

Jefferson County Planning Commission  
October 14, 2014

The Jefferson County Planning Commission met on October 14, 2014, with the following Commission members present: Stephen Stolipher, President; Wade Louthan, Vice President; Gary Phalen, Peter Fricke, Mike Chapman, Dick Childs, and Dale Manuel. Staff members present included Jennifer Brockman, Director of Planning and Zoning; and Alexandra Beaulieu, Office/Project Manager.

Mr. Gene Taylor and Mr. Donnie Fisher were absent with notice.

Mr. Stolipher called the meeting to order at 7:06 PM.

1. Approval of the minutes from the **September 9, 2014** Planning Commission Meeting.

Mr. Manuel motioned to approve the minutes.

Mr. Phalen seconded the motion, which carried unanimously.

2. Citizen Communications. None.

3. Request for postponement. None.

4. Discussion and possible recommendation on the Planning Commission's redlined revisions to the draft Envision Jefferson 2035 Comprehensive Plan.

Mr. Fricke made the following recommendations regarding the draft Comprehensive Plan:

- On Page 119, Transportation Recommendation 7.b: add Norfolk Southern so the recommendation would read: "Collaborate with CSX *and Norfolk Southern* to allow pedestrian/bike trails to be constructed within railroad rights-of-way for potential bike/pedestrian trails."

Ms. Brockman asked if this addition should be made throughout the document regarding any reference to CSX.

Mr. Fricke clarified that yes, Norfolk Southern should be included with any references to CSX throughout the document.

- On page 169, under **Lunch and Learn Presenting Organizations**, add *Jefferson County Farmland Protection Board*.

Mr. Fricke motioned to recommend the Planning Commission's redlined version of the draft Envision Jefferson 2035 Comprehensive Plan with the above referenced additions to the County Commission for review and consideration.

Mr. Louthan seconded the motion, which carried unanimously.

5. Robert's Rules of Order and Ethics Training.

Mr. Stolipher requested that staff email a reminder regarding the training scheduled for November 5, 2014.

6. Reports from Legal Counsel and legal advice to the Planning Commission. None.

7. Director's Report.

Ms. Brockman reviewed the current status of the Comprehensive Plan and informed the Planning Commission that in anticipation of the Plan being forwarded to the County Commission today, the County Commission scheduled a joint workshop for October 30, 2014 at 7:00 p.m. with the Planning Commission to review and discuss the redlined version. Ms. Brockman also stated that a

Public Hearing had been scheduled for November 6, 2014 at 7:00 p.m. She noted that all Planning commission members were encouraged to attend the October 30<sup>th</sup> Workshop.

8. Planning Commission Exchange and Liaison Reports:

- Jefferson County Development Authority: Mr. Stolipher stated that the Coast Guard Grand Opening was successful.

Mr. Fricke stated that he recently attended the Historic Landmarks Committee and was asked whether the Planning Commission would consider sending a representative to attend the meetings regularly.

Mr. Stolipher stated that the Health Department and Public Service District meetings needed Planning Commission liaisons as well.

9. President's Report.

Mr. Stolipher scheduled a stakeholders workshop for December 12, 2014 at 3:00 PM. He added that he would like to hold these meetings regularly throughout the year to provide an opportunity for stakeholders to gain better understanding about the County's regulations.

10. Actionable Correspondence. None.

11. Non-Actionable Correspondence. None.

12. Signing of approved Motions from previous Planning Commission meetings. None.

Mr. Manuel motioned to adjourn the meeting at 7:26 PM.

Mr. Phalen seconded the motion, which carried unanimously.