



## Agenda

Jefferson County Planning Commission

Tuesday, March 25, 2025 at 7:00 PM

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**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: 878 0490 6999  
Meeting Link: <https://us02web.zoom.us/j/87804906999>

*\*If watching live broadcast, please ensure your microphone is muted and be mindful that your video is streaming to others.*

### 1. Request for postponement

**The following items are open for public comment**

- 2. Public Workshop for the Harvest Meadows Concept Plan.** The proposal consists of a Major Residential Subdivision with 62 lots and associated infrastructure. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File #25-3-SD).
- 3. Public Hearing:** Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5-PCW).
- 4. Public Workshop for the Hallmark Glen Concept Plan.** The proposal consists of a Major Residential Subdivision with 20 lots and associated infrastructure. Property Owner: Harvest Homes, LLC. Property Location: 4001 Engle Molers Road, Harpers Ferry, WV. Parcel ID: 09001800250000; Size: 100 acres; Zoning District: Rural (File #25-4-SD).
- 5. Public Hearing:** Waiver from Section 2.3A.3 of the Subdivision Regulations to reduce the required road width surface from 24' to 20' for a proposed 20-lot residential subdivision (Hallmark Glen File #25-4-SD). Property Owner: Harvest Homes, LLC. Property Location: 4001 Engle Molers Rd, Harpers Ferry, WV. Parcel ID: 09001800250000; Size: 100 acres; Zoning District: Rural (File # 25-9-PCW).

6. **Public Workshop for the Media Farm Concept Plan.** The proposal consists of a Major Residential Subdivision with 99 lots and associated infrastructure. Property Owner: Harvest Homes, LLC. Property Location: 261 Media Farm Lane, 278 Media Farm Lane, 391 Media Farm Lane, Ranson, WV. Parcel IDs: 02000400110000, 02000400130000, 02000400110001; Size: ~126 acres; Zoning District: Residential Growth (File #25-5-SD).
7. **Public Hearing:** Waiver from Section 2.3.A.3 of Appendix B of the Subdivision Regulations to allow for the use and development of one entrance due to limited frontage of the property and the proposed 99 lot installation. Property Owner: Harvest Homes, LLC. Property Location: 261 Media Farm Lane, 278 Media Farm Lane, 391 Media Farm Lane, Ranson, WV. Parcel IDs: 02000400110000, 02000400130000, 02000400110001; Size: ~126 acres; Zoning District: Residential Growth (File # 25-6-PCW).
8. **Public Hearing:** Waiver from Section 2.2.G of Appendix B and Section 22.206.B.2 the Subdivision Regulations to allow a proposed 99 lot installation to utilize two primary, disconnected, cul-de-sacs that allows more than 24 lots to be served. Property Owner: Harvest Homes, LLC. Property Location: 261 Media Farm Lane, 278 Media Farm Lane, 391 Media Farm Lane, Ranson, WV. Parcel IDs: 02000400110000, 02000400130000, 02000400110001; Size: ~126 acres; Zoning District: Residential Growth (File # 25-7-PCW).

There is no public comment for the following items.

9. **Discussion and Possible Action:** Related to contracting part time help to draft a Solar Text Amendment.
10. **Reports from Legal Counsel**
11. **Planner's Memo**
12. **President's Report**
13. **Actionable Correspondence**

1. Emails re: "Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:" received between 03/16/25 – 03/18/25 from the following citizens:  
Joanne Bario, Kathryn Bellacosa, Barbara Benson, Kraig Benson, Stephen Berzinskas, David Billmyer, Lorna Bryan, Amy Cunningham, Katie Dillow, David Fraser, John Fuller, Dennis Hatcher, Ruth Hatcher, Holland Hook, Jennifer Jones, Tamar Kavaldjian-Liskey, Nancy Knight, Christina Lally, Kathy Lloyd, Lewis Lloyd, Leah Lloyd, Shyrlan Migliaccio, Lily Miller, Barbara Milleson, Diana Mullis, Gordon Myers, Leah Rampy, Linda Roberts, Kristopher Ruffner, Aida Smith, Susan Snyder, Yolanda St. Clair, Dawn Welsh, Sarah Welsh, Elizabeth Wheeler, Sherry White, Geoffrey Wilson, Robert Allotta, Katherine Austin, Toby Degenhardt, Jared Engelbrecht, Robert Everton, Jennifer Fisher, Amy Hartman, Mike Hunt, Linda Layne, Joann Plaag, Jeffrey Spickler, Edmond Uzan, Nigel Casserley, Margaret Liskey, Donald Rebmann, Carol Roby, Rebecca Thompson, Elizabeth Vesper, Christine Wiegman
-

**14. Non-Actionable Correspondence**

- a. Scot DeGraf
- b. Linda DeGraf
- c. Linda Lewis
- d. Lindsay McLaughlin
- e. Susan Lewis





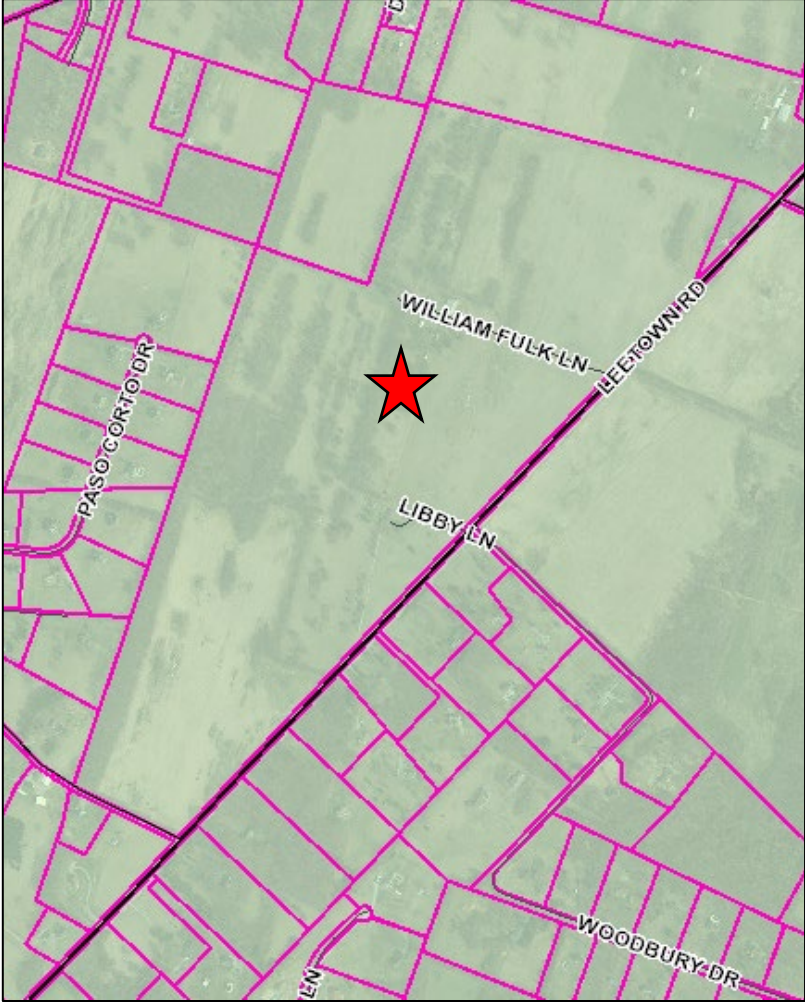
**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)**

**Item #3: Public Workshop:** A Concept Plan for the Harvest Meadows Subdivision. The proposal consists of a Major Residential Subdivision with 62 lots and associated infrastructure.

Owner:	Secatello Contracting, LLC / Attn: Billy Kay Moore II	
Developer:	William Fulk Lane, LLC	
Parcel Information:	<p>235 William Fulk Lane, Kearneysville; Size: ~211 acres; Parcel ID: 07000600150000; Zoning District: Rural</p> 	
Adjacent Zoning:	<i>North, South, East, and West: Rural</i>	
Proposed Request:	Harvest Meadows Major Residential Subdivision is proposed to consist of 62 residential single-family lots and associated infrastructure on ~211 acres.	
History:	09/05/24: Boundary line adjustment and transfer of development right plat approved (recorded PB 27 / PG 161 & DB 1330 / PG 461)	
Concept Plan Status:	Submitted: Second Review Submitted: Sufficiency Letter, with conditions:	01/24/25 02/06/25 02/07/25

## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)

#### Introduction and Summary of Request

The applicant is proposing the development of a Major Subdivision through the cluster provision of the Zoning Ordinance. The project will consist of 60 new single-family detached dwellings, 1 lot for the existing Sunnyside historic structure, and 1 existing lot of open space. The subdivision will be served by individual well and septic systems. The property is located west of Leetown Road, southwest of the village of Kearneysville.

Section 5.7.D.2b.i.(c) provides the green space preservation requirements for clustering subdivisions in the Rural zoning district. The Concept Plan indicates that 65% of the property will be in greenspace, allowing 1 lot per 3.5 acres. The property is currently 219.72 acres, which allows 62 lots to be subdivided. The narrative indicates that the lot size of the single-family detached lots is either 1 acre or 0.92 acres.

#### Access

Harvest Meadows proposes two access points, the first along Leetown Road (WV Route 1) and the second on Strider Road. The two access points conforms with Section 21.102C and Appendix B Section 2.3A.3 of the Subdivision Regulations which requires all residential subdivisions with more than 30 lots to have a minimum of two access points from existing roads.



Additionally, Sec. 21.102D of the Subdivision Regulations requires that “where the adjoining land is vacant, the subdivision shall provide stub streets to the property line”.

Sidewalks are not required in the Rural zoning district based on the proposed density.

#### Cul-de-Sac

The proposed layout of this subdivision includes interconnected streets and a single, short cul-de-sac to provide circular turnaround. Section 22.206.B of the Subdivision Regulations limits cul-de-sacs to a maximum of 800 feet and serving 24 lots. The proposed layout for the Harvest Meadows Subdivision Concept Plan meets this requirement.

#### Green Space

Section 5.7.D.2b.i.(c) provides the green space preservation requirements for clustering subdivisions in the Rural zoning district. The Concept Plan indicates that 65% of the property will be in greenspace, a total of 142.82 acres.

The historic Sunnyside structure is a Category I historic site. The required 200-foot radius buffer is depicted

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### Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)

on the Concept Plan. The entire property is on the National Historic Register as the Sunnyside Farm.

#### Waivers/Variances

The applicant is requesting a waiver of Section 24.113.B.10 (Phase I Archaeological Survey) of the Subdivision Regulations for the proposed subdivision, which is also being considered at tonight's Planning Commission meeting. The applicant is also requesting a variance from Section 5.7D.2.b.i (b) of the Zoning Ordinance to allow the residual 142.82 acres of open space to be contained on two lots instead of the required one, which is being considered at the March 27, 2025 meeting of the Board of Zoning Appeals.

#### **Subdivision Category**

The subdivision associated with this Concept Plan is governed by the Subdivision Regulations. Section 20.202 of the Subdivision Regulations states that any subdivision of land that requires the development of streets (public or private) or easements of access to the lots, or common area and/or includes the creation of more than five residential lots or more than two non-residential lots and/or requires the development of new off-tract infrastructure or the extension of existing off-tract infrastructure is classified as a Major Subdivision. Harvest Meadows is processing as a Major Subdivision.

Major Subdivisions require the processing of a Concept Plan (Sections 24.110 - 24.112), which requires a Public Workshop; a Preliminary Plat (Sections 24.113 – 24.115), which requires a Public Hearing; posting of a surety/bond for all improvements (Division 24.500); and a Final Plat (Section 24.116 – 24.188), which is administratively reviewed and approved.

#### **Staff Determination of Application Sufficiency and Concept Plan Completeness Review**

In accordance with the current Subdivision Regulations, the Major Subdivision Concept Plan process incorporates a sufficiency and completeness review in a single step. Staff found the submitted plan to be "complete" (i.e. meeting all submission requirements of Section 24.110 of the Jefferson County Subdivision and Land Use Regulations). These requirements, as well as the current review status for each requirement for the proposed application, are provided below:

	<b>Description</b>	<b>Status</b>
<b>1. General Location</b>	A map or aerial photograph showing an area of 500 feet around the property. Zoning boundaries shall be located on this document.	Provided
<b>2. Concept Plan</b>	In accordance with the content and formatting guidelines provided in Appendix A, <i>Plan &amp; Plat Standards</i> .	Provided
<b>3. Zoning Information</b>	a) Zoning District in which the proposed subdivision is situated. b) Density calculations. c) Site resource map	Provided
<b>4. Proposal Description</b>	A written description of the proposal with general identification of the number of dwelling units or floor area proposed, commentary, zoning, and development option selected if the development is residential.	Provided on Concept Plan

**Staff Report**

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**Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)**

<p><b>5. Traffic Impact Data</b></p>	<p>a) Average Daily Trip (ADT) figures for the adjoining or accessible State road.  b) Trip generation figures  c) Nearest key intersection that will serve the proposed project as classified by the current Comprehensive Plan.  d) "Highway Problem Areas" according to the current Comprehensive Plan that falls within a one-mile radius of the project.</p>	<p><u>WV DOT ADT Counts</u>  Leetown Rd: 5,000;  <u>WV DOT ADT Counts</u>  Strider Rd: 90;  <u>Nearest Key Intersection:</u>  WV 480 &amp; WV 115;  <u>Problem Area within 1 mile:</u>  <u>none</u></p>
<p><b>Traffic Study</b></p>	<p>A traffic study may be required only at the request and direction of the West Virginia Division of Highways. Any required traffic study or a letter from the West Virginia Division of Highways outlining the proposed improvements shall be received with the first submission of the Site Plan.</p>	<p>The applicant has indicated that the project will not exceed 100 peak hour trips. A Traffic Impact Study (TIS) may be required following the direction of the West Virginia Division of Highways.</p>
<p><b>6. Agency Reviews</b></p>	<p>The applicant shall distribute the concept plan to all reviewing agencies found in Section 23.203 and 23.204 no later than 7 days after the review.</p>	<p>Letters to required agencies provided. No responses have been received.</p>
<p><b>D. Department</b></p>	<p>The Department review shall include the following:  1. Whether the density, use, and plan meet the requirements of the Zoning Ordinance and any other zoning issues that can be identified at the Concept Plan submission and any zoning issues the developer shall address in a Site Plan submittal.  2. Staff opinion as to whether the plan meets the Site Plan criteria of these Regulations. The Department shall review the Concept Plan for modifications that would improve the plan.</p>	<p>Staff determined that the proposed Concept Plan meets the requirements of the Zoning Ordinance and the Subdivision Regulations as a Major Subdivision.</p>
<p><b>E. /F. WVDOH</b></p>	<p>The WVDOH approval is necessary prior to preliminary plat approval. The County defers to the WVDOH requirements and approval. The WVDOH shall determine whether a traffic impact study will be required during the preliminary plat stage.</p>	<p>WV DOH Highway Entrance Permits will be required for both entrances. Staff defers to WV DOH regarding the TIS.</p>
<p><b>G. Public Service</b></p>	<p>The review shall indicate whether there are existing water and sewer systems in place that can handle the development. If not, the review shall indicate the type or extent of a system that shall be proposed by the developer to best meet the County's needs in that area of the County.</p>	<p>The subdivision will be served by individual well and septic.</p>
<p><b>H. Recommended Conditions</b></p>	<p>All reviews shall contain recommended conditions for moving forward to a site plan or reasons why the plan should be denied.</p>	<p>See below</p>



**Staff Report**

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**Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)**

<b>I. Approval</b>	Unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff shall accept or deny the concept plan as complete.	Planning Staff accepts the Concept Plan as complete, with minor outstanding comments.
<b>J. Effect</b>	Upon accepting the application as complete, Planning staff shall place it on the next possible Planning Commission agenda as a public workshop. Staff shall advertise the public workshop in a local newspaper and the applicant shall post notice on the property in accordance with the Subdivision Regulations.	The Concept Plan was scheduled for a Public Workshop consistent with this requirement.

**Concept Plan Review**

1. External Agency Reviews

Comments have been received from the following agencies (see attached):

As of this date, no agency review comments have been received. If additional comments are received, they will be provided to the Planning Commission for their consideration.

2. Staff Recommendation related to Concept Plan

County staff recommends that the direction given by Planning Commission to the applicant in the preparation of a preliminary plat should include the details of what equipment will be included in the recreation area.

The Subdivision Regulations state that unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff is required to accept or deny the concept plan as complete. Upon accepting the application as complete, Planning staff is required to place it on the next possible Planning Commission agenda as a public workshop.

The Office of Planning and Zoning Staff finds the Concept Plan for the proposed Major Subdivision, located west of Leetown Road, southwest of the village of Kearneysville to be “complete” based on the information provided related to the criteria above.

Additionally, it should be noted that the following standards will need to be addressed prior to approval of the Subdivision:

- a. WV DOH review and approval of the required entrance permits will be required in conjunction with the Subdivision’s Preliminary and Final Plat.
- b. West Virginia Health Department approval of the wells and septic for each lot with the Preliminary and Final Plat.

Based on the Subdivision Regulations, noted above, this project will process as a Major Subdivision and the next step is to process a Preliminary Plat that meets all of the requirements and standards of the Subdivision Regulations.

## Staff Report

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### Harvest Meadows Subdivision Concept Plan Public Workshop (25-3-SD)

#### 3. Planning Commission Direction

The Concept Plan Public Workshop allows for the Planning Commission and the general public to comment on the proposed plan before complete engineering design and cost are incurred. The Subdivision and Land Development Regulations outline the procedure:

1. The applicant makes a short presentation.
2. Staff explains outside agency comments and whether the plan can meet the standards of the Zoning Ordinance.
3. Public comment is solicited.

Following the applicant's presentation, staff's explanation, and the solicitation of public comment, the Planning Commission shall provide direction to the applicant as required under Concept Plan Direction outlined in the Subdivision Regulations. The Planning Commission has the option of providing this direction at the same meeting during which the Concept Plan public workshop takes place, or at a subsequent meeting that occurs within 14 days of the meeting at which the Concept Plan public workshop is closed.

Section 24.112 of the Subdivision and Land Development Regulations outlines the direction to be provided to the applicant during a Major Subdivision review:

“The Planning Commission shall direct the preparation of a Preliminary Plat subject to conditions to be addressed in the Preliminary Plat application. The purpose of this review is to guide the developer so that when the Preliminary Plat application is formally reviewed by the staff, there should not be a whole range of issues being raised for the first time. The developer shall cite conditions and demonstrate that they have been met or otherwise addressed.”

It should be noted that the direction provided to the applicant in the Major Subdivision Concept Plan Public Workshop shall be applicable for a period of two years, with the provision that any amendments to the Subdivision and Land Development Regulations or the Zoning and Land Development Ordinance in the second year shall be applicable.

#### **ATTACHMENTS:**

- N/A



Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 Charles Town, West Virginia 25414

File #: 25--SD  
 Fees Paid: \$500  
 Staff Int.: jth  
 Date Received: 01/24/25

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Phone: (304) 728-3228

**Subdivision or Site Development Application**

**Application Type**       Concept Plan       Final Plat (major/minor)       Redline Revision  
 Preliminary Plat       Site Plan

Project Name: \_\_\_\_\_  
 Description: \_\_\_\_\_

Primary Contact Phone Number (must be a direct line number) \_\_\_\_\_

**Property Owner Information**

Owner Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Information** Same as Owner:

Applicant Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Registered WV Engineer or Surveyor or Consultant Information**

Contact Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Physical Property Details** Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Additional Parcels (if any)**

**Physical Property Details** Vacant Lot:

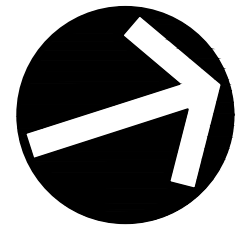
Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Physical Property Details** Vacant Lot:

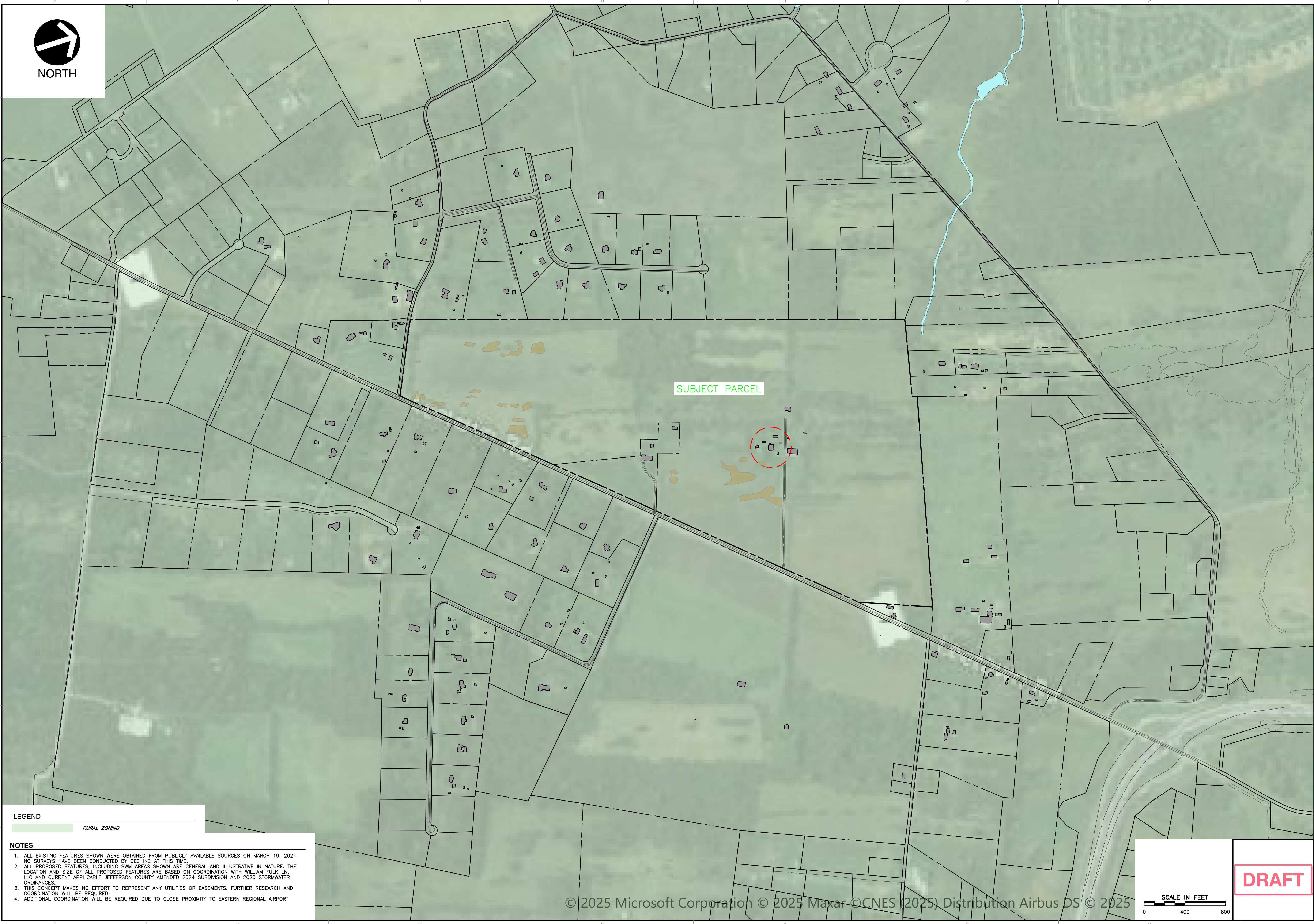
Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_







NORTH



**LEGEND**  
RURAL ZONING

- NOTES**
1. ALL EXISTING FEATURES SHOWN WERE OBTAINED FROM PUBLICLY AVAILABLE SOURCES ON MARCH 19, 2024. NO SURVEYS HAVE BEEN CONDUCTED BY CEC INC AT THIS TIME.
  2. ALL PROPOSED FEATURES, INCLUDING SWM AREAS SHOWN ARE GENERAL AND ILLUSTRATIVE IN NATURE. THE LOCATION AND SIZE OF ALL PROPOSED FEATURES ARE BASED ON COORDINATION WITH WILLIAM FULK LN, LLC AND CURRENT APPLICABLE JEFFERSON COUNTY AMENDED 2024 SUBDIVISION AND 2020 STORMWATER ORDINANCES.
  3. THIS CONCEPT MAKES NO EFFORT TO REPRESENT ANY UTILITIES OR EASEMENTS. FURTHER RESEARCH AND COORDINATION WILL BE REQUIRED.
  4. ADDITIONAL COORDINATION WILL BE REQUIRED DUE TO CLOSE PROXIMITY TO EASTERN REGIONAL AIRPORT

**REVISION RECORD**

NO.	DATE	DESCRIPTION

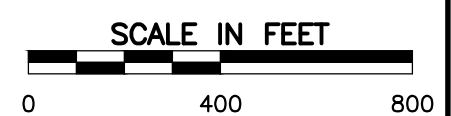
786 Foxcroft Ave.  
Martinsburg, WV 25401  
Ph: 304.808.7600  
www.cecinc.com



**HARVEST MEADOWS RURAL SUBDIVISION**  
235 WILLIAM FULK LANE  
KEARNEYSVILLE, WV 25430  
TAX MAP 6 PARCEL 15  
PLAT BOOK 27 PAGE NUMBER 161

**ZONING BOUNDARIES**

DATE: FEBRUARY 2025 | DRAWN BY: MSI  
DWS SCALE: AS SHOWN | CHECKED BY: CLW  
PROJECT NO: 346-657  
APPROVED BY: DRAFT



**DRAFT**

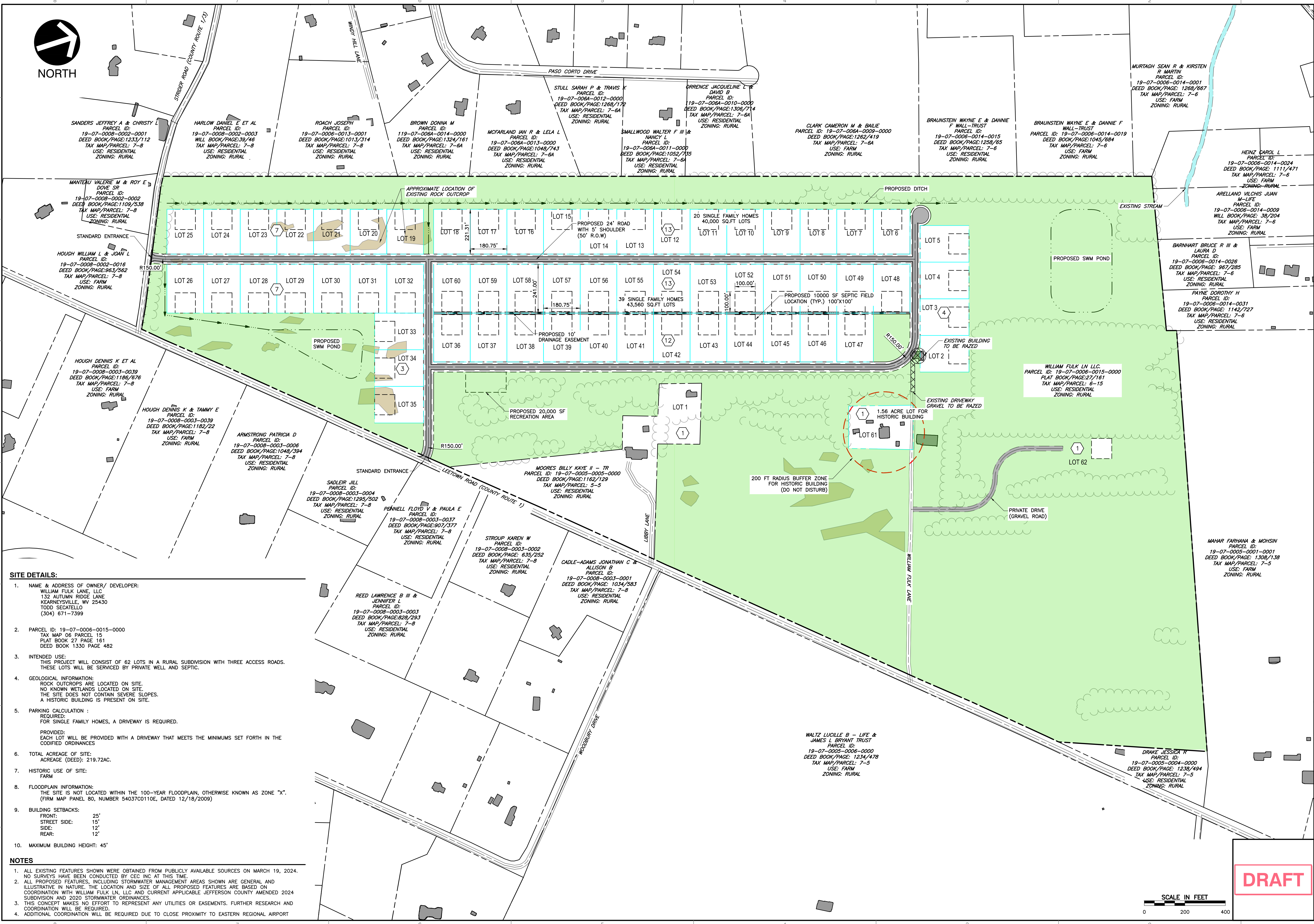
DRAWING NO: **CP001**  
SHEET 2 OF 4

A:\140-001\146-657-000\146-657-001-001-zoning MAP.mxd/24-011 15/12/2025 10:41 AM - LP: 2/16/2025 10:41 AM





NORTH



**SITE DETAILS:**

1. NAME & ADDRESS OF OWNER/ DEVELOPER:  
WILLIAM FULK LANE, LLC  
132 AUTUMN RIDGE LANE  
KEARNEYSVILLE, WV 25430  
TODD SECATELLO  
(304) 671-7399
2. PARCEL ID: 19-07-0006-0015-0000  
TAX MAP 06 PARCEL 15  
PLAT BOOK 27 PAGE 161  
DEED BOOK 1330 PAGE 482
3. INTENDED USE:  
THIS PROJECT WILL CONSIST OF 62 LOTS IN A RURAL SUBDIVISION WITH THREE ACCESS ROADS. THESE LOTS WILL BE SERVICED BY PRIVATE WELL AND SEPTIC.
4. GEOLOGICAL INFORMATION:  
ROCK OUTCROPS ARE LOCATED ON SITE.  
NO KNOWN WETLANDS LOCATED ON SITE.  
THE SITE DOES NOT CONTAIN SEVERE SLOPES.  
A HISTORIC BUILDING IS PRESENT ON SITE.
5. PARKING CALCULATION :  
REQUIRED:  
FOR SINGLE FAMILY HOMES, A DRIVEWAY IS REQUIRED.  
  
PROVIDED:  
EACH LOT WILL BE PROVIDED WITH A DRIVEWAY THAT MEETS THE MINIMUMS SET FORTH IN THE CODIFIED ORDINANCES
6. TOTAL ACREAGE OF SITE:  
ACREAGE (DEED): 219.72AC.
7. HISTORIC USE OF SITE:  
FARM
8. FLOODPLAIN INFORMATION:  
THE SITE IS NOT LOCATED WITHIN THE 100-YEAR FLOODPLAIN, OTHERWISE KNOWN AS ZONE "X".  
(FIRM MAP PANEL 80, NUMBER 54037C0110E, DATED 12/18/2009)
9. BUILDING SETBACKS:  
FRONT: 25'  
STREET SIDE: 15'  
SIDE: 12'  
REAR: 12'
10. MAXIMUM BUILDING HEIGHT: 45'

**NOTES**

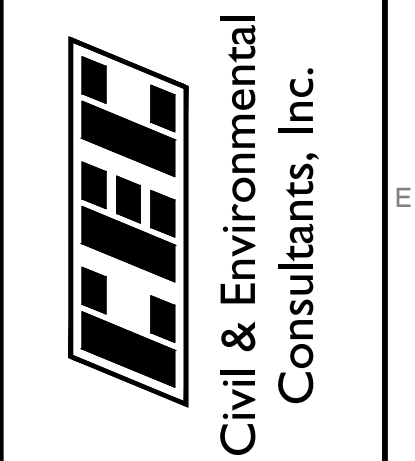
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2. ALL PROPOSED FEATURES, INCLUDING STORMWATER MANAGEMENT AREAS SHOWN ARE GENERAL AND ILLUSTRATIVE IN NATURE. THE LOCATION AND SIZE OF ALL PROPOSED FEATURES ARE BASED ON COORDINATION WITH WILLIAM FULK LN, LLC AND CURRENT APPLICABLE JEFFERSON COUNTY AMENDED 2024 SUBDIVISION AND 2020 STORMWATER ORDINANCES.
3. THIS CONCEPT MAKES NO EFFORT TO REPRESENT ANY UTILITIES OR EASEMENTS. FURTHER RESEARCH AND COORDINATION WILL BE REQUIRED.
4. ADDITIONAL COORDINATION WILL BE REQUIRED DUE TO CLOSE PROXIMITY TO EASTERN REGIONAL AIRPORT

SCALE IN FEET  
0 200 400

**DRAFT**

NO.	DATE	DESCRIPTION

786 Foxcroft Ave.  
Martinsburg, WV 25401  
Ph: 304.808.7600  
www.cecinc.com



**HARVEST MEADOWS RURAL SUBDIVISION**  
235 WILLIAM FULK LANE  
KEARNEYSVILLE, WV 25430  
TAX MAP 06 PARCEL 15  
PLAT BOOK 27 PAGE NUMBER 161

**OVERALL SITE PLAN**

DATE: FEBRUARY 2025  
DRAWN BY: AS SHOWN  
DWG SCALE: AS SHOWN  
PROJECT NO: 346-857  
CHECKED BY:  
APPROVED BY:


DRAWING NO.: **CP200**  
SHEET 4 OF 4



Staff Report  
 Jefferson County Planning Commission Meeting  
 March 25, 2024

**Harvest Meadows Major Subdivision (Archaeological) Waiver Request (File: 25-5-PCW)**

**Item # 4:** Request for a Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats.

Owner/ Applicant	Secatello Contracting, LLC / Attn: Billy Kay Moore II
Developer	William Fulk Lane, LLC
Parcel Location and Information	<p style="text-align: center;">235 William Fulk Lane, Kearneysville; Size: ~211 acres;                  Parcel ID: 07000600150000; Zoning District: Rural</p> 
Adjacent Zoning	<i>North, South, East, and West: Rural</i>
History:	09/05/24: Boundary line adjustment and transfer of development right plat approved (recorded PB 27 / PG 161 & DB 1330 / PG 461)
Proposed Activity	Harvest Meadows Major Residential Subdivision is proposed to consist of 62 residential single-family lots and associated infrastructure on ~211 acres.

