

AGENDA
Jefferson County Planning Commission
Tuesday, April 09, 2019 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: 3-12-2019.
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 Hearing:** Waiver request by Jefferson County Parks & Recreation Commission (File #19-5-PCW). Applicant is requesting a waiver from Appendix B Sections 2.5, 10.4 & 10.5 of the Subdivision and Land Development Regulations to waive the required paved parking and to continue to utilize grass and gravel parking in the park for large events at the amphitheater. The property is designated as Tax District: Charles Town (02); Tax Map: 3; Parcel: 12. Zoned: Rural; Size: 138.25 acres.
5. **Variance 1979 Subdivision Ordinance:** Subdivision Variance request by Roderick Planes, LLC., for Aspen Greens Phase IIB (File#19-1-PCV). Applicant is requesting a waiver from Section 8.2a(2) of the 1979 Subdivision Ordinance that requires two entrances for a subdivision with more than 50 lots. The property is designated as Tax District: Charles Town (02); Tax Map: 4; Parcel: 19. Zoned: Rural; Size: 110 acres.
6. **Public Hearing:** Waiver request by Harry & Garnett Catrow (File #19-6-PCW). Applicant is requesting a waiver from Section 20.201A (2) of the Subdivision and Land Development Regulations which states that all lots, regardless of the zoning district, shall have motor vehicle access via a 50' access easement. Applicant is requesting that a new lot being proposed from the Residue of the Catrow Minor Subdivision Lots 1, 2, & 3 (PB25/PG211) be permitted to have direct access to Sandpiper Lane, which is an existing private road within a 40' right of way previously approved to serve Mecklenberg Heights. The property is designated as Tax District: Shepherdstown (09); Tax Map: 7; Parcel: 32.15. Zoned: Residential Growth; Size: 21.998 acres.

There is no public comment for the following items.

7. RFQ Update from Committee – Steve Stolipher
8. Discussion of Potential Zoning Ordinance Amendments – Alex Beaulieu, Zoning Administrator
 - a. Revision to Article 10 “Provisions for Signs” to incorporate procedures for various signs
 - b. Revision to Article 2 Definitions; Section 8.14 Rural Reception/Event Facility; and Appendix C to create a process to allow event facilities in new rural structures.

9. Discussion and Action of 3rd Quarterly Report for County Commission
10. Reports from Legal Counsel and legal advice to the Planning Commission
 - a. Status of response to letter dated 2/7/19 from the Corporation of Shepherdstown requesting a MOU between the County and the Town
11. Planner's Memo.
12. President's Report
13. Actionable Correspondence
14. Non-Actionable Correspondence