

MINUTES
JEFFERSON COUNTY PLANNING & ZONING COMMISSION
JUNE 25, 2002

The Jefferson County Planning & Zoning Commission met on Tuesday, June 9, 2002, with Scott Coyle, President presiding. Other Planning Commission members present were: Rosella Kern, Arnold Dailey, David Hammer, James Gibson, Russell Roper, Dean Hockensmith, Samuel Donley, Mark Schiavone, and Elizabeth Blake. Staff members present were Stephen Bockmiller, Roger Goodwin, and Sherry Cole.

Renny Smith, Philip Coffey, Douglas Vaira, and David Mills were absent with notification. James Gross and Chris Stiles were absent without notification.

Mr. Coyle called the meeting to order at 7:00 p.m.

Mr. Hammer motioned to accept the Minutes of the June 11, 2002 regular meeting. Dr. Gibson seconded the motion which carried unanimously.

1. Final Plat Public Hearing for the Amber Knolls Subdivision. Staff recommended approval of the Final Plat. There was no public comment. Mr. Donley motioned to approve the final plat with staff contingencies. Mr. Hockensmith seconded the motion which carried unanimously.

4. Community Impact Statement Review for the Potomac Crossing at Shepherdstown Subdivision. Staff advised that the applicant requested the CIS be postponed until July 9, 2002 because they would not have their revised CIS prepared in time for this meeting. By consensus the Commission agreed to postpone the CIS until the July 9, 2002 meeting.

2. Postponed from the June 11, 2002 meeting. Action on the conditional use permit for Rockwells Moving & Storage. Mr. Bockmiller reported on the results of his inspection of this site. Mr. Coyle recommended taking no action until the site is in compliance with the Jefferson County Ordinances. Mr. Donley motioned to take no action until the site is in compliance with the Jefferson County Ordinances. Ms. Kern seconded the motion which passed with a vote of 7 for, 1 opposed (Mr. Hockensmith) and one abstention (Mr. Schiavone because he was not present at the previous meeting).

3. Community Impact Statement Review for Cedar Meadows Airpark Subdivision. Stuart Dunn, Dunn Land Surveys, Inc. presented the project. Peter Chakmakian spoke on the developer's behalf. Staff recommended approval of the Community Impact Statement with caution regarding the issue of the developer's proposed "cottage industry". Mr. Hammer motioned to postpone the CIS until the Commissioners are in possession of the revised CIS. Mr. Schiavone seconded the motion which passed with a vote of 7 for and 2 opposed (Mr. Hockensmith and Mr. Roper).

5. Postponed from the June 11, 2002 meeting. Reconsideration of the final plat approval of the Locust Hill Subdivision, Lots 315-365 & Lot A Residue. Staff stated they are now in compliance

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with the standards of the Ordinance. Peter Chakmakian stated the reline has been approved by staff. Mr. Hockensmith motioned to approve the final plat. Dr. Gibson seconded the motion which carried with a vote of 7 for, 1 opposed and (Mr. Hammer) and 1 abstention (Mr. Schiavone because he was not present at the previous meeting).

6. Request by Westcott LLC to advance a plat to the final plat stage for a proposed water tank lot for the City of Charles Town (Article 6,Section 6.0 of the Jefferson County Subdivision Ordinance). Kirk Norton with Greenway Engineering presented the project. Mr. Hammer motioned the Commission require the developer to submit engineered drawings with the final plat and allow public comment on the towers design and that the Community Impact Statement be waived except for describing specifics of the water tower. Mr. Schiavone seconded the motion which passed with a vote of 5 for and 3 opposed (Mr. Dailey, Mr. Hockensmith and Mr. Donley). Mr. Coyle recused himself from participating in this matter because he is an employee of the City of Charles Town.

7. Request by Charles Hurtt (ILP #01-1308) and Jesse Morgan (ILP #01-01) for additional time to provide satisfactory bacteriological water results. Staff had no objections to the extension. Mr. Hockensmith motioned to grant the extension. Mr. Schiavone seconded the motion which carried unanimously.

8. Comprehensive Plan. Staff expects to have the draft completed by July 17, 2002.

9. Correspondence. (1) Letter dated June 5, 2002 from Mayor J. Randolph Hilton, City of Charles Town to Scott Coyle regarding a meeting with the three planning commissions most affected by projected growth. Mr. Coyle referred to the County Commission for handling.

(2) Letter from County Commission regarding by-laws. After referring to counsel Mr. Coyle is going to write to the County Commission acknowledging receipt of their letter and stating that the Commission will file this information and amend the By-laws as the need arises.

The meeting adjourned at 8:30 p.m. A detailed transcript of this meeting can be found on Tape(s) #62. These minutes were prepared by Sherry Cole.