 340; East of Keys Ferry Rd; East of Charles Town
LEGAL DESCRIPTION & ZONING DISTRICT	<p style="text-align: center;">Tax District: Charles Town (02); Tax Map: 9; Parcel 8;          Zoned: Residential-Light Industrial-Commercial; Size: 134.02 acres.</p> 
ADJACENT ZONING DISTRICTS	<p>North: Residential-Light Industrial-Commercial and Residential Growth. East: Residential-Light Industrial-Commercial and Rural.          South: Residential Growth and Rural.          West: City of Charles Town and Residential: Light Industrial-Commercial</p>

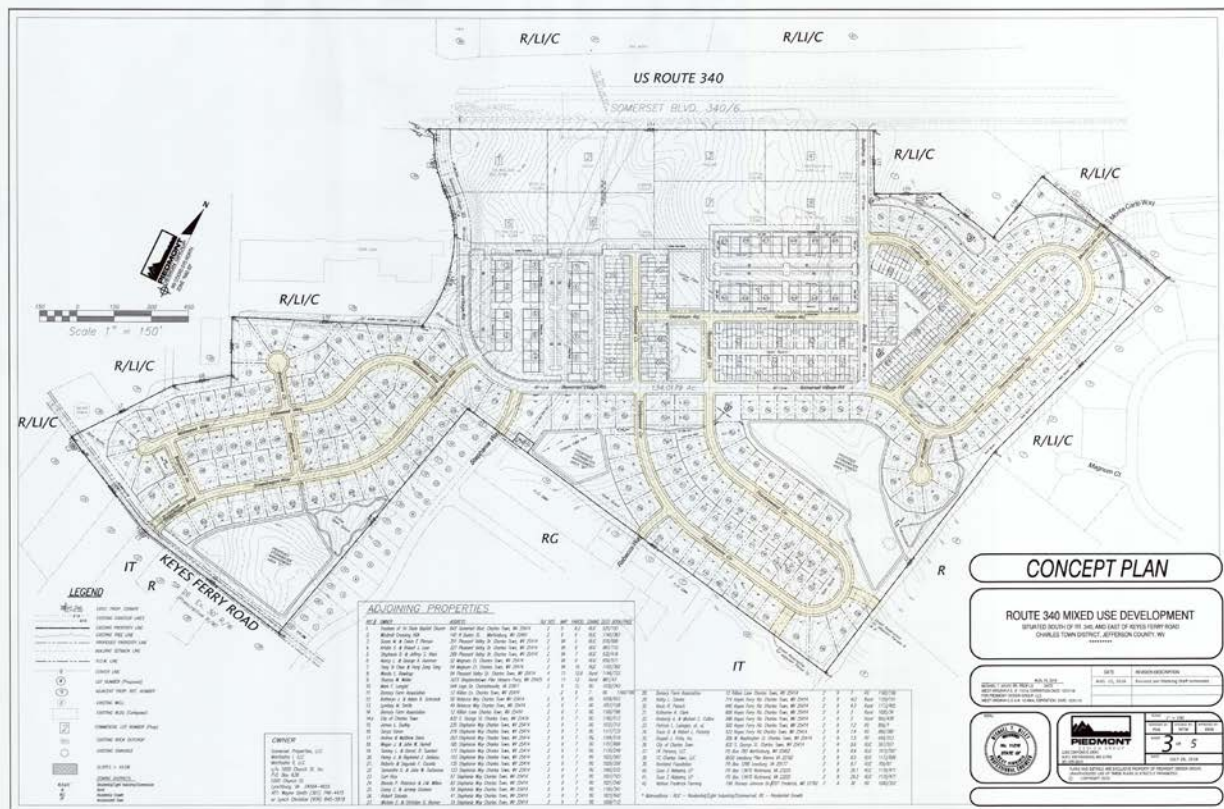
Staff Report  
 Jefferson County Planning Commission Meeting  
 April 10, 2018

PROPOSED ACTIVITY	Mixed Use Development: 597 Dwelling Units & 8 Commercial Lots Dwelling Unit Break-down: Single Family: 99 small lot & 110 large lot (as revised) ; Townhouse Units: 128; Multi-Family Units: 260 (26 buildings with 10 units/building)
-------------------	--

**PCW #18-12 WAIVER REQUEST FOR SECTION 2.2.K.1.A**

**1. Summary of the Request:**

The applicant is requesting a waiver from Section 2.2.K.1.a of the Subdivision Regulations which requires curbs, gutters and sidewalks in residential conventional subdivisions where net residential density is greater than three dwelling units per acre of land and/or when lot frontages are 80' or less. The density of this development is 5.25 dwelling units per acre. The request is to allow open swale design for all roads other than Somerset Village Road and Sundrop Road to allow bioswales as a part of the stormwater management plan (see map below).



The waiver request submitted by the applicant only mentions the use of the open swale design in place of the curb and gutter design required by Section 2.2.K.1.a of the Subdivision Regulations. Planning and Zoning staff defers to the Engineering staff (separate report) for a recommendation on this change in design. The Planning staff does, however, have some concern that the detail provided for the roadway with the swales does not include sidewalks and wishes to address this below.

Staff Report  
Jefferson County Planning Commission Meeting  
April 10, 2018

**2. Waiver Requirements:**

The applicant addresses the following requirements found in “Division 24.300 Waivers” of the Subdivision Regulations in their application:

Waivers from the minimum standards in these Regulations may be granted by the Planning Commission only when the Planning Commission finds that granting a waiver will be consistent with all of the following criteria:

- (1) that the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County parks plan, or benefits of a similar nature;
- (2) that the waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
- (3) that the waiver, if granted, will be in keeping with the intent and purpose of these Regulations; and
- (4) that the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.

