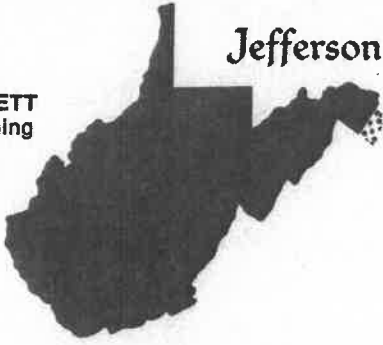


ROBERT BECKETT
Director of Planning



Jefferson County Planning Commission

Charles Town, West Virginia 25414

COURT HOUSE ANNEX
104 E. Washington Street

TEL: (304) 725-9761

October 22, 1982

TO: ALL PLANNING COMMISSION MEMBERS

FROM: DONALD T. PHILLIPS, ACTING PLANNING DIRECTOR

SUBJECT: ANNUAL REPORT - July 1, 1981 through June 30, 1982

Please find enclosed a copy of our Annual Report for the last fiscal year. It will be presented to the County Commission as required by State law. If you see any changes that should be made, please contact the office.

FIFTEENTH ANNUAL REPORT
 Jefferson County Planning Commission
 July 1, 1981 through June 30, 1982

I. OPERATION OF THE PLANNING COMMISSION

A. Planning Commission Membership

1. H. Richard Flaherty, President
2. James L. Louthan, Vice President
3. Donald T. Phillips, Secretary
4. Charles B. Clendening * (Designated member from the County Commission)
5. R. Gail Dudash
6. David W. Hill **
7. Albert G. Hooper, Jr.
8. John B. Schley
9. George E. Tabb
10. William E. Walker
11. Robert N. Warren

* Appointed in January, 1982, to replace Gary L. Phalen

** Appointed in April, 1982, to replace Robert A. Hockensmith

B. Planning Commission Staff

Robert L. Beckett, Director of Planning
 Christina D. Jarrett, Permit Officer/Planner
 Natalie G. Parks, Executive Secretary

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 East Washington Street, Charles Town, West Virginia 25414.

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

The Staff and Subdivision Review Panel conduct subdivision review work sessions, as necessary, on the first and third Friday of the month at 10:00 a.m. in the Planning Commission office.

D. 1981-82 Budget

	<u>Budgeted</u>	<u>Paid Out</u>	<u>Balance</u>
Director, Salary	\$23,890.00	\$23,889.60	.40
Executive Secretary, Salary	11,025.00	11,024.88	.12
Permit Officer/Planner, Salary	10,024.00	10,024.32	-32

1981-82 Budget (Continued)

	<u>Budgeted</u>	<u>Paid Out</u>	<u>Balance</u>
FICA	3,011.00	2,999.72	11.28
Insurance	2,100.00	1,959.00	141.00
Retirement	4,719.00	4,733.62	-14.62
	<u>\$54,769.00</u>	<u>\$54,631.14</u>	<u>\$ 137.86</u>

E. Revenues

Aerial Prints	304.00
Base Map Prints	71.00
Improvement Location Permits	1,875.00
Subdivision Plat Fees	1,795.00
Subdivision Regulations	93.00
	<u>\$4,138.00</u>

F. Improvement Location Permits

Single Family Homes	126 *
Mobile Homes	48 **
Apartment Buildings (21 units)	4
Garages/Carports/Workshops	47
Additions to existing structures (residential)	48
Additions to existing structures (commercial and other)	7
Storage buildings	23
Swimming pools	9
Farm buildings	25
Signs	2
Commercial buildings	5
Grandstands	2
Gate structure (Summit Point Speedway)	1
Monitoring station (Summit Point Speedway)	1
Rapelling tower (Summit Point Speedway)	1
Hydroelectric dam	1
Meditation Huts	2
Telephone relay station	1
Earth station (Cable TV)	1
Decorative log cabins	2
Exhibition building	1
Recreational structures	2
	<u>359 ***</u>

* Shows a 16% decrease in the number of permits issued for new homes as compared to 1980/81 fiscal year.

** Shows a 26.3% increase in the number of permits issued for mobile homes as compared to 1980/81 fiscal year.

*** Shows a 3.5% increase in the total number of permits issued as compared to 1980/81 fiscal year.

\$46,325.64	-	<u>Mean</u>	(Average cost of a new home constructed in Jefferson County during 1981/82)
\$40,000.00	-	<u>Median</u>	(The middle point. Half of the houses constructed in Jefferson County during 1981/82 cost more than \$40,000.00 and half cost less)
\$30,000.00 and \$35,000.00	-	<u>Mode</u>	(The number that occurs most frequently in a series. The same number of new houses were constructed for \$30,000 and \$35,000 than any other amount)

	<u>Number of ILP's Issued 1980/81</u>	<u>Number of ILP's Issued 1981/82</u>	<u>% Change</u>
New Homes	150	126	-16%
Mobile Homes	38	48	+26.3%
Total Permits	347	359	+ 3.5%

