



Advanced Agenda  
Jefferson County Planning Commission  
Tuesday, September 13, 2022 at 7:00 PM

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**By order of the President of the Jefferson County Planning Commission,  
this meeting will be held both in-person and virtually via ZOOM.**

**In-Person Meeting Location:** County Commission Meeting Room located in the lower level of the Charles Town Library (side entrance on Samuel Street)  
200 East Washington Street, Charles Town, WV 25414

**ZOOM Meeting Information:** Meeting ID: 865 4478 4743  
Meeting Link: <https://us02web.zoom.us/j/86544784743>  
Call-In Option: 301-715-8592  
Find your local number: <https://us02web.zoom.us/u/kcrQilI7C>

If you wish to participate virtually in public comment for one of the agenda items, please type your name and agenda item # in the chat function at the start of the meeting. Please mute yourself when you are not talking. When participating, please be mindful that your video is streaming to others.

1. Approval of Meeting Minutes: August 09, 2022
2. Request for postponement.
3. **Public Hearing:** Request for waiver from Section 20.203B2 to waive a site plan requirement to allow a construction of a 1,274 square foot apartment building and a 300'+/- gravel driveway.  
Applicant/Property Owner: Susquehanna Properties LLC/Doug Porter ; Property Location: 14956 Charles Town Rd, Charles Town; Tax District: Charles Town (02), Map: 0017, Parcel: 19; Size: 0.94 acres; Zoning District: Residential/Light Industrial/Commercial; File: #22-18-PCW.
4. **POSTPONED to October 11, 2022 Planning Commission Meeting: Public Hearing:** Country Club Commons Preliminary Plat to create 4 non-residential lots and a public street for future commercial pad-users. Property Owner: B.C. Partners, INC. Property Location: Vacant NE Corner of Route 24 and Route 340; Parcel ID: 04001100110000; Size: 9.54 acres; Zone: Residential/Light Industrial/Commercial (RLIC). File: #19-17-SD
5. **Public Workshop:** Concept Plan for the Wild Hill Solar Energy Facility. The applicant, Wild Hill, LLC, is proposing a 92.5 megawatt solar electric generating facility to be located on approximately 841 acres. The project will consist of rows of solar modules which are installed in arrays dispersed throughout the leased land. The project will also include construction of a new substation that will connect the solar energy facility with the existing 138-kilovolt overhead electrical transmission line passing through the southeast corner of the project area. (PC File #22-9-SP).

Property Owners/Location/ID/Size/Zoning District:

- Clarence & Donna Hough; Vacant parcel east of the property located at 1343 Roper North Fork Rd, Charles Town; Parcel ID: 06001100070001; Lot Size: 107.38 ac / Project Size: 107.38 ac; Zone: Rural
- Zigler, Inc.; 1079 Roper North Fork Rd., Charles Town; Parcel ID: 06000400090000; Lot Size: 350.95 /Project Size: 350.95; Zone: Rural

- John Samuel & Alice Rissler Estate; 616 Uinta Farm Ln., Charles Town; Parcel ID: 02001600060000; Lot Size: 293.33 / Project Size: 120.56 ac; Zone: Rural
- Clarence & Donna Hough; Vacant parcel north of the property located at 340 Old Shennandale Rd., Charles Town; Parcel ID: 06000500060000; Lot Size: 49.04 ac / Project Size: 49.04 ac; Zone: Rural
- T. Todd & Susan Hough, Trustees; 340 Old Shennandale Rd, Charles Town; Parcel ID: 06000500010000; Lot Size: 206.84 ac / Project Size: 181.70 ac; Zone: Rural
- Charles & Marie Hough, Life; 620 Old Shennandale Rd, Charles Town; Parcel ID: 06001100080000; Lot Size: 118.05 ac / Project Size: 32.11 ac; Zone: Rural

A Conditional Use Permit for the 262.85 acre portion of the project located outside of the Charles Town Urban Growth Boundary was approved by the Board of Zoning Appeals 8/25/22 (File: #22-5-CUP).

There is no public comment for the following items.

## 6. Engineering Update

- a. Solar Facility Stormwater Management memo (informational only/nonactionable)

## 7. 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. Jefferson County Circuit Court Case #CC-19-2022-C-81 (RE: ZTA22-01 Solar Energy Facilities).
- d. Discuss and review Jefferson County Circuit Court Civil Action No. 2022-C-85.

## 8. Planner's Memo

## 9. President's Report

## 10. Actionable Correspondence

## 11. Non-Actionable Correspondence

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