**3. Staff Comments:**

Section 2.2.K.1.a is one place that sidewalks are required in the Subdivision Regulations. The Planning staff feels strongly that sidewalks should be required throughout a development of this size and that the opportunity for pedestrian interconnectivity is key to a mixed residential/commercial development.

In addition to Section 2.2K.1.a, Section 22.208A of the Subdivision Regulations states that sidewalks shall be provided along at least one side of streets in all zone districts. It further requires sidewalks to be located within townhouse or multi-family residential developments and any non-residential subdivisions and/or site plans. The Regulations state that sidewalks shall be located in the platted street right-of-way, a minimum of one foot from the property line or that walks may be installed in pedestrian easements as may be required by the Planning Commission. Planning staff strongly recommends sidewalks on both sides of this streets in this type of development and recommends not approving any waiver of sidewalks in this development.

It should also be noted that Section 22.208D states that “on-street bikeways and off-street bicycling and jogging trails shall be developed in accordance with the County's Parks and Recreation Master Plan to link major attractions and destinations throughout the community, including neighborhoods, parks, schools, churches, public libraries, community centers, major employment centers, and shopping areas.” It requires that in all major subdivisions, a dedicated detached trail or bikeway shall be provided along the public right-of-way for the entire width of the property. This is the multi-purpose trail along the property frontage requested by the County Parks and Recreation Department in conformance with the County’s Parks Master Plan.

Staff Report  
Jefferson County Planning Commission Meeting  
April 10, 2018

**4. Staff Recommendation:**

Planning staff defers to the Engineering staff regarding the waiver of curbs and gutters to allow the use of bioswales on certain roads in this Mixed Use Development; but recommends not approving any waiver of sidewalks in this development.



Staff Report  
Jefferson County Planning Commission Meeting  
April 10, 2018

(3) that the waiver, if granted, will be in keeping with the intent and purpose of these Regulations;  
and

(4) that the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.

**3. Staff Comments:**

The requirement that all subdivision lots only access internal roads and not have direct access to existing public streets is important for the maintenance of traffic flow and functionality of the public street system. As noted in the Concept Plan discussion, the County generally defers to the West Virginia Division of Highways for decisions about impacts on and improvements to state roads serving new developments; however, in this case the staff would like to offer its recommendation opposing allowing two lots to have direct access to Somerset Boulevard. If the WV DOH is supportive of the concept of a direct access, staff would not oppose one shared access to both Commercial Lots 2 and 3. Such access should extend to the access drive shown by the apartments and townhouses to allow access to Commercial Lots 6 and 7, should meet commercial road standards and should allow traffic circulation to flow throughout the development.

**4. Staff Recommendation:**

Planning and Zoning staff recommends allowing one shared direct commercial access point for Commercial Lots 2 and 3 provided that WV DOH approves this concept.

# **Engineering Report**

## **Route 340 Mixed Use Development Waiver for Curb and Gutter 10/09/2018**

### **Request:**

Somerset Properties, LLC; Maritasha, LLC; Maritasha II, LLC is requesting a waiver from the 2008 Subdivision and Land Development Regulations, Sec. 2.2 Streets K Curbs, Gutters & Sidewalks:

#### Section 2.2K1a

1. Where Required.
  - a. Roadway curbs, gutters and sidewalks shall be required in residential conventional subdivisions where net residential density is equal to or greater than three dwelling units per acre of land and/or when lot frontages are 80 feet or less.

The applicant is requesting a waiver to allow the road cross-section to utilize an open ditch section rather than curb and gutter for single family detached homes as stated in the Piedmont letter dated August 29, 2018.

### **Issues**

- In most cases, curb and gutter is commonly used in place of the ditch line because more space is needed for sidewalk to be within the ROW. There is not enough ROW width to accommodate a ditch line and sidewalk combined.

### **Findings:**

- SWM Ordinance article IV E 1 d (1)  
The following methods and practices should be utilized to the greatest extent possible, and identified within the Stormwater Management Plan, to meet minimum control requirements before resorting to structural BMPs.
  - (d) Minimizing impervious area
- SWM Ordinance article IV E 2 e
  - (2) The following nonstructural stormwater management practices shall be applied according to the West Virginia Stormwater Management and Design Guidance Manual to minimize increases in stormwater runoff in new development:
    - (e) Grass channels

- The cross-section of the road with both ditch line and sidewalk will exceed beyond the 50' ROW. The applicant is proposing to add an additional easement for the ditch line.
- The use of open ditch section will need a driveway culvert for each lot instead of a storm sewer system.
- A grass swale/ditch can be credited as a water quality structure.
- Setbacks will be from the ROW not the edge of easement.
- Townhomes and apartment driveway placement is too close together for bio swales.

**Conclusion:**

Curb and Gutter is commonly used in place of an open ditch section when sidewalks are being proposed due to ROW width constraints. As shown in the cross-section provided by the applicant, an additional easement will be needed for the open ditch section. If an easement is used instead of increasing the ROW, the homes will be closer to the road due to the setback being from the ROW not the easement. Therefore, the home's driveway will be shorter in length which will reduce the impervious area.

The stormwater management ordinance encourages the reduction of impervious surface for water quality. A grass swale/ditch can be credited as a water quality structure that filters the water as it drains.

Therefore, the office of engineering recommends approval of this waiver due to the decrease in impervious surface for single family detached homes not townhomes or apartments.

# **Engineering Report**

## **Route 340 Mixed Use Development Waiver for Second Access 10/09/2018**

### **Request:**

Somerset Properties, LLC; Maritasha, LLC; Maritasha II, LLC is requesting a waiver from the 2008 Subdivision and Land Development Regulations, Sec. 2.3.A Subdivision Access to Public Roads:

#### Section 2.2.A.1

Subdivision roads shall be coordinated with existing or proposed public roads. Generally, individual lots shall not have direct access to public roads. Lots must be served by internal subdivision roads unless otherwise approved by the Planning Commission. Subdivision road entrances onto public roads must be acceptable to the Planning Commission and to the West Virginia Division of Highways as to: location, number of entrances, drainage provisions, traffic safety, traffic control devices and general entrance design.

