

SPECIAL SESSION:

State of West Virginia, County of Jefferson, to-wit:

At a Special Session of the County Commission of said County and State continued and held at County Commission meeting room in the Old Charles Town Library located at 200 E. Washington Street, Charles Town, WV 25414 at 9:30 a.m. (An audio tape of the November 14, 2013 meeting is available through the Jefferson County Commission Office.)

PRESENT: Dale Manuel, President
Walt Pellish, Vice President
Patsy Noland, Commissioner (via conference call)
Jane Tabb, Commissioner
Lyn Widmyer, Commissioner
Jennifer Brockman, Director of Planning and Zoning
Seth Rivard, County Planner
Debbie Keyser, County Administrator
Jessica Carroll, Administrative Assistant

RE: **Work Session in preparation for the Public Hearing on a proposed Zoning and Land Development Ordinance Text Amendment to establish additional commercial and industrial zoning district categories, and related changes to the Ordinance. The amendment includes changes to the following sections of the Zoning and Land Development Ordinance: 4.4; 4.6; 4.10; 4.11; 5.1; 5.4; 5.6; 5.7; 5.8; 5.10; 6.3; 6.5; 8.1; 8.9; 8.12; 12.2; 12.3; Appendices A, B, and C; and the addition of new Sections 5.11, 5.12, 5.13, 5.14, 5.15, 5.16 and 5.17.**

Commissioner Manuel called the meeting to order at 9:36 a.m.

Commissioner Pellish led the Pledge of Allegiance.

Jennifer Brockman, Director of Planning and Zoning, opened the work session with a PowerPoint presentation which gave a thorough overview of the history of the proposed Zoning and Land Development Ordinance Text Amendment, beginning with its inception in January of 2012 and ending with the upcoming Public Hearing to be held on Thursday, November 21 at 7 pm. Ms. Brockman's PowerPoint also addressed the seven new proposed commercial zoning districts, giving descriptions of each district, including the particular district's purpose, location, permitted uses, and specific standards. Ms. Brockman also explained to the Commission the significant changes the Planning and Zoning staff have made to the amendment since the County Commission Public Hearing on September 6, 2012. The Commission commended Ms. Brockman on her presentation, and Ms. Widmyer requested the PowerPoint be made available to the public via the Jefferson County Commission website and the Planning Commission website. Ms. Brockman asked the Commission if they would like to discuss the public comment matrix, but it was the consensus of the Commission to delay the discussion of the matrix until after the Public Hearing scheduled for 7pm on Thursday, November 21. There being no further items for discussion, the work session was adjourned at 11:36 am on a motion by Ms. Noland. Motion seconded and unanimously approved.

DALE MANUEL, PRESIDENT

Respectfully submitted
Jessica D. Carroll
Executive Administrative Assistant