



## AGENDA

### Jefferson County Planning Commission

Tuesday, December 10, 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 PM.

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

1. Approval of the minutes from the November 12, 2013 Planning Commission Meeting.
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. Public Hearing: Concept Plan Review for Verizon Wireless (PC File #S13-05). This property is located at 231 Trough Road in Shepherdstown. This project consists of constructing a 130' Stealth Silo telecommunications tower. The property is located in Tax District: Shepherdstown (09); Tax Map: 17; Tax Parcel: 11.
5. Public Hearing: Request by applicant Stanley Dunn (File #PCW13-11) to be represented by Appalachian Surveys, PLLC for a waiver from Section 20.201.A.2 of the Jefferson County Subdivision and Land Development Regulations. Applicant is requesting a waiver from upgrading the existing access easement from 40' to 50' along the frontage of Lot 2 as required in order to create two additional single family lots. The applicant will upgrade the remaining portion of the 40' access easement to the required 50' by creating a 10' easement along the proposed Lot 3. Property owner: Katherine Dunn and Sarah Lowery. Property location: North side of Route 1/5 (North Childs Road) ¼ mile East of Leetown Road intersection. Tax District: Middleway (07); Tax Map: 17; Parcel: 4; Size: 7.485 acres; Zoned: Rural.

**There is no public comment for the remaining items.**

6. Review and approval of Meeting Schedule for 2014. Please note: the Comprehensive Plan will be submitted to the Planning Commission in May; therefore, it may be necessary to schedule additional meetings during June and July.
7. Reports from Legal Counsel and legal advice to the Planning Commission.  
Active Litigation:
  - Far Away Farms
8. Director's Report.
  - Update on 2014 Comprehensive Plan.
9. Planning Commission Exchange and 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
  - Planning Commission Exchange
10. President's Report.

11. Actionable Correspondence.

12. Non-Actionable Correspondence.

- Order granting Jefferson County Planning Commission's "Motion to Reconsider".
- Letter from Ms. Junipa Contento RE: All Good Music Festival Withdrawal, 12-04-13.

13. 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)

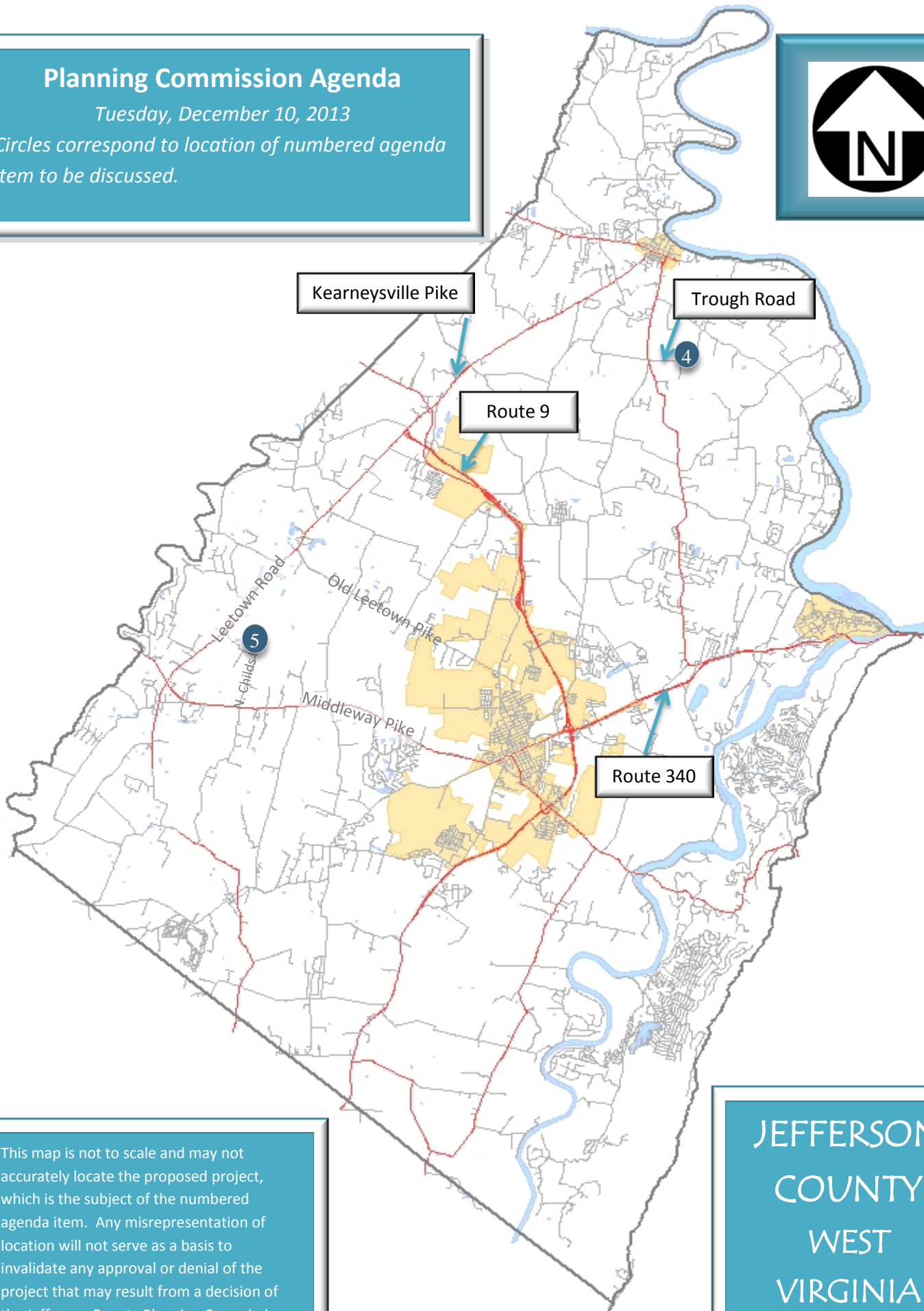
Fax Number: 304-728-8126

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

Tuesday, December 10, 2013

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



Kearneysville Pike

Trough Road

Route 9

Route 340

5

4

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