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2024

**Harvest Meadows Major Subdivision (Archaeological) Waiver Request (File: 25-5-PCW)**

**Site Background:**

The applicant is seeking approval of the Concept Plan for a Major Residential Subdivision consisting of 60 residential single-family lots and a total of 62 new lots, which is on tonight's agenda. The property is located west of Leetown Road, southwest of the village of Kearneysville. The property is zoned Rural and is processing as a Major Residential Subdivision following the clustering provisions for the Rural district. After the Concept Plan, a Major Residential Subdivision will be required to process a Preliminary Plat and Final Plat.

The site is the Sunnyside Farm, is on the National Historic Register as a district. A Category I historic structure is also on the site and the required 200 foot buffer is delineated on the Concept Plan.

**Summary of the Request:**

The applicant has submitted a request to waive the Phase I Archaeological Study and Historic Resources Study, which is required with the submission of a Preliminary Plat by Section 24.113.B.10 the Subdivision Regulations.

At the Concept Plan submission, which is on tonight's agenda, applicants are required to reach out to various outside agencies, including the Jefferson County Historic Landmarks Commission (HLC). At this time, no input has been received from the Jefferson County HLC. Section 24.110B.6 states that if any review agency fails to respond, they shall be deemed by these Regulations to have approved the plan.

The applicant is requesting that this requirement be waived in light of the fact that the majority of known historic architecture and artifacts will be preserved as open space.

**Waiver Requirements:**

The applicant provides a response to the requirements found in "Division 24.300 Waivers" of the Subdivision Regulations, which is attached to the application. Waivers from the minimum standards in these Regulations may be granted by the Planning Commission only when the Planning Commission finds that granting a waiver will be consistent with all of the following criteria:

- (1) that the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County parks plan, or benefits of a similar nature;
- (2) that the waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
- (3) that the waiver, if granted, will be in keeping with the intent and purpose of these Regulations; and
- (4) that the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.

**Staff Comments:**

Staff understands that the requirement for a Phase I Archaeological Study in a County with as many historic resources as Jefferson County has the potential to identify previously unknown historic resources; however, lands which have historically been used for agricultural purposes have generally been so disturbed as to make it difficult to identify any new resources. The applicant has indicated in their application that the area of disturbance will be in the area that has been farmed over the last 100 years.

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2024

**Harvest Meadows Major Subdivision (Archaeological) Waiver Request (File: 25-5-PCW)**

**Staff Recommendation:**

The requirements for a Phase 1 Archaeological Study is defined by the West Virginia State Historic Preservation Office. These requirements are made for Federal projects and are not written with the scope of this project. The historic resources impact study is not defined in the ordinance making submission difficult for the applicant. For these reasons, this requirement has been waived in the past. If the Planning Commission is inclined to approve this waiver, approval should include the requirement that the applicant will notify the County and SHPO if any resources are found on site during development.





Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 P.O. Box 716  
 Charles Town, West Virginia 25414

File #: 25-5-PCW  
 Mtg Date: 03/25/25  
 Date Rec'd: 02-06-25  
 Fees Paid: \$150  
 Staff Int: jth  
 List of Adjoiners:

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Planning Commission Waiver Request**

Waivers must comply with Division 24.300 of the 2008 Subdivision Regulations, as amended.

**Property Owner Information**

Owner Name: William Fulk Ln LLC  
 Business Name: Secatello Contracting LLC  
 Mailing Address: 123 Autumn Ridge Lane, Kearneysville, WV 25430  
 Phone Number: 304-671-7399 Email: vsecatello07@comcast.net

**Applicant Contact Information**

Applicant Name: \_\_\_\_\_ Same as owner:   
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Consultant Information**

Name: Chris Waddell  
 Business Name: Civil & Environmental Consultants, Inc.  
 Mailing Address: 786 Foxcroft Ave, Martinsburg, WV 25401  
 Phone Number: 540-336-1904 Email: cwaddell@cecinc.com

**Physical Property Details**

Physical Address: 282 William Fulk Lane, Kearneysville, WV 25430 Vacant Lot:   
 Tax District: 07 Map No: 06 Parcel No: 15  
 Parcel Size: 211.15 Deed Book: 1330 Page No: 482  
 Zoning District: Rural

**On a separate sheet of paper sketch the shape and location of the lot. Show the location of the intended construction or land use and indicate building setbacks, size, and height. Identify existing easements, roads, buildings, structures, or land uses on the property. Sign and date the sketch.**

Included  Not applicable (include a vicinity map if a sketch is not applicable)

**What Section of the Subdivision Regulations and year of the Regulations are you requesting to Waive?**

Section 24.113.A.10 Historic Resource Preservation. A Phase 1 archaeological study and a historic resource impact study

**Briefly Describe the Nature of Your Waiver Request:**

The request is to waive the Section 24.113.A.10 Historic Resource Preservation in the ordinance that would require an archaeological study and a historic resource impact study. According to the associated WV Historic Property Inventory Form JF-0003, the house, farmstead, and the fields fronting Leetown Road (County Route 1) are the areas of which the majority of known architecture and artifacts have been located. This area is to remain open space and untouched as shown in the attached Sketch. According to the NRHP, the property (99000285) is signifeant in the Architeectural and Agricultural aspects that this project aims to maintain.

**Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.**

The property has little wooded coverage and will remain open space for potential agricultural use. It has been farmed for over a century and any archaeological or historical artifacts have likely been farmed or removed. The final plan when constructed will leave at least 130 acres undisturbed and that area will be accessible by the HOA.

**Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.**

This project will minimize the disturbance of the documented historical & archaeological artifacts & architecture as it only intends to use the West-Northwest portion of the property that has historically been used for farming. Therefore, the construction of this project will take place in an area that has been previously disturbed due to agricultural practices over the last 100 years. The existing wooded areas will be protected and conserved where possible to ensure minimal impacts.

**Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.**

There are no records of historically or archaeologically significant features or artifacts in the area that the proposed project intends to disturb. Again, the area is farmland and open fields that have been cultivated for over a century and decrease the likelihood of finding any historical resources. The proper excavation, grading, and construction techniques will be practiced in order to assure the safety and recovery of any resources on site.

**Explain how the waiver, if granted, will result in a project of better quality and/or character.**

If granted, this waiver will provide a reasonable use to the parcel while striving to keep it's historical significance intact in a respectful manner. Currently, the site is private property and cannot be accessed by the public so the proposed use does not reduce the accessibility or visibility of the historical architecture. This also allows the historical site to be maintained or renovated rather than sitting empty and potentially eroding away.

By signing this application, I give permission to the Planning and Zoning Staff to conduct a site visit for the purpose of taking photos for the Planning Commission staff report. The information given is correct to the best of my knowledge.



Property Owner Signature

2/6/2025

Date

Property Owner Signature

Date

**Notification Requirements**

The subject parcel shall be posted with a minimum of one 28" x 22" placard at least 14 days prior to the public hearing. The placard(s) will be prepared by the Staff and posted by the applicant. Adjacent property owner name and address information shall be provided by the applicant so that notification letters can be mailed by Staff least 14 days prior to the public hearing.

03/25/25

Public Hearing Date

03/11/25

Date Placard Posted

03/05/25

Date Adjoiners Mailed

**Planning Commission Determination**

Approved

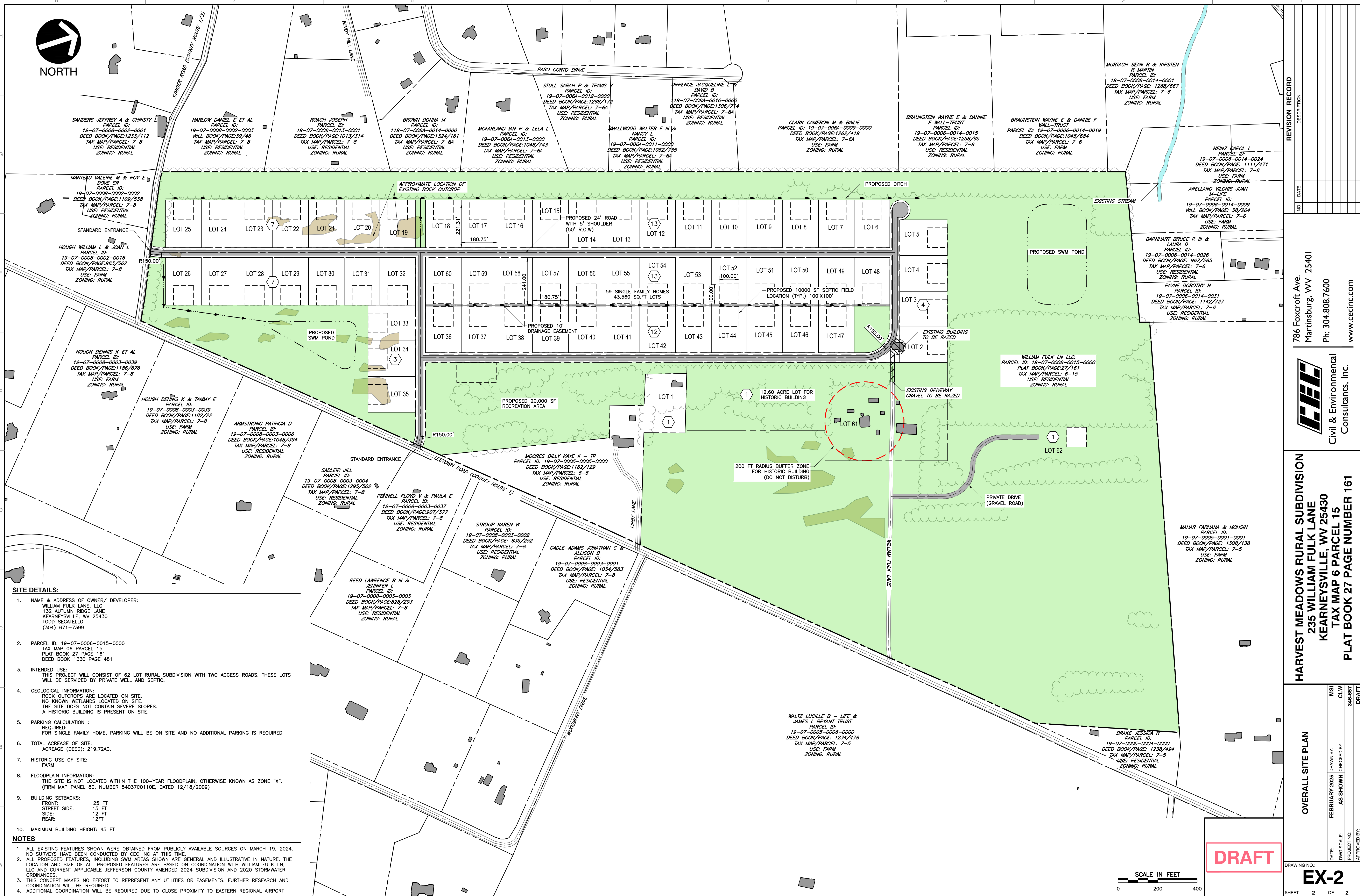
Denied

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_





NORTH



**SITE DETAILS:**

- NAME & ADDRESS OF OWNER/ DEVELOPER:  
WILLIAM FULK LANE, LLC  
132 AUTUMN RIDGE LANE  
KEARNEYSVILLE, WV 25430  
TODD SECATELLO  
(304) 671-7399
- PARCEL ID: 19-07-0006-0015-0000  
TAX MAP PARCEL 15  
PLAT BOOK 27 PAGE 161  
DEED BOOK 1330 PAGE 481
- INTENDED USE:  
THIS PROJECT WILL CONSIST OF 62 LOT RURAL SUBDIVISION WITH TWO ACCESS ROADS. THESE LOTS WILL BE SERVICED BY PRIVATE WELL AND SEPTIC.
- GEOLOGICAL INFORMATION:  
ROCK OUTCROPS ARE LOCATED ON SITE.  
NO KNOWN WETLANDS LOCATED ON SITE.  
THE SITE DOES NOT CONTAIN SEVERE SLOPES.  
A HISTORIC BUILDING IS PRESENT ON SITE.
- PARKING CALCULATION :  
REQUIRED:  
FOR SINGLE FAMILY HOME, PARKING WILL BE ON SITE AND NO ADDITIONAL PARKING IS REQUIRED
- TOTAL ACREAGE OF SITE:  
ACREAGE (DEED): 219.72AC.
- HISTORIC USE OF SITE:  
FARM
- FLOODPLAIN INFORMATION:  
THE SITE IS NOT LOCATED WITHIN THE 100-YEAR FLOODPLAIN, OTHERWISE KNOWN AS ZONE "X".  
(FIRM MAP PANEL 80, NUMBER 54037C0110E, DATED 12/18/2009)
- BUILDING SETBACKS:  
FRONT: 25 FT  
STREET SIDE: 15 FT  
SIDE: 12 FT  
REAR: 12FT
- MAXIMUM BUILDING HEIGHT: 45 FT

**NOTES**

- ALL EXISTING FEATURES SHOWN WERE OBTAINED FROM PUBLICLY AVAILABLE SOURCES ON MARCH 19, 2024. NO SURVEYS HAVE BEEN CONDUCTED BY CEC INC AT THIS TIME.
- ALL PROPOSED FEATURES, INCLUDING SWM AREAS SHOWN ARE GENERAL AND ILLUSTRATIVE IN NATURE. THE LOCATION AND SIZE OF ALL PROPOSED FEATURES ARE BASED ON COORDINATION WITH WILLIAM FULK LN, LLC AND CURRENT APPLICABLE JEFFERSON COUNTY AMENDED 2024 SUBDIVISION AND 2020 STORMWATER ORDINANCES.
- THIS CONCEPT MAKES NO EFFORT TO REPRESENT ANY UTILITIES OR EASEMENTS. FURTHER RESEARCH AND COORDINATION WILL BE REQUIRED.
- ADDITIONAL COORDINATION WILL BE REQUIRED DUE TO CLOSE PROXIMITY TO EASTERN REGIONAL AIRPORT

NO.	DATE	DESCRIPTION

786 Foxcroft Ave.  
Martinsburg, WV 25401  
Ph: 304.808.7600  
www.cecinc.com



**HARVEST MEADOWS RURAL SUBDIVISION**  
235 WILLIAM FULK LANE  
KEARNEYSVILLE, WV 25430  
TAX MAP 6 PARCEL 15  
PLAT BOOK 27 PAGE NUMBER 161

DATE:	SCALE:	PROJECT NO.:	APPROVED BY:
FEBRUARY 2025	AS SHOWN	346-857	DRAFT

**DRAFT**





## **25-5-PCW Harvest Meadows (Archaeological Study) Public Comment Index**

- 1) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Bario
- 2) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Bellaocsa
- 3) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Benson, B
- 4) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Benson, K
- 5) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Berzinskas
- 6) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Billmyer
- 7) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Bisher
- 8) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Cunningham
- 9) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Dillow
- 10) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16- Fraser
- 11) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Fuller
- 12) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16– Hatcher, D
- 13) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Hatcher, R
- 14) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Hook
- 15) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Jones
- 16) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Kavaldjian-Liskey
- 17) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Lally
- 18) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Lloyd, K
- 19) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Lloyd, L
- 20) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Lloyd
- 21) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Miller
- 22) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Milleson
- 23) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Mullis
- 24) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Myers
- 25) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Rampy
- 26) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Roberts
- 27) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Ruffner
- 28) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Smith
- 29) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Snyder
- 30) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – von Briesen
- 31) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Walsh
- 32) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Welsh, D
- 33) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – Welsh, S
- 34) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Wheeler
- 35) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 – White
- 36) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_16 - Wilson
- 37) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Allotta
- 38) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Austin
- 39) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Degenhardt
- 40) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Engelbrecht
- 41) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Everton
- 42) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Fisher
- 43) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Hartman
- 44) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Hunt
- 45) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Kirkconnell
- 46) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Layne
- 47) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Plaag
- 48) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Spickler
- 49) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_17 - Uzan

## **25-5-PCW Harvest Meadows (Archaeological Study) Public Comment Index**

- 50) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Casserley
- 51) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Liskey
- 52) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Rebmann
- 53) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Roby
- 54) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Thompson
- 55) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Vesper
- 56) 25-5-PCW Harvest Meadows (Archaeological Study) Public Comment\_2025\_03\_18 - Wiegman

**From:** [Planning Department](#)  
**To:** "Joanne Bario"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:33:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Joanne Bario <[joannebario@gmail.com](mailto:joannebario@gmail.com)>  
Sent: Sunday, March 16, 2025 5:47 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com); [louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com); [howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example). This is of great importance to the integrity of our rich county history.

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs. This matters because we need to preserve the historical artifacts spread throughout Jefferson County. Developers don't care about these important sites, but residents and visitors do.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Joanne Bario  
[joannebario@gmail.com](mailto:joannebario@gmail.com)



**From:** [Planning Department](#)  
**To:** ["Kathryn Bellacosa"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:16:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kathryn Bellacosa <[kbella21@gmail.com](mailto:kbella21@gmail.com)>  
Sent: Sunday, March 16, 2025 7:37 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

ABSOLUTELY NOT. Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Kathryn Bellacosa  
[kbella21@gmail.com](mailto:kbella21@gmail.com)



**From:** [Planning Department](#)  
**To:** ["Barbara Benson"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:25:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Barbara Benson <[blueyeu@aol.com](mailto:blueyeu@aol.com)>  
Sent: Sunday, March 16, 2025 6:49 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com); [louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com); [howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Barbara Benson  
[blueyeu@aol.com](mailto:blueyeu@aol.com)





**From:** [Planning Department](#)  
**To:** "Kraig Benson"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:20:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kraig Benson <warp2speed@aol.com>  
Sent: Sunday, March 16, 2025 6:49 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Kraig Benson  
warp2speed@aol.com



**From:** [Planning Department](#)  
**To:** "STEPHEN BERZINSKAS"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 10:11:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: STEPHEN BERZINSKAS <sberzinkas@comcast.net>  
Sent: Sunday, March 16, 2025 5:11 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
STEPHEN BERZINSKAS  
sberzinkas@comcast.net



**From:** [Planning Department](#)  
**To:** "[David Billmyer](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:38:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: David Billmyer <[billmyer.david@gmail.com](mailto:billmyer.david@gmail.com)>  
Sent: Sunday, March 16, 2025 8:10 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

David Billmyer  
Shepherdstown

--

David Billmyer

[billmyer.david@gmail.com](mailto:billmyer.david@gmail.com)

**From:** [Planning Department](#)  
**To:** "Marlyn Bisher"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:34:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Marlyn Bisher <Marlynb30@gmail.com>  
Sent: Sunday, March 16, 2025 7:37 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Marlyn Bisher  
Marlynb30@gmail.com





**From:** [Planning Department](#)  
**To:** ["Amy Cunningham"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 10:11:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Amy Cunningham <[amyecunningham@yahoo.com](mailto:amyecunningham@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:08 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Amy Cunningham  
[amyecunningham@yahoo.com](mailto:amyecunningham@yahoo.com)



**From:** [Planning Department](#)  
**To:** "[Katie Dillow](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:20:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Katie Dillow <Katedillow@ymail.com>  
Sent: Sunday, March 16, 2025 6:03 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,  
Katie Dillow

--  
Katie Dillow  
Katedillow@ymail.com



**From:** [Planning Department](#)  
**To:** "David Fraser"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 12:51:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: David Fraser <retiredhoc1@yahoo.com>  
Sent: Sunday, March 16, 2025 5:19 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
David Fraser  
retiredhoc1@yahoo.com



**From:** [Planning Department](#)  
**To:** "John Fuller"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:15:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: John Fuller <jwfu@comcast.net>  
Sent: Sunday, March 16, 2025 5:31 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,  
John W Fuller

--  
John Fuller  
jwfu@comcast.net





**From:** [Planning Department](#)  
**To:** "[Dennis Hatcher](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:32:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Dennis Hatcher <dgeraldh@frontiernet.net>  
Sent: Sunday, March 16, 2025 6:58 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Dennis Hatcher  
dgeraldh@frontiernet.net



**From:** [Planning Department](#)  
**To:** "Ruth Hatcher"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:18:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Ruth Hatcher <ruthhatcher756@hotmail.com>  
Sent: Sunday, March 16, 2025 6:57 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Ruth Hatcher  
ruthhatcher756@hotmail.com



**From:** [Planning Department](#)  
**To:** ["Holland Hook"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:35:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Holland Hook <hollandhook8@gmail.com>  
Sent: Sunday, March 16, 2025 5:51 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

As I learned on a recent trip to Williamsburg, VA, EVERY site matters. We can find a 3 foot piece of foundation or a plate that simply rewrites history as we know it. Jefferson County is steeped in history and we must protect it.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Holland Hook  
hollandhook8@gmail.com



**From:** [Planning Department](#)  
**To:** "[Jennifer Jones](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:43:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jennifer Jones <jenajones44@gmail.com>  
Sent: Sunday, March 16, 2025 8:47 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,  
Jennifer Jones  
Wv Native and Jefferson County landowne for over 25 years.

--  
Jennifer Jones  
jenajones44@gmail.com





**From:** [Planning Department](#)  
**To:** ["Tamar Kavaldjian-Liskey"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:25:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Tamar Kavaldjian-Liskey <tamarkliskey@gmail.com>  
Sent: Sunday, March 16, 2025 6:55 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Dear Planning Commission,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

Tamar Kavaldjian-Liskey

--

Tamar Kavaldjian-Liskey

tamarkliskey@gmail.com

**From:** [Planning Department](#)  
**To:** "Christina Lally"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 1:40:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Christina Lally <mrschristinalally@gmail.com>  
Sent: Sunday, March 16, 2025 4:54 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Christina Lally  
mrschristinalally@gmail.com



**From:** [Planning Department](#)  
**To:** "Kathy Lloyd"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:44:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kathy Lloyd <Sweens1205@gmail.com>  
Sent: Sunday, March 16, 2025 8:56 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Kathy Lloyd  
Sweens1205@gmail.com



**From:** [Planning Department](#)  
**To:** "[Leah Lloyd](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:42:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Leah Lloyd <leewat18@yahoo.com>  
Sent: Sunday, March 16, 2025 8:30 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Leah Lloyd  
leewat18@yahoo.com





**From:** [Planning Department](#)  
**To:** "[Lewis Lloyd](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 12:47:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Lewis Lloyd <[Harpersferryherps@yahoo.com](mailto:Harpersferryherps@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:17 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com); [louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com); [howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Lewis Lloyd  
[Harpersferryherps@yahoo.com](mailto:Harpersferryherps@yahoo.com)



**From:** [Planning Department](#)  
**To:** "Lily Miller"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:17:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Lily Miller <lilys.spm@gmail.com>  
Sent: Sunday, March 16, 2025 11:37 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Lily Miller  
lilys.spm@gmail.com



**From:** [Planning Department](#)  
**To:** ["Barbara Milleson"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:42:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Barbara Milleson <barblmilleson@gmail.com>  
Sent: Sunday, March 16, 2025 8:35 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Barbara Milleson  
barblmilleson@gmail.com



**From:** [Planning Department](#)  
**To:** ["Diana Mullis"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:17:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Diana Mullis <dianamullis7@gmail.com>  
Sent: Sunday, March 16, 2025 10:35 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

The reason these requirements are in place is because we live in an area where there is a lot of valuable history that is worth finding! Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Diana Mullis  
dianamullis7@gmail.com





**From:** [Planning Department](#)  
**To:** "[Gordon Myers](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:26:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Gordon Myers <gdmyers26@yahoo.com>  
Sent: Sunday, March 16, 2025 7:18 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Gordon Myers  
gdmyers26@yahoo.com



**From:** [Planning Department](#)  
**To:** "[Leah Rampy](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 9:39:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Leah Rampy <[leah.rampy9@gmail.com](mailto:leah.rampy9@gmail.com)>  
Sent: Sunday, March 16, 2025 4:54 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Leah Rampy  
[leah.rampy9@gmail.com](mailto:leah.rampy9@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Linda Roberts](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 12:46:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Linda Roberts <llr5504@gmail.com>  
Sent: Sunday, March 16, 2025 5:13 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Linda Roberts  
llr5504@gmail.com



**From:** [Planning Department](#)  
**To:** "[kristopher ruffner](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:41:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: kristopher ruffner <kaderuffner@gmail.com>  
Sent: Sunday, March 16, 2025 8:18 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
kristopher ruffner  
kaderuffner@gmail.com





**From:** [Planning Department](#)  
**To:** "Aida Smith"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 12:51:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Aida Smith <amhypatia@gmail.com>  
Sent: Sunday, March 16, 2025 5:23 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Aida Smith  
amhypatia@gmail.com



**From:** [Planning Department](#)  
**To:** "Susan Snyder"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:35:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Susan Snyder <Susan@snyders.us>  
Sent: Sunday, March 16, 2025 5:44 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Susan Snyder  
Susan@snyders.us



**From:** [Planning Department](#)  
**To:** ["Fred von Briesen"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 10:10:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Fred von Briesen <Fvonbriesen@gmsil.com>  
Sent: Sunday, March 16, 2025 5:03 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Please follow the regulations - they are in place for their specific purposes and should not be ignored.

Sincerely, Fred von Briesen

--

Fred von Briesen  
Fvonbriesen@gmsil.com



**From:** [Planning Department](#)  
**To:** ["AnnaMary Walsh"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:35:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: AnnaMary Walsh <amwalsh222@yahoo.com>  
Sent: Sunday, March 16, 2025 5:11 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
AnnaMary Walsh  
amwalsh222@yahoo.com





**From:** [Planning Department](#)  
**To:** "[Dawn Welsh](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 10:06:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Dawn Welsh <dawnwelsh@ymail.com>  
Sent: Sunday, March 16, 2025 5:00 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Dawn Welsh  
dawnwelsh@ymail.com



**From:** [Planning Department](#)  
**To:** "Sarah Welsh"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:16:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Sarah Welsh <[sgwelsh@yahoo.com](mailto:sgwelsh@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:38 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Please, listen to a local resident's thoughts on the matter.

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Sarah Welsh  
[sgwelsh@yahoo.com](mailto:sgwelsh@yahoo.com)



**From:** [Planning Department](#)  
**To:** ["Elizabeth Wheeler"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:15:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Elizabeth Wheeler <ewheelerwv@yahoo.com>  
Sent: Sunday, March 16, 2025 5:29 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialists with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

There are numerous qualified archeological firms in the Washington DC area, some of whom have conducted archeological surveys in Jefferson County for county agencies. There is no excuse to allow the omission of this important step in the evaluation of a proposed development.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Elizabeth Wheeler

ewheelerwv@yahoo.com

**From:** [Planning Department](#)  
**To:** ["Sherry White"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 2:19:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Sherry White <[sherry2white@gmail.com](mailto:sherry2white@gmail.com)>  
Sent: Sunday, March 16, 2025 5:17 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

Sherry White

--

Sherry White  
[sherry2white@gmail.com](mailto:sherry2white@gmail.com)





**From:** [Planning Department](#)  
**To:** ["Geoffrey Wilson"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Monday, March 17, 2025 1:19:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Geoffrey Wilson <[geoffwilson1116@gmail.com](mailto:geoffwilson1116@gmail.com)>  
Sent: Sunday, March 16, 2025 5:42 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Good afternoon,

I hope this email finds you well. Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5-PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Geoffrey Wilson  
[geoffwilson1116@gmail.com](mailto:geoffwilson1116@gmail.com)



**From:** [Planning Department](#)  
**To:** "Robert Allotta"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:46:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Robert Allotta <rbt0512all@yahoo.com>  
Sent: Monday, March 17, 2025 6:56 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Robert Allotta  
rbt0512all@yahoo.com



**From:** [Planning Department](#)  
**To:** "[Katherine Austin](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:49:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Katherine Austin <KatherineA144@gmail.com>  
Sent: Monday, March 17, 2025 2:53 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Katherine Austin  
KatherineA144@gmail.com



**From:** [Planning Department](#)  
**To:** "[Toby Degenhardt](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:50:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Toby Degenhardt <tobydegenhardt@hotmail.com>  
Sent: Monday, March 17, 2025 3:41 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Toby Degenhardt  
tobydegenhardt@hotmail.com





**From:** [Planning Department](#)  
**To:** "[Jared Engelbrecht](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:42:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jared Engelbrecht <jaredengelbrecht@gmail.com>  
Sent: Monday, March 17, 2025 5:35 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Jared Engelbrecht  
jaredengelbrecht@gmail.com



**From:** [Planning Department](#)  
**To:** ["Robert W. Everton"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:47:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Robert W. Everton <[roberteverton@comcast.net](mailto:roberteverton@comcast.net)>  
Sent: Monday, March 17, 2025 10:23 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Robert W. Everton  
[roberteverton@comcast.net](mailto:roberteverton@comcast.net)



**From:** [Planning Department](#)  
**To:** "[Jennifer Fisher](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:45:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jennifer Fisher <[missonethousandsspringblossoms@gmail.com](mailto:missonethousandsspringblossoms@gmail.com)>  
Sent: Monday, March 17, 2025 6:42 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

We live in an important historical area, with archeological findings all around us. There is no good reason to waive an archeological survey here.

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Jennifer Fisher  
[missonethousandsspringblossoms@gmail.com](mailto:missonethousandsspringblossoms@gmail.com)



**From:** [Planning Department](#)  
**To:** "Amy Hartman"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:26:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Amy Hartman <Amywv@icloud.com>  
Sent: Monday, March 17, 2025 6:38 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Amy Hartman  
Amywv@icloud.com





**From:** [Planning Department](#)  
**To:** "Mike Hunt"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:47:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Mike Hunt <[Thehighguy68@gmail.com](mailto:Thehighguy68@gmail.com)>  
Sent: Monday, March 17, 2025 10:12 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeyes@jeffersoncountywv.org](mailto:ckeyes@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Not in historical area

--

Mike Hunt  
[Thehighguy68@gmail.com](mailto:Thehighguy68@gmail.com)



**From:** [Planning Department](#)  
**To:** ["Matthew Kirkconnell"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:43:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Matthew Kirkconnell <[synchrostart@protonmail.com](mailto:synchrostart@protonmail.com)>  
Sent: Monday, March 17, 2025 5:54 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Hi,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the Phase I Archaeological Survey requirement for the preliminary plat stage.

These surveys are critical to protecting our county's archaeological resources. Because of Jefferson County's historical importance, there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. This requirement in the subdivision regulations ensures these resources are appropriately preserved or left undisturbed (graveyards, for example).

The developers must seek specialists with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey now and anytime in the future. Thank you for considering these comments.

Sincerely,  
Matthew Kirkconnell  
Shenandoah Junction, WV.

--

Matthew Kirkconnell  
synchrostart@protonmail.com

**From:** [Planning Department](#)  
**To:** "[Linda Layne](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 12:14:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Linda Layne <lwayne53@gmail.com>  
Sent: Monday, March 17, 2025 3:32 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Dear JC Planning Commission Members,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage. Why would you want to waive such an important piece of information regarding our WV natural resources. It's indefensible that the commission would want to make a decision to omit this survey. It is a requirement for a reason, to protect what we possibly have in natural resources.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Linda Layne

llayne53@gmail.com

**From:** [Planning Department](#)  
**To:** "Joann Plaag"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:51:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Joann Plaag <joannplaag1981@gmail.com>  
Sent: Monday, March 17, 2025 11:04 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Joann Plaag  
joannplaag1981@gmail.com





**From:** [Planning Department](#)  
**To:** "jeffrey spickler"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:49:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: jeffrey spickler <jeffspickler63@gmail.com>  
Sent: Monday, March 17, 2025 11:24 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

jeffrey spickler  
jeffspickler63@gmail.com



**From:** [Planning Department](#)  
**To:** ["Edmond Uzan"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 9:48:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Edmond Uzan <Euzan65@gmail.com>  
Sent: Monday, March 17, 2025 10:24 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Edmond Uzan  
Euzan65@gmail.com



**From:** [Planning Department](#)  
**To:** [Nigel Casserley](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Tuesday, March 18, 2025 3:49:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Jennilee Hartman, Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Nigel Casserley <nigel@necomms.com>  
Sent: Tuesday, March 18, 2025 10:53 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckey@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Nigel Casserley  
nigel@necomms.com



**From:** [Planning Department](#)  
**To:** "Margaret Liskey"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:31:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Margaret Liskey <Mliskey98@aol.com>  
Sent: Tuesday, March 18, 2025 11:04 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Margaret Liskey  
Mliskey98@aol.com





**From:** [Planning Department](#)  
**To:** ["Donald Rebmann"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:32:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Donald Rebmann <garrettinc@msn.com>  
Sent: Tuesday, March 18, 2025 12:21 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Dear Planning Commissioners,

As a resident of Jefferson County, we need to STOP letting these developers skip important steps that are in the counties regulations concerning developments.

