



AGENDA
Jefferson County Planning Commission
Tuesday, February 10, 2015, 7:00 PM

Planning Commission meetings are held in the Old Charles Town Library Meeting Room located at 200 East Washington Street, at the side entrance on Samuel Street in the City of Charles Town.

All Citizens that desire to speak must sign-in prior to the Agenda Item being addressed.

NOTE: The meeting will start promptly at 7:00 p.m. and will be recorded and streamed live via our website at www.jeffersoncountywv.org. The meeting room will hold approximately 50 people. Everyone must be seated. No standing around the room is permitted. The hallway is allowed to hold one single file line between the meeting room door and the outside door. An audio box speaker in the hallway will allow those in line to hear what is being conveyed in the meeting room. Under no circumstances will exceptions be made to seating and standing guidelines as we must adhere to the Fire Marshall's code. Since it is being recorded, anyone unable to attend will be able to view the broadcast in its entirety on the website at any time after 12:00 noon the following morning.

1. Approval of the minutes from the following Planning Commission Meetings:
 - January 13, 2015
 - January 27, 2015
2. Citizen Communications: If you wish to comment, please sign-in to speak for issues that are not on the agenda or items that are not open for public comment. Items not open for public comment will be so noted.
3. Request for postponement.
4. **Public Hearing:** Zoning Map Amendment Petition by property owner Standard Land Company, LLC (File # Z14-13) for a 404.69 acre property located on the east side of Millville Road (Route 27), south of the intersection with Route 340, to change the current Rural (R) and Residential Growth (RG) zoning designation to Residential-Light Commercial-Industrial (RLIC).
5. **Public Hearing:** Proposed amendment to the definition of "days" from business days to calendar days in Section 26.200 of the Jefferson County Subdivision and Land Development Regulations.
6. **Public Hearing:** Proposed amendment to Section 20.104, "Exceptions", of the Jefferson County Subdivision and Land Development Regulations, subsection "C", to "exempt" public utilities and private utility firms processing easements from these Regulations.
7. **Public Hearing:** Proposed amendment to Section 24.300, "Waivers", of the Jefferson County Subdivision and Land Development Regulations to change the last sentence of the introductory paragraph stating "No process or procedural waivers shall be granted" to "Process and procedural waivers shall be reviewed and found consistent with the above criteria prior to approval".

There is no public comment for the remaining items.

8. Discussion and possible action on the County Commission's recommended redlined version of the draft Envision Jefferson 2035 Comprehensive Plan (returned to the Planning Commission 01-14-15).
9. Discussion and possible action to form a citizen-based committee to review the Major Subdivision Process of the Jefferson County Subdivision and Land Development Regulations and recommend a draft amendment to the Planning Commission to more closely reflect the requirements of Chapter 8A

of the WV State Code, including a Concept Plan Public Workshop, a Preliminary Plat Public Hearing, and an administrative approval of the Final Plat. Note that any amendments to the Subdivision Regulations shall require the Planning Commission to hold a Public Hearing and subsequently to refer the amendment to the County Commission for approval.

10. Discussion and possible action to form a second citizen-based committee to develop proposed language regarding rural campground facility standards and processes in both the Jefferson County Zoning and Land Development Ordinance and Jefferson County Subdivision and Land Development Regulations and recommend a draft amendment to the Planning Commission. Note that any amendments to the Zoning Ordinance and Subdivision Regulations shall require the Planning Commission to hold Public Hearings and subsequently to refer the amendments to the County Commission for approval
11. Reports from Legal Counsel and legal advice to the Planning Commission.
 - a) Active Litigation:
 - Far Away Farms
12. Director's Report.
13. Planning Commission Exchange and Liaison Reports:
 - County Commission
 - Health Department
 - Public Service District
 - Parks and Recreation
 - Jefferson County Development Authority
 - Water Advisory Committee
 - Planning Commission Exchange
14. President's Report.
15. Actionable Correspondence.
16. Non-Actionable Correspondence.
17. Signing of approved Motions from previous Planning Commission meetings.

All files are made available for public review Monday through Friday, 9:00 AM to 5:00 PM (excluding Holidays). The Planning Commission welcomes written comments at any time. Submitting a document no later than the Thursday before a scheduled meeting will provide the Commission an advanced opportunity to review your comments prior to the meeting. Please note that documentation and exhibits submitted at a Planning Commission meeting are retained as part of the official record.

Feel free to submit your comments to any of the addresses below:

Physical Address: 116 E. Washington St., Charles Town, West Virginia 25414
Mailing Address: P.O. Box 338, Charles Town, West Virginia 25414
Email Address: planningdepartment@jeffersoncountywv.org
Fax Number: 304-728-8126

Any party desiring a transcript of these proceedings will be responsible for providing a competent stenographer at their own expense. Minutes, video and/or audio recordings of past meetings, the Jefferson County Subdivision Regulations, Zoning Ordinance and Comprehensive Plan, as well as any working proposed amendments are located on the Departments page within the County's website at www.jeffersoncountywv.org. Minutes and audio recordings of older meetings that are not on the County's website are available for review in the office.