



AGENDA  
Jefferson County Planning Commission  
Tuesday, May 14, 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. Welcoming of New Planning Commissioners and Staff.
2. Election of open office: Secretary.
3. Approval of the minutes from the March 12, 2013 meeting.
4. 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.
5. Request for postponement.
6. Request for a waiver from Section 20.201.A.2 of the Jefferson County Subdivision and Land Development Regulations requiring the existing 40' wide right of way to be widened to the required 50' to create a 35 acre single family residential lot. Property owner: Dale and Patricia Shockey. Property location: 478 Undergrace Lane, Charles Town, WV 25414. Tax District: Kabletown (06); Map: 2; Parcel: 1.4; Size: 146 acres; Zoned: Rural; File: PCW13-03.
7. Potential Minor Zoning Ordinance Amendments (discussion and direction)
8. Update on the 2014 Comprehensive Plan.
9. Reports from Legal Counsel and legal advice to the Planning Commission.
10. Active Litigation:
  - Far Away Farms
  - Cedar Meadows Airpark
11. Director's Report.
12. Monthly Development Activity Report.
13. 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
14. President's Report.
15. Actionable Correspondence.

16. Non-Actionable Correspondence.

- a) Correspondence from Fred Blackmer regarding the Morgan's Grove Market "Early Grading Permit."

17. 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:

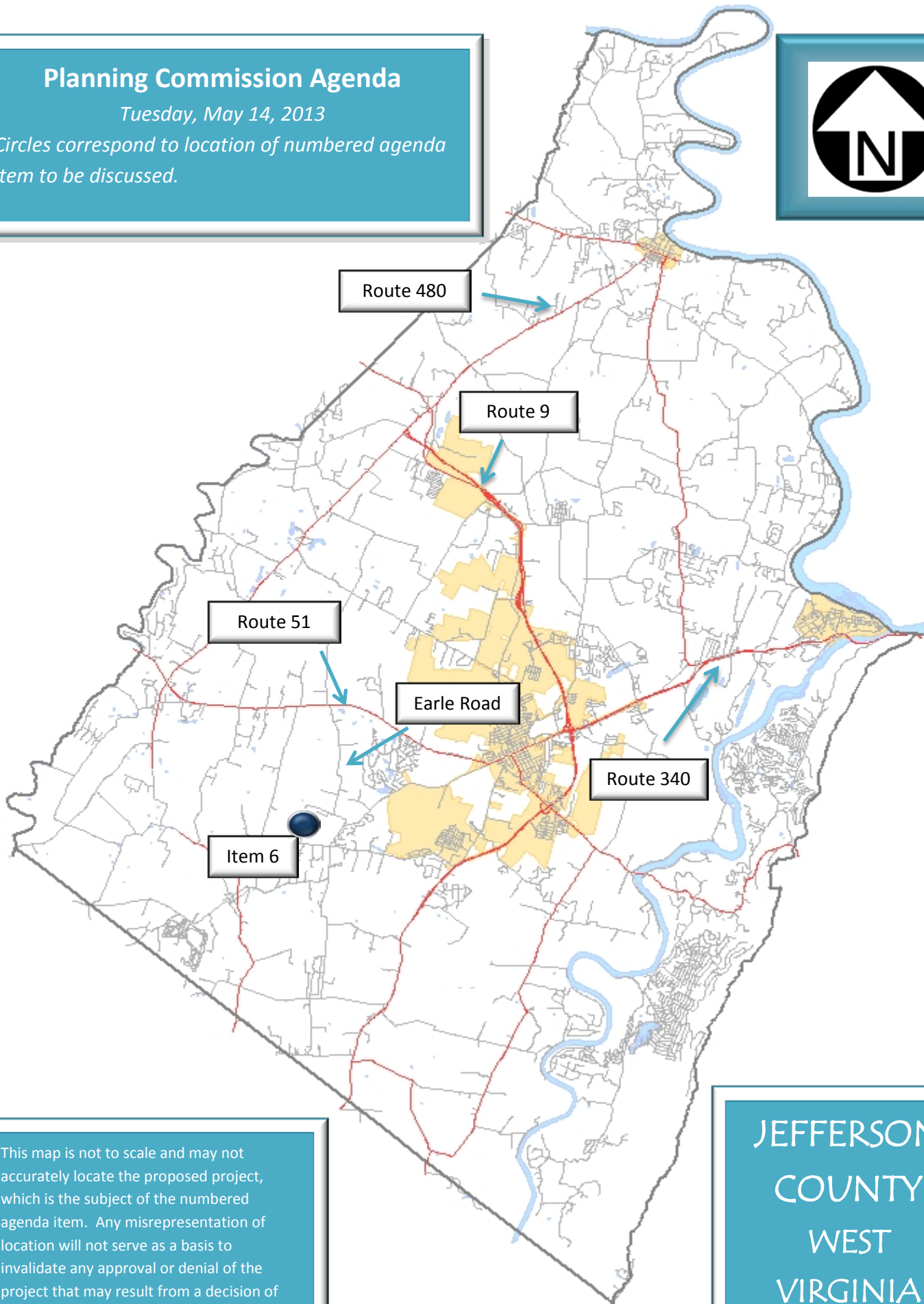
Physical Address: 116 E. Washington St., Charles Town, West Virginia 25414  
Mailing Address: P.O. Box 338, Charles Town, West Virginia 25414  
Email Address: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
Fax Number: 304-728-8126

Any party desiring a transcript of these proceedings 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](http://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

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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