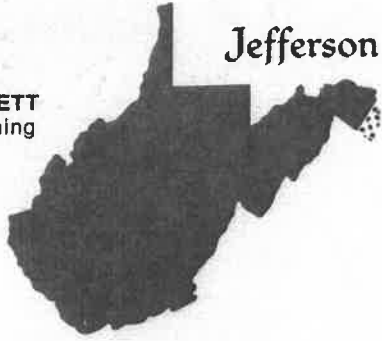


ROBERT BECKETT
Director of Planning



Jefferson County Planning Commission

Charles Town, West Virginia 25414

COURT HOUSE ANNEX
104 E. Washington Street

TEL: (304) 725-6591

October 30, 1978

TO: ALL PLANNING COMMISSION MEMBERS

FROM: ROBERT BECKETT, COUNTY PLANNER

SUBJECT: ANNUAL REPORT - July 1, 1977 through June 30, 1978

Please find enclosed a copy of our Annual Report for last year. It will be presented to the County Commission on Thursday, November 2, 1978, as required by State law.

October 30, 1978

Mr. J. T. Mentzer, Sr., President
Jefferson County Commission
Charles Town, West Virginia 25414

Dear Mr. Mentzer:

Please find attached the Eleventh Annual Report of the Jefferson County Planning Commission for the period of July 1, 1977 through June 30, 1978.

This is being forwarded in accordance with Chapter 8, Article 24, Section 14, Item 7 of the West Virginia State Code.

Sincerely,

RB

Robert Beckett
Director of Planning

RB:ngp
Attachment

Eleventh Annual Report
Jefferson County Planning Commission
July 1, 1977 through June 30, 1978

I - OPERATION OF THE PLANNING COMMISSION

A. Membership and Staff

Members: Henry B. Davenport, President
Harold R. Flaherty, Vice President
Mrs. John L. Burns, Secretary
Joseph G. Barrat
Edward Braxton
George Crim (Designated Member from County Commission)
George R. Heidrich
Robert A. Hockensmith
Albert G. Hooper
Donald T. Phillips (elected Secretary in April)
John B. Schley

The terms of Virginia Burns and Edward Braxton expired in March, 1978, and the following were appointed to replace them:

James L. Taylor
William E. Walker

Staff: Robert Beckett, Director of Planning
Herbert L. Ridder, P.E.
Natalie G. Parks, Executive Secretary
*Merle S. Johnson, Permit Officer

* Mr. Johnson was hired August 3, 1976, under the CETA Program.

B. Schedule of Regular Meetings

Regular meetings are held on the second and fourth Tuesday of each month at 7:30 P.M. in the Planning Commission office located on the second floor of the Court House Annex, 104 E. Washington Street, Charles Town.

Minutes and tapes of regular meetings are on record in the Planning Commission office and are available during business hours, 9:00 A.M.-5:00 P.M., Monday through Friday, for public review.

The staff and the Subdivision Review Panel conduct subdivision review sessions, as necessary, every other Friday at 10:00 A.M. in the Planning Commission office.

<u>C. 1977-78 Budget</u>		<u>Unspent Funds</u>
Advertising	1,200.00	425.64
Stationery, Supplies, Subscriptions	1,000.00	432.23
Engineering Services and Other		
Professional Services	8,500.00	-1,469.89
Miscellaneous	500.00	72.38
Director, Salary	18,401.25	--
Executive Secretary, Salary	7,927.50	--
Permit Officer, Salary	8,579.00	--
Printing	500.00	58.75
Rent	2,200.00	1,096.25
Telephone	1,500.00	167.76
Travel	2,750.00	1,538.75
Typewriter Contract	75.00	<u>-103.03</u>
	<u>\$53,132.75</u>	<u>\$2,218.84</u>

<u>D. Revenues</u>		
Subdivision Plat Fees	4,040.00	
Subdivision Regulations	96.00	
Improvement Location Permit Fees	2,010.00	
Aerial Photos	995.50	
Base Map	<u>1.50</u>	
		<u>\$7,143.00</u>

