



Advanced Agenda
Jefferson County Planning Commission
Tuesday, November 12, 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: 830 0882 1278
Meeting Link: <https://us02web.zoom.us/j/83008821278>

**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:** October 8, 2024 meeting
2. **Request for postponement**

The following items are open for public comment

3. **Public Workshop:** Mountain Pure Concept Plan for a Major Site Development. The proposal consists of the following: Phase 1: a 304,000 square foot water bottling facility with associated parking on a proposed 30-acre parcel; and, Phase 2: a 696,000 square foot water bottling facility with associated parking on a proposed 66-acre parcel. The proposal will include the required stormwater management facilities. Property Owners: Sidewinder Enterprises, LLC; 1 Grace St, Kearneysville, WV; Parcel ID: 07002200090000; Size: ~260 acres; Zoning District: Industrial Commercial (File #24-6-SP).
4. **Public Hearing:** Waiver Request from Section 24.112C of the Subdivision Regulations to extend the two year vesting period for approved Major Subdivision Concept Plans, which requires that a preliminary plat must be submitted and approved within the two year period of time for which the concept plan direction is in effect, extending to November 15, 2026 for the Sunnyside Major Subdivision. Property Owners: Sunnyside Investment, LLC; Sunnyside Industrial Park Lots 1-5 & 8-11 (9 existing lots) located on Kanawha Lane, south of Wheatland Road, Charles Town, WV; Parcels: 12, 12.2, 12.3, 12.4, 12.5, 12.8, 12.9, 12.10, 12.11; Parcel ID: 06001200120000; Size: ~53 acres (combined acreage); Zoning District: Residential-Light Industrial-Commercial (File # 24-27-PCW).
5. **Public Hearing:** Waiver Request from Section 20.203B of the Subdivision Regulations to allow the opening of the park property prior to processing a Concept Plan and Site Plan and prior to initiating any improvements on the property. Property Owners: Jefferson County Parks and Recreation Commission / Contact: Jennifer Myers; 1123 Bloomery Road, Charles Town, WV; Parcel ID: 02002000020000; Size: 82 acres; Zoning District: Rural (File # 24-28-PCW).

There is no public comment for the following items.

- 6. Discussion and Action on the Harvest Homes, LLC Zoning Map Amendment Request:** Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone three Media Farm properties totaling 127+/- acres from Rural to Residential Growth is consistent with the *2035 Comprehensive Plan*. Owner/Applicant: Harvest Homes, LLC. Property Location: 261 Media Farm Lane, Ranson, WV (Parcel ID: 02000400110000), 391 Media Farm Lane, Ranson, WV (Parcel ID: 02000400110001); and, 278 Media Farm Lane, Ranson, WV (Parcel ID: 02000400130000). Combined acreage: approximately 127 acres; Zoning District: Rural (File #24-2-Z).
 - 7. Discussion and Recommendation:**

Staff report back on recommendations related to possible changes to the Solar Energy Facility Ordinance requirements.
 - 8. Discussion and Recommendation:**

Draft FY 26 Planning and Zoning Budget recommendation for use by the Department of Engineering, Planning, and Zoning.
 - 9. Discussion and Recommendation:**

FY 25 1st Quarter Quarterly Report to County Commission
 - 10. Reports from Legal Counsel**
 - 11. Planner's Memo**
 - a. Planning Commissioner Self Evaluation Review
 - b. 2025 Planning Commission Schedule and Deadlines
 - 12. President's Report**
 - 13. Actionable Correspondence**
 - 14. Non-Actionable Correspondence**
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