



## AGENDA

**\*REVISED**

Jefferson County Planning Commission

Tuesday, August 10, 2021 at 7:00 PM

---

All Citizens that desire to speak must sign-in prior to the Agenda Item being addressed. This meeting will NOT be a live broadcast on our website. Instead, it will be accessible through a live ZOOM Meeting only.

If you wish to make a public comment for one of the agenda items, please type your name, address, and agenda item # in the chat function at the start of the meeting.

**\*\*Please use the following information to join the ZOOM Meeting\*\***

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89080314783>

**Meeting ID: 890 8031 4783**

Dial by your location

+1 301 715 8592 US (Washington DC)

Find your local number: <https://us02web.zoom.us/u/kbIUIVVCB1>

- 
1. Approval of Meeting Minutes: July 13, 2021
  2. Request for postponement.
  3. **Public Hearing:** Major Site Plan for the Shepherdstown Sheetz Store 160 Site Plan Application, consisting of a proposed gas station with a 6,100 square foot Convenience Store with drive-thru, five (5) fueling islands with canopy, car wash, and related improvements. The property is designated as Tax District: Shepherdstown (09); Tax Map: 8; Parcels: 13, 15.2, parts of 10.2 & 14. Zoned: Residential-Light Industrial-Commercial (RLIC); Size: 5.4 acres (after merger); File: 20-10-SP.
  4. **Public Hearing:** Request to lift the single family restriction (Note #4) Lot 1 of Trough Bend Subdivision (#01-05) to allow for the construction an in-law suite in the basement of a new home for a family member. Owner/Applicant: Lutman Land Development. Property Location: Vacant parcel on Trough Bend Road, Shepherdstown, WV; Tax District: Shepherdstown (09); Tax Map: 12; Parcel: 11.14; Size: 10.11 ac; Zoning District: Rural; File: 21-11-Q.
  5. **Public Hearing:** Request to lift the single family restriction (Note #3) Lot 1 John Orndorff Minor Subdivision (#94-11), Peaceful Breeze Ln, Shepherdstown, WV Subdivision to allow for the construction of a 3 bedroom/2 bath house with 1 bedroom/1 bath in-law suite. Owner/Applicant: Nicole Picciotto. Property Location: Lot 1 Elmwood Farm, Peaceful Breeze Ln, Shepherdstown, WV; Tax District: (09); Tax Map: 12; Parcel: 8; Size: 12.99 ac; Zoning District: Rural; File: 21-12-Q.
  6. **Public Hearing:** Request for a waiver from Section 20.201.A.2 of the Subdivision Regulations to allow a 6<sup>th</sup> lot to access a 50' access easement (Fennec Fox Lane) which was created as a part of a Minor Subdivision serving the maximum 5 lots. Owner/Applicant: Lutman Land Development LLC. Property Location: 7029 Flowing Springs Road and Fennec Fox Lane; Shepherdstown (09); Map: 17; Parcel: 4.8; Size: 1.54 acres ; Zoning District: Rural. File: 21-13-PCW.

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

7. **Review and Approval:** Planning Commission's FY 2021 Annual Report to the County Commission per WV Code §8A-2-11. The Planning Commission is required by State Code to make an annual report to the appropriate governing body concerning the operation of the planning commission and the status of planning within its jurisdiction.
8. Reports from Legal Counsel
  - a. \*Discussion of Jefferson County Circuit Court Civil Action No. 21-C-109. Discussion/Action.
9. Planner's Memo
10. President's Report
11. Actionable Correspondence
12. Non-Actionable Correspondence