



Agenda

Jefferson County Planning Commission

Tuesday, July 8, 2025 at 7:00 PM

**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: 885 0093 8788
Meeting Link: <https://us02web.zoom.us/j/88500938788>

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

1. **Approval of Meeting Minutes:** June 10, 2025 meeting.
2. **Request for postponement**

The following items are open for public comment

3. **Public Hearing:** Request for a Final Plat Amendment to lift the single family restriction for a detached accessory dwelling unit for a farm caretaker. See Note #3 on the Garrot Minor Subdivision Final Plat (PB 9/PG 26). Property Owner: Steven Lashley. Property Location: Garrot Minor Subdivision, Lot 1, 273 Job Corp Road, Shenandoah Junction, WV. Parcel ID: 02000300110000; Size: 10.10 ac; Zoning District: Rural (File # 25-2-FPA).
4. **Public Hearing:** Waiver from Section 20.203B.2 of the Subdivision Regulations that requires the proposed project to process as a Limited Site Plan. The project consists of the installation of a 14,861 sq/ft gravel parking lot. Property Owner: Trustee of the Mission Tabernacle Holiness Church. Property Location: Vacant parcel North of 25 Tabernacle Lane, Harpers Ferry, WV. Parcel ID: 02021A00140001; Size: 0.36 ac; Zoning District: Rural (File # 25-20-PCW).
5. **Public Hearing:** Waiver from Section 24.112.C of the Subdivision Regulations to extend the timeframe to submit a sufficient Preliminary Plat for the Orchard Springs Subdivision to July 11, 2026. Property Owner: Alharmoosh Development Group, LLC. Consultant: Civil & Environmental Consultants, Inc. / Attn: Chris Waddell. Property Location: 257 & 263 Ride Road, Shenandoah Junction, WV. Parcel IDs: 02000100290000 and 02000100450000; Size ~76.22 combined acres; Zoning District: Residential Growth (File # 25-21-PCW).
6. **Public Hearing:** Hallmark Glen Preliminary Plat for a Major Subdivision. The proposal consists of a Major Residential Subdivision with 20 lots and associated infrastructure. Property Owners: Harvest Homes, LLC. Property Location: 4001 Engle Molers Rd, Harpers Ferry, WV. Parcel ID: 09001800250000; Size: 100 acres; Zoning District: Rural (File #25-4-SD).
7. **Public Hearing:** Waiver from Section 20.102B of the Subdivision Regulations to allow site grading to commence prior to site plan approval for the proposed Hallmark Glen Subdivision (File: 25-4-SD). Property Owners: Harvest Homes, LLC. Property Location: 4001 Engle Molers Rd, Harpers Ferry, WV. Parcel ID: 09001800250000; Size: 100 acres; Zoning District: Rural (File #25-22-PCW).

There is no public comment for the following items.

- 8. Discussion and Action on the Hoxton Center (General Commercial) Zoning Map Amendment**
Request: Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone the 1.07 acre Hoxton Center, LLC Property from Rural(R) to General Commercial (GC) is consistent with the *2045 Comprehensive Plan*. Property Owners: Hoxton Center, LLC. Property Location: 8516, 8524, and 8530 Shepherdstown Pike, Shepherdstown WV. Parcel ID: 09008B01300000; Size: 100 acres; Zoning District: Rural (File #25-2-Z)
 - 9. Discussion and Possible Action:** Draft amendments to the Zoning and Land Development Ordinance and Subdivision and Land Development Regulations regarding the creation of the proposed Rural Residential zoning district.
 - 10. Discussion and Possible Action:** Staff review of proposed text amendment regarding Data Centers.
 - 11. Discussion and Possible Action:** Staff review of proposed text amendment to revise language on Solar Energy Facilities in the Zoning & Land Development Ordinance Section 2.2, Section 4.13, and Section 8.20 and add specific requirements for Solar Energy Facilities to the Subdivision & Land Development Regulations.
 - 12. Discussion and Possible Action:** Review of draft Planning Commission Public Meetings Policy
 - 13. Reports from Legal Counsel**
 - 14. Planner's Memo:**
 - a. Planning Commission Training Discussion
 - 15. President's Report**
 - 16. Actionable Correspondence**
 - a. Emails re: "Please don't limit public input to 90 minutes" received between 06/21/25 – 07/01/25 from the following citizens:

Susan Shackelford, Lori Bahamonde-DiGiambattista, Windsong Bergman, Jane Butler, Amy Cunningham, Amy Cunningham, David Fraser, Rosemary Graham-Gardner, Ruth Hatcher, Dennis Hatcher, Edward Hogan, Joseph Martin, Mark Muse, Elizabeth Watts, and Joseph White, Katherine Austin, A Eliza, Sharon Garlena, Vicki Haygood, Elizabeth Watts, Jennifer Jones, Marie Withers, Marie Chamblin, Kathryn Christopher, Martha Ehlman, Thomas Peck, Ali Printz, Pam Rowley, Carolyn Thomas, Walter Tomlin, Terry Tucker, Lisa Wellington, Rosalid Welsh, Anne Barrat, Ned Marshall, Suzanne Patrick, Philip Carter Salladay, Abraham Camacho, Keith Carter, Lindsay Chase, Chris Cramphin, Hannah Darr-Clarke, Toby Degenhardt, Laura Degenhardt, Sonny Discini, Karla Dodd, Christine Dorsey, John Doyle, Charlotte Fremaux, Emmet Fremaux, Jennifer Fisher, Roseanna Fisher, Joyce Heiderman, Holland Hook, Majorie Howard, Victoria Johnston, Debby Kay, Linda Lewis, Leah Lloyd, Kathy Lloyd, Joseph Martin, Barbara Milleson, Alicia Michaels, Suellen Myers, Danielle Patterson, Stacey Rawlings, Edward Reifer, Leah Rampy, Suzanne Ravgiala, Linda Roberts, Trudy Roth, Alden Roth, Anne Ryan, Douglas Shaffer, Ellen Smith, Theresa Stogner, Molly Sutter, Lizz Temple, Steven Vogel, AnnaMary Walsh, Karen Weigel, Carol Wood, Irene Yates, Linda Zwobota, Skye Allen, David Barrett, Nicola Bastian, Pamela Camacho, Lynn Delles, William Grantham, Nicholas Gray, Patrick Green, Beth Healey, Theresa Johnson, Leigh Koonce, Hilary Lo, Teresa McBee, Zachary Meehan, Jennifer Miller,
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Troy Miller, Madge Morningstar, Jennifer Newsome, Lisa Payne, Maria Russo, Michael Simms, A Temple, B Temple, Rebecca Thompson, Thomas Thompson, Brown Truslow, Elizabeth Vesper, Christine Wiegman, Christine Wimer, Susie Wimer, Sam Yates, Julia Yuhasz

- b. Elizabeth Nicholson
- c. Jacquelyn Milliron
- d. Cheryl Middleton
- e. Jefferson County Foundation

17. Non-Actionable Correspondence