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely, Donald G. Rebmann

--

Donald Rebmann  
garrettinc@msn.com



**From:** [Planning Department](#)  
**To:** ["Carol Roby"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:27:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Carol Roby <carolaroby@gmail.com>  
Sent: Tuesday, March 18, 2025 7:09 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage.

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Given the rich history of Jefferson County it would be a disservice to residents of West Virginia, those who came before us and those who will come after to ignore our history and the information such archeological surveys would provide.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,  
Carol Roby

--  
Carol Roby  
carolaroby@gmail.com



**From:** [Planning Department](#)  
**To:** ["Rebecca Thompson"](#)  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:34:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Rebecca Thompson <[beccatmail@gmail.com](mailto:beccatmail@gmail.com)>  
Sent: Tuesday, March 18, 2025 1:12 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com); [louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com); [howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

Please do not grant a waiver for the requirement for a Phase I Archaeological Survey for the preliminary plat stage. I understand the developers do not want to pay for the archaeological survey, however, it is a requirement in the regulations and it is the law!

Archaeological surveys are important to protect the archaeological resources of our County. Because of the historical importance of Jefferson County there is presumed to be an abundance of yet undiscovered archaeological resources that may be disturbed during development. It is the purpose of this requirement in the subdivision regulations to ensure these resources are appropriately preserved or left undisturbed (graveyards for example).

The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,  
Rebecca Thompson

--  
Rebecca Thompson  
[beccatmail@gmail.com](mailto:beccatmail@gmail.com)



**From:** [Planning Department](#)  
**To:** "Elizabeth Vesper"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:27:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Elizabeth Vesper <evesper60@gmail.com>  
Sent: Tuesday, March 18, 2025 7:48 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

Dear Planning Commissioners,

Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--

Elizabeth Vesper  
evesper60@gmail.com





**From:** [Planning Department](#)  
**To:** "[Christine Wiegman](#)"  
**Subject:** RE: Archaeological Survey waiver request for William Fulk Lane, LLC. Property  
**Date:** Wednesday, March 19, 2025 9:28:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Christine Wiegman <[chriscorsam@yahoo.com](mailto:chriscorsam@yahoo.com)>  
Sent: Tuesday, March 18, 2025 10:14 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Archaeological Survey waiver request for William Fulk Lane, LLC. Property

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Regarding the Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: Billy Kaye Moores, II. Developer: William Fulk Lane, LLC. Property Location: 235 William Fulk Lane, Kearneysville, WV. Parcel ID: 07000600150000; Size: ~211 acres; Zoning District: Rural (File # 25-5- PCW).

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The developers should seek specialist with expertise in archaeological surveys to perform and analyze the surveys. They should not be given a waiver because they lack this expertise or to save costs.

Please DENY the waiver for the Phase I Archeological Survey. Thank you for considering these comments.

Sincerely,

--  
Christine Wiegman  
[chriscorsam@yahoo.com](mailto:chriscorsam@yahoo.com)



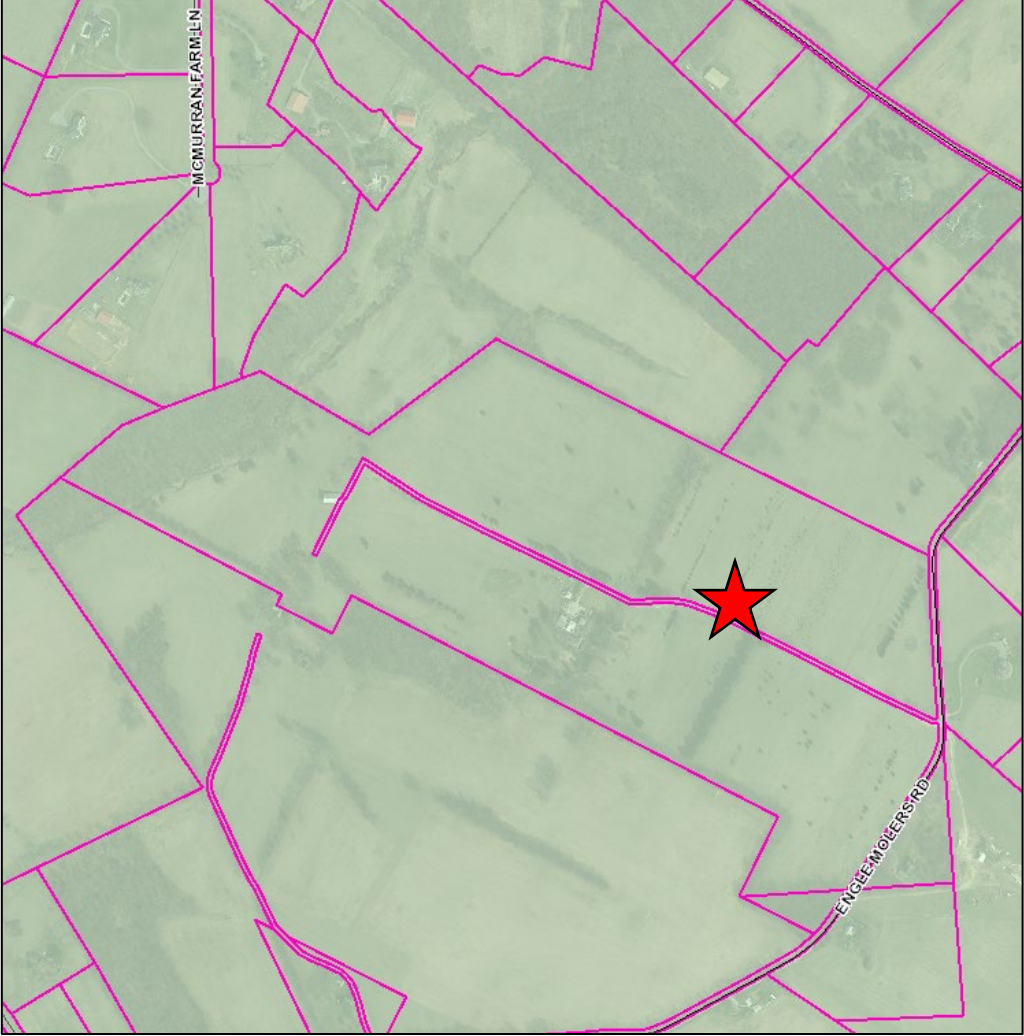
**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)**

**Item #5: Public Workshop:** A Concept Plan for the Hallmark Glen Subdivision. The proposal consists of a Major Residential Subdivision with 20 lots and associated infrastructure.

Owner:	Harvest Homes, LLC.
Consultant:	P.J. Raco Consulting, LLC / Attn: Paul Raco
Parcel Information:	<p>4001 Engle Molers Road, Harpers Ferry; Size: 100 acres; Parcel ID: 09001800250000; Zoning District: Rural</p> 
Adjacent Zoning:	<i>North, South, East, and West:</i> Rural
Proposed Request:	Hallmark Glen Major Residential Subdivision is proposed to consist of 20 residential single-family lots and associated infrastructure on 100 acres.
Concept Plan Status:	<p>Submitted: 01/24/25          Sufficiency Letter, with conditions: 01/31/25          Second Review Submitted: 02/26/25</p>

## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)

#### Introduction and Summary of Request

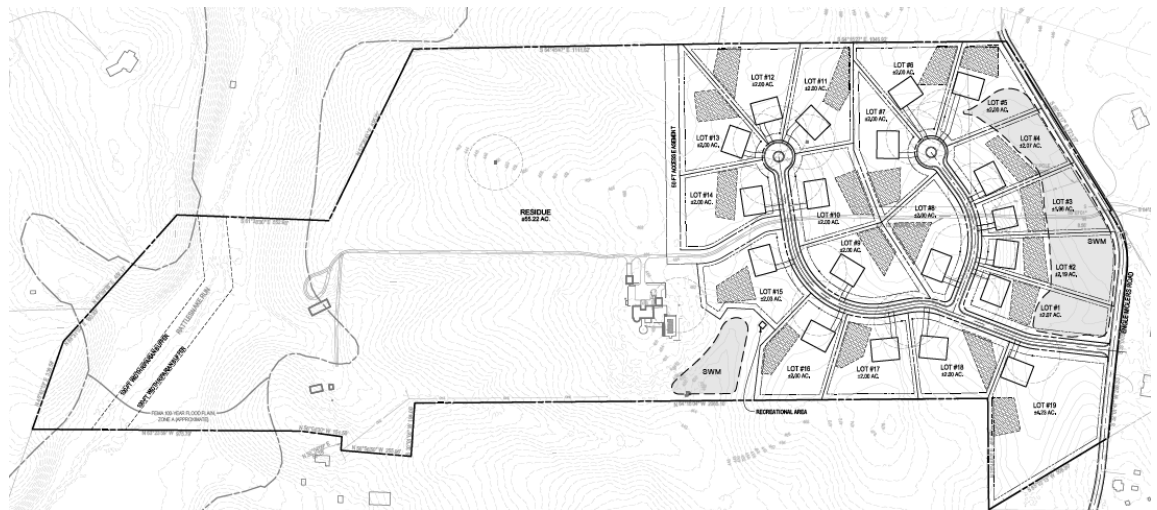
The applicant is proposing the development of a Major Subdivision through the cluster provision of the Zoning Ordinance. The project will consist of 19 new single-family detached dwellings and 1 existing lot of green space. The subdivision will be served by individual well and septic systems. The property is located along Engle Molers road north of the Village of Bakerton.

Section 5.7.D.2b.i.(c) provides the green space preservation requirements for clustering subdivisions in the Rural zoning district. The Concept Plan indicates that 50% of the property will be in greenspace, allowing 1 lot per 5 acres. The property is currently 100 acres, which allows 20 lots to be subdivided. The narrative indicates that the lot size of the single-family detached lots will be approximately 2 acres.

#### Access

Hallmark Glen proposes one access point to Engle Molers Road (WV 31). The one access point to Engle Molers Road is sufficient based on the requirements of Section 21.102C of the Subdivision Regulations. Per Appendix B Section 2.3A.3 of the Subdivision Regulations, "Generally, a subdivision shall be served by at least two entrances. Due to the number of lots proposed in this subdivision, a single entrance may be used if the single entrance road is 24' for the entire length. The applicant has requested a waiver of this requirement.

Additionally, Sec. 21.102D of the Subdivision Regulations requires that "where the



adjoining land is vacant, the subdivision shall provide stub streets to the property line". The property is surrounded by agricultural uses and is outside of Preferred Growth Areas and Urban Growth Boundaries.

Sidewalks are not required in the Rural zoning district based on the proposed density.

#### Cul-de-Sac

The proposed layout of this subdivision includes two main roads with two cul-de-sacs. Section 22.206.B of the Subdivision Regulations limits cul-de-sacs to a maximum of 800 feet and serving 24 lots. The proposed layout for the Hallmark Glen Concept Plan meets this requirement.

#### Green Space

Section 5.7.D.2b.i.(c) provides the green space preservation requirements for clustering subdivisions in the Rural zoning district. The Concept Plan indicates that 65% of the property will be in greenspace, a total of

**Staff Report**  
 Jefferson County Planning Commission Meeting  
 March 25, 2025

**Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)**

142.82 acres.

Waivers/Variances

The applicant is requesting a waiver of Section 2.3A.3 (road width) of the Subdivision Regulations for the proposed subdivision, which are also being considered at tonight’s Planning Commission meeting.

**Subdivision Category**

The subdivision associated with this Concept Plan is governed by the Subdivision Regulations. Section 20.202 of the Subdivision Regulations states that any subdivision of land that requires the development of streets (public or private) or easements of access to the lots, or common area and/or includes the creation of more than five residential lots or more than two non-residential lots and/or requires the development of new off-tract infrastructure or the extension of existing off-tract infrastructure is classified as a Major Subdivision. The Hallmark Glen Subdivision is processing as a Major Subdivision.

Major Subdivisions require the processing of a Concept Plan (Sections 24.110 - 24.112), which requires a Public Workshop; a Preliminary Plat (Sections 24.113 – 24.115), which requires a Public Hearing; posting of a surety/bond for all improvements (Division 24.500); and a Final Plat (Section 24.116 – 24.188), which is administratively reviewed and approved.

**Staff Determination of Application Sufficiency and Concept Plan Completeness Review**

In accordance with the current Subdivision Regulations, the Major Subdivision Concept Plan process incorporates a sufficiency and completeness review in a single step. Staff found the submitted plan to be “complete” (i.e. meeting all submission requirements of Section 24.110 of the Jefferson County Subdivision and Land Use Regulations). These requirements, as well as the current review status for each requirement for the proposed application, are provided below:

	<b>Description</b>	<b>Status</b>
<b>1. General Location</b>	A map or aerial photograph showing an area of 500 feet around the property. Zoning boundaries shall be located on this document.	Provided
<b>2. Concept Plan</b>	In accordance with the content and formatting guidelines provided in Appendix A, <i>Plan &amp; Plat Standards</i> .	Provided
<b>3. Zoning Information</b>	a) Zoning District in which the proposed subdivision is situated. b) Density calculations. c) Site resource map	Provided
<b>4. Proposal Description</b>	A written description of the proposal with general identification of the number of dwelling units or floor area proposed, commentary, zoning, and development option selected if the development is residential.	Provided on Concept Plan

**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)**

<p><b>5. Traffic Impact Data</b></p>	<p>a) Average Daily Trip (ADT) figures for the adjoining or accessible State road.  b) Trip generation figures  c) Nearest key intersection that will serve the proposed project as classified by the current Comprehensive Plan.  d) “Highway Problem Areas” according to the current Comprehensive Plan that falls within a one-mile radius of the project.</p>	<p><u>WV DOT ADT Counts</u>  Engle Molers Rd: 510;  <u>Nearest Key Intersection:</u>  Engle Molers Rd &amp; Flowing Springs Rd;  <u>Problem Area within 1 mile:</u>  #10 Engle Molers Rd</p>
<p><b>Traffic Study</b></p>	<p>A traffic study may be required only at the request and direction of the West Virginia Division of Highways. Any required traffic study or a letter from the West Virginia Division of Highways outlining the proposed improvements shall be received with the first submission of the Site Plan.</p>	<p>The applicant has indicated that the project will not exceed 100 peak hour trips. A Traffic Impact Study (TIS) may be required following the direction of the West Virginia Division of Highways.</p>
<p><b>6. Agency Reviews</b></p>	<p>The applicant shall distribute the concept plan to all reviewing agencies found in Section 23.203 and 23.204 no later than 7 days after the review.</p>	<p>Letters to required agencies provided. No responses have been received.</p>
<p><b>D. Department</b></p>	<p>The Department review shall include the following:  1. Whether the density, use, and plan meet the requirements of the Zoning Ordinance and any other zoning issues that can be identified at the Concept Plan submission and any zoning issues the developer shall address in a Site Plan submittal.  2. Staff opinion as to whether the plan meets the Site Plan criteria of these Regulations. The Department shall review the Concept Plan for modifications that would improve the plan.</p>	<p>Staff determined that the proposed Concept Plan meets the requirements of the Zoning Ordinance and the Subdivision Regulations as a Major Subdivision.</p>
<p><b>E. /F. WVDOH</b></p>	<p>The WVDOH approval is necessary prior to preliminary plat approval. The County defers to the WVDOH requirements and approval. The WVDOH shall determine whether a traffic impact study will be required during the preliminary plat stage.</p>	<p>WV DOH Highway Entrance Permit will be required for the entrance. Staff defers to WV DOH regarding the TIS.</p>
<p><b>G. Public Service</b></p>	<p>The review shall indicate whether there are existing water and sewer systems in place that can handle the development. If not, the review shall indicate the type or extent of a system that shall be proposed by the developer to best meet the County’s needs in that area of the County.</p>	<p>The subdivision will be served by individual well and septic.</p>
<p><b>H. Recommended Conditions</b></p>	<p>All reviews shall contain recommended conditions for moving forward to a site plan or reasons why the plan should be denied.</p>	<p>See below</p>

**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)**

<b>I. Approval</b>	Unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff shall accept or deny the concept plan as complete.	Planning Staff accepts the Concept Plan as complete, with minor outstanding comments.
<b>J. Effect</b>	Upon accepting the application as complete, Planning staff shall place it on the next possible Planning Commission agenda as a public workshop. Staff shall advertise the public workshop in a local newspaper and the applicant shall post notice on the property in accordance with the Subdivision Regulations.	The Concept Plan was scheduled for a Public Workshop consistent with this requirement.

**Concept Plan Review**

1. External Agency Reviews (attached)

As of this date, no agency review comments have been received. If additional comments are received, they will be provided to the Planning Commission for their consideration.

2. Staff Recommendation related to Concept Plan

County staff recommends that the direction given by Planning Commission to the applicant in the preparation of a preliminary plat should include moving the recreation area to be along an internal subdivision road and details of what equipment will be included in the recreation area.

The Subdivision Regulations state that unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff is required to accept or deny the concept plan as complete. Upon accepting the application as complete, Planning staff is required to place it on the next possible Planning Commission agenda as a public workshop.

The Office of Planning and Zoning Staff finds the Concept Plan for the proposed Major Subdivision, located along Engle Molers road north of the Village of Bakerton to be “complete” based on the information provided related to the criteria above.

Additionally, it should be noted that the following standards will need to be addressed prior to approval of the Subdivision:

- a. WV DOH review and approval of the required entrance permit will be required in conjunction with the Subdivision’s Preliminary and Final Plat.
- b. West Virginia Health Department approval of the wells and septic for each lot with the Preliminary and Final Plat.

Based on the Subdivision Regulations, noted above, this project will process as a Major Subdivision and the next step is to process a Preliminary Plat that meets all of the requirements and standards of the Subdivision Regulations.

3. Planning Commission Direction

The Concept Plan Public Workshop allows for the Planning Commission and the general public to comment on the proposed plan before complete engineering design and cost are incurred. The Subdivision and Land Development Regulations outline the procedure:

- 1. The applicant makes a short presentation.

## **Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

### **Hallmark Glenn Subdivision Concept Plan Public Workshop (25-4-SD)**

2. Staff explains outside agency comments and whether the plan can meet the standards of the Zoning Ordinance.
3. Public comment is solicited.

Following the applicant's presentation, staff's explanation, and the solicitation of public comment, the Planning Commission shall provide direction to the applicant as required under Concept Plan Direction outlined in the Subdivision Regulations. The Planning Commission has the option of providing this direction at the same meeting during which the Concept Plan public workshop takes place, or at a subsequent meeting that occurs within 14 days of the meeting at which the Concept Plan public workshop is closed.

Section 24.112 of the Subdivision and Land Development Regulations outlines the direction to be provided to the applicant during a Major Subdivision review:

“The Planning Commission shall direct the preparation of a Preliminary Plat subject to conditions to be addressed in the Preliminary Plat application. The purpose of this review is to guide the developer so that when the Preliminary Plat application is formally reviewed by the staff, there should not be a whole range of issues being raised for the first time. The developer shall cite conditions and demonstrate that they have been met or otherwise addressed.”

It should be noted that the direction provided to the applicant in the Major Subdivision Concept Plan Public Workshop shall be applicable for a period of two years, with the provision that any amendments to the Subdivision and Land Development Regulations or the Zoning and Land Development Ordinance in the second year shall be applicable.

#### **ATTACHMENTS:**

- N/A





Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 Charles Town, West Virginia 25414

File #: 25-4-SD  
 Fees Paid: \$300  
 Staff Int.: jth  
 Date Received: 01/24/25

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Phone: (304) 728-3228

**Subdivision or Site Development Application**

**Application Type**       Concept Plan       Final Plat (major/minor)       Redline Revision  
 Preliminary Plat       Site Plan

Project Name: \_\_\_\_\_  
 Description: \_\_\_\_\_

Primary Contact Phone Number (must be a direct line number) \_\_\_\_\_

**Property Owner Information**

Owner Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Information** Same as Owner:

Applicant Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Registered WV Engineer or Surveyor or Consultant Information**

Contact Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Physical Property Details** Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Additional Parcels (if any)**

**Physical Property Details** Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Physical Property Details** Vacant Lot:

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 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_



# CONCEPT PLAN HALLMARK GLEN

JEFFERSON COUNTY FILE NUMBER: 25-4-SD  
SHEPHERDSTOWN TAX DISTRICT  
JEFFERSON COUNTY, WEST VIRGINIA  
TAX MAP 18, PARCEL 25; D.B. 1338, PG. 538

OWNER/APPLICANT:  
HARVEST HOMES LLC  
67 LUTMANS LN. SUITE 100  
SHENANDOAH JUNCTION, WV 25442  
(304)702-2500

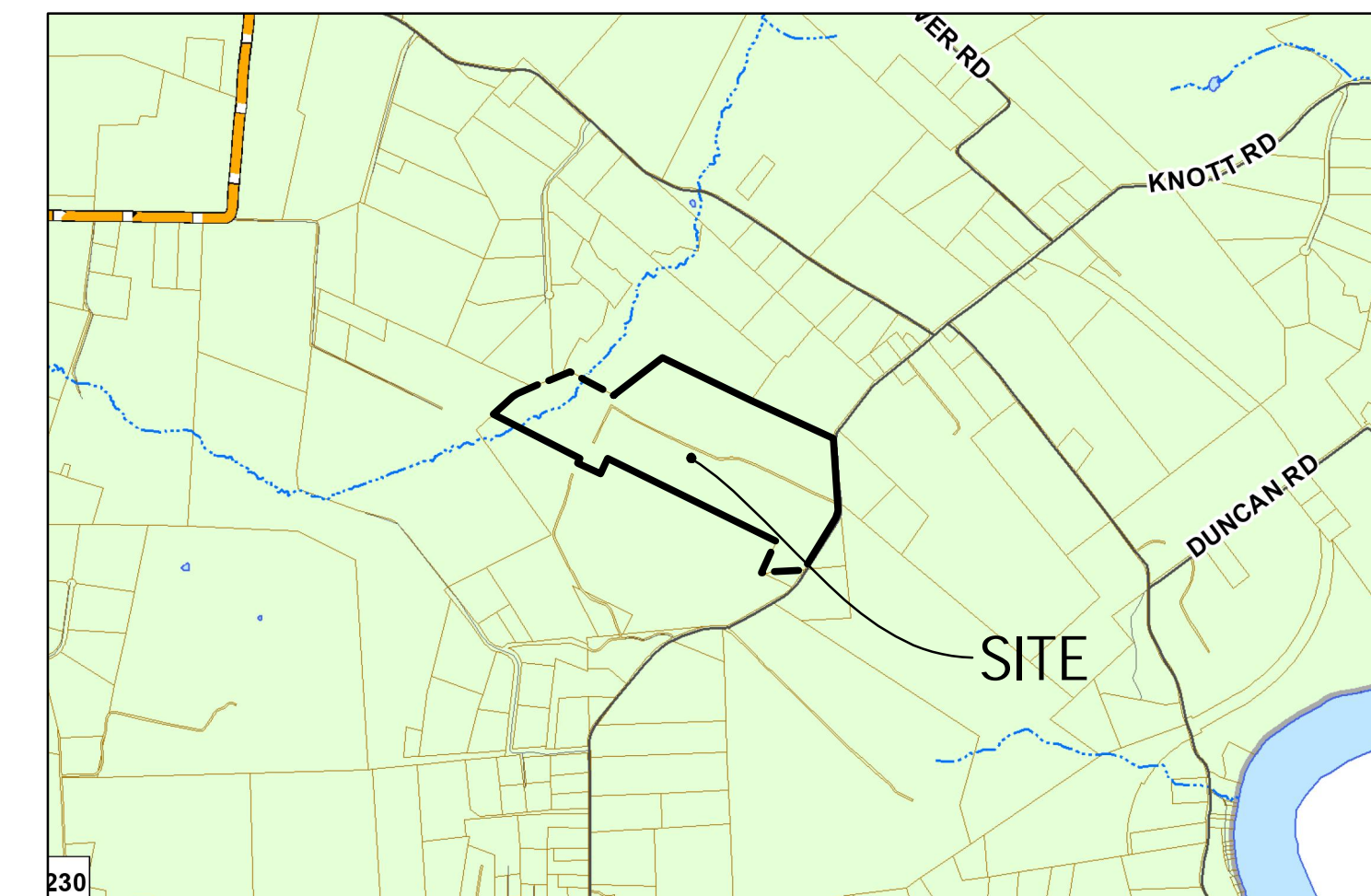


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VICINITY MAP  
SCALE: 1"=2,000'



**PROJECT DESCRIPTION:**

THE DEVELOPMENT OF THIS PARCEL, DEEDED 100 ACRES, PROPOSES 19 SINGLE FAMILY DETACHED RESIDENTIAL LOTS AND ONE RESIDUE. TO BE DEVELOPED UTILIZING THE CLUSTER PROVISION OF THE JEFFERSON COUNTY ORDINANCE. THE LAND CURRENTLY RESIDES IN THE RURAL ZONING DISTRICT. ALL LOTS WILL BE SERVED BY INDIVIDUAL WELL AND SEPTIC SYSTEMS. LOTS WILL BE APPROXIMATELY 2.00 ACRES EACH, WITH A 55.2 ACRE RESIDUE PARCEL. A MINIMUM 50 ACRES (50% OF THE SITE) OF THE RESIDUE PARCEL SHALL BE CONSERVED AS GREENSPACE PER THE CLUSTER PROVISION.  
THIS PLAN IS A CONCEPT PLAN, NOT A FINAL LAYOUT. LOT SIZES, ENTRANCES, VARIANCES & WAIVERS IF NEEDED, WILL BE FINALIZED AT PRELIMINARY PLAT DESIGN PURSUANT TO THE ORDINANCE STANDARDS. SEPTIC, WELL, HOUSE, AND SWM LOCATIONS ARE ILLUSTRATIVE AND WILL BE FINALIZED WITH THE NECESSARY APPROVALS AND SHOWN ON THE PRELIMINARY PLAT.

**ZONING ORDINANCE SUMMARY:**

USE REQUIREMENTS:  
CURRENT ZONE: RURAL (R)  
PROPOSED USE: SINGLE-FAMILY DETACHED DWELLINGS (19 LOTS + RESIDUE)

USE REQUIREMENTS	REQUIRED	PROVIDED
AREA PER DWELLING UNIT:	N/A	N/A
LOT AREA:		
SFD (NO PUBLIC WATER/SEWER)	40,000 S.F. (MIN)	40,000 S.F. (MIN)
LOT WIDTH:		
SFD (NO PUBLIC WATER/SEWER)	80'	80' (MIN)

Proposed Setbacks		
Front	Side	Rear
25-ft	12-ft	20-ft

LAND AREAS	AREA (AC)
RESIDENTIAL LOT AREA	40.90
PROPOSED INTERNAL ROAD RIGHT-OF-WAY	2.96
EXISTING ROAD RIGHT-OF-WAY	0.92
RESIDUE PARCEL	55.22
TOTAL	100.00

GREENSPACE REQUIREMENTS		
	% of Site	Land Area (AC)
Required	50%	100 x 0.50 = 50
Provided	50%	50 +/-

**CONCEPT PLAN REVIEW CHECKLIST NOTES:**

- B.1. SEE GENERAL LOCATION MAP THIS SHEET FOR ZONING DISTRICTS WITHIN 500' OF THE SUBJECT PROPERTY.
- B.2. A CONCEPT PLAN ON 24x36 WHITE PAPER CAN BE FOUND ON SHEET 2.
  - SEE SHEET 2 FOR THE LAYOUT OF LOTS, RECREATION AREAS AND ROADS.
  - BUILDING AREAS WILL BE CONFINED TO EACH SINGLE FAMILY DETACHED LOT WITHIN BUILDING SETBACK LINES.
  - ACTUAL BUILDING FOOTPRINTS WILL VARY WITH INDIVIDUAL HOME DESIGN.
- B.3. ZONING INFORMATION:
  - a. THE SUBJECT PROPERTY IS LOCATED IN THE RURAL ZONING DISTRICT.
  - b. DENSITY CALCULATIONS: 0.19 NET DWELLING UNITS PER ACRE (19 UNITS / 100 ACRES = 0.19 DUA)  
PARKING CALCULATIONS:  
SINGLE FAMILY DETACHED  
REQUIRED:  
DRIVEWAY ONLY  
c. SEE SHEET 2 FOR THE PROPERTY'S 'SITE RESOURCES':
    - TOPOGRAPHIC INFORMATION PROVIDED PURSUANT TO USGS TOPOGRAPHICAL QUADRANGLE MAP INFORMATION.
    - CONTOURS SHOWN AT 2' INTERVALS.
    - WOODED AREAS AND WATER COURSES ARE INCLUDED ON SHEET 2. LIMITED AREAS OF ROCK OUTCROPPINGS ARE LOCATED SPORADICALLY THROUGHOUT THE PROPERTY. THERE ARE NO KNOWN HILLSIDES, SINK HOLES OR QUARRIES LOCATED IN THE AREA OF DEVELOPMENT. IT IS POSSIBLE THAT SOME OF THESE FEATURES MAY EXIST AND ARE CONCEALED BY EXISTING VEGETATION OR ARE OUTSIDE THE AREA PROPOSED FOR DEVELOPMENT. ALL STATE, FEDERAL AND LOCAL REGULATIONS WILL BE OBSERVED IF ANY UNKNOWN SITE RESOURCES ARE DISCOVERED DURING CONSTRUCTION.
    - NO DEVELOPMENT WILL OCCUR WITHIN 1,000' OF THE SHENANDOAH OR POTOMAC RIVERS AND THEREFORE IS NOT SUBJECT TO THE HILLSIDE REGULATIONS FOUND UNDER SECTION 22.504.A. OF THE JEFFERSON COUNTY SUBDIVISION AND LAND DEVELOPMENT REGULATIONS. FEMA MAP 54037C0045E IDENTIFIES THE NORTH WESTERN MOST PORTION OF THE PROPERTY TO BE LOCATED IN FLOOD ZONE A.
- B.4. PROPOSAL DESCRIPTION: THE DEVELOPMENT OF THIS PARCEL PROPOSES 19 SINGLE FAMILY DETACHED RESIDENTIAL LOTS ON 100 ACRES. TO BE DEVELOPED UTILIZING THE CLUSTER PROVISION OF THE JEFFERSON COUNTY ORDINANCE. THE LAND CURRENTLY RESIDES IN THE RURAL ZONING DISTRICT. ALL LOTS WILL BE SERVED BY INDIVIDUAL WELL AND SEPTIC SYSTEMS. LOTS WILL BE APPROXIMATELY 2.00 ACRES EACH, WITH 55.22 ACRES RESIDUE. 50 AC. (50%) WILL BE CONSERVED AS GREEN SPACE PER THE CLUSTER PROVISION WITHIN THE RESIDUE PARCEL.
- B.5. TRAFFIC IMPACT DATA
  - a. ENGLE MOLERS ROAD (CO. RT. 31):  
WVDOH ROUTE ID - 1940031000000  
AVERAGE DAILY TRIPS - 510  
DATA SOURCE - WVDOH DIVISION OF HIGHWAYS, PERFORMANCE MANAGEMENT DIVISION, TRAFFIC MONITORING UNIT  
DATA SOURCE YEAR - 2023
  - b. TRIP GENERATION FOR DETACHED SINGLE FAMILY UNITS BASED ON SECTION 24.110(B)5.b. OF THE SUBDIVISION AND LAND DEVELOPMENT REGULATIONS ARE AS FOLLOWS:  
SINGLE FAMILY: 19 LOTS  
PEAK HOUR TRIPS: 19 (DETACHED UNITS) X 0.70 = 13.3  
AVERAGE DAILY TRIPS: 19 (DETACHED UNITS) X 6 = 114
  - c. THE NEAREST KEY INTERSECTION AS DEFINED IN THE CONCEPT PLAN CHECKLIST IS THE INTERSECTION OF ENGLE MOLERS ROAD (CO. RT. 31) AND FLOWING SPRINGS ROAD (WV RT. 230).
  - d. "HIGHWAY PROBLEM AREA" #10 - ENGLE MOLERS ROAD, AS DEFINED BY THE ENVISION JEFFERSON 2035 COMPREHENSIVE PLAN, IS WITHIN A ONE (1) MILE RADIUS OF THE PROPERTY.
  - e. PURSUANT TO SECTION 24.119.B.6. OF THE SUBDIVISION REGULATIONS, THE PROPOSED DEVELOPMENT GENERATES LESS THAN 100 TRIPS IN THE PEAK HOUR, AND THEREFORE WILL NOT REQUIRE A TRAFFIC IMPACT STUDY IN ACCORDANCE WITH WVDOH CRITERIA.
- B.6. AGENCY REVIEWS: LETTERS WILL BE SENT TO THE REQUIRED REVIEW AGENCIES AS REQUIRED BY THE CONCEPT PLAN REVIEW CHECKLIST. A COPY OF THE LETTERS ARE INCLUDED AS PART OF THIS SUBMISSION.
- B.7. A LIST OF ALL ADJOINING PROPERTIES AND OWNERS ADDRESS ARE INCLUDED AS PART OF THIS SUBMISSION. PROPERTY OWNERS INFORMATION IS PROVIDED PURSUANT TO JEFFERSON COUNTY ASSESSOR'S RECORDS SEE TABLE LOCATED ON SHEET 2 FOR ADJACENT PROPERTY OWNER INFORMATION.
- E. A LETTER TO WVDOH HAS BEEN SENT REQUESTING THE IDENTIFICATION OF ANY ISSUES, DATA REQUIREMENTS OR NOTICE THAT THERE ARE NONE.
- F. PURSUANT TO SECTION 24.119.B.6. OF THE SUBDIVISION REGULATIONS, THE PROPOSED DEVELOPMENT GENERATES LESS THAN 100 TRIPS IN THE PEAK HOUR, AND THEREFORE WILL NOT REQUIRE A TRAFFIC IMPACT STUDY IN ACCORDANCE WITH WVDOH CRITERIA.
- G. WATER SERVICE WILL BE PROVIDED BY INDIVIDUAL WELLS. SANITARY SEWER SERVICE WILL BE PROVIDED BY INDIVIDUAL SEPTIC SYSTEMS. EXACT WELL AND DRAINFIELD LOCATIONS WILL BE DETERMINED THROUGH COORDINATION WITH THE JEFFERSON COUNTY HEALTH DEPARTMENT DURING PRELIMINARY PLAT DEVELOPMENT.

