

MINUTES
SPECIAL MEETING
JEFFERSON COUNTY PLANNING AND ZONING COMMISSION
COMPREHENSIVE PLAN
SEPTEMBER 11, 2002

The Jefferson County Planning & Zoning Commission met on Wednesday, September 11, 2002 at 7:00 p.m. with Arnold W. Dailey, Jr., President, presiding. Other Planning Commission members present were: Rosella Kern, Vice President, James Gibson, Secretary, Chris Stiles, Sam Donley, Renny Smith, David Hammer and Russell Roper. Dean Hockensmith, Mark Schiavone, Elizabeth Blake and David Mills were absent with notification. James Gross, Douglas Viara and Phillip Coffey were absent without notification. Stephen Bockmiller, Chief Planner, was the only staff present.

Mr. Dailey called the meeting to order at 7:05 p.m. The minutes of the September 5, 2002 meeting were reviewed. Mr. Gibson moved to approve the minutes, with one amendment to the statement of goals as discussed. Mr. Hammer seconded the motion which carried unanimously.

Mrs. Smith arrived at 7:15.

With the rules suspended on this issue at a previous meeting and operating on a voice consensus basis, the Commission reviewed and revised a few remaining issues from Chapters 1 and 2, including the organization of these chapters, and the first several pages of Chapter 3.

At the conclusion of the discussion, Mr. Hammer moved that all amendments as discussed and approved by consensus voice vote at this meeting be officially adopted. Ms. Kern seconded the motion. There was no discussion and the motion passed unanimously. A list of all changes adopted at this meeting can be found attached to these minutes as Attachment .

There being no further business, Mr. Dailey adjourned the meeting at 9:45 p.m.. A recording of this meeting can be found on Tapes 91-93. These minutes were prepared by Stephen R. Bockmiller, Chief Planner.

ATTACHMENT
CHANGES MADE TO THE DRAFT COMPREHENSIVE PLAN
PLANNING COMMISSION MEETING OF SEPTEMBER 11, 2002

1. Page 9, Column 2, Paragraph 2, Replace everything after the underlined first sentence with Much of the new residential growth in the County is taking place outside of the boundaries of the five municipalities, however this distribution is expected to be affected as the recently annexed areas of Charles Town and Ranson are developed. An all embracing plan can prevent undesirable and costly scattered development that becomes a burden to the tax payer when the County has reached saturation and new development slows.

2. Page 16, Column 2, Last Paragraph: Replace as follows: the principal reason for this redistribution is the fact that there has been far more developable land in the unincorporated areas than the previously defined corporate boundaries of the municipalities. Also, the land development trend in the last forty years has been to develop suburban style developments with larger lots and curved subdivision road designs, which need land for construction that was not available within the municipalities. As the major municipal center of the County, Ranson and Charles Town have suffered from this national trend to suburbanize as market forces have driven developers to create suburban communities outside of municipal areas. Nationwide, this trend has resulted in the decline of urban centers of all sizes and types, which has become an issue of importance in the planning and political arenas in the last twenty years. If the recent annexations by Charles Town and Ranson bear the fruit expected, this trend may slow or reverse.

3. Reorganize Chapters 1 and 2 as follows:
Chapter 1: Jefferson County - a sketch
Past Population Trends
Jefferson County Population 2000-2020
The Minority Community
Households, Families and Marital Status
Personal Income
The Suburbanization of Jefferson County
The Influence of the Eastern Panhandle
Major Factors Affecting Growth
Chapter 2: Role of the Comprehensive Plan
Context
State Mandates
Organization of the Plan
Past Planning Efforts
The Basis for a Comprehensive Plan
The Elements of a Plan
The Issues Defined
Statement of Goals

- The location for A Graying Community will be determined at a later time.
4. Page 21, Column 1, 1st Paragraph,: In 2nd line, replace goals and policies with recommendations . In the 2nd Sentence, add or until amended or revised by the County Commission after 10 years .
 5. Page 21, Column 1, 2nd Paragraph, 3rd Line: Remove only . Remove 3rd sentence. Create chart showing lots created vs. building permits issued for 1984-88, and every 4 year interval since.
 6. Page 21, Column 2, 1st Paragraph: Use 10 year 1990-2000 annual growth average instead of the 2000-01 one time annual county in the second sentence. Then, highlight the 2000-01 one year annual growth rate after the count above. Eliminate 4th sentence. Add In comparison to beginning of last sentence. Use annual growth rates for Frederick and Loudoun based on 10 year annual 1990-2000 average.
 7. Page 21, Column 2, 2nd Paragraph: Eliminate sentences 4 and 5.
 8. Page 22, Column 1, 1st & 2nd Paragraphs: Move in their entirety to end of introduction found in the draft on page 21.
 9. Page 22, Column 1, 3rd Paragraph: Remove this paragraph.
 10. In all places where blocks are used to begin bullet items, remove blocks and use numbers.
 11. Page 22, Column 2, 1st Paragraph: Revise goals as follows:
 1. Reduce the occurrence and severity of traffic accidents and eliminate conditions which either cause accidents or contribute to their severity.
 2. Achieve and maintain efficient traffic flow.
 3. Find creative solutions to funding and legislative limitations when solving transportation problems.
 4. Seek a coordinated transportation plan among all levels of government and advocate and lobby for road improvements in the County.
 5. Encourage alternate forms of transportation.
 12. Page 22, Column 2, 2nd Paragraph: Eliminate last sentence.
 13. Page 22, Column 2, 3rd Paragraph: Change 1st sentence as follows: Citizens have expressed concerns with some of the roads in the County. The County has reached a critical turning point....
 14. Page 23, Column 1, WVDOH chart: Check 1999 count for WV51, East of Charles Town.
 15. Page 24, Column 1, 5th Paragraph: Change dilemma to bottleneck
 16. Page 25, Keep map as a map of the State Roadway classification network, and not one

that has Comprehensive Plan highways.

17. Page 26, Column 1: Use numbers instead of stars.
18. Page 26, Column 1: Add the following recommendation subcategory: Promote alternate and bicycle transportation .
19. Page 26, Column 2, Paragraph 2, Last sentence: Replace with Some subdivision roads have not held up to construction traffic.
20. Page 26, Column 2, Paragraph 3, 1st sentence: Replace everything after the comma with and may not be adequate.
21. Page 26, Column 2, Paragraph 4: Replace entire first sentence with: The County should expect development of the highest quality.
22. Page 28, Column 1, 1st Paragraph in Commuter Rail : Add last sentence in paragraph to the top of paragraph 2. Fix margin error.
23. Staff was directed to check with the State and Region 9 to see what levels of drive through commuter traffic there is from Berkeley County to points south and east.