



Agenda

Jefferson County Planning Commission

Tuesday, August 12, 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 main level of the Jefferson County Government Complex (entrance on East side of the building)
393 North Lawrence Street, Charles Town, WV 25414

ZOOM Broadcast Information*: Meeting ID: 840 1206 1314
Meeting Link: <https://us02web.zoom.us/j/84012061314>

**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:** July 8, 2025 and July 22, 2025 meetings.
2. **Request for postponement**

The following items are open for public comment

3. **Public Hearing for the Birdhill Meadows Preliminary Plat.** The proposal consists of the following: Construction of 104 Single-Family Detached Homes, Construction of 76 Townhomes, and Construction 39 Villas. The proposed site improvements will include stormwater management facilities, roadway infrastructure, and public utilities. Property Owner: Jefferson Orchards, Inc. Property Location: Vacant parcel located .35 miles northeast of the intersection of Charles Town Road and Kearneysville Pike, Kearneysville, WV. Parcel ID: 07000300290000; Size: 194.72 acres; Zoning District: Residential Growth (File #24-12-SD).

There is no public comment for the following items.

4. **Discussion and Action on the Cochran Properties (Residential /Light-Industrial/ 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 combined 51.57 acre Four Seas of WV, LLC properties from Rural(R) to Residential-Light Industrial-Commercial (RLIC) is consistent with the 2045 *Comprehensive Plan*. (File #25-3-Z)
5. **Discussion and Possible Action:** Draft amendment to the Zoning and Land Development Ordinance regarding the creation of new Rural Residential and Residential Commercial zoning districts and updates to the Office/Commercial mixed use zoning district.
6. **Discussion and Possible Action:** Staff discussion regarding a 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.

7. **Discussion and Approval:** Planning and Zoning 4th Quarterly Report for FY 2024-2025 for the County Commission. *(To be distributed at the meeting)*
 - **Discussion and Amendment:** Planning and Zoning 2nd Quarterly Report for FY 2024-2025 for the County Commission. *(To be distributed at the meeting)*
 - **Discussion and Amendment:** Planning and Zoning 3rd Quarterly Report for FY 2024-2025 for the County Commission. *(To be distributed at the meeting)*
 8. **Discussion and Approval:** Planning and Zoning Annual Report for FY 2024-2025 for the County Commission. *(To be distributed at the meeting)*
 9. **Reports from Legal Counsel**
 - a. Discussion on Jefferson County Circuit Court Case # CC-19-2025-C-93 (RE: Sidewinder Enterprises, LLC v. Jefferson County Planning Commission) with legal counsel.
 10. **Planner's Memo**
 11. **President's Report**
 12. **Actionable Correspondence**
 13. **Nonactionable Correspondence**
 - a. David Tabb
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