



AGENDA
Jefferson County Planning Commission
Tuesday, March 12, 2013

Planning Commission meetings are held in the Old Charles Town Library Meeting Room located at 200 East Washington Street, at the side entrance on Samuel Street at 7:00 p.m.

All Citizens that desire to speak must sign-in prior to the Agenda Item being addressed.

1. Approval of the minutes from the January 8, 2013 and February 12, 2013 meetings.
2. Citizen Communications: If you wish to comment, please sign-in to speak for issues that are not on the agenda or items that are not open for public comment. Items not open for public comment will be so noted.
3. Request for postponement.
4. Proposed revision to the approved Community Impact Statement for the Old Route 340 Business Park Subdivision, which is to divide an existing 7.976 acre commercial business park into 3 marketable non-residential lots. The property is located at 99 Cary Lu Circle, Harpers Ferry, WV, East of Halltown Road located off of Old Route 340, approximately 300 feet from US Route 340. District Harpers Ferry Map 11; Parcel. Bank of Charles Town is the owner/developer (PC File #04-34).
5. Final Plat Public Hearing for the Old Route 340 Business Park Subdivision, which is to divide an existing 7.976 acre commercial business park into 3 marketable non-residential lots. The property is located at 99 Cary Lu Circle, Harpers Ferry, WV, East of Halltown Road located off of Old Route 340, approximately 300 feet from US Route 340. District Harpers Ferry Map 11; Parcel 7. Bank of Charles Town is the owner/developer (PC File #04-34).
6. Request by applicant Pete Kubic to be represented by Kristen Stolipher with W.H. Gordon and Associates for a waiver from the following sections of the Jefferson County Subdivision and Land Development Regulations:
 - a) Section 20.201(B)2: that all lots shall front on existing internal subdivision road; and to request a reduction of the required 50' width of an access easement to 22' to match the existing travelway for a proposed subdivision; and,
 - b) Section 21.401: that the shared access easements (reduced width travelways) are on occasion temporarily obstructed.

These waivers would facilitate a proposed subdivision to separate an existing commercial building and two proposed buildings on Lot 18A into 3 marketable non-residential lots within the Burr Industrial Park. Property owner: Burr SK Limited Liability Company. Property location: 120 Commerce Circle, Kearneysville WV 25430. Tax District: Charles Town; Map: 1; Parcel: 71; Size: 9.06 acres; Zoned: Industrial-Commercial; File: PCW13-10.

7. Presentation by Matt Pennington with the Eastern Panhandle Regional Planning and Development Council, Region 9, regarding The Region 9 Model Stormwater Ordinance. *This item is not open for public comment.*
8. Request by Fred Blackmer to discuss and update the Planning Commission on the status of the grading permit, site plan and Morgan's Grove Farm Market processes (PC File #S12-06). *This item is not open for public comment.*
9. Update on the 2014 Comprehensive Plan.

10. Reports from Legal Counsel and legal advice to the Planning Commission.
11. Active Litigation:
 - Far Away Farms
 - Cedar Meadows Airpark
12. Director's Report.
13. Monthly Development Activity Report.
14. Liaison Reports:
 - County Commission Meeting
 - Health Department Meeting
 - Public Service District Meeting
 - Parks and Recreation Meeting
 - Jefferson County Development Authority Meeting
 - Water Advisory Committee Meeting
15. President's Report.
16. Actionable Correspondence.
17. Non-Actionable Correspondence.
18. Signing of approved Motions from previous Planning Commission meetings.

All files are made available for public review Monday through Friday, 9:00 a.m. to 5:00 p.m. (excluding Holidays). The Planning Commission welcomes written comments at any time. Submitting a document no later than the Thursday before a scheduled meeting will provide the Commission an advanced opportunity to review your comments prior to the meeting. Please note that documentation and exhibits submitted at a Planning Commission meeting are retained as part of the official record.

