



Advanced Agenda
Jefferson County Planning Commission
Tuesday, January 11, 2022 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****

*Access virtual meeting from desktop, laptop, iPad/tablet, or phone.
You will be prompted to download the software or install the ZOOM app.*

Join Zoom Meeting: <https://us02web.zoom.us/j/83918360844>

Dial by location: 301-715-8592 / Meeting ID: 839 1836 0844

Find your local number: <https://us02web.zoom.us/u/kcdMPp84dC>

1. Election of Planning Commission Officers.
2. Approval of Meeting Minutes: December 14, 2021 and January 4, 2022 Special Called Meeting
3. Request for postponement.
4. **Public Hearing:** Request for a waiver of Section 20.201A.2 to reduce the width of a required access easement from 50' to 40'; and, to allow for the creation of two additional lots on Woodbury Drive to process as a minor subdivision. Property Owner: Sandra Phillips. Property Location: 387 Woodbury Drive, Kearneysville, WV. Parcel ID: 07000800030019; Size: ~27 acres; Zoning District: Rural. File: 21-23-PCW.
5. **Public Hearing:** Final Plat Public Hearing for Aspen Greens Subdivision, Phase IIB for Lots 47 – 85, and Residue. Applicant: Fred Gates, Gates Associated. Property Owner: Maurice Gladhill, Roderick Planes, LLC. Property Location: Aspen Greens Subdivision, residue parcel located off Wintergreen Way. NE of the intersection of Routes 24 (Old Country Club Rd.) & 17 (Flowing Springs Rd.), Charles Town, WV. Parcel ID: 02000400190000; Size: 77.42 acres; Zoning District: Rural. File: 20-1-SD.
6. **Public Hearing:** Final Plat Public Hearing for Beallair Subdivision, Phase 3-Residential, Lots 203-233, 273-275, 283-304, Residue Parcels A & F. Applicant: Piedmont Design Group, LLC. Property Owner: Beallair Homes, LLC. Property Location: Beallair Subdivision, residue parcel located off Beallair Manor Dr. / Claymont Hill St. / Clover Lea Way / Lewis Washington Dr., Charles Town, WV Parcel ID: 040010RESA; Size: +60 acres; Zone: Residential Growth. File: 21-31-SD
7. **Public Hearing:** Preliminary Plat Public Hearing for Milton's Landing Subdivision consisting of 50 single family detached lots to be served by well and septic systems. Property Owner: Lutman Land Development. Property Location: Vacant parcel located 0.3 miles west of the Summit Point Rd (WV13)/ Middleway Pike (WV51) intersection, Charles Town; Parcel ID: 02001100300002; Size: ~65 acre; Zone: Residential Growth. File: 21-22-SD.

8. **Public Hearing:** Waiver from Section 20.203B of the Subdivision Regulations, which requires a Site Plan when the footprint of any addition or a new structure (building and/or parking lot) is greater than 1,200 square feet. The applicant is requesting to waive the requirement of a site plan to convert an existing tennis court into a Brewery. Property Owner: Matt and Laura Knott. Property Location: 408 Allstadt's Hill Road, Harpers Ferry, WV. Parcel ID: 04000900690000; Combined Size: 4.64 ac; Zoning District: Residential-Light Industrial-Commercial. File: 21-24-PCW.

There is no public comment for the following items.

9. **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 Industrial-Commercial to Residential Growth is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: Arnold Holden. Property Location: NW of Shenandoah Road and Ridge Road, Shenandoah Junction, WV. Tax District: Charles Town (02), Map: 1; Parcels: 29 and 45. Combined acreage: 76.22 acres. Zoning District: Industrial Commercial. File: 21-5-Z.
10. **Discussion and Action for a REVISED 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 Residential-Light Industrial-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.
11. **Discussion and Approval:** Planning and Zoning Quarterly Report for FY 2021-2022 2nd Quarter for the County Commission
12. **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. Discussion regarding Comprehensive Plan Amendment and related issues.
13. **Planner's Memo**
14. **President's Report**
15. **Actionable Correspondence**
16. **Non-Actionable Correspondence**
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