



AGENDA
Jefferson County Planning Commission
Tuesday, July 23, 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. 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.
2. Public Hearing: Request by applicant US Coast Guard (FILE #PCW13-04, -05, and -06) to be represented by Gordon and Associates for a waiver from the following sections of the Jefferson County Subdivision and Land Development Regulations:
 - a) **PCW13-04:** Appendix B, Section 2.5.N: Request for a reduction in parking stall depth from 20 feet to 18 feet.
 - b) **PCW13-05:** Appendix B, Section 2.3.B.1: The applicant is requesting a waiver to allow for a second entrance off of Wiltshire Road.
 - c) **PCW13-06:** Section 20.102.B: The applicant is requesting a waiver to allow for commencement of early grading and foundation work, prior to the approval of the site plan.

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

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. Minutes and audio recordings of older meetings that are not on the County's website are available for review in the office.