**JEFFERSON COUNTY - COMPLETE LIST OF WAIVERS/VARIANCES**  
(TABLE 1.2-2)

ORDINANCE	SECTION OF ORDINANCE	DESCRIPTION OF WAIVER OR VARIANCE	DATE GRANTED

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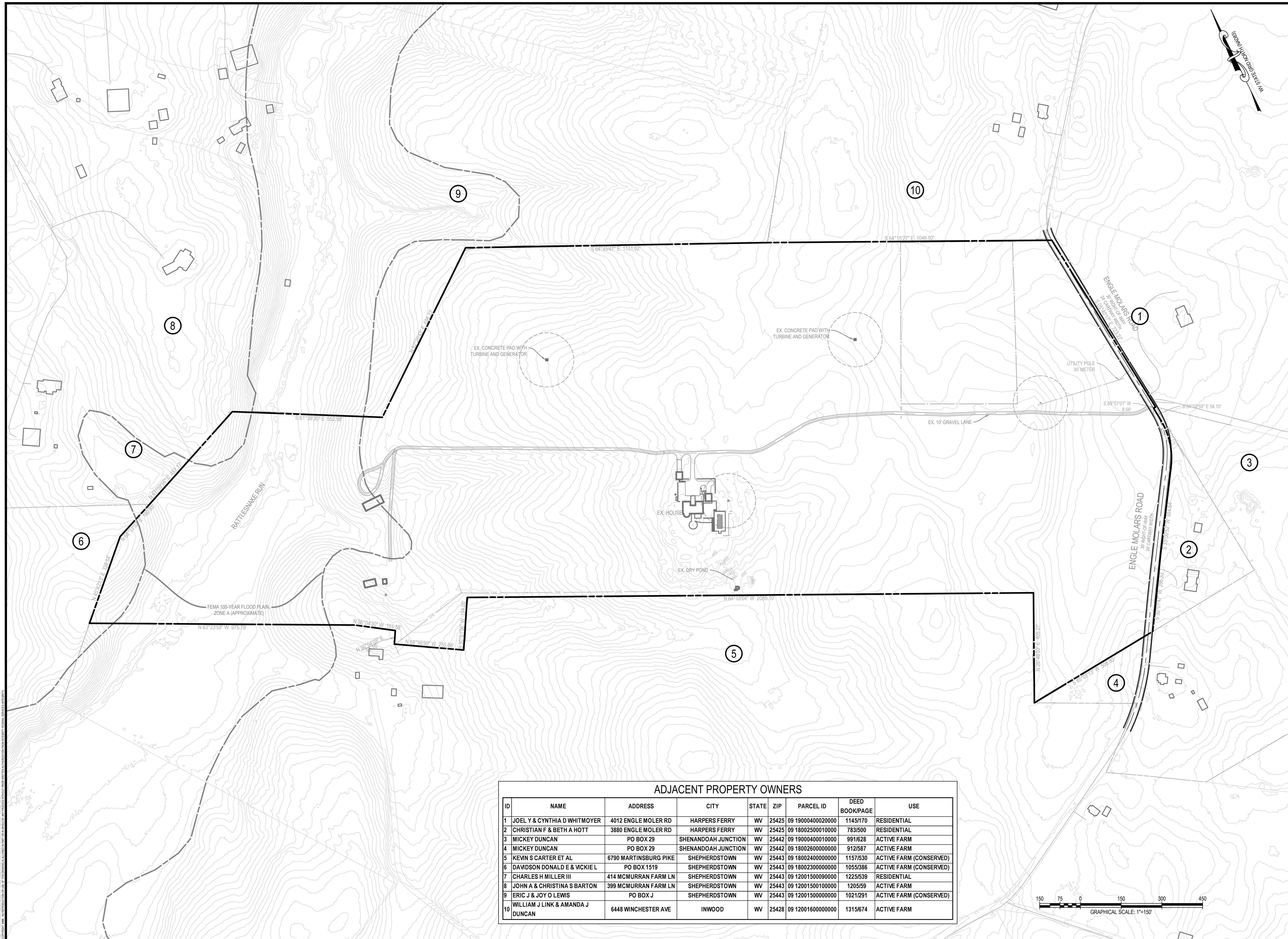
SEAL:

NO.	REVISIONS

COVER SHEET  
**HALLMARK GLEN  
CONCEPT PLAN**  
TAX MAP 18, PARCEL 25; D.B. 1338, PG. 538  
SHEPHERDSTOWN TAX DISTRICT  
JEFFERSON COUNTY, WEST VIRGINIA

SCALE:	HORIZ: VERT:
DATE:	FEBRUARY 2025
JOB:	5098-0101
DRAWN:	JCH CHECK: JPG
CADD:	
NCS:	
SHEET:	1 OF 3

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SEAL:

NO.	REVISIONS

EXISTING CONDITIONS PLAN  
**HALLMARK GLEN**  
**CONCEPT PLAN**  
 TAX MAP 18, PARCEL 25, D.B. 1338, PG. 538  
 SHEPHERDSTOWN TAX DISTRICT  
 JEFFERSON COUNTY, WEST VIRGINIA

SCALE: HORIZ.: 1" = 150'  
 VERT.:                    

DATE: FEBRUARY 2025

JOB: 5098-0101

DRAWN: JCH    CHECK: JPG

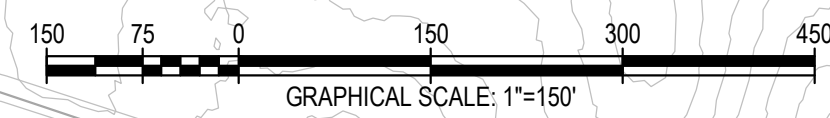
CADD:

NCS:

SHEET: **2 OF 3**

**ADJACENT PROPERTY OWNERS**

ID	NAME	ADDRESS	CITY	STATE	ZIP	PARCEL ID	DEED BOOK/PAGE	USE
1	JOEL Y & CYNTHIA D WHITMOYER	4012 ENGLE MOLER RD	HARPERS FERRY	WV	25425	09 19000400020000	1145/170	RESIDENTIAL
2	CHRISTIAN F & BETH A HOTT	3880 ENGLE MOLER RD	HARPERS FERRY	WV	25425	09 18002500010000	783/500	RESIDENTIAL
3	MICKEY DUNCAN	PO BOX 29	SHEPHERDSTOWN	WV	25442	09 19000400010000	991/628	ACTIVE FARM
4	MICKEY DUNCAN	PO BOX 29	SHEPHERDSTOWN	WV	25442	09 18002600000000	912/587	ACTIVE FARM
5	KEVIN S CARTER ET AL	6790 MARTINSBURG PIKE	SHEPHERDSTOWN	WV	25443	09 18002400000000	1157/530	ACTIVE FARM (CONSERVED)
6	DAVDSON DONALD E & VICKIE L	PO BOX 1519	SHEPHERDSTOWN	WV	25443	09 18002300000000	1055/386	ACTIVE FARM (CONSERVED)
7	CHARLES H MILLER III	414 MCMURRAN FARM LN	SHEPHERDSTOWN	WV	25443	09 12001500090000	1225/539	RESIDENTIAL
8	JOHN A & CHRISTINA S BARTON	399 MCMURRAN FARM LN	SHEPHERDSTOWN	WV	25443	09 12001500100000	1205/59	ACTIVE FARM
9	ERIC J & JOY O LEWIS	PO BOX J	SHEPHERDSTOWN	WV	25443	09 12001500000000	1021/291	ACTIVE FARM (CONSERVED)
10	WILLIAM J LINK & AMANDA J DUNCAN	6448 WINCHESTER AVE	INWOOD	WV	25428	09 12001600000000	1315/674	ACTIVE FARM







## **25-4-SD Hallmark Glen Concept Plan Public Comment Index**

- 1) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 - Billmyer
- 2) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 - Carter
- 3) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 – Donley
- 4) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 - Layne
- 5) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 – Layne, L
- 6) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 – Donley-Bello
- 7) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 – Duncan, M
- 8) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 – Duncan, W
- 9) 25-4-SD Hallmark Glen Concept Plan Public Comment\_2025\_03\_17 - Kercheval





**From:** [Planning Department](#)  
**To:** "SAM BILLMYER"  
**Subject:** RE: PROPOSED HALLMARK GLEN SUB-DIVISION JCFN 25-4-SD  
**Date:** Monday, March 17, 2025 9:36:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** SAM BILLMYER <[lbillmyer@comcast.net](mailto:lbillmyer@comcast.net)>  
**Sent:** Sunday, March 16, 2025 8:37 AM  
**To:** Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>  
**Cc:** SAM BILLMYER <[lbillmyer@comcast.net](mailto:lbillmyer@comcast.net)>  
**Subject:** PROPOSED HALLMARK GLEN SUB-DIVISION JCFN 25-4-SD

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Jefferson County Planning Commission:

I have lived off of Engle Molers Road for over forty years. I have traveled this road daily enjoying the beautiful views of farmland, woodland and mountains. I understand that some type of development will occur on what was the Sundback Christmas Tree Farm but believe the acreage that borders Engle Molers Road should be preserved for agriculture. If a portion of the farm must be used for housing it should be the acreage that is less suitable for farming. Instead of the cluster type subdivision described in the Concept Plan I believe it would be less of an impact on the area if larger lots were required and fewer new homes.

I submit this comment as someone who has lived in Jefferson Count for seventy-one years and observed the changes that have been made to the landscape. The areas of the county where you can enjoy a drive without dense housing or other development is dwindling quickly. Lets preserve more of the farms and woodland and confine the dense housing to land adjacent to established subdivisions or not suitable for agriculture.

Best regards,

Samuel R. Billmyer

3071 Engle Molders Road  
Harpers Ferry, WV 25425-5366

Home phone: 304-876-3255

Cell phone: 304-671-0667

Email address: [billmyer@comcast.net](mailto:billmyer@comcast.net)

**From:** [Planning Department](#)  
**To:** ["Kevin Carter"](#)  
**Subject:** RE: Proposed Hallmark Glen Subdivision  
**Date:** Tuesday, March 18, 2025 9:30:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

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**From:** Kevin Carter <skcarter3@comcast.net>  
**Sent:** Monday, March 17, 2025 9:02 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Proposed Hallmark Glen Subdivision

To the members of the Jefferson County Planning Commission:

Foremost, I am strongly opposed to the proposed development under consideration by Harvest Homes LLC of the Sundback farm at Moler's Cross Roads, Shepherdstown, WV.

I am part owner of the 117 acre Carter farm adjacent to the Sundback property's south border, and our property is under a conservation easement with the Jefferson County Farmland Protection Program.

The water table cannot not sustain the high use of 19 houses – and more – demand; moreover, pollution is an additional matter. Septic systems exposed to the same aquifers in such density will surely leach into the karst topography contaminating potable water aquifers. Noise and light pollution is a serious consideration as well. Traffic.

We are Jefferson County — NOT — Loudon County.

All neighbors, to my knowledge, oppose this outrage. I am deeply concerned about Harvest Homes intentions of such high density, 19 cluster homes to start, on prime agricultural land. Indeed, the proposal map has the houses clustered in prime soil deposits. The proposed positioning of the cluster ruins any use of agribusiness. Surely they will seek another variance to build out the entire farm exponentially multiplying concerns.

It will destroy the local rural character of the historic Moler's Cross Roads area. There are no other cluster home groupings fouling the viewscape in the area: this is NOT the precedent to set. Two acres lots are not comparable in keeping with the local comps. Moreover, Harvest Homes developer, David Lutman, in his agreement with neighbors when he bought Richard and Barbara Nickell's 33 acres on Knott and River Road a few years back, set his own precedent: Those lots were 5 acres minimum. Jefferson County Planning Commission Public Hearing notes will attest.

I assume a compromise is in order. I recommend Harvest Homes regroup intentions as follows:

- Offer 5 acre lots
- Start on back side of farm
- Leave county road frontage void of viewing houses

In opposition,

***Kevin S Carter***

Kevin S Carter

**From:** [Planning Department](#)  
**To:** ["Gary Donley"](#)  
**Subject:** RE: Hallmark Glen Concept Plan and Hallmark Glen Waiver  
**Date:** Tuesday, March 18, 2025 9:30:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Gary Donley <gary.donley6@gmail.com>  
**Sent:** Monday, March 17, 2025 9:21 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Hallmark Glen Concept Plan and Hallmark Glen Waiver

To the members of the Jefferson County Planning Commission

Regarding the Concept Plan and Waiver for the Hallmark Glen development I am respectfully submitting the following:

Per the Jefferson County 2035 Comprehensive Plan the area of proposed development is classified as "Rural/Agriculture".

The purpose of the Rural District is to provide for low density single family residential development in conjunction with providing continued agricultural farming activities. The current concept plan for the proposed development does not conform to the rural character of the area of the county in which it is located. The property is located at 4001 Engle Molers Road and is currently a 100 acre farm.

The area where this new development will reside is not only in the Rural (R) District, it is located in an area of **NO** concentrated housing, **NO** residential zoning and limited development. The Molers Crossroads section of Jefferson County is an area of vast open farm land, much of which is under Farmland Protection Conservation Easements. Recently another farm across Engle Molers Road and up from this development has had 200 acres approved for an upcoming Farmland Protection Conservation Easement,

adding to the rural character of this particular area of Jefferson County.

I encourage you to look at the map of adjoining properties. The property scheduled for development borders a 113 acre farm that is under a farmland protection conservation easement on one side, on the other side you have farm parcels that total 20 acres and 44 acres respectively. Across Engle Molers Road you have a farm that consists of 105 acres when you include the parcel with the farm house. Only three residences sit across from this development, one on 3 acres and the other two residences on 7.5 acres each.

The current developer has in the past several years, built two separate small developments in the Engle Molers Road area between River Road and the South East side of Uvilla Road. The developed parcel constructed at the intersection of River Road and Knott Road consists of five (5) homes; one on 12 acres, one on 10 acres and the remaining three (3) homes are each on 5 acre lots. The developed parcel constructed on the South East side of Uvilla Road at Engle Molers Road consists of three (3) homes each on 5 acre lots. The planning commission has established a precedent for development in this particular area with new homes not being constructed on lots of less than 5 acres. It is expected that the planning commission will adhere to its past approvals and require this developer to keep a minimum lot size of 5 acres for each new lot developed.

Jefferson County Zoning and Land Development Ordinance, Section 5.7 D. 2 Clustering, b. Requirements, iv. Procedures, c. (2) reads as follows: "Surrounding land use and zoning. The cluster plan shall consider the existing land uses and zoning in the vicinity. Generally, new lots which are adjacent to existing development or residential zoning are preferred to creating an isolated cluster of new houses." In looking at the adjoining properties to the proposed development you will find that of the ten (10) adjoining properties, seven (7) are active farms of which three (3) are Conserved and only three (3) are residential properties. I realize that the property in question will be developed to some extent, however a cluster development of 19 homes fronting Engle Molers Road should not be considered in keeping with the character of the surrounding area. Based on the above, the planning commission should not approve the proposed concept plan and recommend that it be reworked to better conform to the surrounding land use of the area.

The Storm Water Management Area (SWM) for Lots 1 through 5 will empty into a culvert located on Lot 2 adjacent to Lot 3, and divert all the storm water under Engle Molers Road and deposit it onto the lane entrance of the farm owned by Mickey Duncan. This storm water will also flow onto the residential property lane located at 4006 Engle

Molers Road. When you look at the typography of the land you will notice that the property where the development is to occur is higher than the land on the opposite side of Engle Molers Road at the site of the drainage culvert. With 19 houses on the property and the associated roof tops and roadways the water runoff will dramatically increase as the water will have less ground surface area to soak into. I would ask the planning commission to look into the legality of one property owner intentionally diverting water runoff onto another low lying property owner's property. Heavy rains will definitely cause major ponding of water on the other side of Engle Molers Road. This situation could be greatly reduced and minimized by not having this cluster development of 19 homes as demonstrated by the concept plan.

Jefferson County Zoning and Land Development Ordinance, Section 5.7, Item D, 2. Clustering, b. Requirements, iii (c) reads as follows: "Clusters of three (3) or more lots shall NOT be along an existing public road." Please note that the existing cluster plan shows 6 lots along (CO. RT. 31) Engle Molers Road. Lots 1 through 5 and Lot 19 all back up to (CO. RT. 31) Engle Molers Road. As the Concept Plan does not align with the Jefferson County Zoning and Land Development Ordinance, the planning commission should not approve the proposed concept plan.

As the proposed development only allows for farming activities and crops to be grown on the rear half of the 100 acre parcel, the proposed cluster development plan has four lots that block the existing farm lane into the rear of the parcel. This lane would be needed for the access of farm equipment to enter the agricultural portion of the property. Lots 3, 7, 8 and 10 are all laid out on top of the existing farm lane that goes to the rear of the parcel. The only way to have access to the dedicated farmland with the proposed cluster development is for all farm equipment to travel through the development. This means that all farming equipment will be passing through 10 building lots to reach the designated farmland. I would further like to point out that the corner of lots 10, 14 and 15 does not allow enough access for farm equipment or tractor trailers that may be needed to haul grain or hay from the farming operation at the rear of the property. Furthermore, if the waiver is granted to reduce the width of the roadway from 24 feet to 20 feet the movement of agricultural equipment through the development will be exceedingly difficult. The existing lane into the property allows for the most direct access to the agricultural set aside portion of the land and should not be blocked by lots and houses. The cluster development drastically restricts the farming activities that would be possible for the dedicated farmland portion of this parcel and does not work to support an agricultural segment on the rear of the parcel. Based on this fact the current concept plan drastically inhibits the ability to access the agricultural use portion

of the property and therefore it should be the planning commission's recommendation that the development be changed to the rear of the property allowing the agricultural use portion to take place adjacent to Engle Molers Road.

Respectfully submitted,  
Gary Donley  
301-875-9366



**From:** [Planning Department](#)  
**To:** "[Linda Layne](#)"  
**Subject:** RE: Hallmark Glen Residential Sub-Division Concept Plan  
**Date:** Tuesday, March 18, 2025 9:28:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Linda Layne <llyayne53@gmail.com>  
**Sent:** Monday, March 17, 2025 3:07 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Hallmark Glen Residential Sub-Division Concept Plan

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Dear Planning Commission Members,

I am writing to express my deep concern regarding the proposed development of the former Christmas tree farm property, which is slated to have 19 new homes built along Engle Molers Road, Harpers Ferry. While I recognize the need for responsible growth, this plan represents an excessive and demanding transformation of a cherished rural landscape.

This development will bring:

**-Increased strain on local resources-** 19 new wells and septic systems could significantly impact groundwater levels and quality, especially given the proximity to protected farmland. Seven (7) of the adjoining properties are active farms, of which three (3) are Conserved and (3) other properties are

residential. Imagine how a cluster development of 19 homes will negatively impact this pristine rural area.

**-Traffic and environmental disruption-** An estimated 19 to 38 additional cars will alter the character of our country roads contributing to congestion, noise, and pollution.

**-Loss of rural identity-** This land has historically supported agriculture open space, enriching both our environment and our community's heritage. Overdevelopment threatens that legacy. Additionally, and most importantly, this development falls in the Rural (R) Zoning District of Jefferson County. Regarding Section 5,7D.2. Clustering, b.Requirements, iii,(c) states "Clusters of three (3) or more lots shall not be along an existing public road" This plan contains six (6) lots which border Engle Molers Road.

**-Negative impact on neighborhood farms-** local farms rely on a balanced ecosystem, including healthy water supplies and pollinators. Paving over this land with homes, driveways, and roads will disrupt this delicate balance.

While development is inevitable, it should be done thoughtfully and with respect for our community's needs. I urge you to consider alternative solutions that protect open space, limit urban sprawl, and support sustainable land use. Conservation easement, zoning adjustments, or scaled-down plans that preserve more of the landscape could be a better path forward.

I respectfully request that this proposal be reconsidered in favor of a plan that prioritizes the long-term health of our environment, water supply, and rural character.

Thank you for your time and consideration. I hope you will stand with the community in ensuring that this land is used wisely, not simply for short-term gain but for the benefit of future generations.

Sincerely,  
Linda J. Layne  
3624 Engle Molers Road  
Harpers Ferry, WV



**From:** [Planning Department](#)  
**To:** "[Linda Layne](#)"  
**Subject:** RE: Hallmark Glen Residential Sub-Division Concept Plan  
**Date:** Monday, March 17, 2025 2:42:00 PM

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Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Linda Layne <llyayne53@gmail.com>  
**Sent:** Monday, March 17, 2025 2:35 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Hallmark Glen Residential Sub-Division Concept Plan

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Dear Planning Commission Members,

I am writing to express my deep concern regarding the proposed development of the former Christmas tree farm property, which is slated to have 19 new homes build along Engle Moler Road, Harpers Ferry. While I recognize the need for responsible growth, this plan represents an excessive and demanding transformation of a cherished rural landscape.

This development will bring:

**-Increased strain on local resources**

Jefferson County WV Planning Commission  
Charles Town, WV 25414

March 15, 2025

370 Rabbits Rest Lane  
Shepherdstown, WV 25443

RE: File 25-9-PCW Waiver Request from Section 2.3A.3 Sundback Farm | Proposed Hallmark  
Glen Subdivision

To Each on the Jefferson County Planning Commission:

Thank you for all you do.

Foremost: we are ***strongly opposed*** to the proposed development under consideration by Harvest Homes LLC of the Sundback farm at 4001 Engle-Moler Road, Shepherdstown, WV. There are no cluster communities along the Engle-Moler Road, most certainly affronting the Engle-Moler county road and its viewscape, and should not be allowed to set a precedent.

Our family, Donley, own 97+AC on various tracts opposite to Sundback property's east border, in direct viewscape of the intended construction. Members of our family live within 1.5 miles of said parcel and travel this road almost daily. Additional traffic from any development is not desired; indeed, problematic to agribusiness vehicles. Several current farm families here have 'fed America' farming this exact acreage since the late 1800s because of the excellent soil quality they maintain:

***Farms Feed Families.***

***MAINTAIN ZONING:***

It is incongruous the Jefferson County Planning Commission (JCPC) verges on possibly being esteemed as not PLANNING to uphold established legal definitions: RURAL agribusiness zone definition vs. RESIDENTIAL zones. Citizens *expect* this to be upheld.

My father, Sam Donley, served Jefferson County on the JCPC for close to ten years; making hard decisions; establishing and supporting law, principles and precedents in a fair and balanced manner of vision. In THIS case the variance|waivers are to the contrary; thus, unacceptable. Harvest Homes' intended development is better suited in a *Residential* region. Residential zoned areas of the county *must not be allowed* to encroach Rural zoned areas. In

keeping with his college educated family's vision, Mr. Donley led by example: In a reversal of fortune, he needed to sell a portion of land; chose an inferior section; yet, in doing so, laid it out in a manner houses were not only on the poorer soils, rather aesthetically situated; with minimum lot size as approximately seven (7) acres; with large areas thus available for ongoing farming for mutual benefits to homeowner and farmer. This excellent example of higher vision and principle could be applied on the Sundback farm as well.

To double down, Harvest Homes waiver defies and does violence to long established legal RURAL definition. Their waiver ultimately devolves to a manipulated legal definition as their intended use is unwarranted, ill conceived; again, disregards legal precedent of the region as well as erases agronomy best practices.

Of note: ***Regarding Section 5,7 D. 2. Clustering, b. Requirements, iii, (c) states “Clusters of three (3) or more lots shall not be along an existing public road.”***

If you look at the concept plan you will notice that six (6) lots border Engle-Molers Road; most notably, in prime agricultural soils...and in violation to established regulations.

#### ***MAINTAIN ZONING:***

*This legacy farm*, since the turn of the century was and is set in a farming community. **Let cluster homes remain in the Residential Zoned areas of the county and not violate Rural zoned areas.**

#### ***DENSITY:***

We need County Commissioners who uphold these law definitions, to protect our rights, and not to grant every waive request. Harvest Homes can do 5 acre lots, sell 10, and more than make its money back, BUT do so on parts of the farm not visible to the county road utilizing poorer soils vs obliterating prime soils. They can use the road frontage acreage as the designated “green space”; indeed, farm it. Housing could|should be BEHIND an existing 30 year treeline, at the top of the entry ridge, on poorer soils: That tree line should not be cut down as it is an agricultural windbreak. There is no shortage of homes in our overall region, therefore, no need to infringe Residential into a Rural community.

**Regarding Section 5.7 D. 2 Clustering, b. Requirements, iv. Procedures, c. (1) which reads** “Soils: The cluster plan should minimize the use of the higher quality soils (Class I, II and III as designated in the soils classification study) and maximize the use of steeper sloped areas, areas of poorer soils and areas which are otherwise less productive for agricultural use.”

Current proposed plan has development squarely set in some of the BEST soils.

***Unacceptable.***

***WATER:***

The water table cannot not sustain the high use demand of 19 houses – and more – as proposed; moreover, pollution is an additional matter. Septic systems exposed to the same aquifers in such density will surely leach into the karst topography contaminating potable water aquifers impacting wells for miles around as well as the Potomac River. While some legal definitions esteem the proposed development as outside of Potomac River setbacks, the location is nonetheless impactful on the river. The Rattlesnake Run traverses the property with a direct spillage into the Potomac a short mile or two away. Numerous studies verify the far ranging travel of subsoil | subterranean aquifers. The current Storm Water Management (SWT) plots alongside the county road could well spill over, across the road, and into neighbors driveways as it is now noted. An opened culvert currently is doing just that: spilling into a neighbors drive and field.

All immediate and area neighbors, to our knowledge, oppose this gross intrusion. We are deeply concerned about Harvest Homes intentions of such high density, nineteen (19) cluster homes to start, on prime agricultural land. Indeed the proposal map has them clustered in prime soil deposits and ruins any use of agribusiness for which a number of local farmers would like to farm to the benefit of both residents and Jefferson Co agrobusiness. The houses ought to be built on larger lots back behind the treeline, which should not be destroyed, as they are an agricultural windbreak.

**We are also concerned Harvest Homes will seek other variances to build out the entire farm which will exponentially multiply all concerns.**



The area where this new development is proposed to reside is not only in the Rural (R) District it is located in an area of NO concentrated housing, no residential zoning and limited development. The Moler's Crossroads section of Jefferson County is an area of vast viewscape of open farmland much of which is under Farmland Protection Conservation Easements.

Recently another farm across Engle-Molers Road and up from this development has had 200 acres approved for an upcoming Farmland Protection Conservation Easement, adding to the rural character of this *particular* area of Jefferson County. Other nearby farm tracts are in process of this esteemed designation. To note, **adjacent and secondarily adjacent properties to the proposed development, one will find seven (7) are active farms of which three (3) are Conserved and the remaining three (3) are residential properties with larger parcels.**

Although the property in question could be developed to some extent, a cluster development of nineteen (19) homes fronting Engle-Molers Road should not be considered in keeping with the rural character of the surrounding area.

Notably, this very developer, Harvest Homes developer | David Lutman, set his own precedent in his purchase of approximately 33 acres from Richard and Barbara Nichols, (situated on the corner of Knott and River Rds) a few years back. Public Hearing before the JCPC resolved he MUST build out that parcel compatible in acreage and buildings' square footage comparable to the immediate community. This new waiver is indeed geographically a part of the same community. The Nichols purchase, the JCPC determined those lots to be adjusted to five (5) acres minimum vs the two (2) acres this current waiver seeks. Please refer to the JCPC Meeting Minutes of that time.

***To destroy the local rural character of the historic Moler's CrossRoads area cannot be allowed.***

***There There are no other cluster home groupings fouling the viewscape in the area: this is NOT the precedent to set.***

Two acres lots are not comparable in keeping with the local comps. It would also bring down property values of neighbors. Although the property in question could perhaps be developed to

some extent, a cluster development of nineteen (19) homes fronting Engle-Moler Road should not be considered as to be keeping with the rural character of the surrounding area.

We assume a compromise could be in order. We strongly recommend Harvest Homes regroup intentions as follows:

- Offer 5 acre lots
- Start on back side of farm
- Leave county road frontage void of viewing houses as farmable green space
- If some building is ultimately permitted, definitely build houses behind (west) of established treeline.

**Jefferson County does NOT have to become Loudoun County.** Let's look at areas of the US countryside where Rural zones are honored alongside Residential zones honoring for the mutual benefits of both...without violence to either.

**It is the Moler's CrossRoads area's viewscape which is attractive to most.**

**Ask a farmer to sit at the edge of his field, bring a tasty picnic basket, view and enjoy their hard work -- tractors planting and combines harvesting -- your food; then, leave satisfied:**

**Farms Feed Families**

Thank you.

**In total opposition** to File 25-9-PCW Waiver Request from Section 2.3A.3,

***Arturo and Diana Donley Bello***

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Arturo and Diana Donley Bello  
370 Rabbits Rest Lane  
Shepherdstown, WV 25443

# For Hallmark Glen Subdivision ( File: 25-4-SD) Response from property owner on Engle Moler Road

Mickey Duncan

Dear Jefferson County Office of Planning & Zoning

I am reaching out to communicate concerns of the proposed residential development near our family farm. For generations, my family has maintained and cultivated our farmland, contributing to both the local economy and the preservation of the agricultural heritage that defines this community. The transition of this land from agricultural use to a multi-home subdivision raises serious concerns about its potential impact on both the environment and the character of Engle Molers Road. As stewards of the land, we understand the delicate balance required to manage water flow, preserve soil health, and sustain a rural way of life. However, the introduction of blacktop surfaces and increased development activity threatens to disrupt this balance, posing risks not only to my farm but also to the broader community that values its agricultural identity.

Agricultural land naturally absorbs and manages rainfall through vegetation and soil absorption, but residential developments typically introduce impervious surfaces such as roads, driveways, and rooftops. These surfaces significantly reduce water infiltration into the ground, leading to increased stormwater runoff. Without proper drainage infrastructure, this excess runoff can lead to several issues, including:

1. **Soil Erosion & Loss of Fertile Land** – Increased water flow can wash away topsoil, reducing soil fertility and affecting crop yields.
2. **Flooding & Water Accumulation** – The added runoff may overwhelm natural drainage patterns, potentially causing localized flooding on my property.
3. **Water Contamination** – Runoff from developed areas often carries pollutants such as oil, and sediment, which could degrade water quality and harm my crops and livestock.
4. **Altered Water Table & Drainage Issues** – Changes in surface water flow can lead to unintended disruptions in the natural water table, potentially affecting groundwater recharge and well water supplies.

In addition to the concerns about water runoff affecting my land, I am also deeply concerned about the impact this subdivision will have on the culture and community of Engle Molers Road. This area has long been a close-knit community of farmers and landowners. The transition from farmland to a residential subdivision threatens to alter the rural character and sense of community that many of us value. We take pride in maintaining this lifestyle and believe that significant changes to the landscape should be carefully considered to preserve the identity and heritage of our area.

The proposed 19-house development only utilizes 40 acres of a 100-acre farm, but it raises a critical question—what comes next? This development sets a precedent for further fragmentation of agricultural land, threatening the long-term viability of farming in our community. While some may argue that the land was not actively farmed, it remained a productive resource, providing hay for livestock and sustaining Christmas tree cultivation—both essential to the agricultural economy. Beyond the loss of farmland, this development introduces significant infrastructure concerns. Increased traffic will create challenges for existing farmers who rely on safe and efficient roadways to move heavy equipment. Additionally, local services—including fire, EMS, roads, and schools—are already over capacity. Rapid residential growth without adequate planning will strain these critical resources, impacting both new and long-time residents. As stewards of the land, farmers are not only preserving an industry but also safeguarding the rural heritage that defines this

land, farmers are not only preserving an industry but also safeguarding the rural heritage that defines this region. Thoughtful land-use planning is essential to balance growth while ensuring that farming remains viable for future generations.

