



Agenda

Jefferson County Planning Commission

Tuesday, April 9, 2024 at 7:00 PM

**By order of the President of the Jefferson County Planning Commission,
Public Participation is available in-person only.
The meeting will be broadcast live via ZOOM for viewing purposes only.**

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 Broadcast Information*: Meeting ID: 827 0130 8811
Meeting Link: <https://us02web.zoom.us/j/82701308811>

**If watching live broadcast, please ensure your microphone is muted and be mindful that your video is streaming to others.*

1. **Approval of Meeting Minutes:** March 12, 2024
2. **Request for postponement.**
3. **Shepherd Village Presentation.**
4. **Public Workshop (Postponed from March 12, 2024):** Concept Plan for Hunter Valley Apartments; Approximately 138 1-2 bedroom apartments with associated parking. Property Owner / Applicant: ILA Properties, Inc.; Property Location: SW Side of RT 115, Kearneysville, WV; Parcel ID: 07000200020002; Size: 12.8 acres; Zoning District: Residential/Light Industrial/Commercial (File: 24-1-SP).
5. **Public Hearing:** Proposed Amendment to Division 24.300 of the Jefferson County Subdivision and Land Development Regulations, "Waivers" to add a Public Hearing requirement (STA24-01).

There is no public comment for the following items.

6. **Waiver Request** from Section 20.201 of the Subdivision Regulations to waive the width of the required 50' Access Easement and to be considered as a Minor Subdivision with more than 5 lots on the easement (for a total of 9 lots). Property Owner/Applicant: Timothy and Heather Runion; Property Location: Vacant Lot on Landon Way, Kearneysville, WV 25430; Parcel ID: 02000200050014; Size: 7.98 acres; Zoning District: Rural (File: 24-10-PCW).
7. **Discussion and Possible Action:** Letter from Zoning Administrator on behalf of the Board of Zoning Appeals: request to review Section 5.7D.2 of the Zoning Ordinance (Cluster Subdivisions)
8. **Reports from Legal Counsel**
 - a. Discuss and review Jefferson County Circuit Court Civil Action No. 2021-C-109 (RE: PC File #21-2-Z – Jefferson Orchards Rezoning).
 - b. Review and discuss 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 and Jefferson County Circuit Court Civil Action No. 2023-C-112 (RE: PC File #ZTA19-03 Solar Energy Facilities text amendment).

- c. Jefferson County Circuit Court Case #CC-19-2022-C-81 (RE: PC File #ZTA22-01 Solar Energy Facilities text amendment).
- d. Discuss and review for possible action Jefferson County Circuit Court Civil Action No. 2023-C-48 (RE: PC File #21-8-SP Berryville Pike Telecommunications Tower).
- e. Update from Legal Counsel regarding County Commission actions on December 21, 2023 including obtaining ethics opinion regarding committee.

9. Discussion and Approval: Planning and Zoning 3rd Quarterly Report for FY 2023-2024 for the County Commission

10. Planner's Memo

- Planning Commission Self-Evaluation Questionnaire.

11. President's Report

12. Actionable Correspondence

13. Non-Actionable Correspondence

- Email from Jean C Zigler-Kotch dated March 18, 2024.
 - Email from Mary Gee dated April 2, 2024.
 - Email from Gillian Vickers dated April 2, 2024.
 - Email from Jacquelyn Milliron dated April 2, 2024.
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