



DRAFT
AGENDA

Jefferson County Planning Commission
Tuesday, November 13, 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: 10/09/18.
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:** Concept Plan for Pikeview Manor (File #18-16). A proposed Major Residential Cluster Subdivision, including 6 lots and a 31 acre green space. The property is designated as Tax District: Shepherdstown (09); Tax Map: 18; Parcel 5. Zoned: Rural; Size: 43.57 acres.
5. **Public Hearing:** Waiver Request for Pikeview Manor Major Subdivision (PCW#18-15). Applicant is requesting a waiver from Section 21.103D of the Subdivision and Land Development Regulations "Access to Existing Roads" which requires all lots to have access via internal subdivision roads. The applicant is requesting a separate entrance to the green space parcel, at its current WVDOH permitted entrance, rather than accessing from the proposed street shown on the cluster plan.
6. **Public Hearing:** Waiver Request for Pikeview Manor Major Subdivision (PCW#18-16). Applicant is requesting a waiver from Sections 24.113 – 23.115 of the Subdivision and Land Development Regulations that pertains to the Major Subdivision Preliminary Plat Application and Completeness Review, Public Hearing and Approval process. The applicant is requesting to advance to the final plat for purposes of creating the green space parcel only. The applicant will process a full Major Subdivision for the balance of the cluster.
7. **Public Workshop:** Concept Plan for Martinsburg Pike ROCS (File #S18-06). A proposed gas station with a 5,600 square foot convenience store and 5 fuel islands, with a total of 10 pumps. The property is designated as Tax District: Shepherdstown (09); Tax Map: 8A; Parcel 19, 21 & 23. Zoned: Residential-Light Industrial-Commercial; Size: 3.56 acres, combined.
8. **Public Hearing:** Waiver request Shepherdstown Public Library (PCW#18-14). Applicant is requesting a waiver from Section 24.108C of the Subdivision and Land Development Regulations which states that the direction provided by the Planning Commission in the Minor Site Plan Concept Plan Public Workshop shall be applicable for a period of two years (from October 13, 2015). The applicant received a one year extension in November 2017 and is requesting an additional 1-year extension of the time requirements to prepare a site plan for the Shepherdstown Public Library project. Tax District: Shepherdstown (09); Tax Map: 8; Parcel 11. Zoned: Residential Growth; Size: 3.8 acres.

There is no public comment for the following items.

9. **Discussion and Action:** For the Planning Commission to vote to approve or deny the Magnolia Springs Preliminary Plat Application (File #18-05) as complete in accordance with Sections 24.113 and 24.114

of the Subdivision Regulation, for the purpose of scheduling a Public Hearing for this application. The property is designated as Tax District: Charles Town (02); Tax Map: 10; Parcels 8 & 8.6. Zoned: Residential Growth; Size: a 110.85 acre portion of a total of both parcels of 127.58 acres.

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

- Possible Legal Update for direction related to the ILP.

11. Planner's Memo.

12. President's Report.

13. Actionable Correspondence:

14. Non-Actionable Correspondence