If building plans continue to move forward, I strongly urge consideration for thoughtful land use planning that minimizes disruption to the existing rural character of Engle Molers Road. Specifically, I request that new homes be built toward the back of the land rather than near the front. This would help preserve the open views and agricultural aesthetic that define this area, maintaining a sense of continuity with the surrounding farmland. Placing the homes further back would also serve to create a buffer between the new development and the existing properties, reducing the visual and environmental impact on neighboring landowners.

Additionally, if the subdivision moves forward, I recommend increasing the acreage per property to better align with the established farm-like community. Larger lot sizes would help maintain the spacious, rural atmosphere that residents have long valued while preventing excessive crowding and suburbanization. This approach would not only reduce population density but also help mitigate some of the potential issues related to water runoff, traffic congestion, and overall land use compatibility. By incorporating these considerations into the development plans, we can work toward a solution that respects both the needs of the incoming residents and the existing agricultural community.

In addition to the aforementioned information, it is important to highlight that the foundational preparations, including the installation of stakes and perks, have already been completed on this property. I am concerned that the landowner has proceeded with these developments without first considering the perspectives of adjacent landowners and local farmers within the community.

Sincerely,

A handwritten signature in cursive script that reads "Mickey Duncan". The signature is written in black ink and is positioned to the left of the rest of the letter's body.

**From:** [Planning Department](#)  
**To:** [Amanda Duncan](#); [William Link](#)  
**Subject:** RE: Hallmark Glen subdivision (file: 25-4-SD)  
**Date:** Tuesday, March 18, 2025 3:49:00 PM

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Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Jennilee Hartman, Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Amanda Duncan <amandaduncan57@gmail.com>  
**Sent:** Tuesday, March 18, 2025 3:40 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>; William Link <willink0588@gmail.com>  
**Subject:** Hallmark Glen subdivision (file: 25-4-SD)

Jefferson County WV Planning Commission March 17, 2025  
Charles Town, WV 25414

William Link & Amanda Duncan  
4229 Engle Moler Road  
Harper's Ferry, WV 25425

RE: File 25-9-PCW Waiver Request from Section 2.3A.3  
Sundback Farm | Proposed Hallmark Glen Subdivision

To Each on the Jefferson County Planning Commission:

Foremost, my family is vehemently opposed to the proposed development under consideration by Harvest Homes LLC of the Sundback farm at 4001 Engle-Molers Road Harper's Ferry, WV.

I own the 21 AC farm adjacent to Sundback property's north border. I am also a Builder in the Eastern Panhandle. I KNOW there is no housing shortage in our region. This land grab by Harvest Homes is unwarranted, ill conceived and disregards legal precedent of the region as well as erasing best land

use practices.

#### MAINTAIN ZONING:

We bought our farm for our budding family as it was a legacy farm, in our family since the turn of the century, as well as we wanted to be in a farming community. Let cluster homes remain in the Residential zoned areas of the county not encroach Rural zoned areas!

#### DENSITY:

We need County Commissioners who uphold these law definitions, to protect our rights, and not to grant every waive request. Harvest Homes can do 5 acre lots, sell 10, and surely make its money back, BUT do so on parts of the farm not visible to the county road utilizing poorer soils vs obliterating prime soils. They can use the road frontage acreage as the designated “green space”. Housing could be BEHIND an existing 30 year treeline, at the top of the entry ridge, on poorer soils: That tree line should not be cut down as it serves as an agricultural windbreak.

#### WATER:

The water table cannot not sustain the high use demand of 19 houses – and more – as proposed; moreover, pollution is an additional matter. Septic systems exposed to the same aquifers in such density will surely leach into the karst topography contaminating potable water aquifers impacting wells for miles around as well as the Potomac River. While some legal definitions esteem the proposed development as outside of Potomac River setbacks, the location is nonetheless impactful on the river. The Rattlesnake Run traverses the property with a direct spillage into the Potomac. Intended asphalt road oils are also a leach problem. Noise and light pollution are serious considerations as well. Traffic? An ongoing headache for farm equipment simply doing their jobs.

All neighbors, to my knowledge, oppose this intrusion. I am deeply concerned about Harvest Homes intentions of such high density, 19 cluster homes to start, on prime agricultural land. Indeed the proposal map has houses clustered in prime soil deposits and ruins any use of agribusiness for which a number of local farmers would like to farm to the benefit of both residents and Jefferson Co agrobusiness. The houses ought to be built, if at all, on larger five acre lots back behind the above mentioned treeline.

I am concerned Harvest Homes will seek another variance to build out the entire farm exponentially multiplying all concerns.

To destroy the local rural character – and zoning – of the historic Moler’s CrossRoads area cannot be overstated nor allowed. There are no other cluster home groupings fouling the view scape of the area: this is NOT the precedent to set. Two acre lots are not comparable in keeping with the local comps. It would also bring down property values of neighbors. Notably, Harvest Homes developer, David Lutman, in his agreement with neighbors when he bought 33 acres on Knott and River Rd a few years back, set his own precedent: Those lots were 5 acres minimum.

I assume a compromise is in order. I recommend Harvest Homes regroup intentions as follows:

Offer 5 acre minimum lots

Start on back side of farm

Leave county road frontage void of viewing houses

Build houses behind established treeline

In opposition,

William Link, Amanda Duncan

William Link, Amanda Duncan





**From:** [Planning Department](#)  
**To:** ["NICHOLAS KERCHEVAL"](#)  
**Subject:** RE: Harvest Glen Subdivision  
**Date:** Tuesday, March 18, 2025 9:31:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

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**From:** NICHOLAS KERCHEVAL <nickkercheval@outlook.com>  
**Sent:** Tuesday, March 18, 2025 7:33 AM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Harvest Glen Subdivision

Dear Sirs:

It has come to my attention that a proposed subdivision for the property formerly owned by Eric Sundbeck and operated as a Christmas tree farm for many decades is being considered by your board. This property appears to have a density and location plan not in compliance with existing planning and zoning rules. The proposal puts A: 6 lots bordering Engle Molers Rd instead of the allowable 3. B: Places 19 home sites on the front end of the property that contains the best soils and topography for agricultural purposes on this property. C: Is contiguous to multiple properties that are in Farm Land Preservation and is within one quarter of a mile from other properties in Farm Land Preservation. D: Is contiguous to multiple properties now in agricultural production. E: Is not contiguous to any other rural cluster development.

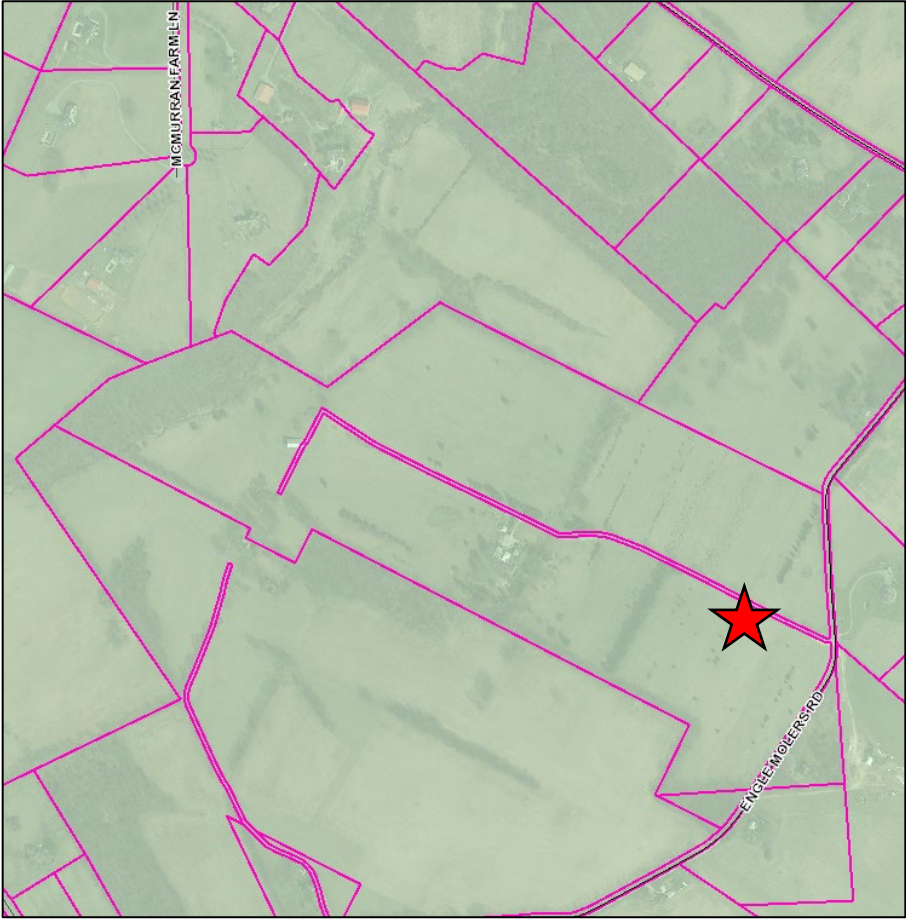
I strongly urge you to reject the development as proposed as it does not fit the existing rules for clustered rural development and does not fit the rural character of this area.

Sincerely,  
Nick Kercheval  
Farmer  
1751 Engle Molers Rd

Staff Report  
 Jefferson County Planning Commission Meeting  
 March 25, 2025

**Hallmark Glen (Road Width) Waiver Request (File: 25-9-PCW)**

**Item #6:** Waiver from Section 2.3A.3 of the Subdivision Regulations to reduce the required road width surface from 24’ to 20’ for a proposed 20-lot residential subdivision (Hallmark Glen File #25-4-SD).

Property Owner:	Harvest Homes, LLC
Consultant:	P.J. Raco Consulting, LLC / Attn: Paul Raco
Parcel Information & Zoning District:	4001 Engle Molers Road, Harpers Ferry; Size: 100 acres; Parcel ID: 09001800250000; Zoning District: Rural
	
Surrounding Zoning:	<i>North, South, and East: Rural; West: Residential Growth</i>
Proposed Activity	Hallmark Glen Major Residential Subdivision is proposed to consist of 20 residential single-family lots and associated infrastructure on 100 acres.
History:	None

**Site Background:**

The applicant is proposing the development of a Major Subdivision through the cluster provision of the Zoning Ordinance. The project will consist of 19 new single-family detached dwellings and 1 existing lot of green space. The subdivision will be served by individual well and septic systems. The property is located along Engle Molers road north of the Village of Bakerton.

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Hallmark Glen (Road Width) Waiver Request (File: 25-9-PCW)**

**Summary of the Request:**

The applicant is requesting a waiver from Section 2.3A.3 of the Subdivision Regulations to reduce the required road width surface from 24’ to 20’ for a proposed 20-lot residential subdivision. At the Concept Plan submission, which is on tonight’s agenda, applicants are required to reach out to various outside agencies, including Emergency Services. At this time, no input has been received.

The applicant is requesting that this requirement be waived based on the size of the subdivision.

*Sec. 2.3 Subdivision and Site Development Access Management, A. Subdivision Access to Public Roads*

3. Generally, a subdivision shall be served by at least two entrances. The entrances shall be offset a minimum of 300’ centerline to centerline.

For a residential subdivision, a single entrance may be used under the following conditions:

Maximum Number of Lots	Single Entrance Road Width
12	22’ entire length
13 to 30	24’ entire length

Residential subdivisions with more than 30 lots shall have two entrances.”

to reduce the required single entrance width from 24’ to 20’.

The requirement for two entrances is understood to be for emergency vehicle to have access to a subdivision if one entrance is blocked. In lieu of the second entrance, widening the road width gives emergency vehicle more room to maneuver around an accident if there is only one entrance.

**Staff Recommendation:**

Engineering would recommend to deny this waiver as presented due to public safety in case of an accident. If the planning commission is inclined to approve the waiver, engineer would recommend that the 4 feet of asphalt pavement be replaced with gravel. Therefore, reducing the asphalt pavement to 20 feet and increasing the gravel shoulder to 5 feet on both sides of the road. This would still allow emergency vehicles the room to maneuver around an accident.

**Waiver Requirements:**

The applicant provided a response to the requirements found in “Division 24.300 Waivers” of the Subdivision Regulations in the waiver application. Waivers from the minimum standards in these Regulations may be granted by the Planning Commission only when the Planning Commission finds that granting a waiver will be consistent with all of the following criteria:

- 1) That the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County parks plan, or benefits of a similar nature;
- 2) That the waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Hallmark Glen (Road Width) Waiver Request (File: 25-9-PCW)**

- 3) That the waiver, if granted, will be in keeping with the intent and purpose of these Regulations; and
- 4) That the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.





Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 P.O. Box 716  
 Charles Town, West Virginia 25414

File #: 25-9-PCW  
 Mtg Date: 03/25/25  
 Date Rec'd: 02/28/25  
 Fees Paid: 150.00  
 Staff Int: jth  
 List of Adjoiners:

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Planning Commission Waiver Request**

Waivers must comply with Division 24.300 of the 2008 Subdivision Regulations, as amended.

**Property Owner Information**

Owner Name: Harvest Homes, LLC  
 Business Name: \_\_\_\_\_  
 Mailing Address: 67 Lutmans Lane, Suite 100, Shenandoah Junction, WV 25442  
 Phone Number: 304/702-2500 Email: Paul pjraco.consulting@gmail.com

**Applicant Contact Information**

Applicant Name: Harvest Homes, LLC Same as owner:   
 Business Name: \_\_\_\_\_  
 Mailing Address: Same as Owner  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Consultant Information**

Name: Paul J Raco Consultant Engineer Connor Hill, P.E.  
 Business Name: P.J. Raco Consulting, LLC Integrity Federal Services  
 Mailing Address: P.O. Box 548, Charles Town, WV 25414 148 S Queen Street, Suite 201, Martinsburg, WV 25401  
 Phone Number: 304/676-8256 Email: pjraco.consulting@gmail.com

**Physical Property Details**

Physical Address: 4001 Engle Molers Road, Harpers Ferry, WV 25425 Vacant Lot:   
 Tax District: Shepherdstown Map No: 18 Parcel No: 25  
 Parcel Size: 100.56+- acres Deed Book: 1338 Page No: 538  
 Zoning District: Rural

**On a separate sheet of paper sketch the shape and location of the lot. Show the location of the intended construction or land use and indicate building setbacks, size, and height. Identify existing easements, roads, buildings, structures, or land uses on the property. Sign and date the sketch.**

Included  Not applicable (include a vicinity map if a sketch is not applicable)

**What Section of the Subdivision Regulations and year of the Regulations are you requesting to Waive?**  
See Concept Plan for Sketch and proposed Cross Section  
Section 2.3.A.3 Road Width 24' to 20' with 3' Shoulders

**Briefly Describe the Nature of Your Waiver Request:**

This provision requires a 24' road with 3' shoulders on each side. This is a rural cluster subdivision and is only to serve 19 two acre lots and a large residue. While a total surface of 30 feet wide may make sense in larger subdivisions in the Residential Growth District, it appears to be overkill in this rural subdivision. In fact, in another section of the Ordinance, Table 2.2-1 calls subdivision roads that serve up to 25 lots Residential Local Street and only requires the road to be 20' wide with 3' shoulders which is what is being proposed as shown on the attached cross section.

**Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.**

See Attached

**Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.**

See Attached


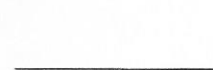
**Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.**

See Attached

**Explain how the waiver, if granted, will result in a project of better quality and/or character.**

See Attached

By signing this application, I give permission to the Planning and Zoning Staff to conduct a site visit for the purpose of taking photos for the Planning Commission staff report. The information given is correct to the best of my knowledge.

	<u>2-27-25</u>		
Property Owner Signature	Date	Property Owner Signature	Date

**Notification Requirements**

The subject parcel shall be posted with a minimum of one 28" x 22" placard at least 14 days prior to the public hearing. The placard(s) will be prepared by the Staff and posted by the applicant. Adjacent property owner name and address information shall be provided by the applicant so that notification letters can be mailed by Staff least 14 days prior to the public hearing.

<u>03/25/25</u>	<u>03/11/25</u>	<u>03/11/25</u>
Public Hearing Date	Date Placard Posted	Date Adjoiners Mailed

**Planning Commission Determination**

Approved  Denied  Date: \_\_\_ / \_\_\_ / \_\_\_

Hallmark Glen Subdivision  
Harvest Homes, LLC  
Waiver Request  
Section: 2.3.A.3. Road Width  
Jefferson County Subdivision and Site Development Ordinance  
February 28, 2025

**Four Criteria:**

1. *Explain how the design of the Project will provide public benefit in the form in the reduction of Public maintenance costs, greater open space, parkland consistent with the County Park Plans or benefits of a similar nature;*

The public benefit will be an adequate road surface comparable to the State Road in front of the subdivision, which requires less pavement in the Rural District for a Cluster Subdivision. The road will only serve 20 lots including the 50+ acre residue. The standard seems excessive for a 20 lot subdivision that may have 140 to 160 trips per day of traffic. There will be no public maintenance costs since it is a private road, and less maintenance costs for the Homeowners Association since the road width will be narrower. This will also allow additional green space as it will cut 4 feet of pavement off of the road.

2. *Explain how the waiver, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents;*

It will not have an adverse effect on neighboring property owners since the Entrance will be designed and built to State Department of Highway Requirements. Furthermore, it will lessen the pavement on a rural project which will allow more areas to remain in green space.

3. *Explain how the waiver, if granted, will be keeping with the intent and purpose of this ordinance;*

The subdivision ordinance has not been amended since the Cluster provision in the Zoning Ordinance was expanded to the current standards. The intent of the cluster provision is to allow for a large area of land as an open space residue in order to keep the subdivision green and rural. The requirement for a 24' surface width of a small rural cluster of 19 lots and the large residue seems to be contrary to other portions of the ordinance. Table 2.2-1 calls a subdivision road that serves less than 25 lots as a Residential Local Street, and it allows roads to be 20' wide with 3' shoulders. This is what is being proposed for this subdivision road that serves only 20 total lots. Furthermore, this table allows for Subdivision roads that serve over 25 lots to only be 22' wide with 3' shoulders and complete Industrial Park roads to be 26' wide with 3'



shoulders. Accordingly, the table seems to take into consideration the purpose for different widths of roadways for subdivisions based on total volume AND type of traffic. In this case, this road would fit into the Residential Local Subdivision Road, and it meets that standard with the waiver. It is odd to think that a rural subdivision road would need to be 24' wide when a full service Industrial Park Road with tractor trailer traffic mixed with public and employee traffic would just need to be 2' wider than a rural subdivision road. As such, the Applicant believes that Table 2.2-1 is more in line with the Intent of the Ordinance.

This subdivision road as proposed meets both requirements in Table 2.2-1 that it serves less than 25 lots and has less than 200 Average Trips Per Day (ADT).

4. *Explain how the waiver, if granted, will result in a project of better quality and/or character;*

This waiver will reduce the impact of a rural Cluster Development. The waiver as proposed will provide for a road that is similar in total width of Engle Molers Road which this Subdivision Road will enter. It also provides for less pavement in order to keep the subdivision more rural with additional green space. It seems to defeat the purpose to require a large lot green space residue but provide for an industrial size road throughout the cluster portion of the development.

Accordingly, the Applicant respectfully asks that the Planning Commission approve the waiver so that the process can continue as designed. This will provide for more areas to remain open and with less impervious area. Thank you for your consideration.

# TYPICAL STREET SECTION: RESIDENTIAL LOCAL STREET (MAX 25 LOTS)

SCALE: 1"=10'

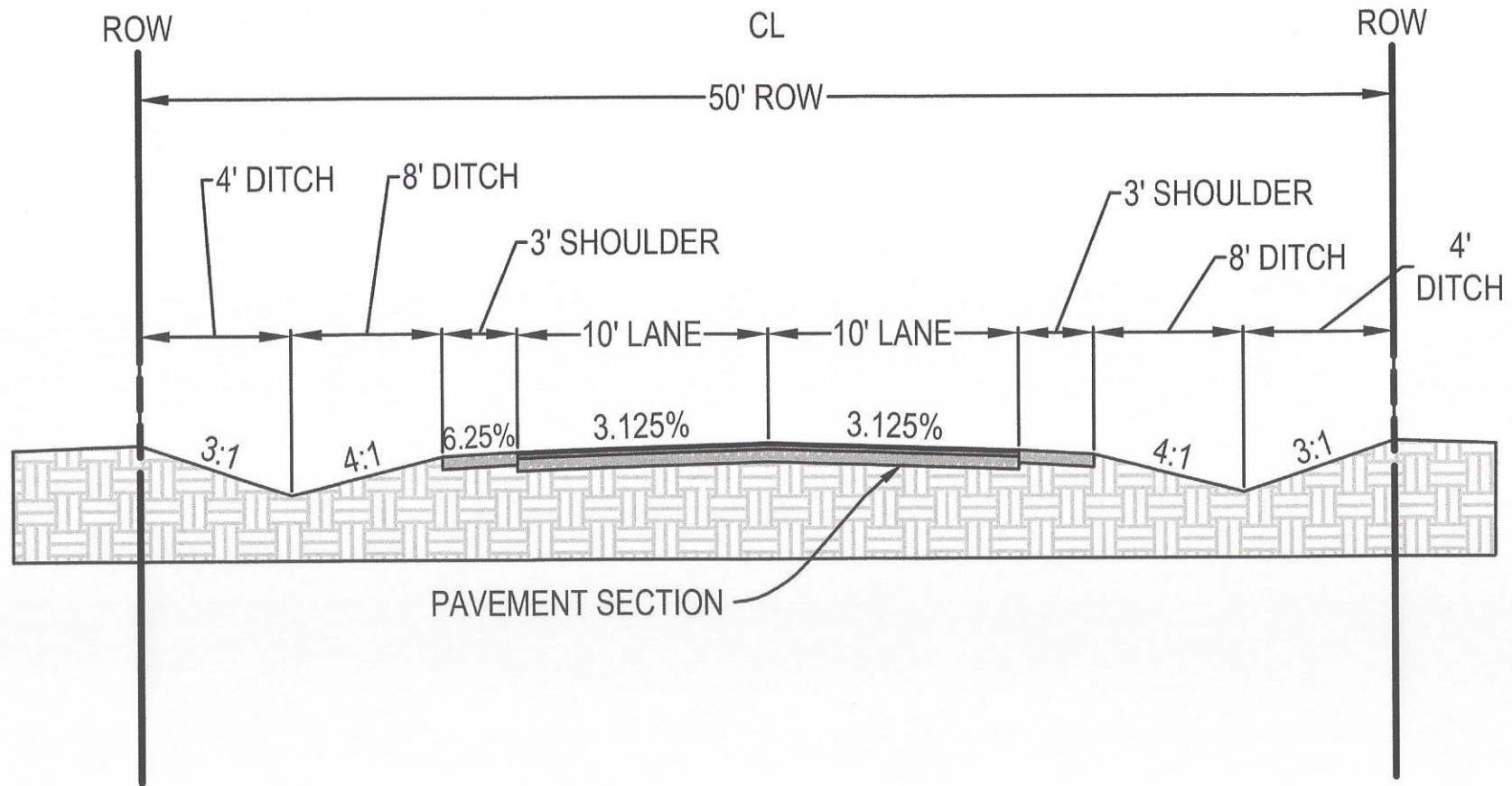




Table 2.2-1 Roadway Design Standards <sup>4</sup>				
	Residential Local Street Maximum 12 Lot Subdivision	Residential Local Street (Max. 25 lots or units)	Residential Collector Street (Greater than 25 lots or units)	Non-Residential/ Industrial & Commercial Street
ADT	N/A	< or = to 200	>200	N/A
Minimum Turn Lane Width		-	12'	12'
Minimum Horizontal Curve Radius	100'	100'	150'	300'
Minimum Turning Flare Radius at pavement edge	30'	30'	30'	35'
Stopping sight distance	100'	100'	175'	235'
Minimum Road Grade	1.5%	1.5%	1.5%	0.5% w/C&G
	Minimum Road Grade may be 0.50% if 1-1/2' deep x 2' wide flat bottom trapezoidal road drainage ditch provided.			
Maximum Road Grade	10%	9.0%	9.0%	9.0%
Maximum Internal Subdivision Intersection Approach Grade	8%	8%	6%	6%
Pavement Width	20'	20'	22'	26'
Pavement Surface Type	6" Depth Crusher Run Stone	Bituminous Asphalt (per std. detail)	Bituminous Asphalt (per std. detail)	Bituminous Asphalt (per std. detail)
Pavement cross slope	3/8" per ft.	3/8" per ft.	3/8" per ft.	3/8" per ft.
Shoulder Width	3'	3'	3'	4'
Shoulder Type	Crusher Run Stone	Crusher Run Stone	Crusher Run Stone	-
Shoulder cross slope	3/4" per ft.	3/4" per ft.	3/4" per ft.	-
Ditch depth	1.5'	1.5'	1.5'	-
Ditch slope in:	4:1	4:1	4:1	-
Ditch slope out:	2:1	2:1	2:1	-
Ditch Line Treatment	Per Stormwater Management Regulations			
Minimum Road R.O.W. Width	50'	50'	50'	60'
Minimum Cul-de-sac R.O.W. Radius	-	60'	60'	60'
Cul-de-sac pavement radius	-	50'	50'	50'
Cul-de-sac R.O.W. Fillet Radius		25'	25'	30'
Hammer Head or "Y" Turnaround Allowed	Yes (see std. detail)	No	No	No
Subdivision Roadway Entrance Apron (from edge of existing road).	20'x25'x2-1/2" Bituminous Asphalt Surface	-	-	25'x6" WWF Reinforced 3,000 psi Portland Cement Conc.
Sidewalk	-	-	-	Minimum 4' width; no closer than 1' from P/L or 4' from curb or edge of roadway.

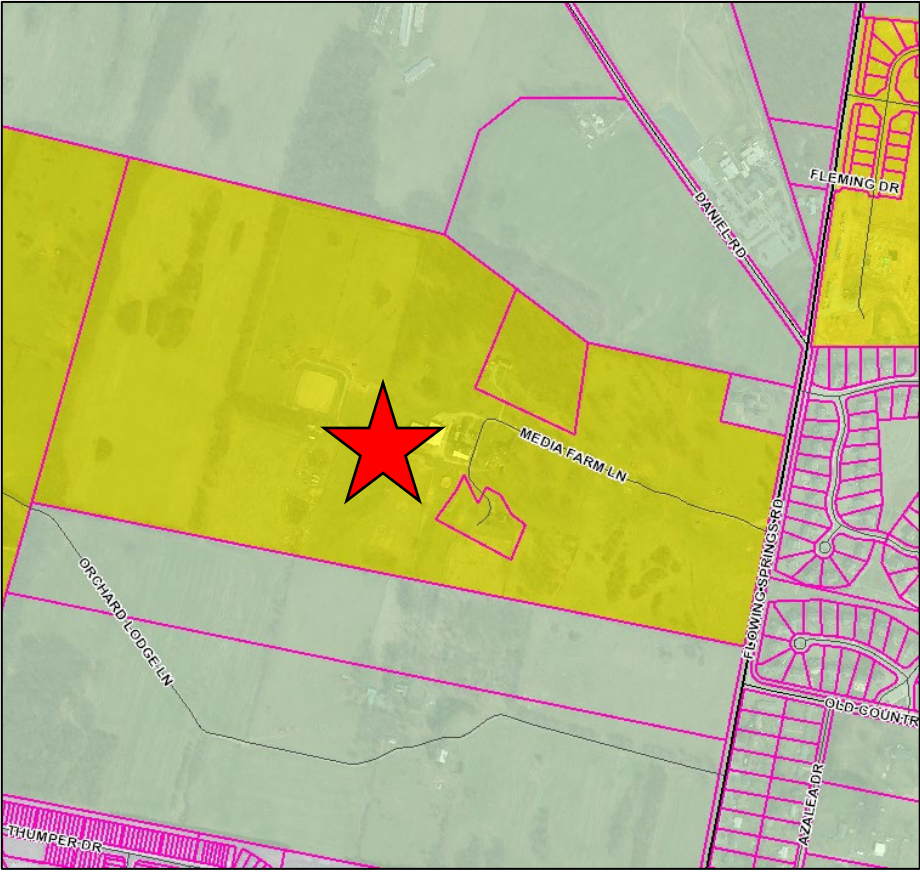
**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)**

**Item #7: Public Workshop:** A Concept Plan for the Media Farm Subdivision. The proposal consists of a Major Residential Subdivision with 99 lots and associated infrastructure.

Owner:	Harvest Homes, LLC.
Consultant:	Paul Raco, P.J. Raco Consulting, LLC
Parcel Information:	<p>261, 278, and 391 Media Farm Lane, Ranson; Size: ~126 acres;                  Parcel ID: 02000400110000, 02000400130000, 0200040010001;                  Zoning District: Residential Growth</p> 
Adjacent Zoning:	<p><i>North, South, and East: Rural</i>  <i>West: Residential Growth</i></p>
Proposed Request:	Media Farm Major Residential Subdivision is proposed to consist of 99 residential single-family lots and associated infrastructure on ~126 acres.
Previous Approvals:	12-5-2024: County Commission approved Zoning Map Amendment (24-2-Z) for this property from Rural to Residential Growth.
Concept Plan Status:	<p>Submitted: 01/24/25                  Sufficiency Letter, with conditions: 01/31/25                  Second Review Submitted: 02/28/25</p>

## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)

#### Introduction and Summary of Request

The applicant is proposing the development of a Major Subdivision consisting of 95 single-family detached lots and 4 single-family duplexes. The subdivision will be served by public water and a mixture of sanitary sewer service and private septic systems. The property is located east of Route 9, north of the City of Ranson.

The overall density for this development is 0.78 dwelling units per acre for the entire 126.4 acre property. The minimum lot area for single-family detached dwellings served by public water and sewer in the Residential Growth zone is 6,000 square feet with a required area per dwelling unit of 10,000 square feet. The minimum lot area for duplex dwelling units served by public water and sewer in the Residential Growth zone is 3,200 square feet with a required area per dwelling unit of 7,500 square feet. The minimum lot area for single-family detached dwellings served by public water or sewer in the Residential Growth zone is 20,000 square feet. The area per dwelling unit for duplex dwelling units served by public water or sewer in the Residential Growth zone is 10,000 square feet.

All Major Residential Subdivisions require processing a Concept Plan as well as a Preliminary and Final Plats. The proposed residential lot area is a total of 84.14 acres with 12.38 acres of common area. An additional 9.14 acres will be for internal road ROW with the remaining 20.74 acres in a “residue” lot. Two alternative lots are depicted on the concept plan but the number of residential lots will not exceed 99.

#### Access

Media Farm proposes one access point to Flowing Springs Road (WV 17). The applicant is requesting a waiver of Section 2.3.A.3 of Appendix B of the Subdivision Regulations (one entrance). Section 21.102C and Appendix B Section 2.3A.3 of the Subdivision Regulations requires all residential subdivisions with



more than 30 lots to have a minimum of two access points from existing roads.

Additionally, Sec. 21.102D of the Subdivision Regulations requires that “where the adjoining land is vacant, the subdivision shall provide stub streets to the property line”. The applicant is requesting a waiver from 2.2.G of Appendix B and Section 22.206.B.2 of the Subdivision Regulations.

Sec. 22.208 of the Subdivision Regulations requires sidewalks along at least one side of the streets in this subdivision. This level of detail is not typically reflected on a Concept Plan.

## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)

#### Cul-de-Sac

The proposed layout of this subdivision requires 4 cul-de-sacs to service the lots. Section 22.206.B of the Subdivision Regulations limits cul-de-sacs to a maximum of 800 feet and serving 24 lots. The applicant is requesting a waiver from 2.2.G of Appendix B and Section 22.206.B.2 of the Subdivision Regulations.

#### Open Space

The Concept Plan indicates that this Plan proposes 12.38 acres of common space to satisfy open space requirements and a residue of 20.74 acres to preserve the existing historic structure. The historic Media Farm structure is a Category I historic site and has multiple contributing structures.

#### Waivers/Variances

The applicant is requesting a waiver from 2.2.G of Appendix B and Section 22.206.B.2 of the Subdivision Regulations (cul-de-sacs) and a waiver of Section 2.3.A.3 of Appendix B of the Subdivision Regulations (one entrance) which are also being considered at tonight's Planning Commission meeting.

#### **Subdivision Category**

The subdivision associated with this Concept Plan is governed by the Subdivision Regulations. Section 20.202 of the Subdivision Regulations states that any subdivision of land that requires the development of streets (public or private) or easements of access to the lots, or common area and/or includes the creation of more than five residential lots or more than two non-residential lots and/or requires the development of new off-tract infrastructure or the extension of existing off-tract infrastructure is classified as a Major Subdivision. Media Farm Subdivision is processing as a Major Subdivision.

Major Subdivisions require the processing of a Concept Plan (Sections 24.110 - 24.112), which requires a Public Workshop; a Preliminary Plat (Sections 24.113 – 24.115), which requires a Public Hearing; posting of a surety/bond for all improvements (Division 24.500); and a Final Plat (Section 24.116 – 24.188), which is administratively reviewed and approved.