II. STATUS OF PLANNING

A. Subdivision Review

1. Ten (10) subdivisions were approved by the Planning Commission in Fiscal Year 1981/82:

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. Lots</u>
Bavarian Inn Resort PUD	Shepherdstown	10.7	*
Cavaland South	Shepherdstown	24.5	**
Tuscawilla Hills, Lots 262-274	Charles Town	7.4	13
Division of Lot E-2, Cavalier Subdivision	Shepherdstown	7.0	2
Steve Mike Housden PUD	Middleway	.7	***
Fritts/Rinaldi One Lot Sub.	Charles Town	3.2	1
Falling Spring, Section A	Shepherdstown	1.3	2
Blaze Alexander One Lot Sub.	Middleway	1.6	1
Part of Site Farm Estates, East	Middleway	8.0	1
Muntzing/Becraft One Lot Sub.	Harpers Ferry	12.0	1

* Resort included 27 motel units, office and swimming pool

** Subdivision included 25 lots and 3 townhouse units on an additional lot

*** Subdivision included a residential house and a commercial repair garage

2. One (1) subdivision was processed through the Final Plat Stage and is awaiting a final decision pending the construction of required improvements:

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. Lots</u>
Cave Quarter Estates, Section A	Charles Town	10.2	25

3. One (1) subdivision has not yet reached the Final Plat Stage, but has submitted a Community Impact Statement acceptable to the Planning Commission:

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. Lots</u>
Rolling Ridge Study Retreat PUD	Kabletown	15.0	****

**** Subdivision includes four single family homes, two parking sheds, barn, machine and maintenance building and a greenhouse

B. Newsletter

In an effort to better communicate with the people of Jefferson County, the Planning Commission publishes a quarterly newsletter entitled, PROFILE. Copies 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 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.

C. Farmland Preservation Legislation

Through the united efforts of many individuals and groups, including, among others, the Planning Commission, the County Commission, the Jefferson County Farm Bureau, Mountaineers for Rural Progress, and State Delegate, Thomas W. Steptoe, Jr., House Bill 1216 was passed in the 1982 session of the West Virginia Legislature.

The purpose of this legislation is to allow County Commissions to adopt farmland preservation programs whereby voluntary agreements with property owners are entered into in order to preserve farmlands within the county for agricultural uses.

This legislation is particularly important to Jefferson County as can be seen from the following Table which ranks West Virginia counties according to prime soil cover. The first 22 counties (in large print) have greater percentages of prime agricultural soils than the State as a whole (i.e. greater than 7.5 percent).

Rank	County	Percent of County Classified Prime
1	JEFFERSON	33.2
2	BERKELEY	26.1
3	HANCOCK	19.9
4	PRESTON	16.2
5	CABELL	14.1
6	MASON	13.8
7	HAMPSHIRE	12.1
8	WOOD	11.9
9	HARDY	10.8
10	PUTNAM	10.4
11	PENDLETON	9.8
12	OHIO	9.6
13	POCAHONTAS	8.9
14	DODDRIDGE	8.7
15	SUMMERS	8.5
16	WIRT	8.5
17	JACKSON	8.4
18	RITCHIE	8.3
19	TUCKER	8.3
20	BROOKE	7.9
21	TYLER	7.8
22	MORGAN	7.7
23	Mineral	7.4
24	Lewis	7.2
25	Mercer	7.1
26	Randolph	6.4
27	Grant	6.1
28	Wayne	6.1

Rank	County	Percent of County Classified Prime
29	Braxton	6.0
30	Roane	5.9
31	Greenbrier	5.8
32	Monroe	5.7
33	Upshur	5.7
34	Fayette	5.6
35	Gilmer	5.5
36	Harrison	5.5
37	Nicholas	5.3
38	Calhoun	5.2
39	Raleigh	5.2
40	Marion	5.1
41	Marshall	5.0
42	Barbour	4.8
43	Lincoln	4.8
44	Pleasants	4.8
45	Monongalia	4.7
46	Taylor	4.6
47	Wetzel	3.9
48	Boone	3.5
49	Kanawha	2.7
50	Wyoming	2.7
51	Clay	2.3
52	Webster	1.7
53	Mingo	1.5
54	Logan	1.4
55	McDowell	0.9

Source: West Virginia Soil & Water Conservation Needs Inventory for 1967, SCS Morgantown (1970).

D. Miscellaneous Meetings

A total of approximately 20 evening meetings, hearings and conferences were attended by the Director, in addition to the regular semi-monthly Planning Commission meetings. Subjects discussed included:

- General subdivision activity
- Farmland preservation legislation
- Farm bureau concerns - State and local
- West Virginia Planning Association
- Regional Planning concerns
- Jefferson County Realtors concerns
- West Virginia Farmland Trust concerns
- Mountaineers for Rural Progress concerns
- American Farmland Trust concerns