The applicant is requesting a waiver to allow the commercial lots 2 and 3 to have direct access to the public road (Somerset Boulevard, Rt 340/6).

### **Issues**

- The issue is an intersection has more probability of an accident accruing compared to a straight section of roadway because of the points of conflict created.

### **Findings:**

- The WVDOH has jurisdiction over Summerset Boulevard.
- A Traffic Impact Study is required for the Preliminary Plat and is not complete at this time.
- According to the WV state classification system, I would classify this as a State Local Service road that collects traffic to a higher system.
- The developer will need to build a commercial road from the internal road system to lot 2 and 3.
- There is more building area due to no ROW and setbacks are from the property line.
- Adding an intersection increases the conflict points.
- The Speed Limit is 40 mph

- No WVDOH traffic counts are shown the traffic count map for Somerset Boulevard.
- The applicant will be adding 2 addition access points in addition to this one.
- Lot 6 and 7 will be required to have access to a Non-residential roadway unless a waiver is requested and approved by the planning commission.

**Conclusion:**

The intent of Somerset Boulevard is to collect traffic for RT 340 to access at specific points: ie. Marlowe Road or Somerset Village Road. The main question is if Somerset Boulevard able to accept individual access from lot 2 and 3. A Traffic Impact Study should be able to determine this for us but the applicant is in the process of completing the study. The WVDOH will have to approve this study and the access points in which they have jurisdiction over.

However, common practice is to limit the number of separate access point when possible. At a minimum, Lot 2 and 3 should have shared access.

If commercial lot 6 and 7 are to access the unnamed driveway, the driveway will need to be upgraded to meet non-residential roadway standards.

Therefore, the office of engineering recommends approval of this waiver contingent on the WVDOH approval of the access points and Traffic Impact Study; that commercial lot 6 and 7 have access to a non-residential roadwaysection.

## The West Virginia Legal Functional Classification System

For many years, highways in West Virginia were legally classified as either "primary" or "secondary." In 1967, the West Virginia Legislature passed a package of bills designed to abolish this highway classification system and replace it with one based on highway function—the West Virginia Legal Functional Classification System. Since that time, highways in West Virginia have been classified as either Expressway (X), Trunkline (T), Feeder (F), or State Local Service (SLS). This classification, commonly known as the X-T-F classification, indicates trip length characteristics and is based on both the present and *expected* level of service of West Virginia's highways. A brief description of each of these functional systems follows (Table II-5, page II-10, depicts the mileage for each of these systems):

**Expressways (X)**—serve metropolitan areas and provide major interstate and intrastate travel corridors

**Trunklines (T)**—intrastate network intended to serve smaller cities

**Feeders (F)**—serve smaller towns and industrial and recreational areas not served by the higher systems, while collecting traffic for the higher systems

**State Local Service (SLS)**—localized arterial and spur roads which provide access and socio-economic benefits to abutting properties; due to the large range of service this classification provides, it is necessary to further subclassify it as follows:

**Essential Arterial**—provides primary access between small population centers or localities

**Collector**—collects travel from the lower systems and distributes it to the higher systems  
**Land Access**—provides access to any land area or associated improvement; also includes the following two subsystems:

- **Delta Road System**—consists of those roads in the public domain by virtue of common public use over a long period of time, where title to the right-of-way is indeterminate; although considered to be part of the SLS System, due to the lack of title to the right-of-way, delta roads are eligible only for routine maintenance and may not necessarily meet the standards set for SLS routes; the State assumed sole responsibility for maintenance of delta roads in 1966 and is currently eliminating this classification by either including these roads in the county route system or removing them from the State road inventory, depending on their current use

- **State Park and Forest Roads**—provide access within these areas for recreational and/or commercial (e.g., logging, mining, etc.) purposes; responsibility for the construction and maintenance of roads on publicly-owned lands within State parks and forests, and public hunting and fishing areas, was transferred from the Department of Natural Resources to the Department of Highways by legislative action in 1972

**Occasional Use**—lowest classification of a local road; provides access to a rural area on a low-volume basis

TABLE II-5

**West Virginia Highways: Legal Functional Classification System**

**As of December 31, 1996**

LEGAL FUNCTIONAL CLASSIFICATION SYSTEM	RURAL MILEAGE	URBAN MILEAGE	TOTAL STATE-MAINTAINED HIGHWAY MILEAGE	PERCENT OF TOTAL
Expressway (X)	990.29	182.91	1,173.20	3.41%
Trunkline (T)	1,460.44	92.60	1,553.04	4.52%
Feeder (F)	3,230.68	197.12	3,427.80	9.98%
<b>Subtotal: X-T-F System</b>	5,681.41	472.63	<b>6,154.04</b>	17.91%
State Local Service				
Essential Arterial	3,665.92	245.83	3,911.75	11.38%
Collector	7,074.64	431.02	7,505.66	21.84%
Land Access (Excluding Delta, State Park and Forest Roads, and former FAU streets)	16,546.01	243.87	16,789.88	48.86%
<b>Subtotal: SLS System</b>	27,286.57	920.72	<b>28,207.29</b>	82.09%
<b>TOTAL: X-T-F and SLS Systems</b>	32,967.98	1,393.35	<b>34,361.33</b>	100.00%

SOURCE: West Virginia Department of Transportation, Division of Transportation Planning, Roadway Records and Statistics Section. PR 528-Summary of Existing State and Local Roads and Streets. Charleston, WV: 1996.



