



AGENDA  
Jefferson County Planning Commission  
Tuesday, September 9, 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.

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**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:
  - August 12, 2014
  - August 26, 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.

**There is no public comment for the remaining items.**

4. Review, discussion and possible recommendation on the Planning Commission's recommended redlined revisions to the Draft Envision Jefferson 2035 Comprehensive Plan.
5. Distribution, discussion, and possible action related to input received on the proposed text amendment to the Zoning Ordinance (ZTA14-02) regarding Mass Event Regulations.
6. Reports from Legal Counsel and legal advice to the Planning Commission.
  - Active Litigation:
    - Far Away Farms
7. Director's Report.
8. Planning Commission Exchange and Liaison Reports:
  - County Commission Meeting
  - Health Department Meeting
  - Public Service District Meeting
  - Parks and Recreation Meeting
  - Jefferson County Development Authority Meeting
  - Water Advisory Committee Meeting
  - Planning Commission Exchange
9. President's Report.
10. Actionable Correspondence.
11. Non-Actionable Correspondence.
  - Letter from Robert Aitcheson regarding Disqualification of Mr. Stephen Stolipher and Mr. Michael Chapman from ANY participation in matters related to a proposed Mass Gathering Ordinance.
  - Letter from Jefferson Utilities sent to Jefferson County Commissioners regarding the Comprehensive Plan relative to Public Utilities.

- Letter from Michael L. Scales, P.L.L.C. regarding boat ramp at end of Knott Road. This letter is in response to letter from John Michael Cassell dated August 8, 2014.

12. 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](mailto: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](http://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.