

AGENDA  
JEFFERSON COUNTY PLANNING COMMISSION  
February 14, 2012

**Planning Commission meetings are located in the Old 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 for the January 10, 2012 meeting.
2. Citizen Communications.
3. Request for postponement.
4. Request by THZ Enterprises, LLC for a waiver from the Subdivision Regulations Section 8.2.a to allow for a 20' road width for Canal Way instead of the required 24'. This property is located off of Route 45 east of Potomac Farms Drive and is designated as Tax District: Shepherdstown, Map: 8, Parcel: 15.
5. Public Input Workshop regarding Proposed Commercial Zoning Categories, an amendment to the Jefferson County Zoning Ordinance.
6. Reports from Legal Counsel and legal advice to PC.
7. Director's Report.
  - Discussion of the Planning Commission Work Plan.
8. County Commission Liaison Report.
9. Planning Commission Exchange.
  - Report from the Health Department Meeting Liaison.
  - Report from the Public Service District Meeting Liaison.
  - Report from the Parks and Recreation Meeting Liaison.
  - Report from the Jefferson County Development Authority Meeting Liaison.
  - Report from the Water Advisory Committee Meeting Liaison.
10. President's Report.
11. Actionable Correspondence.
12. 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](mailto:planningdepartment@jeffersoncountywv.org) and our website is [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org).

Any party desiring a transcript of these proceedings will be responsible for providing a competent stenographer at their own expense. Minutes and video recordings of past meetings, Subdivision Regulations, Zoning Ordinance, and the Comprehensive Plan can be found on the website. The office has a file on each project as well as aerial photos of the county. Minutes and audio recordings of older meetings not on the website are available for review in the office.