**JEFFERSON COUNTY, WEST VIRGINIA**  
**Dept. of Engineering, Planning, and Zoning**  
**Office of Planning and Zoning**  
 116 East Washington Street, P.O. Box 716  
 Charles Town, WV 25414  
 www.jeffersoncountywv.org

File Number: PC1018-12  
 Staff Initials: RB/B  
 Sketch Received: 9/25  
 List of Adjoiners: 9/25  
 Fees Paid: 100

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Waiver Request**

*Note: Waivers from the 2008 Amended Subdivision Regulations must comply with Division 24.300 of the Subdivision Regulations.*

*Sketch on a separate sheet of paper the shape and location of lot. Show the location of the intended construction or land use indicating building setbacks, size, and height. Identify existing buildings, structures, or land uses on the property. Sign and date the sketch. Provide a vicinity map of the area and a list of the adjoining property owner's mailing addresses.*

**Property Owner Information**

Name: Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC  
 Mailing Address: 1000 Church Street, Lynchburg, VA 24504-4655  
 Phone Number: (434) 845-5918 or (301) 748-4475 Email: uddupws@gmail.com

**Applicant Contact Information**

Name: Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC  
 Mailing Address: 1000 Church Street, Lynchburg, VA 24504-4655  
 Phone Number: (434) 845-5918 or (301) 748-4475 Email: uddupws@gmail.com

**Applicant Registered Engineer(s), Surveyor(s), or Consultant(s)**

Name: Piedmont Design Group, LLC c/o Bob Barrick, PE  
 Mailing Address: 5283 Corporate Drive, Suite 300, Frederick, MD 21703  
 Phone Number: (301) 695-6614 x124 Email: robert.barrick@wormald.com

**Physical Property Details**

Physical Address: Situated South of Route 340 and East of Keys Ferry Road, east of Charles Town, WV  
 Tax District: Charles Town #2 Map No: 9 Parcel No: 8  
 Parcel Size: 134.02 acres Deed Book: 1085 Page No: 398 & 409

**Zoning District (please check one)**

Residential Growth (RG)	Industrial Commercial (IC)	Rural (R)	Residential-Light Industrial-Commercial (R-LI-C)	Village (V)	Neighborhood Commercial (NC)	General Commercial (GC)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			Highway Commercial (HC)	Light Industrial (LI)	Major Industrial (MI)	Planned Neighborhood Development (PND)	Office/Commercial Mixed-Use (OC)
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**RECEIVED**  
 SFP 25 2018  
 JEFFERSON COUNTY  
 PLANNING, ZONING AND ENGINEERING  
 Place Date Stamp Here

**What Section of the Subdivision Regulations are you Requesting to Waive?**

2.2.K.1.a

**Briefly Describe the Nature of Your Waiver Request:**

Utilize a compact street section as shown in the attached detail for portions of Somerset Village Boulevard and all other site roads except for Sundrop Road.

**Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.**

The street section will allow bio-swales to be utilized in the road right-of-way for the single-family detached portion of the project. Bio-swales are a space-efficient stormwater management Best Management Practice (BMP) and are easily accessible from the right-of-way for maintenance. The intent is to minimize the need for on-lot water quality facilities or facilities in open space parcels between lots, both of which are prone to lack of proper inspection and maintenance.

**Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.**

The compact open-section streets allow for additional buffer space at the property boundaries along Bergamot Street, Snapdragon Way, Thimbleweed Circle, Leafcup Road, and the 50' right-of-way portion of Somerset Village Road.

**Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.**

The standard, 78' lots and the smaller, 64' wide lots that have been provided allow for a variety of unit sizes including small-lot single-family detached homes, while still maintaining the overall feel and structure of a large-lot single-family subdivision.

**Explain how the waiver, if granted, will result in a project of better quality and/or character.**

Stormwater maintenance and impervious area benefits as noted previously, variety of lot sizes as noted previously, additional open space as noted previously

**Original signature is required. The information given is correct to the best of my knowledge.**

*Christian*                      9/25/18  
Signature of Property Owner                      Date

\_\_\_\_\_  
Signature of Property Owner                      Date

**To Be Completed By Office**

\_\_\_\_\_  
Date of Public Meeting/Public Hearing

\_\_\_\_\_  
Date Property to be Posted By

\_\_\_\_\_  
Official/Administrative Body

\_\_\_\_\_  
Date Adjoiner Letters to be Mailed

Approved/Denied by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Approved**                       **Denied**





**This information is  
Agenda Item # 6  
(Staff Report Included in Item  
#5)**





**JEFFERSON COUNTY, WEST VIRGINIA**  
**Dept. of Engineering, Planning, and Zoning**  
**Office of Planning and Zoning**  
 116 East Washington Street, P.O. Box 716  
 Charles Town, WV 25414  
 www.jeffersoncountywv.org

File Number: PCW 18-13  
 Staff Initials: RBB  
 Sketch Received: 9/25/18  
 List of Adjoiners: 9/25/18  
 Fees Paid: 100

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Waiver Request**

*Note: Waivers from the 2008 Amended Subdivision Regulations must comply with Division 24.300 of the Subdivision Regulations.*

*Sketch on a separate sheet of paper the shape and location of lot. Show the location of the intended construction or land use indicating building setbacks, size, and height. Identify existing buildings, structures, or land uses on the property. Sign and date the sketch. Provide a vicinity map of the area and a list of the adjoining property owner's mailing addresses.*

**Property Owner Information**

Name: Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC  
 Mailing Address: 1000 Church Street, Lynchburg, VA 24504-4655  
 Phone Number: (434) 845-5918 or (301) 748-4475 Email: uddupws@gmail.com

**Applicant Contact Information**

Name: Somerset Properties, LLC, Maritasha I, LLC, and Maritasha II, LLC  
 Mailing Address: 1000 Church Street, Lynchburg, VA 24504-4655  
 Phone Number: (434) 845-5918 or (301) 748-4475 Email: uddupws@gmail.com

**Applicant Registered Engineer(s), Surveyor(s), or Consultant(s)**

Name: Piedmont Design Group, LLC c/o Bob Barrick, PE  
 Mailing Address: 5283 Corporate Drive, Suite 300, Frederick, MD 21703  
 Phone Number: (301) 695-6614 x124 Email: robert.barrick@wormald.com