#### **Staff Determination of Application Sufficiency and Concept Plan Completeness Review**

In accordance with the current Subdivision Regulations, the Major Subdivision Concept Plan process incorporates a sufficiency and completeness review in a single step. Staff found the submitted plan to be "complete" (i.e. meeting all submission requirements of Section 24.110 of the Jefferson County Subdivision and Land Use Regulations). These requirements, as well as the current review status for each requirement for the proposed application, are provided below:

	<b>Description</b>	<b>Status</b>
<b>1. General Location</b>	A map or aerial photograph showing an area of 500 feet around the property. Zoning boundaries shall be located on this document.	Provided
<b>2. Concept Plan</b>	In accordance with the content and formatting guidelines provided in Appendix A, <i>Plan &amp; Plat Standards</i> .	Provided
<b>3. Zoning Information</b>	a) Zoning District in which the proposed subdivision is situated. b) Density calculations. c) Site resource map	Provided

**Staff Report**

Jefferson County Planning Commission Meeting

March 25, 2025

**Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)**

<b>4. Proposal Description</b>	A written description of the proposal with general identification of the number of dwelling units or floor area proposed, commentary, zoning, and development option selected if the development is residential.	Provided on Concept Plan
<b>5. Traffic Impact Data</b>	<ul style="list-style-type: none"> <li>a) Average Daily Trip (ADT) figures for the adjoining or accessible State road.</li> <li>b) Trip generation figures</li> <li>c) Nearest key intersection that will serve the proposed project as classified by the current Comprehensive Plan.</li> <li>d) "Highway Problem Areas" according to the current Comprehensive Plan that falls within a one-mile radius of the project.</li> </ul>	<p><u>WV DOT ADT Counts</u> Flowing Springs Rd: 4,600;</p> <p><u>Nearest Key Intersection:</u> Flowing Springs Rd &amp; Old Country Club Rd;</p> <p><u>Problem Area within 1 mile:</u> #14 Daniel Road</p>
<b>Traffic Study</b>	A traffic study may be required only at the request and direction of the West Virginia Division of Highways. Any required traffic study or a letter from the West Virginia Division of Highways outlining the proposed improvements shall be received with the first submission of the Site Plan.	The applicant has indicated that the project will not exceed 100 peak hour trips. A Traffic Impact Study (TIS) may be required following the direction of the West Virginia Division of Highways.
<b>6. Agency Reviews</b>	The applicant shall distribute the concept plan to all reviewing agencies found in Section 23.203 and 23.204 no later than 7 days after the review.	Letters to required agencies provided. No responses have been received.
<b>D. Department</b>	<p>The Department review shall include the following:</p> <ul style="list-style-type: none"> <li>1. Whether the density, use, and plan meet the requirements of the Zoning Ordinance and any other zoning issues that can be identified at the Concept Plan submission and any zoning issues the developer shall address in a Site Plan submittal.</li> <li>2. Staff opinion as to whether the plan meets the Site Plan criteria of these Regulations. The Department shall review the Concept Plan for modifications that would improve the plan.</li> </ul>	Staff determined that the proposed Concept Plan meets the requirements of the Zoning Ordinance and the Subdivision Regulations as a Major Subdivision.
<b>E. /F. WVDOH</b>	The WVDOH approval is necessary prior to preliminary plat approval. The County defers to the WVDOH requirements and approval. The WVDOH shall determine whether a traffic impact study will be required during the preliminary plat stage.	WV DOH Highway Entrance Permit will be required for the entrance. Staff defers to WV DOH regarding the TIS.
<b>G. Public Service</b>	The review shall indicate whether there are existing water and sewer systems in place that can handle the development. If not, the review shall indicate the type or extent of a system that shall be proposed by the developer to best meet the County's needs in that area of the County.	The subdivision will be served with public water and a mixture of sewer and septic.

## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)

<b>H. Recommended Conditions</b>	All reviews shall contain recommended conditions for moving forward to a site plan or reasons why the plan should be denied.	See below
<b>I. Approval</b>	Unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff shall accept or deny the concept plan as complete.	Planning Staff accepts the Concept Plan as complete, with minor outstanding comments.
<b>J. Effect</b>	Upon accepting the application as complete, Planning staff shall place it on the next possible Planning Commission agenda as a public workshop. Staff shall advertise the public workshop in a local newspaper and the applicant shall post notice on the property in accordance with the Subdivision Regulations.	The Concept Plan was scheduled for a Public Workshop consistent with this requirement.

#### Concept Plan Review

##### 1. External Agency Reviews

As of this date, no agency review comments have been received. If additional comments are received, they will be provided to the Planning Commission for their consideration.

##### 2. Staff Recommendation related to Concept Plan

- I. County staff recommends that the direction given by Planning Commission to the applicant in the preparation of a preliminary plat should include a requirement to either connect all lots to sanitary sewer or provide the same utility easements for lots serviced by sanitary sewer as lots serviced by septic systems to accommodate future expansion of sanitary sewer.
- II. Planning Commission direction should also require stub roads in the northwest and southwest corners of the project instead of ending in cul-de-sacs. This will increase future interconnectivity as supported by the comprehensive plan and is required by the Subdivision Regulations.
- III. Planning Commission could also require a trail or sidewalk along with an access easement to the designated common spaces for use by residents of Media Farm.
- IV. Planning Commission could also direct one of the lots or alternative lots not used as one of the 99 residential lots to be designated as a common area for recreation for use by residents of Media Farm.

The Subdivision Regulations state that unless there are reviews indicating that the development cannot conform to the Zoning Ordinance, be serviced by public services, or provide its own utilities, or other factors that make the development impossible, Planning staff is required to accept or deny the concept plan as complete. Upon accepting the application as complete, Planning staff is required to place it on the next possible Planning Commission agenda as a public workshop.

The Office of Planning and Zoning Staff finds the Concept Plan for the proposed Major Subdivision, located east of Route 9, north of the City of Ranson, to be “complete” based on the information provided related to the criteria above.

Additionally, it should be noted that the following standards will need to be addressed prior to approval of the Subdivision:



## Staff Report

Jefferson County Planning Commission Meeting

March 25, 2025

### Media Farm Subdivision Concept Plan Public Workshop (25-5-SD)

- a. WV DOH review and approval of the required entrance permits will be required in conjunction with the Subdivision's Preliminary and Final Plat.
- b. Utility and WV Health Department approval of the extension of public water, sanitary sewer service, and septic systems to this property will be required in conjunction with the Preliminary and Final Plat.

Based on the Subdivision Regulations, noted above, this project will process as a Major Subdivision and the next step is to process a Preliminary Plat that meets all of the requirements and standards of the Subdivision Regulations.

### 3. Planning Commission Direction

The Concept Plan Public Workshop allows for the Planning Commission and the general public to comment on the proposed plan before complete engineering design and cost are incurred. The Subdivision and Land Development Regulations outline the procedure:

1. The applicant makes a short presentation.
2. Staff explains outside agency comments and whether the plan can meet the standards of the Zoning Ordinance.
3. Public comment is solicited.

Following the applicant's presentation, staff's explanation, and the solicitation of public comment, the Planning Commission shall provide direction to the applicant as required under Concept Plan Direction outlined in the Subdivision Regulations. The Planning Commission has the option of providing this direction at the same meeting during which the Concept Plan public workshop takes place, or at a subsequent meeting that occurs within 14 days of the meeting at which the Concept Plan public workshop is closed.

Section 24.112 of the Subdivision and Land Development Regulations outlines the direction to be provided to the applicant during a Major Subdivision review:

"The Planning Commission shall direct the preparation of a Preliminary Plat subject to conditions to be addressed in the Preliminary Plat application. The purpose of this review is to guide the developer so that when the Preliminary Plat application is formally reviewed by the staff, there should not be a whole range of issues being raised for the first time. The developer shall cite conditions and demonstrate that they have been met or otherwise addressed."

It should be noted that the direction provided to the applicant in the Major Subdivision Concept Plan Public Workshop shall be applicable for a period of two years, with the provision that any amendments to the Subdivision and Land Development Regulations or the Zoning and Land Development Ordinance in the second year shall be applicable.

### ATTACHMENTS:

- N/A



Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 Charles Town, West Virginia 25414

File #: 25-5-SD  
 Fees Paid: \$500  
 Staff Int.: jth  
 Date Received: 01/24/25

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Phone: (304) 728-3228

**Subdivision or Site Development Application**

**Application Type**

- Concept Plan       Final Plat (major/minor)       Redline Revision  
 Preliminary Plat       Site Plan

Project Name: \_\_\_\_\_  
 Description: \_\_\_\_\_

Primary Contact Phone Number (must be a direct line number) \_\_\_\_\_

**Property Owner Information**

Owner Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Information**

Same as Owner:

Applicant Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Registered WV Engineer or Surveyor or Consultant Information**

Contact Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Physical Property Details**

Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Additional Parcels (if any)**

**Physical Property Details**

Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

**Physical Property Details**

Vacant Lot:

Physical Address: \_\_\_\_\_  
 Tax District: \_\_\_\_\_ Map No: \_\_\_\_\_ Parcel No: \_\_\_\_\_  
 Parcel Size: \_\_\_\_\_ Deed Book: \_\_\_\_\_ Page No: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_



# CONCEPT PLAN MEDIA FARM SUBDIVISION

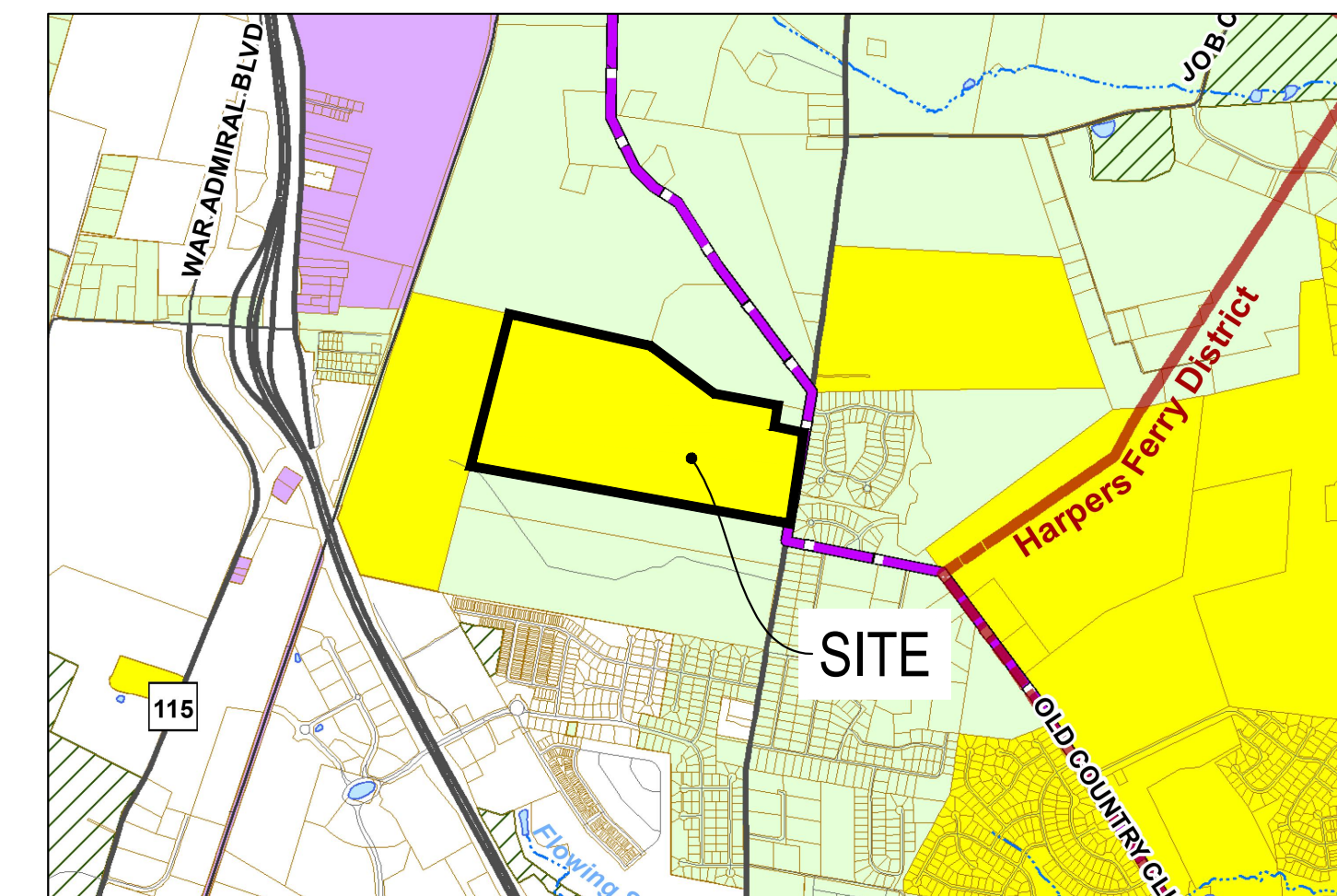
JEFFERSON COUNTY FILE NUMBER: 25-5-SD  
CHARLES TOWN TAX DISTRICT (2)  
JEFFERSON COUNTY, WEST VIRGINIA  
TAX MAP 4, PARCELS 11, 11.1 & 13 ;  
D.B. 1330 PG. 743 & D.B. 1331 PG. 1

OWNER/APPLICANT:  
HARVEST HOMES LLC  
67 LUTMANS LN. SUITE 100  
SHENANDOAH JUNCTION, WV 25442  
(304)702-2500



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VICINITY MAP  
SCALE: 1"=2,000'



**CONCEPT PLAN REVIEW CHECKLIST NOTES:**

- B.1. SEE GENERAL LOCATION MAP THIS SHEET FOR ZONING DISTRICTS WITHIN 500' OF THE SUBJECT PROPERTY.  
B.2. A CONCEPT PLAN ON 24x36 WHITE PAPER CAN BE FOUND ON SHEET 2.  
- SEE SHEET 2 FOR THE LAYOUT OF LOTS, RECREATION AREAS AND ROADS.  
- BUILDING AREAS WILL BE CONFINED TO EACH SINGLE FAMILY DETACHED LOT WITHIN BUILDING SETBACK LINES.  
- ACTUAL BUILDING FOOTPRINTS WILL VARY WITH INDIVIDUAL HOME DESIGN.  
B.3. ZONING INFORMATION:  
a. THE SUBJECT PROPERTY IS LOCATED IN THE RESIDENTIAL GROWTH ZONING DISTRICT.  
b. DENSITY CALCULATIONS: 0.78 NET DWELLING UNITS PER ACRE (99 UNITS / 126.4 ACRES = 0.78 DUA)  
PARKING CALCULATIONS:  
SINGLE FAMILY DETACHED  
REQUIRED:  
DRIVEWAY ONLY  
c. SEE SHEET 2 FOR THE PROPERTY'S "SITE RESOURCES"  
- TOPOGRAPHIC INFORMATION PROVIDED PURSUANT TO USGS TOPOGRAPHICAL QUADRANGLE MAP INFORMATION.  
- CONTOURS SHOWN AT 2' INTERVALS.  
- WOODED AREAS AND WATER COURSES ARE INCLUDED ON SHEET 2. LIMITED AREAS OF ROCK OUTCROPPINGS ARE LOCATED SPORADICALLY THROUGHOUT THE PROPERTY. THERE ARE NO KNOWN HILLSIDES, SINK HOLES OR QUARRIES LOCATED IN THE AREA OF DEVELOPMENT. IT IS POSSIBLE THAT SOME OF THESE FEATURES MAY EXIST AND ARE CONCEALED BY EXISTING VEGETATION OR ARE OUTSIDE THE AREA PROPOSED FOR DEVELOPMENT. ALL STATE, FEDERAL AND LOCAL REGULATIONS WILL BE OBSERVED IF ANY UNKNOWN SITE RESOURCES ARE DISCOVERED DURING CONSTRUCTION.  
- NO DEVELOPMENT WILL OCCUR WITHIN 1,000' OF THE SHENANDOAH OR POTOMAC RIVERS AND THEREFORE IS NOT SUBJECT TO THE HILLSIDE REGULATIONS FOUND UNDER SECTION 22.504.A. OF THE JEFFERSON COUNTY SUBDIVISION AND LAND DEVELOPMENT REGULATIONS. FEMA MAP 54037C0045E IDENTIFIES THE NORTH WESTERN MOST PORTION OF THE PROPERTY TO BE LOCATED IN FLOOD ZONE A.  
B.4. PROPOSAL DESCRIPTION: THE DEVELOPMENT OF THIS PARCEL PROPOSES 99 RESIDENTIAL LOTS ON 126.4 ACRES. THE LAND CURRENTLY RESIDES IN THE RESIDENTIAL GROWTH ZONING DISTRICT. ALL LOTS WILL BE SERVED BY PUBLIC WATER AND SEPTIC SYSTEMS, OR PUBLIC SEWER. LOTS WILL BE APPROXIMATELY 0.75 ACRES EACH, WITH A 20.74 ACRES RESIDUE.  
B.5. TRAFFIC IMPACT DATA  
a. FLOWING SPRINGS ROAD (CO. RT. 17):  
WVDOH ROUTE ID - 1940017000000  
AVERAGE DAILY TRIPS - 4600  
DATA SOURCE - WVDOH DIVISION OF HIGHWAYS, PERFORMANCE MANAGEMENT DIVISION, TRAFFIC MONITORING UNIT  
DATA SOURCE YEAR - 2023  
b. TRIP GENERATION FOR DETACHED SINGLE FAMILY UNITS BASED ON SECTION 24.110(B)5.b. OF THE SUBDIVISION AND LAND DEVELOPMENT REGULATIONS ARE AS FOLLOWS:  
SINGLE FAMILY: 99 LOTS  
PEAK HOUR TRIPS:  
95 (DETACHED UNITS) X 0.70 = 66.5  
4 (SINGLE FAMILY) X 0.80 = 3.2  
TOTAL = 69.7  
AVERAGE DAILY TRIPS:  
95 (DETACHED UNITS) X 6 = 57  
4 (SINGLE FAMILY) X 8 = 32  
TOTAL = 89  
c. THE NEAREST KEY INTERSECTION AS DEFINED IN THE CONCEPT PLAN CHECKLIST IS THE INTERSECTION OF FLOWING SPRINGS ROAD (CR. 17) AND OLD COUNTY CLUB ROAD (CR 24).  
d. "HIGHWAY PROBLEM AREA" #14 - DANIEL ROAD, AS DEFINED BY THE ENVISION JEFFERSON 2035 COMPREHENSIVE PLAN, IS WITHIN A ONE (1) MILE RADIUS OF THE PROPERTY.  
e. PURSUANT TO SECTION 24.119.B.6. OF THE SUBDIVISION REGULATIONS, THE PROPOSED DEVELOPMENT GENERATES LESS THAN 100 TRIPS IN THE PEAK HOUR, AND THEREFORE WILL NOT REQUIRE A TRAFFIC IMPACT STUDY IN ACCORDANCE WITH WVDOH CRITERIA.  
B.6. AGENCY REVIEWS: LETTERS WILL BE SENT TO THE REQUIRED REVIEW AGENCIES AS REQUIRED BY THE CONCEPT PLAN REVIEW CHECKLIST. A COPY OF THE LETTERS ARE INCLUDED AS PART OF THIS SUBMISSION.  
B.7. A LIST OF ALL ADJOINING PROPERTIES AND OWNERS ADDRESS'S ARE INCLUDED AS PART OF THIS SUBMISSION. PROPERTY OWNERS INFORMATION IS PROVIDED PURSUANT TO JEFFERSON COUNTY ASSESSOR'S RECORDS SEE TABLE LOCATED ON SHEET 2 FOR ADJACENT PROPERTY OWNER INFORMATION.  
E. A LETTER TO WVDOH HAS BEEN SENT REQUESTING THE IDENTIFICATION OF ANY ISSUES, DATA REQUIREMENTS OR NOTICE THAT THERE ARE NONE.  
F. PURSUANT TO SECTION 24.119.B.6. OF THE SUBDIVISION REGULATIONS, THE PROPOSED DEVELOPMENT GENERATES LESS THAN 100 TRIPS IN THE PEAK HOUR, AND THEREFORE WILL NOT REQUIRE A TRAFFIC IMPACT STUDY IN ACCORDANCE WITH WVDOH CRITERIA.  
G. WATER SERVICE WILL BE PROVIDED BY PUBLIC WATER. SANITARY SEWER SERVICES WILL BE PROVIDED BY A COMBINATION OF PUBLIC SEWER AND INDIVIDUAL ON LOT SEPTIC DISPOSAL SYSTEMS, AS APPLICABLE TO EACH LOT.

**JEFFERSON COUNTY - COMPLETE LIST OF WAIVERS/VARIANCES**  
(TABLE 1.2-2)

ORDINANCE	SECTION OF ORDINANCE	DESCRIPTION OF WAIVER OR VARIANCE	DATE GRANTED

**PROJECT DESCRIPTION:**

THE DEVELOPMENT OF THESE PARCELS, A COMBINED 126.40 ACRES, PROPOSES 99 RESIDENTIAL LOTS TO BE DEVELOPED. THE LAND CURRENTLY RESIDES IN THE RESIDENTIAL GROWTH ZONING DISTRICT. AS MANY LOTS AS THE GRADING WILL ALLOW WILL BE SERVED BY PUBLIC WATER AND PUBLIC SEWER. THE REMAINING LOTS WILL BE SERVED BY PUBLIC WATER AND INDIVIDUAL ON SITE SEPTIC SYSTEMS. 4 LOTS ARE PROPOSED TO BE DUPLEXES, APPROXIMATELY 0.37 ACRES EACH, WITH THE REST PROPOSED AS SINGLE FAMILY DETACHED RESIDENCE LOTS APPROXIMATELY 0.75 TO 1.50 ACRES EACH. ALTERNATE LOTS ARE PROVIDED TO ALLOW OPTIONS FOR GRADING OR SWM SIZING NEEDS. THE TOTAL OF 99 LOTS WILL NOT BE EXCEEDED.

THIS PLAN IS A CONCEPT PLAN, NOT A FINAL LAYOUT. LOT SIZES, ENTRANCES, (INCLUDING THE POSSIBILITY OF A SECOND ENTRANCE) VARIANCES & WAIVERS, IF NEEDED, WILL BE FINALIZED AT PRELIMINARY PLAT DESIGN PURSUANT TO THE ORDINANCE STANDARDS. SEPTIC, WELL, HOUSE, AND SWM LOCATIONS ARE ILLUSTRATIVE AND WILL BE FINALIZED WITH THE NECESSARY APPROVALS AND SHOWN ON THE PRELIMINARY PLAT.

**ZONING ORDINANCE SUMMARY:**

**ZONING REQUIREMENTS:**  
CURRENT ZONE: RESIDENTIAL GROWTH  
PROPOSED ZONE: SINGLE-FAMILY DETACHED DWELLINGS (95 LOTS)  
DUPLEX (4 LOTS)

USE REQUIREMENTS	REQUIRED	PROVIDED
AREA PER DWELLING UNIT:	N/A	N/A
LOT AREA:		
SFD (PUBLIC WATER / ON SITE SEPTIC)	20,000 S.F. (MIN.)	20,000 S.F. (MIN.)
SFD (PUBLIC WATER/SEWER)	6,000 S.F. (MIN.)	6,000 S.F. (MIN.)
DUPLEX (PUBLIC WATER / ON SITE SEPTIC)	N/A	N/A
DUPLEX (PUBLIC WATER/SEWER)	3,200 S.F. (MIN.)	3,200 S.F. (MIN.)
LOT WIDTH:		
SFD (NO PUBLIC WATER/SEWER)	N/A	N/A
DUPLEX (NO PUBLIC WATER/SEWER)	N/A	N/A

**Proposed Setbacks**

Land Use	Front	Side	Rear
SFD	25-ft	12-ft	20-ft
Duplex	25-ft	15-ft	20-ft

**LAND AREAS**

LAND AREAS	AREA (AC)
RESIDENTIAL LOT AREA	84.14
PROPOSED INTERNAL ROAD RIGHT-OF-WAY	9.14
COMMON SPACE	12.38
RESIDUE	20.74
TOTAL	126.40

**INTEGRITY  
FEDERAL SERVICES**  
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SEAL:

1. 02/26/2025 - ADDRESSING JEFFERSON COUNTY COMMENTS

REVISIONS

COVER SHEET

**MEDIA FARM SUBDIVISION  
CONCEPT PLAN**

TAX MAP 04, PARCEL 11 & 11.1 (D.B. 1330, P.G. 743), PARCEL 13 (D.B. 1331, PG. 1)  
CHARLES TOWN TAX DISTRICT  
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: HORIZ: 1" = 150'  
VERT:  

DATE: JANUARY 2025

JOB: 5100-0101

DRAWN: JAE CHECK: JPG

CADD:  

NCS:  

SHEET: 1 OF 3



**ADJACENT PROPERTY OWNERS**

ID	NAME	ADDRESS	CITY	STATE	ZIP	PARCEL ID	DEED BOOK/PAGE	USE	ZONING
1	MCDONALD ANGUS W ET AL	220 ORCHARD LODGE LN	CHARLES TOWN	WV	25414	02 4001400000000	1321/736	ACTIVE FARM	RURAL
2	MCDONALD ANGUS W - TR	220 ORCHARD LODGE LN	CHARLES TOWN	WV	25414	02 4001000000000	1131/629	ACTIVE FARM	RESIDENTIAL GROWTH
3	DANIEL JILL & SCOTT W & FRANCIS W III-TRS	261 MEDIA FARM LN	RANSON	WV	25438	02 4001100000000	1201/626	ACTIVE FARM	RURAL
4	MCDONALD ANGUS W ET AL	220 ORCHARD LODGE LN	CHARLES TOWN	WV	25414	02 4001200000000	1321/736	ACTIVE FARM	RURAL
5	BROUGHMAN JONATHAN A & ARIANA	2587 FLOWING SPRINGS RD	RANSON	WV	25438	02 4001100020000	1242/549	RESIDENTIAL	RURAL
6	MARCOS ROLANDO J & BRENDA L BONANO	20 LADYSTHUMB CIR	CHARLES TOWN	WV	25414	02 4G0023000000000	1251/222	RESIDENTIAL	RURAL
7	MISSIMER JASON L & CRYSTAL	28 LADYSTHUMB CIR	CHARLES TOWN	WV	25414	02 4G0024000000000	1273/127	RESIDENTIAL	RURAL
8	KESSEL ADRIAN B & NICOLE A	60 LADYSTHUMB CIR	CHARLES TOWN	WV	25414	02 4G0025000000000	1234/57	RESIDENTIAL	RURAL
9	NEMETHY ADAM J & YUKIE U	64 LADYSTHUMB CIR	CHARLES TOWN	WV	25414	02 4G0026000000000	1250/127	RESIDENTIAL	RURAL
10	YATES CHERYL D	88 LADYS THUMB CIR	CHARLES TOWN	WV	25414	02 4G0027000000000	1235/267	RESIDENTIAL	RURAL
11	KRICHTEN GARRICK C & KELLY A KUZAS	100 LADYSTHUMB CIR	CHARLES TOWN	WV	25414	02 4G0028000000000	1249/366	RESIDENTIAL	RURAL
12	THOMPSON CHAD W & JENNIFER R	112 LADYS THUMB CIR	CHARLES TOWN	WV	25414	02 4G0029000000000	1292/293	RESIDENTIAL	RURAL
13	FOLEY COREY & WAYNE CAMPBELL JR	10 CHALICE FLOWER CT	CHARLES TOWN	WV	25414	02 4G0030000000000	1243/490	RESIDENTIAL	RURAL
14	FRANKLIN TRAVIS M & MARIA R	32 CHALICE FLOWER CT	CHARLES TOWN	WV	25414	02 4G0031000000000	1245/48	RESIDENTIAL	RURAL
15	GERSTEIN JUAN C V	36 CHALICE FLOWER CT	CHARLES TOWN	WV	25414	02 4G0032000000000	1253/195	RESIDENTIAL	RURAL
16	RODERICK PLANES LLC	0 PO BOX 777	FREDERICK	MD	21705	02 4GSWM200000000	952/565	OPEN SPACE	RURAL
17	ASPEN GREENS PROPERTY OWNERS ASSOCIATION INC	256 HIGH ST	MORGANTOWN	WV	26505	02 4GOSWM000000000	1276/8	OPEN SPACE	RURAL
18	EICHELMAN ROBERT J JR & SHARON S	122 BLUEBELLS CT	CHARLES TOWN	WV	25414	02 4G0009000000000	1217/600	RESIDENTIAL	RURAL
19	CANADAY JEREMIE M & STARSHA M	126 BLUEBELLS CT	CHARLES TOWN	WV	25414	02 4G0008000000000	1245/470	RESIDENTIAL	RURAL

**LEGEND**

- SUBJECT SITE PROPERTY LINE
- ADJACENT PROPERTY LINE
- ADJACENT PROPERTY ID (SEE TABLE)
- CONTOUR LINE (2-FT)
- PROPOSED PROPERTY LINE (APPROX)
- SOIL DIVIDING LINE
- SOIL TYPE

GRAPHICAL SCALE: 1"=150'

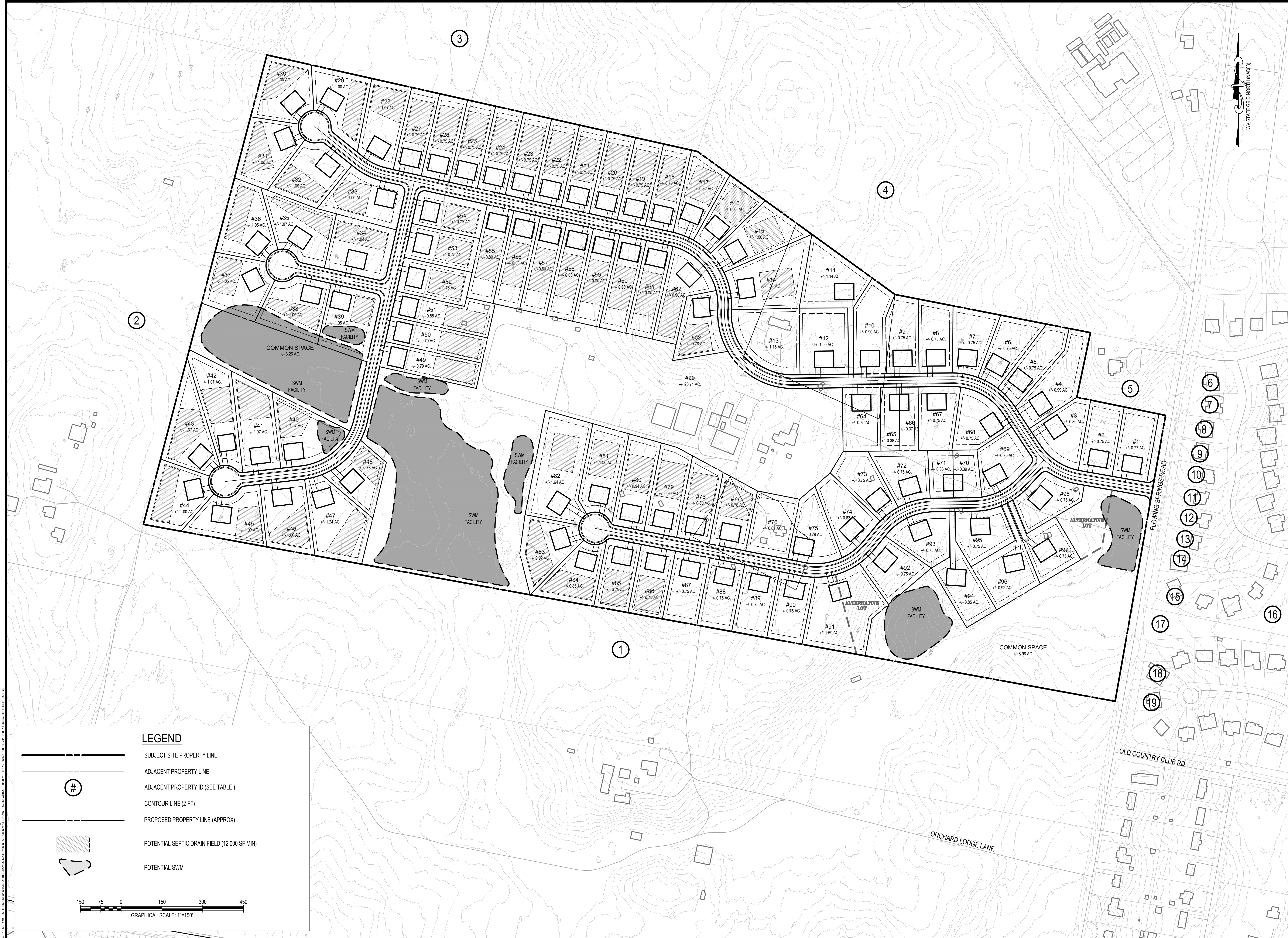
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SEAL:

NO.	REVISIONS

EXISTING CONDITIONS PLAN  
**MEDIA FARM SUBDIVISION  
 CONCEPT PLAN**  
 TAX MAP 04; PARCEL 11 & 11.1 (D.B. 1330, P.G. 743); PARCEL 13 (D.B. 1331, PG. 1)  
 CHARLES TOWN TAX DISTRICT  
 JEFFERSON COUNTY, WEST VIRGINIA

SCALE: HORIZ.: 1" = 150'  
 VERT.:  
 DATE: JANUARY 2025  
 JOB: 5100-0101  
 DRAWN: JAE CHECK: JPG  
 CADD:  
 NCS:  
 SHEET: 2 OF 3



SEAL:

NO.	REVISIONS

OVERALL SITE LAYOUT

**MEDIA FARM SUBDIVISION**  
**CONCEPT PLAN**

TAX MAP 04; PARCEL 11 & 11.1 (D.B. 1330, P.G. 743); PARCEL 13 (D.B. 1331, PG. 1)  
 CHARLES TOWN TAX DISTRICT  
 JEFFERSON COUNTY, WEST VIRGINIA

SCALE:	HORIZ: 1" = 150'
	VERT: 1" = 150'
DATE:	JANUARY 2025
JOB:	5100-0101
DRAWN:	JAE
CHECK:	JPG
CADD:	
NCS:	
SHEET:	3 OF 3

**LEGEND**

- SUBJECT SITE PROPERTY LINE
- ADJACENT PROPERTY LINE
- ADJACENT PROPERTY ID (SEE TABLE)
- CONTOUR LINE (2-FT)
- PROPOSED PROPERTY LINE (APPROX)
- POTENTIAL SEPTIC DRAIN FIELD (12,000 SF MIN)
- POTENTIAL SWM

GRAPHICAL SCALE: 1"=150'

0 75 150 300 450

1. 02/26/2025 - ADDRESSING JEFFERSON COUNTY COMMENTS



Staff Report  
 Jefferson County Planning Commission Meeting  
 March 25, 2025

**Media Farm (Entrance) Waiver Request (File: 25-6-PCW)**

**Item #8:** Waiver from Section 2.3.A.3 of Appendix B of the Subdivision Regulations to allow for the use and development of one entrance due to limited frontage of the property and the proposed 99 lot installation.

