



AGENDA
Jefferson County Planning Commission
Tuesday, August 11, 2015, 7:00 PM

Planning Commission meetings are held in the Old Charles Town Library Meeting Room located at 200 East Washington Street, at the side entrance on Samuel Street in the City of Charles Town.

All Citizens that desire to speak must sign-in prior to the Agenda Item being addressed.

1. Approval of the minutes from the following Planning Commission Meetings:
 - July 14, 2015
2. Citizen Communications: If you wish to comment, please sign-in to speak for issues that are not on the agenda or items that are not open for public comment. Items not open for public comment will be so noted.
3. **Public Hearing:** Zoning Map Amendment (Rezoning) request by property owners Twin Oaks Subdivision, LLC, Peter S. Corum and J. Edward Slonaker for Morgan Grove Market. This property is currently zoned "Rural" (R). The applicant is requesting "Neighborhood Commercial" (NC). This property is located at 3988 Kearneysville Pike (Rt. 480) Shepherdstown, WV. Tax District (09); Map 13 Parcels: 26.1, 26.2, 26.3 and 26.4. This is a joint Public Hearing with the County Commissioners of Jefferson County.
4. **Public Workshop:** Concept Plan Review for Middleway Dollar General Store (File #S15-04). The property is located at the intersection of Middleway Pike and Leetown Road in Middleway. The project is for the construction of a 7,310 square foot retail store with associated parking. The property is designated as Tax District: Middleway (07); Tax Map: 19; Parcels 16.6 and 16.7; Zoned: Rural (R); Size: 1.69Ac; Owner/Developer: Wilbur A. Alger, Jr., and Middle of the Way Real Estate LTD.
5. **Public Workshop:** Concept Plan Review for Advance Auto Parts (File #S15-03). The property is located at 475 Euclid Avenue in Charles Town. The project is for the construction of a 6,912 square foot retail Automotive Parts sales and warehouse establishment with associated parking. The property is designated as Tax District: Charles Town (02); Tax Map: 10A; Parcel 76; Zoned: Residential-Light Industrial-Commercial (RLIC); Size: 1.04 Ac. Owner/Developer: Martin & Brenda Lookingbill.
6. **Public Hearing:** Request by applicant Primax Properties, LLC. for a waiver from for Advance Auto Parts (File # PCW15-02) for a waiver from the requirements of Section 21.202(B) and 22.208 of the Jefferson County Subdivision and Land Development Regulations which would require the installation of a sidewalk along Euclid Avenue. The property is designated as Tax District: Charles Town (02); Tax Map: 10A; Parcel 76; Zoned: Residential-Light Industrial-Commercial (RLIC); Size: 1.04 Ac.; Owner/Developer: Martin & Brenda Lookingbill.

7. **Final Plat Public Hearing:** Breckenridge East Phase 1A, Lots 10-22 (File #PC15-09) The project is to consist of 13 Single Family Lots. The property is located along Old Country Club Road southeast of the intersection with Flowing Springs Road. The property is designated as Tax District: Charles Town (02); Tax Map: 10 Parcel: P/O 2; Zoned: Rural (R); Size: 67.67 Ac.; Owner/Developer B.C. Partners, Inc.

There is no public comment for the remaining items.

8. Discussion of red line edits of the Proposed Amendments to the Zoning and Land Development Ordinance and the Land Development and Subdivision Regulations regarding Campgrounds for the purpose of scheduling a Public Hearing.
9. Request for postponement.
 - Request by applicant Charles M Carter to postpone a Zoning Map Amendment request until the September 8, 2015 Public Hearing (File # Z15-02). This property is currently zoned Rural (R) and the applicant is requesting General Commercial (GC). The property is located on the south side of Martinsburg Pike (Route 45), east of the intersection with Venice Way.
10. Reports from Legal Counsel and legal advice to the Planning Commission.
 - a) Active Litigation:
 - Far Away Farms: Report on legal action in Jefferson County Circuit Court, Case # 11-C-325 Possible Executive Session
 - Shiloh Citizens Association: Report on legal action in Jefferson County Circuit Court, Case # 15-C-129 – Possible Executive Session.
11. Director's Report.
 - Distribution of the draft red-line edits created by a citizen based committee for the Proposed Amendments to the Subdivision and Site Development Regulations.
 - The Old Suburban Office Park is the new American ghost town. An article from the Washington News Post.
12. Planning Commission Exchange and Liaison Reports:
 - County Commission
 - Health Department
 - Public Service District
 - Parks and Recreation
 - Jefferson County Development Authority
 - Water Advisory Committee
 - Planning Commission Exchange

- Historic Landmark Commission

13. President's Report.

14. Actionable Correspondence.

15. Non-Actionable Correspondence.

All files are made available for public review Monday through Friday, 9:00 AM to 5:00 PM (excluding Holidays). The Planning Commission welcomes written comments at any time. Submitting a document no later than the Thursday before a scheduled meeting will provide the Commission an advanced opportunity to review your comments prior to the meeting. Please note that documentation and exhibits submitted at a Planning Commission meeting are retained as part of the official record.

Feel free to submit your comments to any of the addresses below:

Physical Address: 116 E. Washington St., Charles Town, West Virginia 25414

Mailing Address: P.O. Box 338, Charles Town, West Virginia 25414

Email Address: planningdepartment@jeffersoncountywv.org

Fax Number: 304-728-8126

Any party desiring a transcript of these proceedings will be responsible for providing a competent stenographer at their own expense. Minutes, video and/or audio recordings of past meetings, the Jefferson County Subdivision Regulations, Zoning Ordinance and Comprehensive Plan, as well as any working proposed amendments are located on the Departments page within the County's website at www.jeffersoncountywv.org. Minutes and audio recordings of older meetings that are not on the County's website are available for review in the office.