**Physical Property Details**

Physical Address: Situated South of Route 340 and East of Keys Ferry Road, east of Charles Town, WV  
 Tax District: Charles Town #2 Map No: 9 Parcel No: 8  
 Parcel Size: 134.02 acres Deed Book: 1085 Page No: 398 & 409

**Zoning District (please check one)**

Residential Growth (RG)	Industrial Commercial (IC)	Rural (R)	Residential-Light Industrial-Commercial (R-LI-C)	Village (V)	Neighborhood Commercial (NC)	General Commercial (GC)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			Highway Commercial (HC)	Light Industrial (LI)	Major Industrial (MI)	Planned Neighborhood Development (PND)	Office/Commercial Mixed-Use (OC)
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**RECEIVED**  
 SEP 25 2018  
 JEFFERSON COUNTY  
 PLANNING, ZONING AND ENGINEERING  
 Place Date Stamp Here

**What Section of the Subdivision Regulations are you Requesting to Waive?**

2.3.A

**Briefly Describe the Nature of Your Waiver Request:**

To not provide entrances to the commercial parcels 1 and 4 from Route 340/6, as would be required by 2.3.A.

**Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.**

The proposed change will eliminate two entrances and the associated impervious area, and provide safety benefits as noted below.

**Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.**

We believe that it is in keeping with the character of the adjacent properties on both sides if Route 340/6 is allowed to function as an entrance for commercial lots 2 and 3, will help separate the residential traffic from Somerset Boulevard and Sundrop Road, and will help foster interconnectivity between the commercial parcels and the other commercial properties rather than utilizing Route 340/6 .

**Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.**

Based on a review of the existing surrounding land use, we observe that Route 340/6 is intended to function as a frontage road for internally-networked commercial properties along Route 340 in the Ranson/Charles Town area. We believe that it is in keeping with the character of the adjacent properties on both sides if Route 340/6 is allowed to function as an entrance for commercial lots 2 and 3.

**Explain how the waiver, if granted, will result in a project of better quality and/or character.**

The proposed change should separate residential traffic from commercial, reduce impervious area, reduce traffic congestion on Route 340/6, and maintain the existing character of the Route 340/6 shopping district.

*Original signature is required. The information given is correct to the best of my knowledge.*

 7/25/18

Signature of Property Owner

Date

Signature of Property Owner

Date

**To Be Completed By Office**

\_\_\_\_\_ Date of Public Meeting/Public Hearing

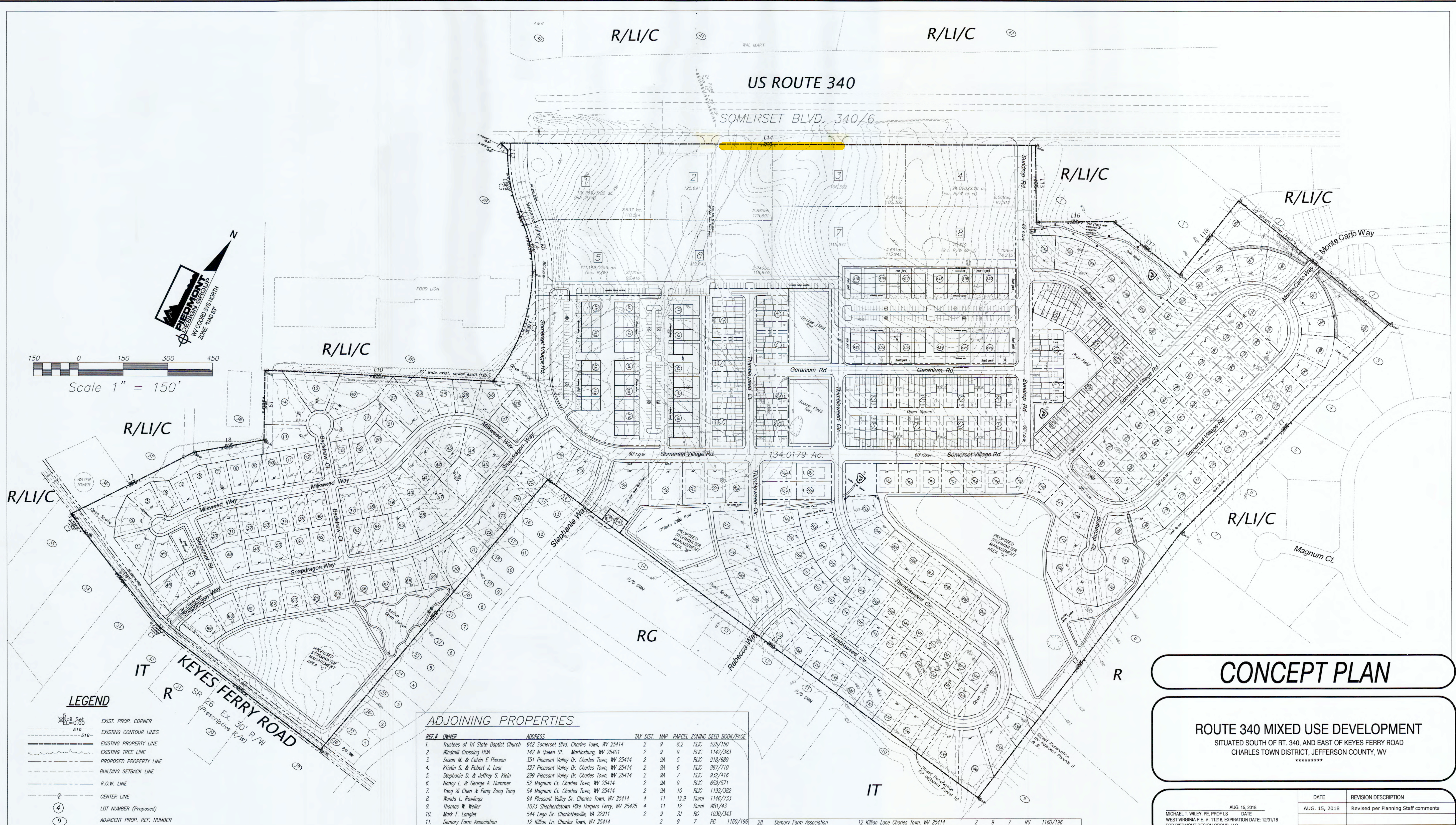
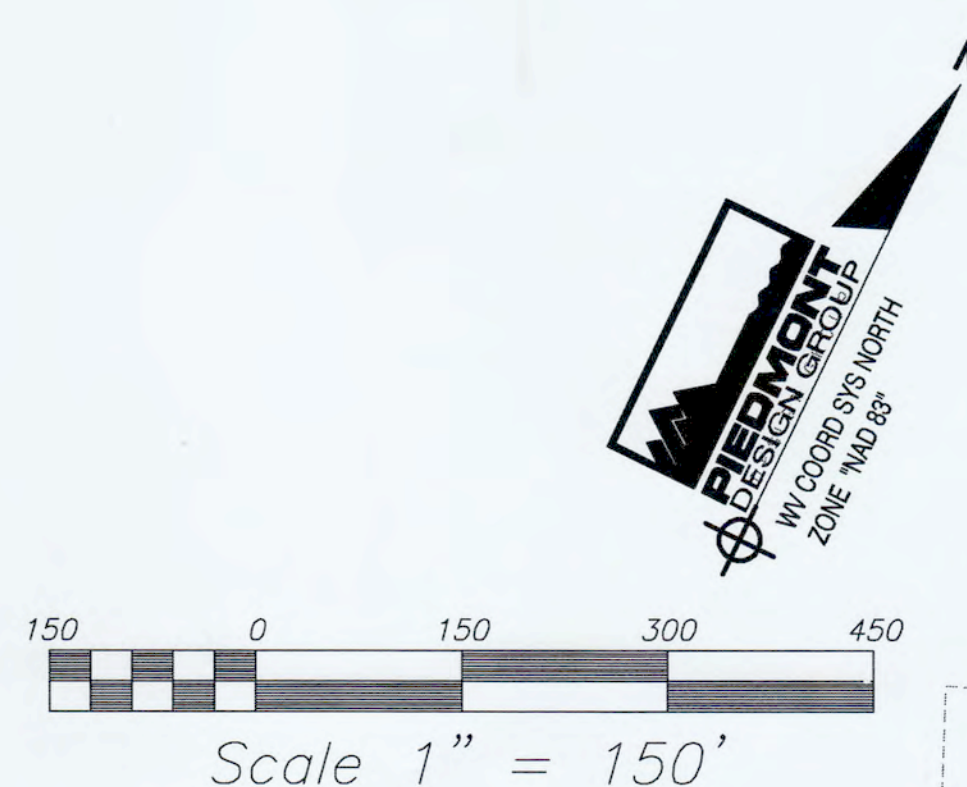
\_\_\_\_\_ Date Property to be Posted By