Property Owner:	Harvest Homes, LLC
Consultant:	P.J. Raco Consulting, LLC / Attn: Paul Raco
Parcel Information & Zoning District:	261, 278, and 391 Media Farm Lane, Ranson; Size: ~126 acres; Parcel ID: 02000400110000, 02000400130000, 0200040010001; Zoning District: Residential Growth
Surrounding Zoning:	<i>North, South, and East: Rural; West: Residential Growth</i>
Proposed Activity	Single neighborhood access off Flowing Springs Road
History:	04/10/1945: Lot created via <a href="#">DB 162 / PG 429</a> 02/22/2018: Lots sold to Media Farms Stable, LLC via <a href="#">DB 1201 / PG 626</a> 12/5/2024: Lots rezoned from Rural to Residential Growth



Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Media Farm (Entrance) Waiver Request (File: 25-6-PCW)**

**Summary of the Request:**

The applicant is requesting a waiver from

“Sec. 2.3 Subdivision and Site Development Access Management, A. Subdivision Access to Public Roads

3. Generally, a subdivision shall be served by at least two entrances. The entrances shall be offset a minimum of 300’ centerline to centerline.

For a residential subdivision, a single entrance may be used under the following conditions:

Maximum Number of Lots	Single Entrance Road Width
12	22’ entire length
13 to 30	24’ entire length

**Residential subdivisions with more than 30 lots shall have two entrances.”**

to reduce the required two entrances to one due to site restraints.

The requirement for two entrances is understood to be for emergency vehicle to have access to a subdivision if one entrance is blocked. In lieu of the second entrance, widening the road width gives emergency vehicle more room to maneuver around an accident if there is only one entrance.

The applicant is proposing to widen the single entrance into a divided boulevard.

The concept plan shows over 1000 feet of frontage with two state road intersection above and below on Flowing Springs Road.

“Sec. 21.102 Streets”

**C. Access.** All subdivision plats that contain more than 30 lots shall have a minimum of two access points from existing roads. Where possible, spacing between points of access shall be a minimum of 300 feet. Where possible, all subdivisions shall connect so that developments are not cul-de-sacs with only one access to an existing road. The use of cul-de-sacs shall be limited to places where natural resources, such as streams, hillsides, floodplains, or open space, make normal blocks inefficient, environmentally damaging, or prohibitively expensive.

1. Where the frontage on existing roads does not permit two entrances to be adequately spaced, the subdivision shall provide for connections to adjoining existing stub streets or to adjoining vacant parcels to all sides;

**Staff Recommendation:**

Engineering would recommend to deny this waiver as presented due to public safety in case of an accident. There is enough frontage for a second entrance. If the planning commission is inclined to approve the waiver, the county engineer would recommend to approve the waiver as presented with the condition that the WVDOH provide written letter on their letter head rejecting the proposed second

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Media Farm (Entrance) Waiver Request (File: 25-6-PCW)**

entrance.

Planning would note that the proposal as presented would prevent any future remediation of the access issues created by having a single entrance. The property in question and surrounding properties are within the Ranson Urban Growth Boundary and are expected to see development in the future. The installation of stub roads to create interconnectivity as surrounding properties may develop would create additional entrances to the development in the future. If Planning Commission is inclined to approve the waiver, the county planner would recommend following the recommendation above provided by the county engineer and reject the waiver from Section 2.2.G of Appendix B and Section 22.206.B.2 of the Subdivision Regulations (cul-de-sacs).

**Waiver Requirements:**

The applicant provided a response to the requirements found in “Division 24.300 Waivers” of the Subdivision Regulations in the waiver application. Waivers from the minimum standards in these Regulations may be granted by the Planning Commission only when the Planning Commission finds that granting a waiver will be consistent with all of the following criteria:

- 1) That the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County parks plan, or benefits of a similar nature;
- 2) That the waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
- 3) That the waiver, if granted, will be in keeping with the intent and purpose of these Regulations; and
- 4) That the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.



Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 P.O. Box 716  
 Charles Town, West Virginia 25414

File #: 25-6-PCW  
 Mtg Date: 03/11/25  
 Date Rec'd: 01/24/25  
 Fees Paid: 150  
 Staff Int: jth  
 List of Adjoiners:

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Planning Commission Waiver Request**

Waivers must comply with Division 24.300 of the 2008 Subdivision Regulations, as amended.

**Property Owner Information**

Owner Name: Harvest Homes, LLC  
 Business Name: \_\_\_\_\_  
 Mailing Address: 67 Lutmans Lane, Suite 100, Shenandoah Junction, WV 25442  
 Phone Number: 304/702-2500 Email: Paul pjraco.consulting@gmail.com

**Applicant Contact Information**

Applicant Name: Harvest Homes, LLC Same as owner:   
 Business Name: \_\_\_\_\_  
 Mailing Address: Same as Owner  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Consultant Information**

Name: Paul J Raco Consultant Engineer Connor Hill, P.E.  
 Business Name: P.J. Raco Consulting, LLC Integrity Federal Services  
 Mailing Address: P.O. Box 548, Charles Town, WV 25414 148 S Queen Street, Suite 201, Martinsburg, WV 25401  
 Phone Number: 304/676-8256 Email: pjraco.consulting@gmail.com

**Physical Property Details**

Physical Address: 261 Media Farm Lane, Charles Town, WV 25414 Vacant Lot:   
 Tax District: Charles Town Map No: 4 Parcel No: 11, 11.1, 13  
 Parcel Size: 119.05+-, 2+-, and 5.35 acres Deed Book: 1330 and 1331 Page No: 743 and 1  
 Zoning District: Residential Growth

**On a separate sheet of paper sketch the shape and location of the lot. Show the location of the intended construction or land use and indicate building setbacks, size, and height. Identify existing easements, roads, buildings, structures, or land uses on the property. Sign and date the sketch.**

Included  Not applicable (include a vicinity map if a sketch is not applicable)

**What Section of the Subdivision Regulations and year of the Regulations are you requesting to Waive?**

See Concept Plan  
 Section 2.3.A.3 Single Entrance and Section 21.102.C Single Entrance

**Briefly Describe the Nature of Your Waiver Request:**

The 99 Lot Subdivision is proposed to have a single entrance due to the limited frontage and the belief that the DOH will only want one entrance. Also, the site has several Historical Structures that the Applicant would like to preserve with approximately 22 +/- Acres (final size/location/shape will be dependent on any required buffer and final engineering) and there are drainage areas that cut through the property. The design with cul-de-sacs and a single entrance will allow for the maximum preservation of land for the Historical Lot and the stream swales. The single entrance will be based on DOH approval and will be designed as a boulevard entrance.

Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.

See Attached

Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.

See Attached


Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.

See Attached

Explain how the waiver, if granted, will result in a project of better quality and/or character.

See Attached

By signing this application, I give permission to the Planning and Zoning Staff to conduct a site visit for the purpose of taking photos for the Planning Commission staff report. The information given is correct to the best of my knowledge.

  
Property Owner Signature

1-24-25  
Date

Property Owner Signature

Date

**Notification Requirements**

The subject parcel shall be posted with a minimum of one 28" x 22" placard at least 14 days prior to the public hearing. The placard(s) will be prepared by the Staff and posted by the applicant. Adjacent property owner name and address information shall be provided by the applicant so that notification letters can be mailed by Staff least 14 days prior to the public hearing.

03-11-25

Public Hearing Date

02/25/25

Date Placard Posted

02/25/25

Date Adjoiners Mailed

**Planning Commission Determination**

Approved

Denied

Date: \_\_\_ / \_\_\_ / \_\_\_

Media Farm Subdivision  
Harvest Homes, LLC  
Waiver Request  
Section: 22.206.B.2. Cul-de-Sacs  
Sections: 2.3.A.3. and 21.102.C. Single Entrance  
Jefferson County Subdivision and Site Development Ordinance  
January 24, 2025

**Four Criteria:**

1. *Explain how the design of the Project will provide public benefit in the form in the reduction of Public maintenance costs, greater open space, parkland consistent with the County Park Plans or benefits of a similar nature;*

This property is Zoned as Residential Growth. As such, it could develop into a much higher density development than currently shown on the Concept Plan. As explained during the rezoning, it could also be annexed into Ranson to be developed with more density and housing types. The Applicant has chosen to remain in the County with the submitted design. It shows one entrance and two longer cul-de-sacs. There is large area left around a Historical barn and House that the Applicant's design preserves a large area through the middle of the property. As such, the two cul-de-sac design is provided, so as not to have to cut through the property with another road. If another road is added, the area on both sides of the road will develop into lots leaving a much smaller area left around the historic house and barn. The other area where a road could connect to eliminate the cul-de-sacs is also an area that is being preserved as an open area since it is the natural drainage swale. By not connecting the two cul-de-sacs in this location, it preserves the drainage area and open space.

This design with a single entrance and two longer cul-de-sacs does not negatively impact the neighbors and in fact preserves much more open space and provides for a less dense design. The additional open space does not need to be maintained by the County so there will be no maintenance costs associated with it for the public at large.

2. *Explain how the waiver, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents;*

The granting of the waiver will have no effect on the public health safety or welfare of the neighbors or adjacent property owners. As a matter of fact, the cul-de-sacs will allow more open space to be preserved, along with more land to remain with the Historic Area in the middle of the Development. The maximum length of cul-de-sacs without a waiver is twenty-four lots. In this case, in order to meet that standard, the Applicant would need to either cut through an important Historical Area or a Natural Resource area. Both are reasons given by the ordinance to utilize cul-de-sacs. Cul-de-Sacs should be used to preserve Natural Resource areas and Open Space.

We have spoken with a Representative of the Historic Landmarks Commission, and they asked the Applicant to preserve as much land around the House and Barn as feasible. This design allows approximately twenty acres to be left with that Lot. If the Waiver is denied, an extra one or two connector road will need to be added, which will require more land on this design to be designated as roads with new lots. This tradeoff allows for less roads and less lots, while allowing more open space and preservation.

3. *Explain how the waiver, if granted, will be keeping with the intent and purpose of this ordinance;*

This design with the two longer cul-de-sacs allows for the preservation of natural resources, along with historic resources and open space. The goals of preservation of these attributes/qualities are found throughout the Comprehensive Plan as well as the ordinance. The ordinance calls out the use of cul-de-sacs for the purpose of preserving natural resources and open space.

This design shows longer cul-de-sacs but also preserves much more area around the Historic area and through the natural drainage swale. Likewise, the single entrance will be determined by the DOH, but by providing one boulevard entrance instead of two entrances along the frontage will allow the preservation of additional open space in the front corner of the development along Flowing Springs Road. If a second entrance is required, then additional lots will be added along the road that would provide the second entrance.

Accordingly, the design with a single entrance and two longer cul-de-sacs preserves the purpose and intent of the Ordinance and Comprehensive Plan by allowing the preservation of more open space and limiting the number of lots. Furthermore, the WVDOH will ensure the safe entrance point or points for the development.

4. *Explain how the waiver, if granted, will result in a project of better quality and/or character;*

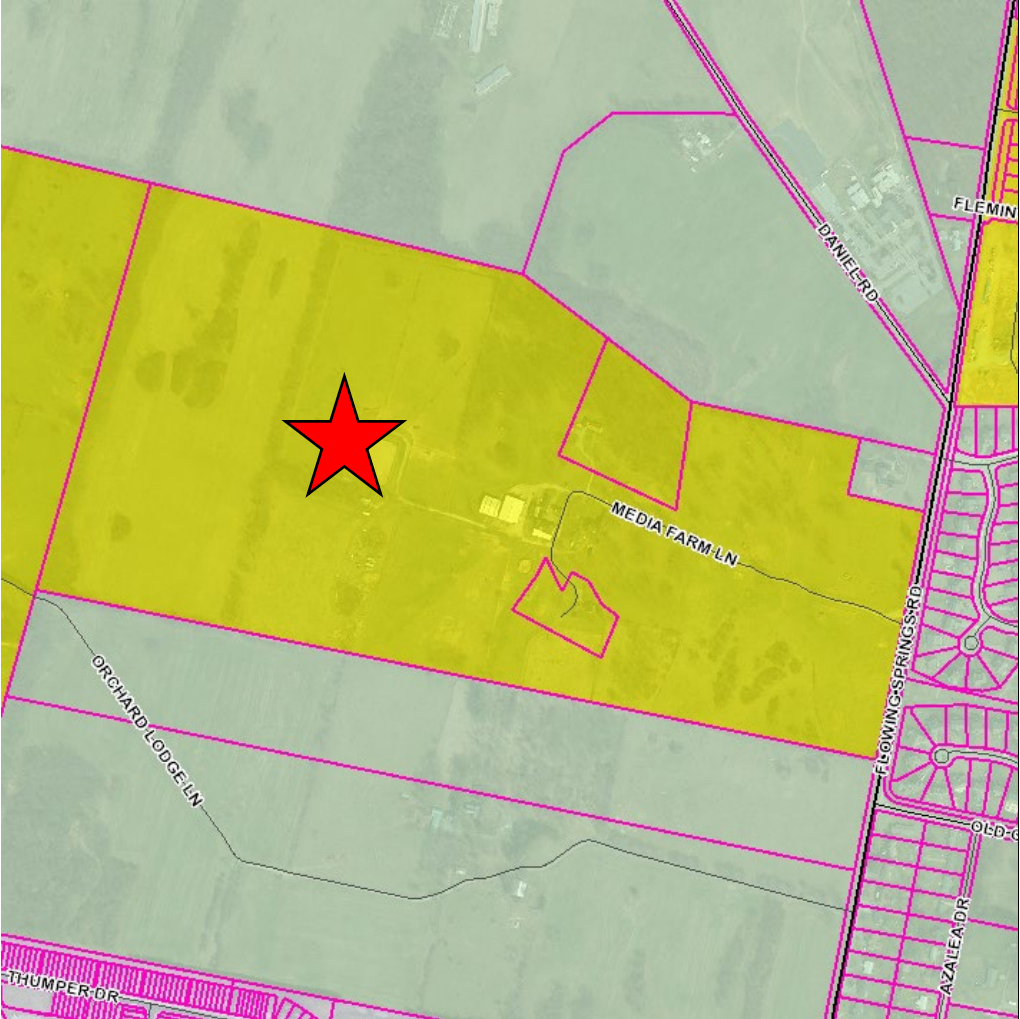
As demonstrated on the Concept Plan and in the justifications for the waivers, the single entrance with two longer cul-de-sacs allows the design to be lower in density. It also allows the preservation of much more open space including the protection of a historic area and natural drainage area. This design, which will have a boulevard entrance will provide a nice entrance with Open Space shown where the second entrance would need to be along with additional lots. The resulting development with cul-de-sacs and a single entrance instead of two entrances and more blocks eliminates more streets and more lots, while providing for much more open area. This design allows for less density and larger lot sizes than what is currently being developed in the area.

Accordingly, the Applicant respectfully asks that the Planning Commission approve the waivers so that the process can continue as designed so that more areas can remain open in the portion of the Growth District. Thank you for your consideration.

Staff Report  
 Jefferson County Planning Commission Meeting  
 March 25, 2025

**Media Farm (Cul-de-Sac) Waiver Request (File: 25-7-PCW)**

**Item #9:** Waiver from Section 2.2.G of Appendix B and Section 22.206.B.2 the Subdivision Regulations to allow a proposed 99 lot installation to utilize two primary, disconnected, cul-de-sacs that allows more than 24 lots to be served.

Property Owner:	Harvest Homes, LLC
Consultant:	P.J. Raco Consulting, LLC / Attn: Paul Raco
Parcel Information & Zoning District:	261, 278, and 391 Media Farm Lane, Ranson; Size: ~126 acres; Parcel ID: 02000400110000, 02000400130000, 0200040010001; Zoning District: Residential Growth
	
Surrounding Zoning:	<i>North, South, and East: Rural; West: Residential Growth</i>
Proposed Activity	Single neighborhood access off Flowing Springs Road
History:	04/10/1945: Lot created via <a href="#">DB 162 / PG 429</a> 02/22/2018: Lots sold to Media Farms Stable, LLC via <a href="#">DB 1201 / PG 626</a> 12/5/2024: Lots rezoned from Rural to Residential Growth



Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Media Farm (Cul-de-Sac) Waiver Request (File: 25-7-PCW)**

**Summary of the Request:**

The applicant is requesting a waiver from 2.2.G of Appendix B and Section 22.206.B.2 of the Subdivision Regulations to utilize two primary cul-de-sacs in order to maximize space for existing historic structures.

**Sec. 22.206 Cul-de-Sacs**

**A. General.** Cul-de-sac streets shall be carefully managed to ensure they are not over-used. Connectivity is preferred.

**B. Where permitted.** Cul-de-sac streets may be used if:

1. Natural resources, such as topography, floodplains, open space, or stream systems make standard blocks inefficient;
2. Cul-de-sac streets serve no more than 24 lots or are no more than 800 feet in length, whichever results in a shorter street segment; and
3. The pedestrian circulation system provides for direct, non-vehicular access between cul-de-sac ends where:
  - a. Two lots or fewer are situated between them; and
  - b. The distance between them, measured along street centerlines, is more than 650 feet.

**G. Dead End Street Cul-de-sac.**

Dead-end subdivision streets and right-of-ways shall terminate in turnarounds according to the following:

Subdivision road cul-de-sac:

Diameter of turnaround right-of-way 120 feet

Diameter of road pavement in turnaround 100 feet

Width of shoulder 3 feet

R.O.W. fillet radius 30 feet

Circular cul-de-sac may be landscaped in the center with trees, shrubs or other suitable vegetation. The maximum allowable radius for the landscaped center island is 20' with a minimum pavement width of 30'.

A 'tee' (hammerhead) or a 'y' turnaround may be used when a dead-end subdivision road and right-of-way serve no more than twelve (12) single-family lots or dwelling units. The right-of-way shall be adequate to contain the turnaround, shoulder and ditch lines.

Cul-de-sac and turnaround dimensions shall be consistent with the standard details established by the Chief County Engineer.

**Sec. 21.102 Streets**

**C. Access.** All subdivision plats that contain more than 30 lots shall have a minimum of two access points from existing roads. Where possible, spacing between points of access shall be a minimum of 300 feet. Where possible, all subdivisions shall connect so that developments are not cul-de-sacs with only

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Media Farm (Cul-de-Sac) Waiver Request (File: 25-7-PCW)**

one access to an existing road. The use of cul-de-sacs shall be limited to places where natural resources, such as streams, hillsides, floodplains, or open space, make normal blocks inefficient, environmentally damaging, or prohibitively expensive.

1. Where the frontage on existing roads does not permit two entrances to be adequately spaced, the subdivision shall provide for connections to adjoining existing stub streets or to adjoining vacant parcels to all sides;

**Staff Recommendation:**

Planning would recommend to deny this waiver as presented due to the long range planning goals of interconnectivity within an area of the County anticipating future development. Stub roads are a requirement in the Subdivision Ordinance for both safety and livability as it connects neighborhoods together. While the immediately adjacent parcels to the north, west, and south are not currently subdivisions, all surrounding parcels are within the Ranson Urban Growth Boundary or a Preferred Growth Area. By denying this waiver and developing the required stub roads, entrance issues identified by the applicant can be solved as adjacent parcels develop. If the Planning Commission is inclined to grant the waiver request, staff recommends placing, as a condition of approval, a requirement for stub roads in the northwest and southwest corners of the project instead of ending in cul-de-sacs. The cul-de-sac currently proposed on the due south side could still be developed to preserve historic structures. This will increase future interconnectivity as supported by the comprehensive plan and is required by the Subdivision Regulations.

**Waiver Requirements:**

The applicant provided a response to the requirements found in “Division 24.300 Waivers” of the Subdivision Regulations in the waiver application. Waivers from the minimum standards in these Regulations may be granted by the Planning Commission only when the Planning Commission finds that granting a waiver will be consistent with all of the following criteria:

- 1) That the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County parks plan, or benefits of a similar nature;
- 2) That the waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
- 3) That the waiver, if granted, will be in keeping with the intent and purpose of these Regulations; and
- 4) That the waiver if granted will result in a project of better quality and/or character. Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval.

Staff Report  
Jefferson County Planning Commission Meeting  
March 25, 2025

**Media Farm (Cul-de-Sac) Waiver Request (File: 25-7-PCW)**





Jefferson County, West Virginia  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 E. Washington Street, 2<sup>nd</sup> Floor  
 P.O. Box 716  
 Charles Town, West Virginia 25414

File #: 25-7-PCW  
 Mtg Date: 03/11/25  
 Date Rec'd: 01/24/25  
 Fees Paid: 150  
 Staff Int: jth  
 List of Adjoiners:

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)  
[zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228  
 Fax: (304) 728-8126

**Planning Commission Waiver Request**

Waivers must comply with Division 24.300 of the 2008 Subdivision Regulations, as amended.

**Property Owner Information**

Owner Name: Harvest Homes, LLC  
 Business Name: \_\_\_\_\_  
 Mailing Address: 67 Lutmans Lane, Suite 100, Shenandoah Junction, WV 25442  
 Phone Number: 304/702-2500 Email: Paul pjaco.consulting@gmail.com

**Applicant Contact Information**

Applicant Name: Harvest Homes, LLC Same as owner:   
 Business Name: ,  
 Mailing Address: Same as Owner  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Consultant Information**

Name: Paul J Raco Consultant Engineer Connor Hill, P.E.  
 Business Name: P.J. Raco Consulting, LLC Integrity Federal Services  
 Mailing Address: P.O. Box 548, Charles Town, WV 25414 148 S Queen Street, Suite 201, Martinsburg, WV 25401  
 Phone Number: 304/676-8256 Email: pjaco.consulting@gmail.com

**Physical Property Details**

Physical Address: 261 Media Farm Lane, Charles Town, WV 25414 Vacant Lot:   
 Tax District: Charles Town Map No: 4 Parcel No: 11, 11.1, 13  
 Parcel Size: 119.05+-, 2+-, and 5.35 acres Deed Book: 1330 and 1331 Page No: 743 and 1  
 Zoning District: Residential Growth

**On a separate sheet of paper sketch the shape and location of the lot. Show the location of the intended construction or land use and indicate building setbacks, size, and height. Identify existing easements, roads, buildings, structures, or land uses on the property. Sign and date the sketch.**

Included  Not applicable (include a vicinity map if a sketch is not applicable)

**What Section of the Subdivision Regulations and year of the Regulations are you requesting to Waive?**

See Concept Plan for Sketch  
 Section 22.206.B.2. Cul-de-Sac Maximum Lots/Length

**Briefly Describe the Nature of Your Waiver Request:**

The 99 Lot Subdivision is proposed to have a single entrance and two primary Cul-de-Sacs. The Applicant believes that the DOH will only want one entrance. Also, the site has several Historical Structures that will remain on a larger lot in the middle of the subdivision. Along with the idea of preserving this historic lot, there are drainage areas that cut through the property which should be protected. The design with two cul-de-sacs that don't connect will allow for the maximum preservation of land for the Historical Lot and the stream swales. The Ordinance particularly cites the preference to preserve natural resources in this type of scenario.

**Explain how the design of the project will provide public benefit in the form of reduction in County maintenance costs, greater open space, parkland consistent with the County Parks Plan or benefits of a similar nature.**

See Attached

**Explain how the waiver, if granted, will not adversely affect the public health, safety, or welfare or the rights of adjacent property owners or residents.**

See Attached

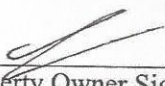
**Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance.**

See Attached

**Explain how the waiver, if granted, will result in a project of better quality and/or character.**

See Attached

By signing this application, I give permission to the Planning and Zoning Staff to conduct a site visit for the purpose of taking photos for the Planning Commission staff report. The information given is correct to the best of my knowledge.

  
Property Owner Signature

Date

1-24-25

Property Owner Signature

Date

**Notification Requirements**

The subject parcel shall be posted with a minimum of one 28" x 22" placard at least 14 days prior to the public hearing. The placard(s) will be prepared by the Staff and posted by the applicant. Adjacent property owner name and address information shall be provided by the applicant so that notification letters can be mailed by Staff least 14 days prior to the public hearing.

03/11/25

Public Hearing Date

02/25/25

Date Placard Posted

02/25/25

Date Adjoiners Mailed

**Planning Commission Determination**

Approved

Denied

Date: \_\_\_ / \_\_\_ / \_\_\_

Media Farm Subdivision  
Harvest Homes, LLC  
Waiver Request  
Section: 22.206.B.2. Cul-de-Sacs  
Sections: 2.3.A.3. and 21.102.C. Single Entrance  
Jefferson County Subdivision and Site Development Ordinance  
January 24, 2025

**Four Criteria:**

1. *Explain how the design of the Project will provide public benefit in the form in the reduction of Public maintenance costs, greater open space, parkland consistent with the County Park Plans or benefits of a similar nature;*

This property is Zoned as Residential Growth. As such, it could develop into a much higher density development than currently shown on the Concept Plan. As explained during the rezoning, it could also be annexed into Ranson to be developed with more density and housing types. The Applicant has chosen to remain in the County with the submitted design. It shows one entrance and two longer cul-de-sacs. There is large area left around a Historical barn and House that the Applicant's design preserves a large area through the middle of the property. As such, the two cul-de-sac design is provided, so as not to have to cut through the property with another road. If another road is added, the area on both sides of the road will develop into lots leaving a much smaller area left around the historic house and barn. The other area where a road could connect to eliminate the cul-de-sacs is also an area that is being preserved as an open area since it is the natural drainage swale. By not connecting the two cul-de-sacs in this location, it preserves the drainage area and open space.

This design with a single entrance and two longer cul-de-sacs does not negatively impact the neighbors and in fact preserves much more open space and provides for a less dense design. The additional open space does not need to be maintained by the County so there will be no maintenance costs associated with it for the public at large.

2. *Explain how the waiver, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents;*

The granting of the waiver will have no effect on the public health safety or welfare of the neighbors or adjacent property owners. As a matter of fact, the cul-de-sacs will allow more open space to be preserved, along with more land to remain with the Historic Area in the middle of the Development. The maximum length of cul-de-sacs without a waiver is twenty-four lots. In this case, in order to meet that standard, the Applicant would need to either cut through an important Historical Area or a Natural Resource area. Both are reasons given by the ordinance to utilize cul-de-sacs. Cul-de-Sacs should be used to preserve Natural Resource areas and Open Space.

We have spoken with a Representative of the Historic Landmarks Commission, and they asked the Applicant to preserve as much land around the House and Barn as feasible. This design allows approximately twenty acres to be left with that Lot. If the Waiver is denied, an extra one or two connector road will need to be added, which will require more land on this design to be designated as roads with new lots. This tradeoff allows for less roads and less lots, while allowing more open space and preservation.

3. *Explain how the waiver, if granted, will be keeping with the intent and purpose of this ordinance;*

This design with the two longer cul-de-sacs allows for the preservation of natural resources, along with historic resources and open space. The goals of preservation of these attributes/qualities are found throughout the Comprehensive Plan as well as the ordinance. The ordinance calls out the use of cul-de-sacs for the purpose of preserving natural resources and open space.

This design shows longer cul-de-sacs but also preserves much more area around the Historic area and through the natural drainage swale. Likewise, the single entrance will be determined by the DOH, but by providing one boulevard entrance instead of two entrances along the frontage will allow the preservation of additional open space in the front corner of the development along Flowing Springs Road. If a second entrance is required, then additional lots will be added along the road that would provide the second entrance.

Accordingly, the design with a single entrance and two longer cul-de-sacs preserves the purpose and intent of the Ordinance and Comprehensive Plan by allowing the preservation of more open space and limiting the number of lots. Furthermore, the WVDOH will ensure the safe entrance point or points for the development.

4. *Explain how the waiver, if granted, will result in a project of better quality and/or character;*

As demonstrated on the Concept Plan and in the justifications for the waivers, the single entrance with two longer cul-de-sacs allows the design to be lower in density. It also allows the preservation of much more open space including the protection of a historic area and natural drainage area. This design, which will have a boulevard entrance will provide a nice entrance with Open Space shown where the second entrance would need to be along with additional lots. The resulting development with cul-de-sacs and a single entrance instead of two entrances and more blocks eliminates more streets and more lots, while providing for much more open area. This design allows for less density and larger lot sizes than what is currently being developed in the area.

Accordingly, the Applicant respectfully asks that the Planning Commission approve the waivers so that the process can continue as designed so that more areas can remain open in the portion of the Growth District. Thank you for your consideration.



**AGENDA REQUEST FORM**  
[www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)



Name: Luke Seigfried on behalf of Planning Commission

Department or Organization: Planning Commission

Estimation of amount of time needed for appointment: 10 minutes

Date Requested – 1<sup>st</sup> Choice: **April 3<sup>rd</sup>**

*If a specific date is needed, please provide reason for specific date:*

Date Requested – 2<sup>nd</sup> Choice: April 17<sup>th</sup>

Subject (*Wording to be placed on agenda*): **Request to Contract Additional Help – Land Development Regulations Text Amendments**

**Please provide the County Commission with a description of your request or presentation, including any background information:**

Planning Commission has directed County Staff to prepare language for a text amendment regarding solar energy facilities. The approved 2045 Comprehensive Plan supports a reassessment of the development process and requirements.

To draft this text amendment in a timely manner additional help is needed. Ms. Brockman, an experienced planner with knowledge of Jefferson County ordinances and West Virginia State Code, would be engaged under this agreement. Ms. Brockman would perform the necessary research, collect information from staff, and then draft the text amendment based on the direction given by Planning Commission. After the draft text is approved by Planning Commission, it will be presented to County Commission under the ordinance amendment process.

Is this a funding request? Y/N Yes

If so, how much? Not to exceed \$16,250

Provide exact financial impact/request: This request is budget neutral for the Department of Engineering, Planning, and Zoning. The FY 2025 budget has funding available for this purpose and the FY 2026 budget has funds in the “part-time” line item allocated for text amendments work.

Recommended motion (*Please type out the wording of the motion that you would like the Commission to approve*):

I move to contract Ms. Brockman at \$65 an hour not to exceed \$16,250, to draft a text amendment following the direction of the Planning Commission.

Attach supporting documents for request, or request may be denied.

