

AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
August 10, 2010

PUBLIC MEETING PROCEDURE:

The President shall identify the matter before the Planning Commission (PC) and ask for a presentation by the applicant or the applicant's representative followed by staff's presentation and recommendation.

Once the applicant has finished speaking, the President shall ask for public comments. As a member of the public, once you are recognized by the President, please come to the podium, state your name, provide any credentials that you believe are appropriate, and make a brief presentation. If you agree with a previous speaker, you may simply say so.

The President may limit the presentation time of speakers.

Once the public comments are completed, the applicant may respond to the public comments.

PC members may ask questions at any time.

A copy of any document or exhibit used by a speaker in his or her address to the PC must be left with the PC and will become part of the official public file on the matter at hand. The applicant or a representative of the applicant may have the opportunity to view the document or material.

Once all speakers have finished, the PC will discuss and then vote on a motion 1) to approve, disapprove, or impose conditions on the application to comply with the Subdivision Ordinance if the application is a final plat; or 2) to approve, disapprove, or approve with conditions a variance request; or 3) to accept or not accept a Community Impact Statement (CIS). The Community Impact Statement is an informal step in the subdivision process and an applicant may proceed with the subdivision proposal whether or not the Planning Commission accepts the CIS.

Public hearings are located in the Charles Town Library meeting room at 200 East Washington Street, at the side entrance on Samuel Street at 7:00 PM

1. Approval of the minutes from the July 27, 2010 meeting
2. Citizen Communications.
3. A call for postponements.
4. Presentation by Jennifer Syron on Limited Expense Communities and HOA Covenants.
5. Report from Engineering related to testing data in Chapel View Subdivision.
6. Follow-up and possible vote on potential action related to the Freedom of Information Act request and the brownfield status of Old Standard Quarry.
7. Follow-up to August 6, 2010 work session regarding Draft Cell Tower Regulations.
 - Discussion and approval to schedule public outreach related to the proposed Draft Cell Tower Regulations.
8. Blue Ridge Mountain Community Plan.
9. Reports from Legal Counsel and legal advice to the Planning Commission.

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10. Planning Commission Training (Concept Plan Processes).
11. Director's Report.
12. County Commission Liaison Report.
13. Planning Commission Exchange.
14. President's Report.
15. Actionable Correspondence.
16. Non-Actionable Correspondence.

The Planning Commission welcomes written comments at any time. Our office is open Monday through Friday, 9:00 a.m. to 5:00 p.m., and is located at 116 East Washington Street, P.O. Box 338, Charles Town, WV 25414. Our phone number is (304) 728-3228; our fax number is (304) 728-8126; our email address is planningdepartment@jeffersoncountywv.org and our website is www.jeffersoncountywv.org.

Minutes and video recordings of past meetings and the Comprehensive Plan can be found on our website. The office has a file on each project as well as aerial photos of the county. Minutes and audio recordings of past meetings, Subdivision Regulations, Zoning Ordinance and the Comprehensive Plan are available for review in our office.