



Advanced Agenda
Jefferson County Planning Commission
Tuesday, October 12, 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

Virtually via ZOOM (video or phone conference options available).

<https://us02web.zoom.us/j/85281382423>

Dial by location: 301-715-8592 / Meeting ID: 852 8138 2423

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

1. Approval of Meeting Minutes: September 14, 2021 and September 28, 2021
 2. Request for postponement.
 3. **Public Hearing:** Request for a Final Plat Amendment for Lot 21 of the Sheridan Subdivision, Phase II to allow an in-ground pool and fence to be located within a platted drainage easement (see Note #15 on Final Plat / PC File 05-26). Property Owner: Kara and Matthew Durrschmidt; Property Location: Sheridan Subdivision, Lot 21, 441 Chickamauga Dr., Harpers Ferry, WV. Parcel ID: 04009D00210000; Size: 0.83 ac; Zoning District: Residential Growth; File: 21-19-Q.
 4. **Public Workshop:** Concept Plan for Colonial Hills Subdivision, Phase 3B (Major Residential Subdivision), which will consist of 20 townhome units with associated parking spaces. Owner/Applicant: KE Colonial Hills, LLC; Property Location: Colonial Hills Subdivision, Lots C1 and C2, vacant parcels; eastern side of Potomac Farms Drive approximately 0.25 miles north of the intersection of Rte. 480 and Potomac Farms Dr. Shepherdstown, WV; Parcel ID: 09000800100000; Size: 2.54 ac; Zoning District: Residential Growth; File: 21-26-SD.
 5. **Public Hearing:** Waiver request from Section 20.203B.1 of the Subdivision Regulations, which requires a Site Plan for any building and/or parking lot greater than 1,200 square feet. The applicant is requesting to waive the requirement of a site plan for a 1,500 square foot building, plus a 960 square foot of parking lot. Owner/Applicant: Chris Livingston, Dead Rock Contractor Services; Property Location: Vacant parcels located off Shipley School Road / located between Shipley School and Meadows Farm Nursery, Charles Town, WV. Parcel IDs: 04000900230000 and 04000900270000; Combined Size: .86 ac; Zoning District: General Commercial; File: 21-19-PCW.
 6. **Public Hearing:** Proposed text amendment to the Jefferson County Zoning and Land Development Ordinance to create provisions to allow Short Term Rentals to process as a Principal Permitted Use in any zoning district that allows a single family dwelling including the following zoning districts: Planned Neighborhood Development (PND), Rural (R), Residential Growth (RG), Residential-Light Industrial-Commercial (RLIC), and Village (V). The draft text amendment includes revisions to Article 2, Section
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2.2 Definitions; Article 8 Supplemental Use Regulations (creation of Section 8.16 Short Term Rentals); and Appendix C Principal Permitted and Conditional Uses Table. PC File #ZTA21-01.

There is no public comment for the following items.

7. *(Tentative)* **Review and Discuss** next steps related to the County Commission's request regarding an amendment to the *Jefferson County Envision Jefferson 2035 Comprehensive Plan* to clarify and/or state that solar facilities are principal permitted uses in the rural and residential zoning districts.
 8. **Reports from Legal Counsel**
 - a. Discuss and review Jefferson County Circuit Court Civil Action No. 2021-C-109.
 - b. Review of Zoning Text Amendment File #ZTA19-03 related to solar energy facilities, including review of Jefferson County Circuit Court Civil Action No. 2021-C-33.
 9. **Planner's Memo**
 10. **President's Report**
 11. **Actionable Correspondence**
 12. **Non-Actionable Correspondence**
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