If not attached, explain:

Is equipment needed? Projector **Y/N** Internet/Wi Fi **Y/N** Telephone for conference call **Y/N**

Contact information: Luke Seigfried

Email address: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Phone Number: 304-728-3228

**FOR COMMISSION STAFF USE ONLY – FINANCIAL IMPACT/RECOMMENDATION**

not applicable





# Jefferson County, West Virginia

Department of Engineering, Planning, and Zoning

Office of Planning and Zoning

116 East Washington Street, 2<sup>nd</sup> Floor

Charles Town, WV 25414

Email: [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org)

Phone: (304) 728-3228

Email: [zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Fax: (304) 728-8126

---

## Planner's Memorandum Planning Commission Meeting January 14, 2025

### 1) Department of Engineering, Planning and Zoning County Offices Contact Information

BUILDING PERMITS & INSPECTIONS 304-725-2998 [permits@jeffersoncountywv.org](mailto:permits@jeffersoncountywv.org)

IMPACT FEES 304-728-3331 - [mmason@jeffersoncountywv.org](mailto:mmason@jeffersoncountywv.org)

ENGINEERING 304-728-3257 - [engineering@jeffersoncountywv.org](mailto:engineering@jeffersoncountywv.org)

PLANNING & ZONING 304-728-3228 - [planningdepartment@jeffersoncountywv.org](mailto:planningdepartment@jeffersoncountywv.org), [zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

GIS & ADDRESSING 304-724-6759 - [gis@jeffersoncountywv.org](mailto:gis@jeffersoncountywv.org)

### 2) Upcoming PC meetings

❖ Next Regular meeting date: **April 8, 2025**

○ 7:00 pm Planning Commission Meeting



# Actionable Correspondence



## **Solar Text Amendment Actionable Correspondence Public Comment Index**

- 1) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Bario
- 2) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Bellaocsa
- 3) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Benson, B
- 4) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Benson, K
- 5) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Berzinskas
- 6) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Billmyer
- 7) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Bryan
- 8) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Cunningham
- 9) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Dillow
- 10) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Fraser
- 11) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Fuller
- 12) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Hatcher, D
- 13) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Hatcher, R
- 14) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Hook
- 15) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Jones
- 16) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Kavaldjian-Liskey
- 17) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Knight
- 18) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Lally
- 19) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Lloyd, K
- 20) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Lloyd, L
- 21) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Lloyd
- 22) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Migliaccio
- 23) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Miller
- 24) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Milleison
- 25) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Mullis
- 26) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Myers
- 27) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Rampy
- 28) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Roberts
- 29) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Ruffner
- 30) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Smith
- 31) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Snyder
- 32) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – St. Clair
- 33) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Welsh, D
- 34) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – Welsh, S
- 35) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Wheeler
- 36) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 – White
- 37) Solar Text Amendment Actionable Correspondence\_2025\_03\_16 - Wilson
- 38) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Allotta
- 39) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Austin
- 40) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Degenhardt
- 41) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Engelbrecht
- 42) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Everton
- 43) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Fisher
- 44) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Hartman
- 45) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Hunt
- 46) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Layne
- 47) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Plaag
- 48) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Spickler
- 49) Solar Text Amendment Actionable Correspondence\_2025\_03\_17 - Uzan

**Solar Text Amendment Actionable Correspondence Public Comment Index**

- 50) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Casserley
- 51) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Liskey
- 52) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Rebmann
- 53) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Roby
- 54) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Thompson
- 55) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Vesper
- 56) Solar Text Amendment Actionable Correspondence\_2025\_03\_18 - Wiegman



**From:** [Planning Department](#)  
**To:** ["Joanne Bario"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:59:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Joanne Bario <[joannebario@gmail.com](mailto:joannebario@gmail.com)>  
Sent: Sunday, March 16, 2025 5:52 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government. We deserve to have people who have a vested interest in our county to help draft this amendment, preferably informed residents.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment. Yes, as stated above, allow her residents a role in this important decision.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Joanne Bario  
[joannebario@gmail.com](mailto:joannebario@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Kathryn Bellacosa](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:18:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kathryn Bellacosa <[kbella21@gmail.com](mailto:kbella21@gmail.com)>  
Sent: Sunday, March 16, 2025 7:35 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Kathryn Bellacosa  
[kbella21@gmail.com](mailto:kbella21@gmail.com)



**From:** [Planning Department](#)  
**To:** ["Barbara Benson"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:27:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Barbara Benson <[blueyeu@aol.com](mailto:blueyeu@aol.com)>  
Sent: Sunday, March 16, 2025 6:49 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

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If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Barbara Benson  
[blueyeu@aol.com](mailto:blueyeu@aol.com)



**From:** [Planning Department](#)  
**To:** "Kraig Benson"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:26:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kraig Benson <warp2speed@aol.com>  
Sent: Sunday, March 16, 2025 6:49 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Kraig Benson  
warp2speed@aol.com





**From:** [Planning Department](#)  
**To:** "[STEPHEN BERZINSKAS](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 9:59:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: STEPHEN BERZINSKAS <[sberzinkas@comcast.net](mailto:sberzinkas@comcast.net)>  
Sent: Sunday, March 16, 2025 5:11 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
STEPHEN BERZINSKAS  
[sberzinkas@comcast.net](mailto:sberzinkas@comcast.net)



**From:** [Planning Department](#)  
**To:** "[David Billmyer](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:04:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: David Billmyer <[billmyer.david@gmail.com](mailto:billmyer.david@gmail.com)>  
Sent: Sunday, March 16, 2025 8:11 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

David Billmyer  
Shepherdstown

--

David Billmyer  
[billmyer.david@gmail.com](mailto:billmyer.david@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Lorna Bryan](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:23:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Lorna Bryan <[cbryan6640@yahoo.com](mailto:cbryan6640@yahoo.com)>  
Sent: Sunday, March 16, 2025 6:07 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Lorna Bryan  
[cbryan6640@yahoo.com](mailto:cbryan6640@yahoo.com)



**From:** [Planning Department](#)  
**To:** ["Amy Cunningham"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 9:59:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Amy Cunningham <[amyecunningham@yahoo.com](mailto:amyecunningham@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:08 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

I am writing as a tax payer, veteran and concerned citizen. I request that you do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we request you to make a committee of citizens and commissioners to draft the Solar Text Amendment. We are all ready to step up and serve.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Amy Cunningham  
[amyecunningham@yahoo.com](mailto:amyecunningham@yahoo.com)





**From:** [Planning Department](#)  
**To:** "[Katie Dillow](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:22:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Katie Dillow <Katedillow@ymail.com>  
Sent: Sunday, March 16, 2025 6:01 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckey@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Katie Dillow

--  
Katie Dillow  
Katedillow@ymail.com



**From:** [Planning Department](#)  
**To:** "[David Fraser](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:10:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: David Fraser <[retiredhocl@yahoo.com](mailto:retiredhocl@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:19 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
David Fraser  
[retiredhocl@yahoo.com](mailto:retiredhocl@yahoo.com)



**From:** [Planning Department](#)  
**To:** "John Fuller"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:20:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: John Fuller <jwfu@comcast.net>  
Sent: Sunday, March 16, 2025 5:33 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
John W Fuller

--  
John Fuller  
jwfu@comcast.net



**From:** [Planning Department](#)  
**To:** "[Dennis Hatcher](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:07:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Dennis Hatcher <dgeraldh@frontiernet.net>  
Sent: Sunday, March 16, 2025 6:56 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Dennis Hatcher  
dgeraldh@frontiernet.net





**From:** [Planning Department](#)  
**To:** "Ruth Hatcher"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:10:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Ruth Hatcher <ruthhatcher756@hotmail.com>  
Sent: Sunday, March 16, 2025 6:55 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Ruth Hatcher  
ruthhatcher756@hotmail.com



**From:** [Planning Department](#)  
**To:** "[Holland Hook](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:44:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Holland Hook <[hollandhook8@gmail.com](mailto:hollandhook8@gmail.com)>  
Sent: Sunday, March 16, 2025 5:51 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Holland Hook  
[hollandhook8@gmail.com](mailto:hollandhook8@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Jennifer Jones](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:06:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jennifer Jones <jenajones44@gmail.com>  
Sent: Sunday, March 16, 2025 8:42 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Jennifer Jones  
WV native and Jefferson county landowner for over 25 years.

--  
Jennifer Jones  
jenajones44@gmail.com



**From:** [Planning Department](#)  
**To:** "[Tamar Kavaldjian-Liskey](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:28:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Tamar Kavaldjian-Liskey <tamarkliskey@gmail.com>  
Sent: Sunday, March 16, 2025 6:53 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Dear Planning Commission,

My husband's family has a family farm in Jefferson County. I deeply care about the solar text amendment. Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Tamar Kavaldjian-Liskey

--  
Tamar Kavaldjian-Liskey  
tamarkliskey@gmail.com





**From:** [Planning Department](#)  
**To:** "Nancy Knight"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:28:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Nancy Knight <nancyknight0617@gmail.com>  
Sent: Sunday, March 16, 2025 7:02 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

How could you think this is a good idea for the county? Once again, outsourcing a job that should not be done by a biased or out of county individual/company.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Nancy Knight

--  
Nancy Knight  
nancyknight0617@gmail.com



**From:** [Planning Department](#)  
**To:** ["Christina Lally"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 9:52:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Christina Lally <mrschristinalally@gmail.com>  
Sent: Sunday, March 16, 2025 4:54 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Christina Lally  
mrschristinalally@gmail.com



**From:** [Planning Department](#)  
**To:** "[Kathy Lloyd](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:24:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Kathy Lloyd <[sweens1205@gmail.com](mailto:sweens1205@gmail.com)>  
Sent: Sunday, March 16, 2025 6:36 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Kathy Lloyd  
[sweens1205@gmail.com](mailto:sweens1205@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Lewis Lloyd](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:09:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Lewis Lloyd <[Harpersferryherps@yahoo.com](mailto:Harpersferryherps@yahoo.com)>

Sent: Sunday, March 16, 2025 5:16 PM

To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>

Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--

Lewis Lloyd  
[Harpersferryherps@yahoo.com](mailto:Harpersferryherps@yahoo.com)





**From:** [Planning Department](#)  
**To:** "[Leah Lloyd](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:09:00 AM

---

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This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Leah Lloyd <leewat18@yahoo.com>  
Sent: Sunday, March 16, 2025 8:19 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Leah Lloyd  
leewat18@yahoo.com



**From:** [Planning Department](#)  
**To:** ["Shyrlan Migliaccio"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:06:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Shyrlan Migliaccio <[shyrlanmigliaccio@gmail.com](mailto:shyrlanmigliaccio@gmail.com)>  
Sent: Sunday, March 16, 2025 7:33 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--

Shyrlan Migliaccio  
[shyrlanmigliaccio@gmail.com](mailto:shyrlanmigliaccio@gmail.com)



**From:** [Planning Department](#)  
**To:** "Lily Miller"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:08:00 AM

---

Good morning,

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Lily Miller <Lilys.spm@gmail.com>  
Sent: Sunday, March 16, 2025 11:36 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Lily Miller  
Lilys.spm@gmail.com



**From:** [Planning Department](#)  
**To:** ["Barbara Milleson"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:05:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Barbara Milleson <barblmilleson@gmail.com>  
Sent: Sunday, March 16, 2025 8:34 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

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Thank you for considering these comments for this agenda item.

Sincerely,

--

Barbara Milleson  
barblmilleson@gmail.com





**From:** [Planning Department](#)  
**To:** "[Diana Mullis](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:08:00 AM

---

Good morning,

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Diana Mullis <dianamullis7@gmail.com>  
Sent: Sunday, March 16, 2025 10:35 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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We already have bad examples of ruined land because of greedy out of state investors that care nothing about the future of our community or our valuable land. Contracting part time help does not instill confidence the draft document that we need to protect our land and community into the future.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Diana Mullis  
dianamullis7@gmail.com



**From:** [Planning Department](#)  
**To:** "[Gordon Myers](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:29:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Gordon Myers <gdmyers26@yahoo.com>  
Sent: Sunday, March 16, 2025 7:17 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Gordon Myers  
gdmyers26@yahoo.com



**From:** [Planning Department](#)  
**To:** "[Leah Rampy](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 9:54:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Leah Rampy <[leah.rampy9@gmail.com](mailto:leah.rampy9@gmail.com)>  
Sent: Sunday, March 16, 2025 4:54 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

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Thank you for considering these comments for this agenda item.

Sincerely,

--

Leah Rampy  
[leah.rampy9@gmail.com](mailto:leah.rampy9@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Linda Roberts](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:00:00 AM

---

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Linda Roberts <llr5504@gmail.com>  
Sent: Sunday, March 16, 2025 5:12 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Linda Roberts  
llr5504@gmail.com





**From:** [Planning Department](#)  
**To:** "kristopher ruffner"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:04:00 AM

---

Good morning,

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: kristopher ruffner <kaderuffner@gmail.com>  
Sent: Sunday, March 16, 2025 8:18 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
kristopher ruffner  
kaderuffner@gmail.com



**From:** [Planning Department](#)  
**To:** "Aida Smith"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:20:00 AM

---

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Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Aida Smith <amhypatia@gmail.com>  
Sent: Sunday, March 16, 2025 5:23 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--  
Aida Smith  
amhypatia@gmail.com



**From:** [Planning Department](#)  
**To:** "[Susan Snyder](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:18:00 AM

---

Good morning,

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Susan Snyder <[Susan@snyders.us](mailto:Susan@snyders.us)>  
Sent: Sunday, March 16, 2025 5:44 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Thank you for considering these comments for this agenda item.

Sincerely,

--

Susan Snyder  
[Susan@snyders.us](mailto:Susan@snyders.us)



**From:** [Planning Department](#)  
**To:** "[Yolanda Stclair](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:31:00 AM

---

Good morning,

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Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: yolanda Stclair <[ygstclair@comcast.net](mailto:ygstclair@comcast.net)>  
Sent: Sunday, March 16, 2025 7:58 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

Yolanda Gail St.Clair

--  
yolanda Stclair  
[ygstclair@comcast.net](mailto:ygstclair@comcast.net)





**From:** [Planning Department](#)  
**To:** "[Dawn Welsh](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 9:55:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Dawn Welsh <dawnwelsh@ymail.com>  
Sent: Sunday, March 16, 2025 5:02 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

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If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Dawn Welsh  
dawnwelsh@ymail.com



**From:** [Planning Department](#)  
**To:** ["Sarah Welsh"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:21:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Sarah Welsh <[sgwelsh@yahoo.com](mailto:sgwelsh@yahoo.com)>  
Sent: Sunday, March 16, 2025 5:38 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please, listen to a local resident's thoughts.

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Sarah Welsh  
[sgwelsh@yahoo.com](mailto:sgwelsh@yahoo.com)



**From:** [Planning Department](#)  
**To:** "Elizabeth Wheeler"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:58:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Elizabeth Wheeler <ewheelerwv@yahoo.com>

Sent: Sunday, March 16, 2025 5:30 PM

To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>

Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Elizabeth Wheeler  
ewheelerwv@yahoo.com



**From:** [Planning Department](#)  
**To:** "Sherry White"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 11:58:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Sherry White <sherry2white@gmail.com>  
Sent: Sunday, March 16, 2025 5:16 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Sherry White

--  
Sherry White  
sherry2white@gmail.com





**From:** [Planning Department](#)  
**To:** "[Geoffrey Wilson](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 10:22:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Geoffrey Wilson <[geoffwilson1116@gmail.com](mailto:geoffwilson1116@gmail.com)>  
Sent: Sunday, March 16, 2025 5:41 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Geoffrey Wilson  
[geoffwilson1116@gmail.com](mailto:geoffwilson1116@gmail.com)



**From:** [Planning Department](#)  
**To:** "Robert Allotta"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:03:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Robert Allotta <rbt0512all@yahoo.com>  
Sent: Monday, March 17, 2025 6:56 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Robert Allotta  
rbt0512all@yahoo.com



**From:** [Planning Department](#)  
**To:** "[Katherine Austin](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:10:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Katherine Austin <KatherineA144@gmail.com>  
Sent: Monday, March 17, 2025 2:52 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Katherine Austin  
KatherineA144@gmail.com



**From:** [Planning Department](#)  
**To:** "[Toby Degenhardt](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:12:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Toby Degenhardt <[tobydegenhardt@hotmail.com](mailto:tobydegenhardt@hotmail.com)>  
Sent: Monday, March 17, 2025 3:41 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeyes@jeffersoncountywv.org](mailto:ckeyes@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Toby Degenhardt  
[tobydegenhardt@hotmail.com](mailto:tobydegenhardt@hotmail.com)





**From:** [Planning Department](#)  
**To:** "[Jared Engelbrecht](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:01:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jared Engelbrecht <jaredengelbrecht@gmail.com>  
Sent: Monday, March 17, 2025 5:34 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

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If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Jared Engelbrecht  
jaredengelbrecht@gmail.com



**From:** [Planning Department](#)  
**To:** ["Robert W Everton"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:04:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Robert W Everton <[robteverton@comcast.net](mailto:robteverton@comcast.net)>  
Sent: Monday, March 17, 2025 10:22 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Robert W Everton  
[robteverton@comcast.net](mailto:robteverton@comcast.net)



**From:** [Planning Department](#)  
**To:** "[Jennifer Fisher](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:02:00 PM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Jennifer Fisher <[missonethousandsspringblossoms@gmail.com](mailto:missonethousandsspringblossoms@gmail.com)>  
Sent: Monday, March 17, 2025 6:40 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

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Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment. These people have a vested interest in what happens here in our home.

If you must hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry. This is just common sense. We, the citizens, desire fair and ethical representations be made.

Thank you for considering these comments for this agenda item.

Sincerely,

Jen Fisher

--

Jennifer Fisher  
[missonethousandsspringblossoms@gmail.com](mailto:missonethousandsspringblossoms@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Amy Hartman](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:13:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Amy Hartman <Amywv@icloud.com>  
Sent: Monday, March 17, 2025 6:36 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

So tired of the county commissioners doing what they want and not whats right for the people. Solar farms are so ugly and destroying the land and river.

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Amy Hartman  
Amywv@icloud.com





**From:** [Planning Department](#)  
**To:** "Mike Hunt"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:10:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Mike Hunt <[Thehighguy68@gmail.com](mailto:Thehighguy68@gmail.com)>  
Sent: Sunday, March 16, 2025 8:30 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Solar is money for the county. Silent revenue without the liberal hippies coming in

--

Mike Hunt  
[Thehighguy68@gmail.com](mailto:Thehighguy68@gmail.com)



**From:** [Planning Department](#)  
**To:** "[Linda Layne](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:11:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Linda Layne <[llayne53@gmail.com](mailto:llayne53@gmail.com)>  
Sent: Monday, March 17, 2025 3:24 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Dear JC Planning Commission,

Thank you for hearing the public regarding the Mountain Pure Bottling company. Here is another request regarding the Solar Farm. There's a right way and a wrong way to approach solar farms. Please consider hiring folks with knowledge solar farms as well as having citizens on a committee.

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Linda Layne

--  
Linda Layne  
[llayne53@gmail.com](mailto:llayne53@gmail.com)



**From:** [Planning Department](#)  
**To:** ["Joann Plaaq"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:36:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Joann Plaaq <[joannplaaq1981@gmail.com](mailto:joannplaaq1981@gmail.com)>  
Sent: Monday, March 17, 2025 11:04 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckkeys@jeffersoncountywv.org](mailto:ckkeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Joann Plaaq  
[joannplaaq1981@gmail.com](mailto:joannplaaq1981@gmail.com)



**From:** [Planning Department](#)  
**To:** "jeffrey spickler"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:09:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: jeffrey spickler <jeffspickler63@gmail.com>  
Sent: Monday, March 17, 2025 11:23 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeyes@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

jeffrey spickler  
jeffspickler63@gmail.com





**From:** [Planning Department](#)  
**To:** ["Edmond Uzan"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Tuesday, March 18, 2025 12:09:00 PM

---

Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Edmond Uzan <Euzan65@gmail.com>  
Sent: Monday, March 17, 2025 10:23 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Edmond Uzan  
Euzan65@gmail.com



**From:** [Planning Department](#)  
**To:** "[Nigel Casserley](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:41:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Nigel Casserley <nigel@necomms.com>  
Sent: Tuesday, March 18, 2025 10:52 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Nigel Casserley  
nigel@necomms.com



**From:** [Planning Department](#)  
**To:** "Margaret Liskey"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:38:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Margaret Liskey <Mliskey98@aol.com>  
Sent: Tuesday, March 18, 2025 11:03 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

JCC --

Please consider creating our own group to work on the solar text amendment. Those folks who strongly opposed solar have done a lot of research on their own. Show them that you value their opinion and take advantage of their research.

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Margaret Liskey  
Mliskey98@aol.com



**From:** [Planning Department](#)  
**To:** ["Donald Rebmann"](#)  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:40:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Donald Rebmann <garrettinc@msn.com>  
Sent: Tuesday, March 18, 2025 12:15 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Dear Planning Commission,

As a concerned resident of Jefferson county and a opponent of "solar farms" in Jefferson county, I'm asking you to Please not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely, Donald G. Rebmann

--

Donald Rebmann  
garrettinc@msn.com





**From:** [Planning Department](#)  
**To:** "[Carol Roby](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:36:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Carol Roby <carolaroby@gmail.com>  
Sent: Tuesday, March 18, 2025 7:19 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Please be mindful of the above comments and requests. Let county residents or members of our county government participate in drafting legislation that will ultimately affect them. I for one would be honored to participate although I do not have any experience in this area.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
Carol Roby  
carolaroby@gmail.com



**From:** [Planning Department](#)  
**To:** "[Rebecca Thompson](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:41:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Rebecca Thompson <[beccatmail@gmail.com](mailto:beccatmail@gmail.com)>  
Sent: Tuesday, March 18, 2025 12:53 PM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government. Since the planning commission is made up of volunteers, and you are giving so generously of your extra time, I certainly understand you wanting to get some help writing the solar text amendment. But I am very concerned that if you hire someone outside the county government, it will be someone who is acting in the best interest of the solar companies or some other interest, not the best interest of the citizens of the county.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

Since you give so generously of your time, I would be willing to give some of my time to join a committee of citizens to help you write the solar text amendment and relieve some of the demanding work you do as a planning commissioner.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,  
Rebecca Thompson  
Summit Point

--  
Rebecca Thompson  
[beccatmail@gmail.com](mailto:beccatmail@gmail.com)



**From:** [Planning Department](#)  
**To:** "elizabeth vesper"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:37:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: elizabeth vesper <evesper60@gmail.com>  
Sent: Tuesday, March 18, 2025 7:48 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>; michaelshpepp@me.com; louthan@frontiernet.net; jware@greenhorizonsturf.com; donniefisher@yahoo.com; tim@rsdhorseauctions.com; howell.aaron.j@gmail.com; Cara Keys <ckkeys@jeffersoncountywv.org>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--  
elizabeth vesper  
evesper60@gmail.com



**From:** [Planning Department](#)  
**To:** "[Christine Wiegman](#)"  
**Subject:** RE: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:  
**Date:** Wednesday, March 19, 2025 9:38:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Christine Wiegman <[chriscorsam@yahoo.com](mailto:chriscorsam@yahoo.com)>  
Sent: Tuesday, March 18, 2025 10:14 AM  
To: Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>; [michaelshepp@me.com](mailto:michaelshepp@me.com);  
[louthan@frontiernet.net](mailto:louthan@frontiernet.net); [jware@greenhorizonsturf.com](mailto:jware@greenhorizonsturf.com); [donniefisher@yahoo.com](mailto:donniefisher@yahoo.com); [tim@rsdhorseauctions.com](mailto:tim@rsdhorseauctions.com);  
[howell.aaron.j@gmail.com](mailto:howell.aaron.j@gmail.com); Cara Keys <[ckeys@jeffersoncountywv.org](mailto:ckeys@jeffersoncountywv.org)>  
Subject: Actionable comments for 3/25/25: Agenda item 9. Discussion and Possible Action:

Dear Planning Commissioners,

Please do not contract part-time help to draft a Solar Text Amendment from outside the county government.

If you need outside help to write the text amendment, we urge you to make a committee of citizens and commissioners to draft the Solar Text Amendment.

If you do hire part-time help to join this committee of citizens and commissioners, please ensure that the person or people 1) are attorneys with experience drafting ordinances and 2) do not and have never represented or advised any person or entity in the solar industry.

Thank you for considering these comments for this agenda item.

Sincerely,

--

Christine Wiegman  
[chriscorsam@yahoo.com](mailto:chriscorsam@yahoo.com)





# Nonactionable Correspondence



## **Nonactionable Correspondence Public Comment Index**

- 1) 24-6-SP Mountain Pure Bottling Facility CP Nonactionable Correspondence\_2025\_03\_13 – DeGraf, L
- 2) 24-6-SP Mountain Pure Bottling Facility CP Nonactionable Correspondence\_2025\_03\_13 – Lewis, L
- 3) 24-6-SP Mountain Pure Bottling Facility CP Nonactionable Correspondence\_2025\_03\_13 – McLaughlin
- 4) 24-6-SP Mountain Pure Bottling Facility CP Nonactionable Correspondence\_2025\_03\_13 – DeGraf, S
- 5) 24-6-SP Mountain Pure Bottling Facility CP Nonactionable Correspondence\_2025\_03\_13 – Lewis, S



**From:** [Planning Department](#)  
**To:** "[Linda DeGraf](#)"  
**Subject:** RE: Thanks  
**Date:** Monday, March 17, 2025 9:21:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Linda DeGraf <lindajdegraf@gmail.com>  
Sent: Sunday, March 16, 2025 8:49 AM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>  
Subject: Re: Thanks

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Yes please.

Linda

> On Mar 13, 2025, at 10:47 AM, Planning Department <PlanningDepartment@jeffersoncountywv.org> wrote:

>

> Good morning,

>

> Would you like this comment to be provided in the Agenda Packet for March 25, 2025 as non-actionable correspondence for the Planning Commissioners to review?

>

> Please let staff know at your earliest convenience to be included in the packet.

>

> Thanks!

>

> Colin Uhry

> Planning/Zoning Clerk

> Office of Planning and Zoning

> 304-728-3228

>

> -----Original Message-----

> From: Linda DeGraf <lindajdegraf@gmail.com>

> Sent: Thursday, March 13, 2025 8:10 AM

> To: Planning Department <PlanningDepartment@jeffersoncountywv.org>

> Subject: Thanks

>

> CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

>

>

> Dear County Commissioners,

>

> I wanted to thank you for Tuesday night's meeting. I believe you did the right thing in denying the concept plan. We finally left at 2:40, not realizing it would be over in another 15 minutes so I'm only sorry for not being able to applaud your decision!

>

> It was a long, arduous meeting but you listened, maintained a professional calm, and operated within the framework of legal procedures and protocols while protecting the rights and common good of the county.

>

> I apologize for those few in the crowd who were rude and disrespectful. Temperatures were high because the issues run so deep.

>

> So again, thank you for your deliberations, fortitude, and commitment to serve this county.

>

>

>

> Sincerely,

>

> Linda DeGraf

>

>

>

>

>





**From:** [Planning Department](#)  
**To:** "Linda"  
**Subject:** RE: Water bottling plant  
**Date:** Thursday, March 13, 2025 11:35:00 AM

---

Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Linda <lalewis54@gmail.com>  
**Sent:** Thursday, March 13, 2025 11:20 AM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Re: Water bottling plant

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Yes, thank you. I didn't know where to send my thanks.

On Thu, Mar 13, 2025, 10:46 AM Planning Department  
<[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)> wrote:

Good morning,

Would you like this comment to be provided in the Agenda Packet for March 25, 2025 as non-actionable correspondence for the Planning Commissioners to review?

Please let staff know at your earliest convenience to be included in the packet.

Thanks!

Colin Uhry  
Planning/Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Linda <[lalewis54@gmail.com](mailto:lalewis54@gmail.com)>

**Sent:** Wednesday, March 12, 2025 10:15 AM

**To:** Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>

**Subject:** Water bottling plant

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Planning Commission: Thank you for holding last night's hearing, for listening to every comment, for voting this down (I couldn't imagine how you could have done otherwise), and hopefully, saving us from these predators. They didn't do their homework and thought we wouldn't do ours either. I'm proud of my county and her citizens!!!

- Linda Lewis

**From:** [Planning Department](#)  
**To:** ["Lindsay McLaughlin"](#)  
**Subject:** RE: Thank you!  
**Date:** Thursday, March 13, 2025 11:42:00 AM

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Good morning,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Lindsay McLaughlin <lindsay.mclaughlin66@gmail.com>  
**Sent:** Thursday, March 13, 2025 11:42 AM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Re: Thank you!

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Yes, thank you. It's an expression of gratitude.

Lindsay

*Another world is not only possible, she is on her way.  
On a quiet day, I can hear her breathing.  
Arundathi Roy*

On Thu, Mar 13, 2025 at 10:47 AM Planning Department  
<[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)> wrote:

Good morning,

Would you like this comment to be provided in the Agenda Packet for March 25, 2025 as non-actionable correspondence for the Planning Commissioners to review?

Please let staff know at your earliest convenience to be included in the packet.

Thanks!

Colin Uhry  
Planning/Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Lindsay McLaughlin <[lindsay.mclaughlin66@gmail.com](mailto:lindsay.mclaughlin66@gmail.com)>  
**Sent:** Wednesday, March 12, 2025 8:22 PM  
**To:** Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>  
**Subject:** Thank you!

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Dear Planning Commissioners,

Thank you for sitting in those uncomfortable chairs for 8 hours March 11 and 12 and patiently listening to the people of Jefferson County, represented in the auditorium at Washington High School. I was one of those voices and am among those who applaud your decision.

I was impressed to observe the community engagement: all ages, and from many walks of life. This gives me hope. Perhaps you are encouraged also. Yes, there were occasional rude, uncalled for, and disjointed expressions of frustration. But by and large, we managed a respectful and civil dialogue, with even some creativity and humor. At least, that's how I experienced it. Thank you for presiding over this process.

Upon reflection, I wonder whether there are ways that Jefferson County can not only protect, but also actively support and encourage our small family farms and farmers. I know from speaking with some of them that it is not easy to farm in Jefferson County. Yet our farms will be key to local resilience amid climate and possible systemic collapse. Furthermore, assisting farmers to thrive will enable them to

resist the pressure or need to sell land to developers who have no stake in the lives of the people here. Instead, it may open the door for possibilities that actually serve the needs and vision of Jefferson County. This may mitigate some of the dilemmas you face in your work on the planning commission and replace them with perhaps small, but nevertheless real and actionable ways forward.

But I digress with these musings. My point in writing is to thank you for your work, your time, and your commitment.

May all be well,  
Lindsay McLaughlin  
66 Shepherd Village Circle  
Shepherdstown, WV

*Another world is not only possible, she is on her way.  
On a quiet day, I can hear her breathing.*  
Arundathi Roy



**From:** [Planning Department](#)  
**To:** "Scot DeGraf"  
**Subject:** RE: Thank you  
**Date:** Thursday, March 13, 2025 3:16:00 PM

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Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Scot DeGraf <scotdegraf@gmail.com>  
**Sent:** Thursday, March 13, 2025 3:15 PM  
**To:** Planning Department <PlanningDepartment@jeffersoncountywv.org>  
**Subject:** Re: Thank you

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That seems certainly fine. I want them to know that many people appreciate their work and making a tough decision.

Scot

On Mar 13, 2025, at 10:47 AM, Planning Department  
<[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)> wrote:

Good morning,

Would you like this comment to be provided in the Agenda Packet for March 25, 2025 as non-actionable correspondence for the Planning Commissioners to review?

Please let staff know at your earliest convenience to be included in the packet.

Thanks!

Colin Uhry  
Planning/Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

**From:** Scot DeGraf <[scotdegraf@gmail.com](mailto:scotdegraf@gmail.com)>

**Sent:** Wednesday, March 12, 2025 5:02 PM

**To:** Planning Department <[PlanningDepartment@jeffersoncountywv.org](mailto:PlanningDepartment@jeffersoncountywv.org)>

**Subject:** Thank you

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.**

Please convey this to all members of the planning commission:

Everyone,

I was at the meeting last night at Washington high school. I know you all were stressed and tired ..as were we. I did not speak, but came and listened. I knew I don't want the bottle plant but was not one of the folks yelling!

I know that it must be a stressful job and not easy to reject the plan with all the money and Lawyer stuff that goes on behind the scenes. I truly appreciate your listening to everyone and standing with the people.

Scot degraf

138 tupelo Lane

(Off mission rd. On the Mountain)



**From:** [Planning Department](#)  
**To:** ["Susan Lewis"](#)  
**Subject:** RE: Thank you  
**Date:** Thursday, March 13, 2025 4:37:00 PM

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Good afternoon,

This email is to confirm receipt of your submission. We will include your comments in the packet to the Planning Commission for the March 25, 2025 meeting. This packet will be made available on the County's webpage by close of business on Friday, March 21, 2025.

Thank you and have a nice day.

Colin Uhry, Planning & Zoning Clerk  
Office of Planning and Zoning  
304-728-3228

-----Original Message-----

From: Susan Lewis <suzinkona@icloud.com>  
Sent: Thursday, March 13, 2025 3:39 PM  
To: Planning Department <PlanningDepartment@jeffersoncountywv.org>  
Subject: Re: Thank you

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Yes please.

Sent from my iPhone

> On Mar 13, 2025, at 10:47 AM, Planning Department <PlanningDepartment@jeffersoncountywv.org> wrote:

>

> Good morning,

>

> Would you like this comment to be provided in the Agenda Packet for March 25, 2025 as non-actionable correspondence for the Planning Commissioners to review?

>

> Please let staff know at your earliest convenience to be included in the packet.

>

> Thanks!

>

> Colin Uhry

> Planning/Zoning Clerk

> Office of Planning and Zoning

> 304-728-3228

>

> -----Original Message-----

> From: Susan Lewis <suzinkona@icloud.com>

> Sent: Wednesday, March 12, 2025 4:46 PM

> To: Planning Department <PlanningDepartment@jeffersoncountywv.org>

> Subject: Thank you

>

> CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

>

>

> Dear Planning Commissioners,

>

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>

> Thank you for your attention (a real marathon) at the public meeting last night.

>

>

>

> Your conclusion that the Sidewinder Concept Plan should not be approved was so clear after hearing the testimony. Thank you for this decision.

>

>

>

> Sincerely,

>

>

>

> Susan Reid Lewis

>

> Shepherdstown

>

> Sent from my iPhone

>