Feel free to submit your comments to any of the addresses below:

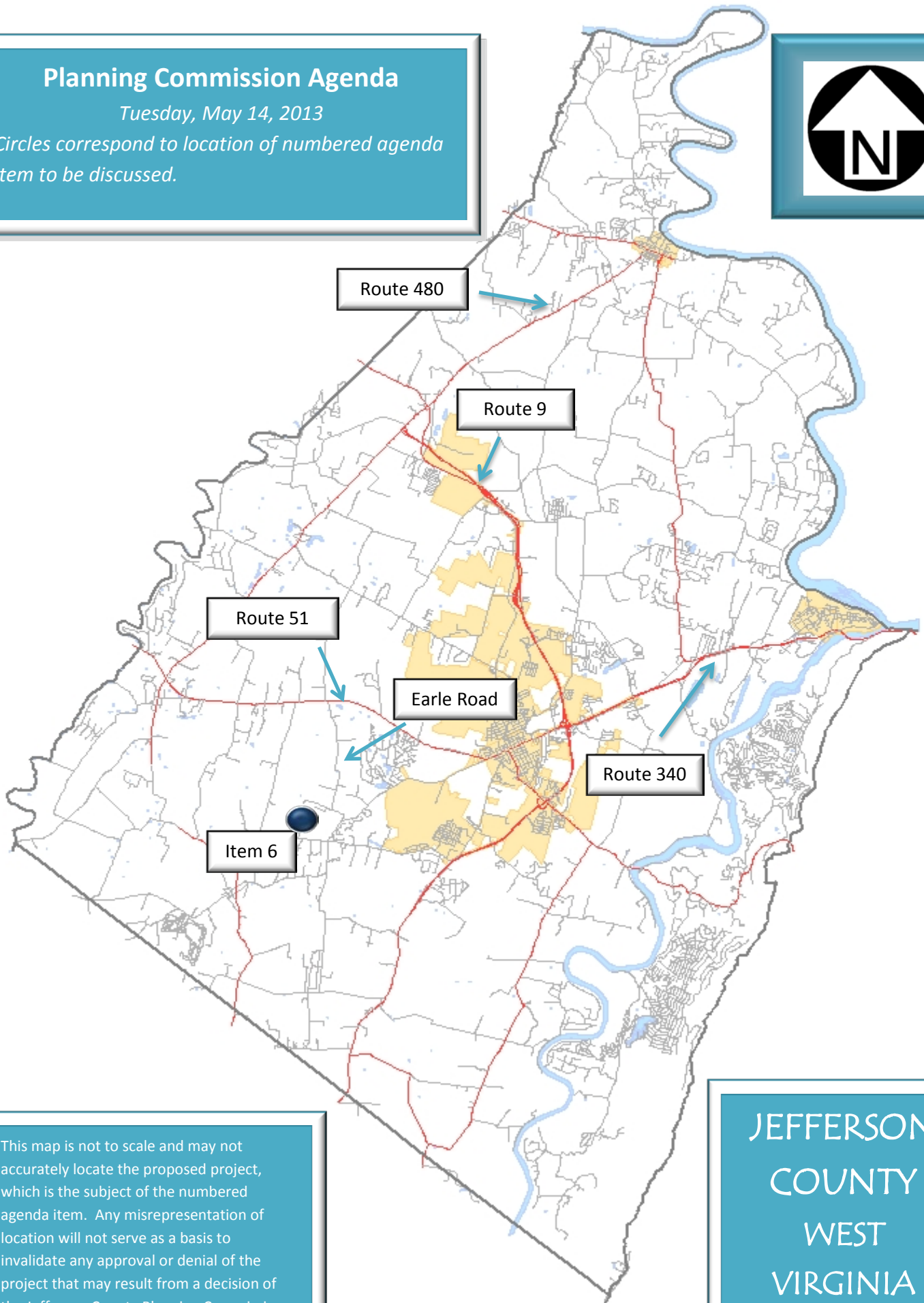
Location: 116 E. Washington St., Charles Town, West Virginia 25414
Mail: P.O. Box 338, Charles Town, West Virginia 25414
Email: planningdepartment@jeffersoncountywv.org
Fax: 304-728-8126

Any party desiring a transcript of these proceeding will be responsible for providing a competent stenographer at their own expense. Minutes, video and/or audio recordings of past meetings, the Jefferson County Subdivision Regulations, Zoning Ordinance and Comprehensive Plan as well as any working proposed amendments are located on our website at www.jeffersoncountywv.org. Minutes and audio recordings of older meetings that are not on the County's website are available for review in the office.

Planning Commission Agenda

Tuesday, May 14, 2013

Circles correspond to location of numbered agenda item to be discussed.



This map is not to scale and may not accurately locate the proposed project, which is the subject of the numbered agenda item. Any misrepresentation of location will not serve as a basis to invalidate any approval or denial of the project that may result from a decision of the Jefferson County Planning Commission.

JEFFERSON
COUNTY
WEST
VIRGINIA