

**04-29-15 Roundtable Stakeholders Discussion
Meeting Discussion Summary**

Staff: Becky Burns, Engineering Department; Jonathon Saunders, Engineering Department; Jennie Brockman, Planning and Zoning; Alexandra Beaulieu, Planning and Zoning;

Planning Commission: Steve Stolipher; Dale Manuel, and Peter Fricke;

Public: Lisa McCauley, Allegheny Surveys; Joyce Dailey, county resident; Jessica Getman, Harpers Ferry KOA; Tacy Judd, Harpers Ferry KOA; Mark Dyck, Gordon Associates; Jason Gerhart, Gordon Associates; Joelle Serot, resident; Eleanor Finn, resident; Martin Burke, Jefferson County Historic Landmarks Commission; John Reisenweber, Jefferson County Economic Development Authority; Lynn Moses Yellott, resident; Warren Mickey, resident; Suzanne Malesic, resident; Dave Hartley, Eastern Panhandle Homebuilders Association; Fred Blackmer, consultant; Michael Dell Isola, Jr., Greenway Engineering; Travis Markley, Greenway Engineering; Ted Schiltz, Board of Zoning Appeals member; Janice Schiltz, resident; Mike Shepp, Allegheny Surveys; Karen Brill, Allegheny Surveys; Paul Raco, PJ Raco Consulting.

During the roundtable meeting, the following priorities were identified for the Planning Commission to consider when developing their work plan:

- Infrastructure: the County needs to work with legislatures to identify ways to ensure that new infrastructure is available and affordable. One suggestion is that the County set up an infrastructure bond to install new infrastructure all at once rather than piecemeal over time.
- Final Plat review standards should be amended to eliminate the outdated requirement for 1-3/4" left border, which was originally in place for binding purposes. Since final plats are no longer bound, consider removing this standard. Additionally, during Final Plat review, staff are instructing where parcel boundaries should be located; however, legally, only licensed surveyors or a judge can do that. Would like to discuss with staff to amend this portion of the review process.
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- Update: lat roundtable discussion suggested campground ordinance and requires to subregs and zoning ordinance; pc appointed committee; still in the process of writing' the campground committee has completed their edited document for May 12 PC agenda;

review and discuss then set for a Public Hearing; after public hearing, review and amend and then forward to the CC; all likelihood, around 6 months until final approval.

- JB: overview of text amendments (day, waiver, utility easements)
- Karen Brill: Review of final plats: subsection 1 – 1 and 34” left border, seems outdated requirement for binding; consider amending requirement.
- Mike Shepp: #3 – a top priority would be a transition from the non-traditional zoning to traditional zoning. Ditto to Karen’s statement. Being told where to put boundaries for parcels, legally only licensed surveyors/judge can do this. Would like to amend so that staff are not providing input on that.
- Dale: focus on infrastructure for water and sewer. Ratepayers are paying for all of the new construction in Jefferson County as opposed to having an equal distribution with folks who are going to develop.
- Fred Blackmer: on behalf of MGM – see attached list of comments addressing procedure and interpretation.
- David Hartley: Agenda Item #3 – interested in contributing to that list for discussion.
- Suzanne Malesic: interested in contributing to the process of identifying top goals from the Comp Plan. PC & CC should establish a study group, or a resource group, or a citizens action committee: define goal of comp plan and set a timeline for 1.d – design guidelines; 2.b - #10: coordinate opportunities for students, graduates, and interns toward employment (look at the businesses we have and employment opportunities we have, set guidelines for student opportunities); CAC on infrastructure and transportation (2.D & 2.E) to set timelines. Identify what the DOH is or is not doing; what and where the needs are; set timeline to address goals. EPTA would like their 2015 Transportation Development Plan on the PC Agenda and also on the next Stakeholders Agenda. 4.B – libraries.
- Warren Mickey: Rural Landuse – clustering 1 to 10 to 1 to 5; should keep it fair and equitable; hope that changes that are made are kept simple and understandable, fair and equitable among all stakeholders in the County.
- John Reisenweber: Infrastructure is important to JCEDA. Addressed in the Comp Plan and should be among the top five priorities the PC and CC include in their work plan.
- Martin Burke: interested in Section 3.A (Cultural and Natural Resources) Rec. #4 – review and amendment of the Subdivision Regulations and Zoning Ordinance to improve historic and cultural resource protections. 2004 Comp Plan, landmarks commission tasked with creating inventory of historic resources landmarks in the county (completed 2007); and a zoning ordinance which was completed, specific content = delay of demolition ordinance slows down all of the structures within the county were given an importance 1-4; delay in demolition based on those levels of importance; HLC works with landowner for other alternative to demolition or at least opportunity to document before demolition. Would like to maintain an accurate inventory for the county. Would like to get on the schedule for a Historic Preservation Ordinance. Interested in a review of

the property safety ordinance – area where HLC is worried about demolition through neglect. HLC is aware of which structures they would like to protect and would like to ensure there ; slight amendment to demo permitting application – would assist HLC in maintaining inventory that they have in the County. Listing the category of importance in the application would assist in knowing what is on the chopping block. Community Design guidelines – effect villages and evolution of villages in historic districts; Middleway as an example. As you develop in and around, maintain architectural harmony within the boundaries of the historic district. Could extend to places like Bakerton and Summit Point. Think about how to integrate architecturally some of the new structures.

- Jason Gerhart – timeframes involved in processing site plans and subdivisions not required by state code, lengthens timeframe to get through a process; landscaping requirements removed option for unscreened buffers in the County; was this intentional? It would be nice to have the option whenever you are 1000' from property line to maintain existing vegetation.
- Mark Dyck: Work with Farmland Preservation to secure state funding; Infrastructure: has to come first! Needs to be a top priority, County needs to set up an infrastructure bond (\$10 million infrastructure bond) to construct at once rather than piecemeal. PC should set up specific committee to address the transition in the cluster area requirements from 10 to 5; should be simple. Bonding: commercial bonding is very expensive. Residential bonding should stay what it is. Commercial bonding released after SWM is completed. Difficult to move forward with commercial projects with the way bonding is currently set up. Maybe bond money not released until SWM is approved.
- Steve Stolipher: thanks for coming. Reminder about campground amendments. Likely have meetings twice a year rather than every quarter. Roundtable will be in October/November timeframe.