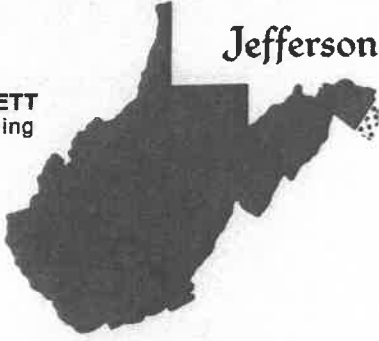


ROBERT BECKETT
Director of Planning



Jefferson County Planning Commission

Charles Town, West Virginia 25414

COURT HOUSE ANNEX
104 E. Washington Street

TEL: (304) 725-6591

May 30, 1980

TO: ALL PLANNING COMMISSION MEMBERS

FROM: ROBERT BECKETT, COUNTY PLANNER

SUBJECT: ANNUAL REPORT - July 1, 1978 through June 30, 1979

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

Twelfth Annual Report
Jefferson County Planning Commission
July 1, 1978 through June 30, 1979

I. OPERATION OF THE PLANNING COMMISSION

A. Planning Commission Membership

1. H. Richard Flaherty, President
2. John B. Schley, Vice-President
3. Donald T. Phillips, Secretary
4. Gary L. Phalen (Designated Member from the County Commission)
5. Dr. Joseph G. Barrat
6. George R. Heidrich
7. Robert A. Hockensmith
8. Albert G. Hooper, Jr.
9. James L. Louthan *
10. James L. Taylor
11. William E. Walker

* appointed in April, 1979 to replace Henry Davenport

B. Planning Commission Staff

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

* Ms. Jarrett was hired June 1, 1979 under the CETA program to fill the position left vacant by Merle Johnson's resignation

C. 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 St., Charles Town, W.Va.

Minutes and tapes of Regular Meetings are on record in the Planning Commission office and are available for public review during business hours, Monday through Friday, 9:00 a.m. to 5:00 p.m.

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

D. 1978-79 BUDGET

Unspent Funds

Director, Salary	\$ 19,689.00	- 0 -
Executive Secretary, Salary	8,482.00	- 0 -
Materials & Supplies	500.00	.84
Expenses: Includes Engineering and other Professional Services, Form Printing, Advertising, and Aerial Photography	11,200.00	- 0 -
	<hr/>	<hr/>
	\$ 39,871.00	\$.84

E. Revenues

Aerial Prints	\$ 306.00
Improvement Location Permits	1,700.00
Subdivision Plat Fees	5,702.68
Subdivision Regulations	78.00
	<hr/>
	\$ 7,786.68

F. Improvement Location Permits

New Homes	174
Mobile Homes	21
Additions (to existing structures)	59
Garages	20
Carports	9
Storage Buildings	21
Workshops/Machine Shops	6
Swimming Pools	4
Smoke Houses	1
Barns	7
Milking Parlor	1
Stable	1
Churches	2
Ruritan Pavillion	1
Potomac Edison Substation	1
Blue Ridge Fire Station	1
Sewage Treatment Plant	1
W. Va. University Exp. Farm Tower	1
Park Restrooms	1
Apartment Building	1
Office Building	1
Restaurant/Bake Shops	3
Asphalt Plant	1
Gasoline Pumps	1
Grocery Store	1
Business Sign	1
	<hr/>
TOTAL PERMITS ISSUED	341

