

MINUTES
JEFFERSON COUNTY PLANNING & ZONING COMMISSION
JUNE 14, 2005

The Jefferson County Planning & Zoning Commission met on Tuesday, June 14, 2005 with Arnie Dailey, President, presiding. Other Planning Commission members present were: John Sims, Bill Lewandowski, Russell Roper, John Sidor, Mary Lehman and Greg Corliss. Staff members present were Paul Raco, Sherry Kelly, Kim Shrader, and Sherry Cole.

Todd Baldau and Tom Kane were absent with notification.

Mr. Dailey called the Meeting to order at 7:02 p.m. Mr. Roper motioned to approve the minutes of the June 2, 2005 Special Meeting. Mr. Sims seconded the motion which carried unanimously.

Mr. Dailey introduced Mary Lehman and John Sidor, the two new planning commissioners.

1. Postponed from the June 2, 2005 special meeting. Final Plat Public Hearing for the McNutt Minor Subdivision, Lots C1 & C2. Mr. Dailey opened the public hearing. There was no public comment. The public hearing was closed. Staff recommended approval conditioned on submitting the necessary originally signed copies and recordation within 90 days. Mr. Sims motioned to approve the final plat subject to staff contingencies. Mr. Lewandowski seconded the motion which carried unanimously.

2. Final Plat Hearing for the Robert A. Scharmer, Jr. and Joanna K.P. Scharmer Minor Subdivision, Lots 1, 2 & 3-Residue. Mr. Dailey opened the public hearing. There was no public comment. The public hearing was closed. Staff recommended approval of the final plat conditioned on submitting the necessary originally signed copies and recordation within 90 days. Mr. Roper motioned to approve the final plat with staff contingencies. Ms. Lehman seconded the motion which carried unanimously.

3. Postponed from the June 2, 2005 special meeting. Community Impact Statement Review for the King's Crossing Subdivision. Staff (Mr. Raco) recommended re-docketing this item for the June 28, 2005 meeting because there is no quorum, as Mr. Baldau is absent. There was no action taken on this item on the agenda.

4. Request by Matthew Powell on behalf of the Longfield Subdivision to postpone the Community Impact Statement public hearing to address staff comments and address design standards. Staff recommended postponement and holding a public hearing with new posting. Mr. Lewandowski motioned to postpone the Community Impact Statement public hearing with staff contingencies. Mr. Sims seconded the motion which carried unanimously.

5. Postponed from the May 10, 2005 meeting. Community Impact Statement Review for the Longfield Subdivision. Staff recommended postponement with a public hearing and new posting. Mr. Lewandowski motioned to postpone the Community Impact Statement Review with staff contingencies. Mr. Sims seconded the motion which carried unanimously.

6. Request by Mike Shepp on behalf of Barbara and John Plunkett from the resubdivision process to change the residue designation of their 2 lot subdivision from Lot 2 to Lot 1. Mike Shepp presented the request. Staff recommended approval of the request because both lots are owned by the same property owner. Ms. Lehman motioned to approve the request. Mr. Roper seconded the motion which carried unanimously.

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7. Hillside development plan for the Lake Forest Estates Subdivision, Section II . Tom Kelly presented the Hillside Development Plan. Staff and engineer recommended approval contingent upon the county engineer being able to comment at preliminary plat stage. Mr. Lewandowski motioned to accept the Forest Management Plan submitted by the developer contingent that the plan becomes mandatory as far as approval process and with staff contingencies. Mr. Sims seconded the motion which carried unanimously.

8. Request by Peter Chakmakian on behalf of the Breckenridge East Subdivision to extend the time from July 18, 2005 by as many days as it has taken for this matter to have had its day in court. Mr. Chakmakian asked for 11 months and 1 day extension of time. Staff stated that she concurs with the prosecuting attorney that she couldn't recommend an extension of time as the developer could have moved forward. Mr. Lewandowski motioned to grant the request for 11 months and 1 day extension of time. Mr. Roper seconded the motion which passed with a vote of 6 for and 1 opposed (Mr. Sims).

9. Request by Charles Town Church of Christ for a variance from the shoulder widening requirements (Article 8 of the Jefferson County Subdivision Ordinance). Merle Holsinger presented the request. Mr. Lewandowski motioned to disapprove the variance request. Mr. Sims seconded the motion. James Carbone, a member of the church spoke. Kim Shrader, County Engineer recommended denial of the request due to safety issues. The motioned passed with a vote of 4 for and 3 opposed (Mr. Corliss, Mr. Roper and Ms. Lehman).

10. Request by Whitehall Partners for a variance to allow Lot 1 and Lot 2 residue lots to access through existing access easements. (Article 8, Section 8.2a of the Jefferson County Subdivision Ordinance). Kristen Ringstaff presented the request. Staff recommended granting the request contingent upon the driveways being located outside of the conservation easement. Kim Shrader, County Engineer stated that more grading would be required with internal subdivision road access. Mr. Lewandowski motioned to approve the variance request with staff contingencies. Mr. Sidor seconded the motion which carried unanimously.

11. Request by Peter Chakmakian on behalf of the Harvest Hills Subdivision as follows:

- (1) The time limits for processing of the subdivision be extended beyond the time frame set forth in the Jefferson County Subdivision Ordinance; and,
- (2) Position of the Planning Commission regarding what type of additional information is required on the issue of the availability of sewer collection and treatment services to enable the subdivision to proceed to recordation of the final plat.

Mr. Chakmakian presented the request. Mr. Lewandowski motioned to grant a 6 months extension of the Community Impact Statement with the contingency that the Board of Zoning Appeals approves the extension of the Conditional Use Permit. Mr. Sims seconded the motion which passed with a vote of 6 for and 1 opposed (Mr. Corliss).

Mr. Lewandowski moved to not consider a letter from the Public Service District appropriate for compliance with 8.1b24 of the Subdivision Ordinance unless it states that sewer capacity is reasonably available at the time the letter is submitted. Mr. Sims seconded the motion which carried unanimously.

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12. Planner Position. Mr. Corliss read the motion made by Commissioner Morgan to hire a long range planner. Commissioner Morgan's motion was approved by the County Commission. Mr. Lewandowski motioned for Mr. Dailey to appoint three planning commissioners to the hiring committee and that the Planning Commission Officers will meet with Paul Raco within 30 days to work out the County Commission motion resolution and come up with an advertisement and working arrangements for the planner position to bring back to the whole Planning Commission. Mr. Sims seconded the motion which carried unanimously.

Mr. Dailey appointed Mr. Roper, Mr. Sims and himself to the hiring committee.

13. Correspondence. Letter dated June 3, 2005 from Thomas Harding to Henry K. Willard, II regarding Rattlesnake Run Subdivision.

Mr. Sims stated that he would like to receive legible plats from the developers.

The meeting adjourned at 9:22 p.m. on June 14, 2005. A detailed transcript of this meeting can be found on CD #84 and #85. These minutes were prepared by Sherry Cole.

