



AGENDA
Jefferson County Planning Commission
Tuesday, October 13, 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:
 - September 8, 2015
 - September 22, 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 Workshop:** Concept Plan Review for Shepherdstown Public Library (File #S15-05). The proposed project consists of the new construction of a 13,500 square foot public library building and associated parking. The property is located on Lowe Drive adjacent to the Clarion Hotel and Conference Center in Shepherdstown. Tax District: Shepherdstown (09); Tax Map: 8; Parcel: 11; Zoned: Residential Growth; Size: 4.33 acre parcel (after proposed mergers).
4. **Public Hearing:** Proposed draft redlined amendment to the Subdivision and Land Development Regulations RE: Subdivision and Site Plan Processes (File #STA15-05).
5. **Public Hearing:** Request by applicant Amy Secrist (File #PCW15-03) for a waiver from Appendix B Sections 2.5(M) and 9.5 of the Subdivision Regulations requiring all public parking to be paved. The proposed use is to re-purpose the vacant building for a private school (Morgan Academy) and the request is to utilize the existing gravel parking lot. Property location: the West side of Route 230/Shepherdstown Pike in Shepherdstown and is formerly known as the Big Arm Bar & Grill. Tax District: Shepherdstown (09); Tax Map: 8; Parcel: 37; Zoned: Residential Growth; Size: 13.5 acres.

There is no public comment for the remaining items.

6. Discussion and possible recommendation to the County Commission regarding the public input received on the proposed text amendments to the Zoning and Land Development Ordinance and the Subdivision and Land Development Regulations related to campgrounds (File #STA15-04 and ZTA15-02).
7. Discussion and possible recommendation to the County Commission regarding the proposed draft Zoning Ordinance Text Amendment RE: Mass Event Regulations (File #ZTA14-02).
8. Review and Discussion of proposed draft redlined edits to Article 12 of the Zoning Ordinance RE: Zoning Map and Text Amendments (File #ZTA15-03).
9. Request for postponement.

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.

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.