II. STATUS OF PLANNING

A. Subdivision Review

1. Fifteen (15) subdivisions were approved by the Planning Commission in 1978/79:

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Riverview Estates	Harpers Ferry	96	26
Willowdale, West II	Shepherdstown	96	38
Rhodes Development	Harpers Ferry	11.5	4
Earl Wean Subdivision	Shepherdstown	10	2
George Hilliard Subdivision	Middleway	8.87	1
Tusawilla Hills Lots 212-230	Charles Town	8.6	19
Walnut Hills	Charles Town	66	13
Ledge Lowe Estates, Resub.	Shepherdstown	23	10
Mecklenberg Heights Resub.	Shepherdstown	.36	1
Floyd Channel Subdivision	Middleway	2.5	1
Terrapin Neck Subdivision	Shepherdstown	24	6
Delmer K. Sturm Subdivision	Shepherdstown	1.07	1
James E. King, Jr. Subdivision	Kabletown	8.3	1
Resub. Tusawilla Hills Lots 212-217	Charles Town	2	4
Carl V. Moore, Jr. Resub.	Shepherdstown	10	2

2. Five (5) subdivisions were processed through the Final Plat Stage and are awaiting final decisions, pending the construction of required improvements:

Buena Vista	Harpers Ferry	64	21
Leisure Acres	Shepherdstown	171	41
Jefferson Estates Section 1	Harpers Ferry	2	*
Oakleigh	Shepherdstown	97.5	31
Sites Farm Estates East	Middleway	60	14

* 50 apartment units for the elderly

3. Eighteen (18) subdivisions have not reached the Final Plat Stage, but have submitted acceptable Community Impact Statements to the Planning Commission:

Mountain Top	Kabletown	36	18
Blue Ridge Reserve, Sec. 2	Harpers Ferry	57	11
Elk Run Estates Resub.	Harpers Ferry	20.7	4
West Cavaland	Shepherdstown	47	16
Mecklenberg Heights, Sec. E	Shepherdstown	5	7
Blue Ridge Reserve, Sec. 3	Harpers Ferry	186	35
Ambrose	Harpers Ferry	34	10
J.W. Pannet Farm, Section 1	Middleway	5.2	4
Oakwood II	Shepherdstown	26	10

Jefferson County Planning Commission
 Annual Report
 July 1, 1978 through June 30, 1979

A. Subdivision Review (continued)

Blue Ridge Reserve Sec. 4	Harpers Ferry	73	14
Pembroke Grove Resub.	Kabletown	411	88 to 128
West Blakeley	Kabletown	200	69
Cave Quarter Estates Sec. A-C	Charles Town	14.8	36
Meadowcroft	Middleway	62	12
Tuscawilla Hills Lots 231-253	Charles Town	11	23
Lynwood	Harpers Ferry	12.5	5
Cabin Run Farm	Harpers Ferry	135	65
R. N. Hardesty Estate	Kabletown	1.2	2

B. 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 has been set.

C. Newsletter

From July to December, 1978, the Planning Commission continued printing a bi-monthly newsletter entitled, PROFILE, in an effort to better communicate with the people of Jefferson County. In January, 1979 publication of the newsletter was placed on a quarterly basis. 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 three month period. Highlights of all meetings are reviewed and a summary of building permits and subdivision activity is presented. Other subjects frequently presented in PROFILE include information about county planning, a review of noteworthy Federal programs, and notices of upcoming events.

D. Subdivision Ordinance

After administering Jefferson County's first subdivision regulations for several years, it became evident that a complete revision of the regulations was needed. After many months of discussion, three drafts of proposed new regulations intended to completely replace those currently in use, were prepared and distributed to the news media and to interested individuals, agencies and organizations, and were made available to the general public.

A public hearing was held on Draft No. 3 on May 22, 1979. A number of revisions were made as a result of the public hearing and written comments and Draft No. 4 was prepared and recommended, on June 12, 1979, to the County Commission for their consideration.

E. Miscellaneous Meetings

A total of 33 evening meetings, hearings and conferences were attended by the Director, in addition to the regular semi-monthly Planning Commission meetings. Subjects discussed included:

- Rural Mass Transportation (bus and rail)
- Homeowner's Associations
- Potomac River Concerns
- Agricultural Preservation
- State Housing Plans
- Harpers Ferry National Historical Park Plans
- Municipal Planning and Zoning
- Sewer Facilities Study
- Surveying Practices
- Energy Concerns