\_\_\_\_\_ Official/Administrative Body

\_\_\_\_\_ Date Adjoiner Letters to be Mailed

Approved/Denied by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Approved**       **Denied**



**LEGEND**

- EXIST. PROP. CORNER
- EXISTING CONTOUR LINES
- EXISTING PROPERTY LINE
- EXISTING TREE LINE
- PROPOSED PROPERTY LINE
- BUILDING SETBACK LINE
- R.O.W. LINE
- CENTER LINE
- LOT NUMBER (Proposed)
- ADJACENT PROP. REF. NUMBER
- EXISTING WELL
- EXISTING BLDG (Collapsed)
- COMMERCIAL LOT NUMBER (Prop)
- EXISTING ROCK OUTCROP
- EXISTING SINKHOLE
- SLOPES > 10.0%
- ZONING DISTRICTS**
- R/LI/C Residential/Light Industrial/Commercial
- R Rural
- RG Residential Growth
- IT Incorporated Town

**OWNER**  
 Somerset Properties, LLC  
 Maritasha II, LLC  
 c/o 1000 Church St. Inc.  
 P.O. Box 638  
 1000 Church St.  
 Lynchburg, VA 24504-4655  
 ATT: Wayne Smith (301) 748-4475  
 or Lynch Christian (434) 845-5918

