



REVISED Agenda
Jefferson County Planning Commission
Tuesday, April 12, 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/82141356440>

Dial by location: 301-715-8592 / Meeting ID: 821 4135 6440

Find your local number: <https://us02web.zoom.us/u/kdrGzdn1OcCELL>

1. Approval of Meeting Minutes: March 8, 2022
 2. Request for postponement.
 3. **Public Workshop:** Sleepy Hollow Wireless Telecommunications Facility Concept Plan. The purpose of this plan is to construct a 150' telecommunication monopole tower within an existing substation compound Applicant: Richard Marquiss/First Energy. Property Owner: The Potomac Edison Company. Property Location: 1320 Old Country Club Road, Charles Town, WV. Parcel ID: 04001000030005; Size: 3.6692 acres; Zoning District: Residential Growth. File: 22-1-SP.
 4. **Public Hearing:** Request for waiver of Section 11.1.B. which requires a site plan for all new telecommunication towers (Sleepy Hollow Wireless Telecommunications Facility). Applicant: Richard Marquiss/First Energy Property Owner: The Potomac Edison Company. Property Location: 1320 Old Country Club Road, Charles Town, WV. Parcel ID: 04001000030005; Size: 3.6692 acres; Zoning District: Residential Growth. File: 22-8-PCW.
 5. **Public Hearing:** Final Plat Amendment to allow a 22' x 44' inground pool with surrounding concrete to be located within a platted 10' drainage/utility easement. See Note #15 on Final Plat / PC File 05-26. Property Owner/Applicant: Melissa & Lucas Palmer; Property Location: Sheridan Subdivision, Phase II, Lot 160, 68 Wilderness Court, Harpers Ferry, WV. Parcel ID: 04009D01600000; Size: 0.388 ac; Zoning District: Residential Growth; File: 22-1-FPA.
 6. **Public Hearing:** Final Plat Amendment to allow a 12' x 5.5' deck to be located within a platted 12' drainage/utility easement. Property Owner/Applicant: John & Melissa Knott; Property Location: Aspen Green Subdivision, Phase 1A, Lot 20, 80 Quaking Aspen Way, Charles Town, WV. Parcel ID: 02004G00200000; Size: .3179 acre; Zone: Rural. File: 22-2-FPA.
 7. **Public Hearing:** Final Plat Amendment to allow the construction of a detached accessory dwelling unit for a family member. See Note #4 on Final Plat / PC File 01-17. Property Owner/Applicant: John Rolfe; Property Location: Wright's Field Subdivision, Lot 14, 708 Rudder Road Shepherdstown, WV. Parcel ID: 09013A00140000; Size: 4.07 ac; Zoning District: Rural; File: 22-3-FPA.
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8. **Public Hearing:** Request for waiver of Section 20.201A.2.b to reduce the required road frontage from 200' to 161' for a proposed two lot minor subdivision consisting of one 3-acre lot for a proposed gas station and convenience store (zoned Highway Commercial) and a vacant 1.4 acre lot (zoned Rural). Applicant: Bob Franks, Sheetz, Inc. Property Owner: Guy Chicchirichi; Property Location: NE of US 340 & Augustine AVE. Intersection, Charles Town, WV Parcel ID: 02001600010000; Size: 4.41 ac; Zoning District: Highway Commercial/Rural; File: 22-6-PCW.
9. **Public Hearing:** Request for waiver of Section 20.201A.3 to waive the requirement related to the extension of off-site utilities to allow for a proposed two lot minor subdivision. Applicant: Bob Franks, Sheetz, Inc. Property Owner: Guy Chicchirichi; Property Location: NE of US 340 & Augustine AVE. Intersection, Charles Town, WV Parcel ID: 02001600010000; Size: 4.41 ac; Zoning District: Highway Commercial/Rural; File: 22-7-PCW.

There is no public comment for the following items.

10. **Discussion and Action:** *For the Planning Commission to vote to approve or deny the King's Crossing 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: DR Acquisitions LLC. Property Location: Parcel ID: 0200170022; Size: 86 acre; Zone: Residential Growth. File: 21-8-SD.*
 11. **Review, discussion and possible action** related to the County Commission's amended version of the PC proposed *Envision Jefferson 2035 Comprehensive Plan Amendment (1/6/22)*.
 12. **Discussion and possible action** related to the County Commission's direction to the Planning Commission to initiate a revised amendment to the Zoning Ordinance related to Solar Energy Facilities in conformance with the County Commission's amended *2035 Comprehensive Plan Amendment*.
 13. **Discussion and possible action** related to proposal for update to Subdivision Regulation and Zoning Ordinance updates.
 14. **Discussion and Approval:** Planning and Zoning Quarterly Report for FY 2021-2022 3rd Quarter for the County Commission.
 15. **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.
 16. **Planner's Memo**
 17. **President's Report**
 - Discuss meeting format for future meetings.
 18. **Actionable Correspondence**
 19. **Non-Actionable Correspondence**
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