

MINUTES
JEFFERSON COUNTY PLANNING & ZONING COMMISSION
SEPTEMBER 23, 2003

The Jefferson County Planning & Zoning Commission met on Tuesday, September 23, 2003 with Arnold Dailey, President, presiding. Other Planning Commission members present were: Rosella Kern, Renny Smith, William Lewandowski, Sam Donley, Mark Schiavone, Rusty Morgan, Richard Childs and Barbara Humes. Staff members present were Paul Raco, Roger Hunter, Roger Goodwin, Michael Stevens and Sherry Cole.

David Mills was absent with notification. Russell Roper, Douglas Vaira and David Kemnitzer were absent without notification.

Mr. Dailey called the meeting to order at 7:00 P.M.

Mr. Dailey introduced the new Chief Planner, Roger Hunter.

Mr. Schiavone motioned to accept the Minutes of the September 9, 2003 regular meeting. Mr. Donley seconded the motion which carried unanimously.

Ms. Kern arrived at 7:02 p.m.

Mr. Donley motioned to accept the Minutes of the September 2, 2003 Special Meeting. Mr. Morgan seconded the motion which carried unanimously.

Ms. Smith arrived at 7:03 p.m.

1. Final Plat Public Hearing for the LaRue Parkinson Estate Minor Subdivision, Lots 1,2 & 3-Residue. Staff recommended approval of the Final Plat with recordation within 90 days noting on the plat that lots 1 & 2 cannot further subdivide and that lot 3 is designated as the residue. There was no public comment. The public hearing was closed. Mr. Donley motioned to approve the Final Plat with staff contingencies. Mr. Schiavone seconded the motion which carried unanimously.

2. Final Plat Public Hearing for the Newton Gibson Estate Subdivision, Lots 1, 2 & 3-Residue. Staff recommended approval of the Final Plat with recordation within 90 days. There was no public comment. The public hearing was closed. Mr. Morgan motioned to approve the Final Plat. Mr. Childs seconded the motion which carried unanimously.

3. Postponed from the August 26, 2003 meeting. Discussion and/or action by the Planning Commission and Staff on the Community Impact Statement for the Breckenridge East Subdivision. Staff and engineer submitted a report and recommended postponement until the October 14, 2003 meeting so the members can study the report. Staff will write a follow up letter to DEP. Ms. Smith motioned to postpone the Community Impact Statement until the October 14, 2003 meeting. Ms. Kern seconded the motion which carried unanimously.

4. Postponed from the August 26, 2003 meeting. Community Impact Statement Review for the Spruce Hill Subdivision. The developer asked for a postponement until the October 14, 2003 meeting. Staff recommended postponement until the October 28, 2003 meeting as there are already two Community Impact Statements on the agenda for the October 14, 2003 meeting. Ms. Smith motioned to postpone the Community Impact Statement review until the October 28, 2003 meeting. Ms. Kern seconded the motion which carried unanimously.

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5. Request by Paul Burke to address the Commission concerning sewage treatment and current operations of the Charles Town Wastewater Treatment Plant. Paul Burke spoke. No action was taken by the Commission.
6. Comprehensive Plan. Mr. Morgan stated it's getting close.
7. Correspondence. Letter from Corporation of Shepherdstown regarding Gene Henry.

The meeting adjourned at 7:39 on September 23, 2003. A detailed transcript of this meeting can be found on Tape # 97. These minutes were prepared by Sherry Cole.