**ADJOINING PROPERTIES**

REF. #	OWNER	ADDRESS	TAX	DIST.	MAP	PARCEL	ZONING	DEED	BOOK/PAGE
1.	Trustees of Tri State Baptist Church	642 Somerset Blvd. Charles Town, WV 25414	2	9	8.2	R/LC	525/150		
2.	Windmill Crossing HOA	142 N Queen St. Martinsburg, WV 25401	2	9	9	R/LC	1142/383		
3.	Susan M. & Calvin E. Pierson	351 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	5	R/LC	918/889		
4.	Kristin S. & Robert J. Lear	327 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	6	R/LC	987/710		
5.	Stephanie D. & Jeffrey S. Klein	299 Pleasant Valley Dr. Charles Town, WV 25414	2	9A	7	R/LC	932/416		
6.	Nancy L. & George A. Hummer	52 Magnum Ct. Charles Town, WV 25414	2	9A	9	R/LC	659/571		
7.	Yang Xi Chen & Feng Zong Tang	54 Magnum Ct. Charles Town, WV 25414	2	9A	10	R/LC	1192/382		
8.	Wanda L. Rowlings	94 Pleasant Valley Dr. Charles Town, WV 25414	4	11	12.9	Rural	1146/733		
9.	Thomas W. Weller	1073 Shepherdstown Pike Harpers Ferry, WV 25425	4	11	12	Rural	WB1/43		
10.	Mark F. Langlet	544 Logo Dr. Charlottesville, VA 22911	2	9	7J	RC	1030/343		
11.	Demory Farm Association	12 Killian Ln. Charles Town, WV 25414	2	9	7	RC	1160/196		
12.	Katheryn J. & Adam R. Schroeck	50 Rebecca Way Charles Town WV 25414	2	9	7	RC	1059/453		
13.	Lyndsey M. Smith	49 Rebecca Way Charles Town, WV 25414	2	9	7	RC	1057/128		
14.	Demory Farm Association	12 Killian Lane Charles Town, WV 25414	2	9	7	RC	1160/196		
14.a	City of Charles Town	832 S. George St. Charles Town, WV 25414	2	9	7	RC	1182/513		
15.	James L. Dudley	235 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1032/312		
16.	Sergui Garev	219 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1117/133		
17.	Andrea & Matthew Davis	203 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1184/519		
18.	Megan J. & John W. Horrell	185 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1157/849		
19.	Tammy L. & Darrel R. Suenkel	171 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1170/249		
20.	Penny J. & Raymond J. Jarbeau	153 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1022/583		
21.	Roberto & Segunda F. Coceda	135 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1029/356		
22.	Samantha D. & John W. Tostenson	123 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1060/272		
23.	Curt Rice	97 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1027/103		
24.	Brenda P. Robinson & J.M. Wilkes	83 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1021/340		
25.	Cassy C. & Jeremy Gresson	59 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1160/341		
26.	Robert Salcedo	41 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1023/642		
27.	Michele E. & Christian G. Bonner	19 Stephanie Way Charles Town, WV 25414	2	9	7	RC	1059/112		
28.	Demory Farm Association	12 Killian Lane Charles Town, WV 25414	2	9	7	RC	1160/196		
29.	Kathy L. Simms	714 Keyes Ferry Rd. Charles Town, WV 25414	2	9	4.3	Rural	1159/191		
30.	Kevin R. Pansch	640 Keyes Ferry Rd. Charles Town, WV 25414	2	9	4.3	Rural	1113/405		
31.	Katherine K. Clark	606 Keyes Ferry Rd. Charles Town, WV 25414	2	9	3	Rural	1095/34		
32.	Kimberly A. & Michael C. Collins	588 Keyes Ferry Rd. Charles Town, WV 25414	2	9	2	Rural	950/438		
33.	Patricia L. Lanagan, et. al.	560 Keyes Ferry Rd. Charles Town, WV 25414	2	9	1.2	RC	856/1		
34.	Tricia D. & Robert L. Fluharty	522 Keyes Ferry Rd. Charles Town, WV 25414	2	9	1.4	RC	960/380		
35.	Russell J. Fritts, Inc.	309 W. Washington St. Charles Town, WV 25414	2	9	1.5	RC	649/312		
36.	City of Charles Town	832 S. George St. Charles Town, WV 25414	2	9	8.6	R/LC	597/551		
37.	TK Parsons, LLC	PO Box 783 Martinsburg, WV 25402	2	9	8.4	R/LC	1012/587		
38.	CC Charles Town, LLC	8550 Leesburg Pike Vienna VA 22182	2	9	8.5	R/LC	1173/686		
39.	Kenland Foundation	PO Box 1296 Leesburg, VA 20177	2	9	8.7	R/LC	700/61		
40.	Suso 2 Alabama, LP	PO Box 13470 Richmond, VA 23225	2	8	29.1	R/LC	1170/471		
41.	Suso 2 Alabama, LP	PO Box 13470 Richmond, VA 23225	2	8	29.2	R/LC	1170/471		
42.	Nathan Frederick Farming	198 Thomas Johnson Dr #207 Frederick, MD 21702	2	8	30	RC	1090/352		

\* Abbreviations : R/LC - Residential/Light Industrial/Commercial, RC - Residential Growth

**CONCEPT PLAN**

**ROUTE 340 MIXED USE DEVELOPMENT**  
 SITUATED SOUTH OF RT. 340, AND EAST OF KEYES FERRY ROAD  
 CHARLES TOWN DISTRICT, JEFFERSON COUNTY, WV  
 \*\*\*\*\*

DATE	REVISION DESCRIPTION
AUG. 15, 2018	Revised per Planning Staff comments



**PIEDMONT DESIGN GROUP**  
 5283 CORPORATE DRIVE  
 SUITE 300 FREDERICK, MD 21703  
 301-695-6514

SCALE: 1" = 150'  
 DESIGNED BY: PSA  
 CHECKED BY: MTW  
 APPROVED BY: EEW  
 SHEET: 3 OF 5  
 DATE: JULY 26, 2018

PLANS AND DETAILS ARE EXCLUSIVE PROPERTY OF PIEDMONT DESIGN GROUP. UNAUTHORIZED USE OF THESE PLANS IS STRICTLY PROHIBITED.  
 © COPYRIGHT 2018



**This information is  
Agenda Item # 8.**





# Jefferson County, West Virginia

Office of Planning and Zoning  
116 East Washington Street, 2<sup>nd</sup> Floor  
Charles Town, WV 25414

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Email: [zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228

Fax: (304) 728-8126

---

## Planner's Memorandum Planning Commission Meeting October 9, 2018

- 1) **Improvement Location Permit Ordinance/  
Historic Landmarks Commission "Delay of Demolition" requirements**  
Update on the status of this request by HLC (Jennie and Nathan)
- 2) **Zoning Ordinance Text Amendments**
  - a) **Landscape Standards**
    - Stakeholder meeting with staff held – draft amendment to be developed.
  - b) **Parking Standards**
  - c) **WV45 Gateway Design Standards (ZTA17-02)**
    - Shepherdstown Planning Commission input received 4/4/18
    - Staff to initiate effort in Fall 2018
- 3) **Subdivision Regulation Text Amendments**
  - a) **Subdivision and Land Development Regulations Amendments (STA18-01)**
    - Staff initiated effort on larger amendment including reorganization of Sub Reg. sections is underway.
- 4) **Upcoming PC meetings**
  - a) Following Regular Meeting: **November 13, 2018**
    - Concept Plan Workshop for – Pikeview (R&D)
    - Concept Plan Workshop for Martinsburg Pike ROCs (Shepherdstown area)



