

MINUTES
JEFFERSON COUNTY PLANNING & ZONING COMMISSION
JULY 9, 2002

The Jefferson County Planning & Zoning Commission met on Tuesday, July 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, Renny Smith, Chris Stiles, Mark Schiavone, Douglas Vaira and Elizabeth Blake. Staff members present were Stephen Bockmiller, Roger Goodwin, and Sherry Cole.

Philip Coffey, and David Mills were absent with notification. James Gross was absent without notification.

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

Mr. Schivone motioned to accept the Minutes of the June 25, 2002 regular meeting. Dr. Gibson seconded the motion which carried unanimously.

3. Postponed from the June 25, 2002 meeting. Community Impact Statement Review for the Potomac Crossing at Shepherdstown Subdivision. Staff advised that the applicant requested the CIS be postponed indefinitely.

5. Request by Mason Springs LLC on behalf of the Potomac Crossing at Shepherdstown Subdivision for a variance from the number of townhouse units permitted on a dead-end drive. Staff advised that the applicant requested the request for a variance be postponed indefinitely. Mr. Hockensmith motioned to postpone the CIS and variance. Mr. Roper seconded the motion which carried unanimously.

4. Community Impact Statement Review for the Windmill Crossing Subdivision. Staff advised that the applicant requested the CIS be postponed until the July 23, 2002 because they would not have their revised CIS prepared in time for this meeting. Mr. Donley motioned to postpone the Community Impact Statement Review until the July 23, 2002 meeting. Mr. Hockensmith seconded the motion which carried unanimously.

David Hammer arrived at 7:02 P.M. Arnold Dailey arrived at 7:03 P.M.

1. Final Plat Public Hearing for the Breckenridge Subdivision, Section 1C, Lots 167-221 & Lot A-Residue. Mr. Coyle recused himself from the meeting and turned the meeting over to Secretary Dailey. There was public comment from Paul Burke.

Renny Smith arrived at 7:04 P.M. Elizabeth Blake arrived at 7:12 P.M. Rosella Kern arrived at 7:13 P.M.

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Mr. Stiles motioned to approve the final plat for Breckenridge Subdivision. Mr. Hockensmith seconded the motion which passed with a vote of 8 for, 1 opposed (Mr. Hammer) and 2 abstentions (Ms. Kern and Mr. Coyle). Mr. Coyle returned to the meeting room.

2. Postponed from the June 25, 2002 meeting. Community Impact Statement Review for Cedar Meadows Airpark Subdivision. Stuart Dunn presented the project. There was no public comment. Staff recommended approval of the Community Impact Statement. Mr. Hammer motioned to approve the Community Impact Statement with an amendment stating that the applicant put in the covenant that the property owners' airplanes are assessed in West Virginia and removing references to "cottage industry" use. Ms. Kern seconded the motion which carried unanimously.

6. Request by Michael R. Thomas (ILP # 01-1397) for additional time to provide satisfactory bacteriological water results. Staff had no objection to the extension. Ms. Kern motioned to grant the extension. Mr. Dailey seconded the motion which carried unanimously.

7. Site plan approval and issuance of the Improvement Location Permit for 84-Lumber. Chad Cox with 84 Lumber Company presented the project. Staff recommended approval of the site plan and issuance of the Improvement Location Permit. Mr. Schiavone motioned to approve the Site Plan and issuance of the Improvement Location Permit. Ms. Smith seconded the motion which carried unanimously.

8. Action on the request by the County Commission that an amendment be prepared to the Jefferson County Zoning and Development Review Ordinance and a public hearing be scheduled regarding the Land Evaluation Site Assessment (LESA) point system. Mr. Hammer motioned to have the public meeting adding an amendment to LESA System assessment of 20 more points. The motion died for lack of a second. Mr. Roper motioned to have the public hearing on August 6, 2002 and abide by the County Commission's recommendation. Mr. Donley seconded the motion which carried unanimously.

9. Comprehensive Plan. Staff expects to have the draft completed by August 1, 2002.

10. Correspondence. Letter received from Richard E. Tustian dated June 16, 2002.

New Business: Regarding Letter dated June 5, 2002 from Mayor J. Randolph Hilton that was discussed at the June 25, 2002 meeting, Mr. Hammer stated that the State Code says it is the Planning Commission's duty (and not the County Commission's) to meet with officials regarding annexation as annexation is the establishment of corporate boundaries and not a planning issue. Mr. Coyle advised again that staff had checked with legal counsel and it was recommended that

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the letter be referred to the County Commission. Mr. Hammer asked that he check with counsel again regarding the State Code.

The meeting adjourned at 8:20 p.m. A detailed transcript of this meeting can be found on Tape(s) #65. The tape malfunctioned and the first part of the meeting is not recorded on the tape. Minutes were prepared by Sherry Cole.