

AGENDA
JEFFERSON COUNTY COMMISSION
THURSDAY, OCTOBER 6, 2011
9:30 A.M.

County Commission Meeting Room
located at the Old Charles Town Library
200 E. Washington Street, Charles Town, WV

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVAL OF PURCHASE ORDERS

APPROVAL OF ACCOUNTS PAYABLE

PUBLIC COMMENT

PRESENTATIONS:

1. **9:40 a.m.** **Tiffany Lawrence, West Virginia House of Delegates**
 - Presentation of Grants:
 - Star Lodge \$17,400
 - Fisherman's Hall \$4,500
 - Jefferson County Black History Preservation Society

2. **9:50 a.m.** **Angie Banks, Assessor**
 - Exonerations

3. **10:00 a.m.** **Rose Keesecker, Office Assistant Eastern Regional Jail**
 - Report on the West Virginia Regional Jail bill

4. **10:30 a.m.** **Continuation of September 15, 2011 Public Hearing - Proposed Zoning Text Amendment for article 4A, Section 2.2 and section 10.3 of the Zoning and Land Development Ordinance and Section 20.203 of the Subdivision and Land Development Regulations, regarding Home Occupations and Cottage Industries**

5. **10:40 a.m.** **BREAK**

6. **10:50 a.m.** **Lynn Fields, Deputy Clerk Probate office**
 - Set date and time for Public Hearings:
 - Grimes Estate
 - Wilt Estate

7. **11:00 a.m. Jennifer Brockman, Director of Planning and Zoning**
 - Possible action on a proposed amendment to Article 4A, Section 2.2 and Section 10.3 of the Zoning and Land Development Ordinance, and Section 20.203 of the Subdivision and Land Development Regulations regarding Home Occupations and Cottage Industries - Discussion/Action
 - Discussion of comments received and possible action on a proposed amendment to Sections of Article 24 of the Jefferson County Subdivision and Land Development Regulations regarding time-frames and noticing requirements for processing procedures - Discussion/Action
 - Discussion of comments received and possible action on a proposed amendment to Articles 20 and 26 of the Jefferson County Subdivision and Land Development Regulations regarding the maximum square footage requirements for a minor site plan in each Zoning District - Discussion/Action
 - Discussion of comments received and possible action on a proposed amendment to Article 12 of the Jefferson County Zoning and Land Development Ordinance (March 2011) regarding the process of amending the Zoning Map and/or Zoning Text - Discussion/Action
 - Presentation and possible action on proposed revisions to the Bylaws of the Jefferson County Planning Commission - Discussion/Action

8. **11:30 a.m. Roger Goodwin, Chief County Engineer**
 - Request approval to extend an offer of employment to fill the vacant position of Land Development Inspector - Discussion/Action
 - Partial release of the construction bond security for Kanawha Scales systems, Inc. - summit Point Automotive Research Center, LLC/STaSIS (file #S10-08) - Discussion/Action
 - Complete release of the construction bond security for PNGI Charles Town Gaming LLC - Hollywood Casino at Charles Town Races Area 5.2 loading dock & building addition (file #S10-09) - Discussion/Action

NEW BUSINESS:

9. **Request to advertise to fill a vacancy - Administrative Assistant - Emergency Communications Center - Discussion/Action**

10. **Set date and time for an Economic Development outlook/overview of activities - Discussion/Action**

11. **Approval of Courthouse Facilities Improvement Authority (CFIA) Grant Resolution - Discussion/Action**

COUNTY ADMINISTRATOR REPORTS

COUNTY COMMISSION REPORTS

12. 12:15 p.m. BREAK
13. 12:30 p.m. Lunch Work Session - Jefferson County Commission Long Range Plan Discussion
14. 1:45 p.m. RECESS

~~~~~*EVENING SESSION*~~~~~

15. 7:00 p.m. Public Hearing at Blue Ridge Elementary School Cafeteria - Zoning Map Amendment (Rezoning) for Properties Designated as Tax District Harpers Ferry, Map 15, Parcels 47 and 56 - David and Catherine Hott Property

**ADJOURN**

**CORRESPONDENCE:**

Reminder that Jefferson County Offices will be closed on Monday, October 10<sup>th</sup>, 2011 in observance of Columbus Day.

Notice by Jefferson County Commission of General Special Election for Governor Canvass on October 11, 2011 beginning at 9:30 a.m.

Jefferson County 4-H Report for September and October 2011.

County Commissioners' Association of West Virginia, Commissioners' Corner Newsletter, September 2011.

Notice and invitation from West Virginia University Extension Service regarding the Woodlot Management Workshop on Monday, October 17, 2011 and Candidate for the Jefferson County Agriculture and Natural Resources Extension Agent, October 19, 2011 at 7:00 p.m.

Received from National Park Service - Community Bulletin - Harpers Ferry National Historical Park, October, 2011.

Letter received from the West Virginia Department of Environmental Protection regarding enhancing stormwater regulations in Jefferson County.

Invitation from Community Alternatives to Violence and Berkeley/Jefferson Day Report Center Luncheon at the Purple Iris on Thursday, October 20, 2011 from 11:30 a.m. to 1:00 p.m.

Letter received from Joseph Hankins regarding decline of reappointment to the Jefferson County Public Services District Board.

**Weekly settlement reports for the Charles Town Races received from the West Virginia Lottery, weeks ending September 24, 2011.**

**Correspondence received from the West Virginia Association of Counties regarding Property Taxes targeted in the Governor's race.**

*At all times the County Commission reserves the right to rearrange agenda times because of time constraints and to accommodate the Commission schedule or the public.*