<u>E. Improvement Location Permits</u>		
New homes	254	
Mobile homes	16	
Quadraplex	1	
Storage trailers	5	
Storage sheds	9	
Construction trailer	1	
Stores	2	
Gas Pumps	1	
Greenhouses	2	
Stables	3	
Feed storage bin	1	
Exhibition Building	1	
Wilderness Study/Retreat Facility	1	
Garages and carports	22	
Swimming Pools	7	
Fast Food restaurant	1	
Body shop	1	
Pole shed	1	
Club house	1	
Labor camp	1	
Fruit stand	1	
Recreation building and bath house	1	
Porches	4	
Used car sales building	1	
Additions	<u>54</u>	

Improvement Location Permits (Continued)

Hobby and workshops	3
Barns	4
Photomat	1
Dining hall	1
Shower house	<u>1</u>
Total Improvement Location Permits	402

II - STATUS OF PLANNING

Selected planning and community development projects:

A. Subdivision Review

Eighteen subdivisions were approved by the Planning Commission in 1977/78:

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Mountain View Estates, Resubdivision			
Sections A and B	Harpers Ferry	15.3	26
Blue Ridge Reserve, Section 1	Harpers Ferry	52.8	10
Shiloh	Charles Town	192.0	59
Willow Well, Resubdivision	Middleway	94.6	Resubdivided from 17 lots into 31 lots
Bardane Industrial Park	Middleway	80.0	21
Middleway Village	Middleway	4.0	4
Flowing Springs Estates	Charles Town	20.0	9
Woodbury	Middleway	52.7	15
Geary Subdivision	Harpers Ferry	2.0	1
White Oaks	Shepherdstown	3.0	1
Sites Farm Estates, East	Middleway	2.0	1
Orchard Crest	Harpers Ferry	40.0	14
Woodbury, Lot 31	Middleway	3.6	1
Cavalier Subdivision, Tract H	Shepherdstown	4.5	1
Mecklenburg Heights, Lot A	Shepherdstown	0.9	1
Rolling Stone Estates	Kabletown	3.0	1
Tuscawilla Hills	Charles Town	2.2	5
Burns Farm	Kabletown	2.6	1

Six subdivisions were processed through the Final Plat Stage and are awaiting final decisions, pending the construction of required improvements.

Walnut Grove, Section C-2	Charles Town	5.0	8
Dogwood Manor	Shepherdstown	85.0	27
Oak Tree East	Harpers Ferry	93.0	33
Jefferson Oaks	Kabletown	7.5	5
Sites Farm Estates, East	Middleway	60.0	14
Patrick Henry Estates, Section A	Charles Town	11.7	36

A. Subdivision Review (continued)

Eight subdivisions have not reached the Final Plat stage but have submitted acceptable Community Impact Statements to the Planning Commission.

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Buena Vista	Charles Town	63.0	27
Mountain Top	Kabletown	32.0	14
Shenandoah Ridge	Harpers Ferry	13.5	5
Blue Ridge Reserve, Section 2	Harpers Ferry	57.0	11
Riverview Estates	Shepherdstown	90.6	24
Willowdale, West II	Shepherdstown	97.0	35
Leisure Acres	Shepherdstown	171.0	41
Jefferson Estates, Section I	Charles Town	2.0	25 apartment buildings (50 units) for elderly

Site visits made to subdivisions numbered approximately 95.

B. Agricultural Preservation Conference

A three part conference on agricultural preservation was held during the winter of 1977/78 at the Bardane Community Center. The Conference, sponsored by Jefferson County Mountaineers for Rural Progress, Jefferson County Tax-payers Association, Jefferson County Commission, Jefferson County Planning Commission, Jefferson County Farm Bureau and Eastern Panhandle Soil Conservation District, explored the difficulties of maintaining an agricultural economy in areas that experience urban or suburban growth. Preservation techniques such as tax incentives, agricultural districting, conventional zoning, easement purchases, and transferrable development rights were discussed.

