

MINUTES
JEFFERSON COUNTY PLANNING & ZONING COMMISSION
JULY 23, 2002

The Jefferson County Planning & Zoning Commission met on Tuesday, July 23, 2002, with the President, Scott Coyle presiding. Other Planning Commission members present were: Arnie Dailey, Rosella Kern, Samuel Donley, Dean Hockensmith, David Hammer, Russell Roper, James Gibson, Renny Smith, Douglas Vaira and Elizabeth Blake. Staff members present were Stephen Bockmiller, Roger Goodwin and Rebecca Burns.

David Mills, Philip Coffey and Mark Schiavone were absent with notification. Chris Stiles and James Gross were absent without notification.

Mr. Coyle called the meeting to order at 7:00 p.m. Mrs. Burns noted several corrections to the Minutes of the July 9, 2002 meeting. Ms. Kern motioned to accept the Minutes with the corrections. Mr. Hammer seconded the motion which carried unanimously.

3. Community Impact Statement Review for the Windmill Crossing Subdivision. Mr. Bockmiller stated the CIS has not been revised to reflect the concerns of the Staff and recommends the CIS be postponed until such time that it can be readvertised and reposted since this the second postponement. Mr. Gibson motioned the same. Mr. Hammer seconded the motion which carried unanimously.

4. Community Impact Statement Review for the Thorn Hill Subdivision. Mr. Bockmiller stated Mr. Capriotti has requested this be postponed until the August 13, 2002 meeting because his legal counsel cannot be present. Mr. Hammer motioned the same. Mr. Donley seconded the motion which carried unanimously.

1. Final Plat Public Hearing for the Norman and Lora Corbin Minor Subdivision, Lots 1 & 2-Residue. Renny Smith arrived (7:08 p.m.) as Mr. Bockmiller presented the project. The Staff and Engineer recommend acceptance of the final plat noting all items of the Ordinance have been met. Delores Milstead as a member of the Jefferson County School Board read a letter dated July 9, 2002 into the record (copy attached) from Dr. Steven Nichols and Dr. Lori Stilley. Mr. Donley motioned to accept the final plat subject to the Staff and Engineer's contingencies. Mr. Hammer seconded the motion which carried unanimously.

2. Final Plat Public Hearing for the Karin Franklin Minor Subdivision, Lots 1 & 2-Residue. Mr. Bockmiller presented the project noting all items of the Ordinance have been met and the Staff and Engineer recommend acceptance of the final plat. Ms. Kern motioned to accept the final plat subject to the Staff and Engineer's contingencies. Ms. Smith seconded the motion which carried unanimously.

5. Request by Brent and Denise Jenkins for a variance from the resubdivision process to relocate a driveway entrance on the approved final plat for the Dodson Acres West Subdivision (Article 3, Section 3.1 of the Jefferson County Subdivision Ordinance). Ms. Jenkins was present on

MINUTES - JEFFERSON COUNTY PLANNING & ZONING COMMISSION
JULY 23, 2002
PAGE TWO

behalf of the request. Mr. Bockmiller noted the subdivision was approved with the two lots sharing an entrance but the power company located a power pole in the easement. Ms. Jenkins went to the Department of Highways and had a new entrance approved and had the driveway installed and was not aware of the condition requiring the shared entrance until such time as the permit for her home was processed. Mr. Hockensmith motioned to grant the variance as requested. Mr. Dailey seconded the motion which carried unanimously.

6. Request by Carson Enterprises, Inc., for a variance from the asphalt paving and gravel section for Lot 2 of the Kramer Subdivision (Article 11, Section 11.2.j.1 of the Jefferson County Subdivision Ordinance). Rob Holmes represented the request noting the millings have been found to be equal or better than the requirements of the Ordinance. Mr. Goodwin recommended denial of the request on the basis that they have not proven why they cannot comply with the standards of the Ordinance and that his office has not given an analysis to determine the coefficient of the base. Mr. Dailey motioned to deny the request. Ms. Kern seconded the motion which carried with a vote of 7 for and 2 opposed (Mr. Hockensmith and Mr. Roper).

7. Action on the request by the County Commission that the Jefferson County Planning & Zoning Commission By-laws be addressed and corrected where they are inconsistent with the WV State Code. Mr. Bockmiller presented a draft of the proposed changes. Mr. Hammer motioned to make the changes requested by the County Commission and moving Article 4 Section 3, Item E to the explanatory section and out of the bylaws section. Ms. Smith seconded the motion which failed with a vote of 3 for (Mr. Coyle, Mr. Hammer and Ms. Smith) and 6 opposed. Mr. Donley motioned to make the suggested changes and removing Article 4, Section 3, Item E in its entirety from the document. Ms. Kern seconded the motion which carried with a vote of 7 for and 2 opposed (Ms. Smith and Mr. Hammer).

8. Comprehensive Plan. Mr. Bockmiller stated he would be giving the Commission their Draft copy of the Comprehensive Plan at their special meeting on August 6, 2002 and suggested the Commission reserve the first and third Tuesdays in September and October for meetings on the Comprehensive Plan. President Coyle directed the Staff to reserve the meeting room as suggested.

9. Correspondence: Mr. Coyle noted the letter read by Ms. Milstead earlier in the meeting from Dr. Nichols and Dr. Stilley. Mr. Hockensmith motioned the Staff provide the statistical data requested in the letter from the School Board to the Planning Commission and they in turn will make it available to the School Board. Ms. Kern seconded the motion which carried unanimously.

The meeting adjourned at 8:22 p.m. A detailed transcript of this meeting can be found on Tape(s) #70. These Minutes were prepared by Rebecca Burns.