



AGENDA

Jefferson County Planning Commission

Tuesday, December 09, 2014, 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.

1. Approval of the minutes from the following Planning Commission Meetings:
 - October 14, 2014
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. Review and approval of the 2015 Planning Commission schedule.
5. Review and Adoption of "Procedures for Small Boards" from Robert's Rules of Order, Newly Revised, 1970.
6. Public Workshop: Concept Plan Review for Fellowship Bible Church (File# S14-03). This property is located at 1360 Daniel Drive, in Shenandoah Junction. The Concept Plan includes multiple phases. Phase 1 includes the construction of a maintenance building, new pavilion, outdoor stage, new restrooms, parking areas, roads, worship/multi-purpose building and improvements to the softball field with fencing, dugouts, lights grandstands, soccer fields, basketball courts, to place modular classrooms as approved by various BZA waivers with decking and to construct the utilities, appurtenances, earth moving and storm-water facilities as needed for the proposed improvements. The applicant seeks review and comments on the improvements shown as Phase 1 on Sheet 3 (to process as a minor site plan), Phase 2 on Sheet 4 (to process as a major site plan), and Phase 3 on Sheet 5 (long term future planning, to process as a major site plan) on the accompanying Concept Plan. The improvements for. The property is designated as Tax District: Charles Town (02); Tax Map: 03; Parcel 4.5; Zoned: Rural; Size: 50.79 Ac.
7. Public Hearing: Request by applicant Matt and Laura Knott, River Riders, LLC., (File #PCW14-04 for a waiver from Appendix B, Sections 2.5.1; Table 2.2-1; 9.4.E; Section 9.3 (generally); and Section 9.4A (generally) of the Jefferson County Subdivision and Land Development Regulations. The applicant is requesting the following waivers: 1) To allow the grade to exceed 8% or 9 % (depending on which section of the Ordinance will apply) in limited areas as shown on the attached plat; and 2) To allow Reveille Road to remain "as is" for the existing purpose and for limited non-public access. This property is located at 408 Alstadts Hill Road and is designated as Tax District: Harpers Ferry (04); Tax Map 7, Parcel 10 and 10.1 and Tax Map 9; Parcels 61, 62, 63, 63.1, 66.1, 69, 70, 71, 72, 73, 74 & 75.

There is no public comment for the remaining items.

8. Petition by David N. Slusher for a Zoning Map Amendment to the Planning Commission for the purpose of scheduling a public hearing within 60 days. (File# Z14-02) in accordance with Section 12.3A of the Jefferson County Zoning and Land Development Ordinance. This property is currently zoned Rural (R) and the applicant is requesting General Commercial (GC) zoning. The property is located on the southwest corner of the Route 340/Straithmore Farm Lane/Wheatland Road intersection. District: Kabletown (06) Tax Map 11, Parcel 3.2.

9. Comprehensive Plan Review/Discussion/Action (if necessary)
10. Reports from Legal Counsel and legal advice to the Planning Commission.
 - Active Litigation:
 - Far Away Farms
11. Director's Report.
 - Reducing Regulatory Barriers
12. 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
13. President's Report.
14. Actionable Correspondence.
15. Non-Actionable Correspondence.
16. 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.