Public attendance and participation was moderate. The conference concluded by providing all participants with a better understanding of the many issues that accompany agricultural preservation efforts.

C. County Base Map

A local surveyor was contracted by the Planning Commission to prepare a base map for the County. The map was prepared at two scales--1 inch = 1 mile and 1 inch = 12,000 feet. At the larger scale the map is printed on a 24 inch x 36 inch format. At the smaller scale it is printed on an 8.5 inch x 14 inch ("legal size") format.

The map intentionally omits all but the most basic information about the County. It includes the public road network, municipal boundaries, rivers and streams, railroads, and the name of unincorporated communities such as Kearneysville and Silver Grove. Paper prints of the base map are available for inspection at the Planning Commission office and can be ordered at a modest cost.

D. County Growth Area

The Planning Commission reconfirmed its support of the county growth concept presented in the adopted (1972) Jefferson County Comprehensive Plan. The growth concept calls for the consolidation of future growth around existing town centers where road networks and services are already available, or where expanded services could be installed at reasonable costs.

Reconfirmation of the growth concept was prompted by a letter from a local taxpayers organization requesting abandonment of the Charles Town/Ranson growth area in favor of a growth corridor to the west along Opequon Creek and a growth corridor to the east in the Blue Ridge Mountain. The local taxpayers' letter argued that good agricultural land in the middle of the County would not be consumed by urban development if urban development were accommodated in the east and west corridors where land was less suited for agriculture.

The Planning Commission expressed its continued interest in agricultural preservation, acknowledging that such preservation needed to be considered along with the land and locational requirements of housing, business and industry. Urban development of the east and west corridors was viewed as substantially more costly than similar development in the Charles Town/Ranson area. Physically, the corridor areas are no better suited for urban development than they are for agricultural use. The corridor areas also do not possess the basic installations and facilities upon which growth depends (e.g. roads, utility systems, schools, communication facilities and power services).

The Planning Commission felt that development of the corridor areas would encourage the appearance of "strip" development along highways linking the corridors with the county seat at Charles Town. In the opinion of the Planning Commission, such development would consume and disrupt the same agricultural land the taxpayers organization had hoped to preserve in the first place.

E. Subdivision Law Suit

In the Fall of 1977 a law suit was filed against the Planning Commission for rejecting the Patrick Henry Estates Subdivision (along U.S. Route 340) on the basis of negative community impact. The Developer was upheld by the Circuit Court and the Planning Commission was ordered to approve the Final Plats of the subdivision as submitted.

For the purpose of clarifying the limits of authority granted under subdivision enabling legislation in West Virginia, the Planning Commission appealed the Circuit Court order to the State Supreme Court. The Supreme Court agreed to hear the case. No hearing date was set.

F. Newsletter

The Planning Commission began printing a bi-monthly newsletter in an effort to better communicate with the public. The first issue of the newsletter, JCPC PROFILE, was printed for the period May/June 1978. Copies of PROFILE are mailed directly to municipalities, government offices and public agencies, real estate offices, law offices, taxpayer groups, planning/engineering/surveying firms, Chamber of Commerce, radio/TV/newspaper concerns, and other interested parties. Copies of PROFILE are freely distributed at public places throughout the County.

Each issue of PROFILE covers the Planning Commission's activities for a two month period. Highlights of all meetings are reviewed and a summary of building permit and subdivision activity is presented. Other subjects frequently presented in PROFILE include information about county planning; a review of noteworthy Federal programs; a bibliography of books and articles received by the Planning Commission, and notice of upcoming events.

G. Miscellaneous Meetings

A total of 29 evening meetings, hearings and conferences were attended by the Director, in addition to regular semi-monthly Planning Commission meetings. Subjects discussed included:

- rural mass transportation
- homeowners associations
- resource conservation and development
- public health facilities
- Federal housing programs
- economic and community development
- municipal (comprehensive) planning