



Advanced Agenda
Jefferson County Planning Commission
Tuesday, December 9, 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: 846 6270 2265
Meeting Link: <https://us02web.zoom.us/j/84662702265>

**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:** November 4, 2025 meeting, November 5, 2025 meeting, and November 13, 2025 meeting
2. **Request for postponement**
 - a. **Item Postponed to January 13, 2026:** Discussion and Possible Action Regarding Zoning Determination Notice

The following items are open for public comment

3. **Public Hearing:** Waiver from Section 20.201 of the Subdivision Regulations, requesting to process a 6-Lot Subdivision as a minor subdivision instead of as a Major Cluster Subdivision development. Property Owner: Vincent & Alicia Secatello. Property Location: 132 Autumn Ridge Lane, Kearneysville, WV. Parcel ID: 07000500020002; Size: 37.43 acres; Zoning District: Rural (File #25-28-PCW).
4. **Public Hearing:** Concept Plan for the Willow Camp Site Plan. Property Owner: Andrian Peceriga and Elena Dubrovskaya. Property Location: Vacant 11.65 acre lot located along the eastern side of the Shenandoah River, south of the intersection of Charles Town Road and Wilt Road, Charles Town, WV. Parcel ID: 02001900430000; Size: 11.65 ac. Zoning District: Rural (File #25-7-SP).
5. **Public Hearing:** Waiver from Section 21.402D of the Subdivision Regulations to allow for fencing to be placed within the proposed Stormwater Management Easement (Basin C) located on proposed Lot 99 of the Media Farm Subdivision. Property Owner: Harvest Homes, LLC. Property Location: 261, 278, and 391 Media Farm Lane, Ranson, WV 25438; Parcel IDs: 02000400110000, 02000400130000, and 02000400110001; Combined Size: ~126 acres; Zoning District: Residential Growth (File #25-29-PCW).
6. **Public Hearing:** Waiver from Section 20.201.C.2 of the Subdivision Regulations to allow a proposed non-residential subdivision to access off of an existing 100' right-of-way not built to county grade road standards. The proposed lot will establish a utility water tower operated by West Virginia American Water. Property Location: Vacant parcel located at the northern end of Northport Avenue, Kearneysville, WV 25430; Parcel IDs: 07000300350000C; Size: ~ 44.06 acres; Zoning District: Light Industrial (File #25-30-PCW).

There is no public comment for the following items.

7. Reports from Legal Counsel

8. Planner's Memo

- a. Planning Commission Email Expectations – Memo (*to be distributed at meeting*)

9. President's Report

10. Actionable Correspondence

11. Nonactionable Correspondence

- a. David Tabb
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