



Agenda

Jefferson County Planning Commission

Tuesday, December 14, 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****

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

Join Zoom Meeting: <https://us02web.zoom.us/j/81897159256>

Dial by location: 301-715-8592 / Meeting ID: 818 9715 9256

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

1. Approval of Meeting Minutes: November 9, 2021 and December 7, 2021
2. Request for postponement.
3. **Public Hearing:** Request for a waiver of Section 20.201A.2, to reduce the access width from 50' to approximately 14' for the purpose of creating one additional lot on the existing Hollow Tree Drive. Applicant: Patricia Greenley. Property Owner: Laurice Berry. Property Location: 137 Hollow Tree Drive, Summit Point, WV. Parcel ID: 06019A00010001; Size: 11 acres; Zoning District: Rural. File: 21-20-PCW.
4. **Public Hearing:** Request for a waiver of Section 20.201 of the Subdivision Regulations, to process the first five (5) lots (out of the maximum of seven (7) lots) of a Cluster Subdivision as a Minor Subdivision. Property Owner/Applicant: Secatello Contracting LLC; Property Location: 4590 Bowers Road, Kearneysville, WV. Parcel ID: 07000500020000; Size: 48 ± acres; Zone: Rural. File: 21-21-PCW.
5. **Public Hearing:** Request for a waiver of Section 20.201A.2.b of the Subdivision Regulations, to allow Lot 10 to use River Bend Road as an entrance to the lot as it was permitted to do so in 1970. Property Owner/Applicant: H and G Catrow Contracting, LLC; Property Location: Vacant Parcel, Lot 10 Hidden River Farm Subdivision, River Bend Road and Wide Horizon Road, Kearneysville, WV. Parcel ID: 07001300440000; Size: 1.18 acre; Zone: Rural. File: 21-22-PCW.

There is no public comment for the following items.

6. **Discussion and Action for a Zoning Map Amendment Request:** Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone the subject parcels from Village to General Commercial is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: John Morris. Property Location: 16, 30, and 36 Old Leetown Road, Kearneysville, WV. Tax District: Middleway (07), Map: 11; Parcels: 2.1 and 2.2. Combined acreage: 1-acre. Zoning District: Village. File: 21-4-Z.
 7. **Discussion and Action:** For the Planning Commission to vote to approve or deny the Milton's Landing Preliminary Plat Application 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. Property Owner: Lutman Land Development. Property Location: Parcel ID: 02001100300002; Size: ~65 acre; Zone: Residential Growth. File: 21-22-SD.
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8. **Planning Commission Budget Discussion:** The Director of Engineering, Planning and Zoning, Roger Goodwin, has to prepare the Department's draft FY2022-2023 Budget by the end of December 2021. This is the opportunity for the Planning Commission to provide input into this budget, including the upcoming update to the Comprehensive Plan, which should be initiated in early 2023. Any budget request needs to include the item, purpose or justification, if it is an item that is needed due to state code (if so, the section of state code), and the budget amount requested.
 9. **Discussion and Possible Recommendation:** Recommendation to the County Commission regarding the proposed *Envision Jefferson 2035 Comprehensive Plan* (approved 01/14/15) Text Amendment regarding solar facilities in the rural and residential zoning districts. The Public Hearing was held by the Planning Commission on December 7, 2021.
 10. **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 discussion of Jefferson County Circuit Court Civil Action No.'s 2021-C- 33 through 37 and Jefferson County Circuit Court Civil Action No.'s 2021- C-46 through 50, and WV Supreme Court No.'s 21-0727, 21-0728, and 21-0731.
 - c. Report by counsel regarding Comprehensive Plan Amendment and related issues.
 11. **Planner's Memo**
 12. **President's Report**
 13. **Actionable Correspondence**
 14. **Non-Actionable Correspondence**
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