**This information is  
Agenda Item # 11.**





## **CORPORATION OF SHEPHERDSTOWN**

104 NORTH KING STREET  
P.O. BOX 248  
SHEPHERDSTOWN, WEST VIRGINIA 25443-0248  
TEL: (304)876-2312  
FAX: (304) 876-1473

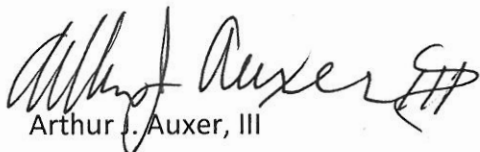
September 12, 2018

A position letter on the proposed Rockwool Plant to be constructed in Jefferson County, West Virginia

The Corporation of Shepherdstown is known for its commitment to protecting the environment. Therefore, after hearing the concerns from its residents and greater community members, the Corporation of Shepherdstown expresses its strong opposition to the Rockwool Plant that has been proposed to be built in Jefferson County. Heavy industry and all that it brings are in direct conflict with our vision, principles and comprehensive plan.

The Shepherdstown Community believes the Rockwool Plant is a present threat to the health, safety and welfare of our citizens, natural resources, and wildlife.

Finally, the Shepherdstown Community is committed to educating the public on the potential threat of the Rockwool Plant to our natural resources, air quality and public health. The Shepherdstown Town Council votes to support our community and Eastern Panhandle neighbors in opposing the Rockwool Plant.



Arthur J. Auxer, III

Mayor

## RESOLUTION

**WHEREAS**, The proposed Rockwool Plant in Jefferson County, West Virginia, would expose Shepherdstown residents and school children to carcinogen pollution;

Rockwool would jeopardize economic development, agriculture, historic preservation, and tourism in Shepherdstown;

Rockwool is inconsistent with the Goals and Strategies of the Shepherdstown Comprehensive Plan;

Rockwool and permitting agencies did not engage Shepherdstown community members or Town officials during the planning process;

The Shepherdstown Town Council heard extensive opposition to Rockwool during a public meeting held at the Shepherdstown Community Club on August 23, 2018;

Responses from Rockwool representatives and permitting agencies have not adequately addressed our concerns;

**BE IT RESOLVED THAT**, the Shepherdstown Town Council opposes the development of the Rockwool (Roxul) Plant in Jefferson County, West Virginia.

**BE IT FURTHER RESOLVED THAT**, we call on the Jefferson County Commission to (a) rescind the PILOT agreement with Roxul; (b) commission an independent public health and economic risk assessment for Jefferson County; and (c) instruct the Jefferson County Development Authority (JCDA) to postpone all actions on Rockwool until the requested risk assessment is provided.

**BE IT FURTHER RESOLVED THAT**, we call on the JCDA to oppose the Water Bond currently under consideration for Rockwool.

Adopted this 12<sup>th</sup> day of September 2018.

  
MAYOR

  
RECORDER

RECEIVED

SEP 20 2018

JEFFERSON COUNTY  
PLANNING, ZONING AND ENGINEERING

Dear Mr. Bruning,

**I must write this anonymously due to my position. I so very much want to send a comment on the facebook page concerning Rockwool but I cannot unless I make a fake page. I decided the best way to get this message to you is by writing this letter.**

**I have seen several people including yourself ask the question "why is the Sierra Club in Jefferson county against Rockwool when the national club commends them?"**

**I know the answer to that question. One only needs to follow the money. John Maxey works for the Sierra Club. His stepson Danny Chiotis is an activist against coal mines and natural gas. Why is he activist against them? Because he works for and lobbies for Solar Power. It lines his pockets when he can bring down anyone who uses coal or natural gas.**

**He and Larry Gibson (who has passed) fought against coal mines throughout West Virginia resulting in hundreds, if not thousands, of people losing jobs. He is totally against natural gas also. Rockwool uses coal and natural gas right? They need to stop any industry who relies on these energy options to line THEIR pockets. They must PROVE that coal is no longer needed. They must prove that we do not need natural gas in this area. We only need Solar Power! We "need" it so they can make money. They do not care about anything but putting money in their own pockets. They will brainwash and weasel their way into any organization that will so blindly believe their statements of "we must save the Earth". Check out all the organizations they represent. Every single one is for them to put money in their own pockets.**

**Danny Chiotis is a Solar Consultant for Mountain View Solar. He even weaseled the local NAACP into CREATING a chair for him so he can promote solar energy to the "oppressed". He is the NAACP's Environmental Chairman. That is also why the Jefferson County NAACP is fighting against Rockwool.**

**I could go on and on but I will not. I really do not want to trash these men. But I wanted to get the answer to your question to you.**

**Again, I must remain anonymous due to my position.**

**There are more people backing you than you know. Stand tall and proud. Some of us know you are trying to do the best for this community.**

\*Copies provided @ 10/09/18 PC mtg. - JAH

Harpers Ferry Wv  
25425

HARRISBURG PA 171

14 SEP 2018 PM 11



No Such Person  
at this Address

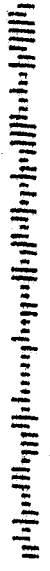
Raymond Bruning  
Po Box 716  
Charles Town Wv  
25414

RECEIVED

SEP 20 2018

JEFFERSON COUNTY  
PLANNING, ZONING AND ENGINEERING

25414-071616



Faint, illegible text from the reverse side of the envelope, possibly a return address or recipient information.