

12/28/07

ADVANCED AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
JANUARY 8, 2008

PUBLIC MEETING PROCEDURE:

The chairman shall identify the matter before the Planning Commission (PC) and ask for staff presentation and recommendations, which will be followed by a presentation by the applicant or the applicant's representative.

Once the applicant has finished speaking, the chairman shall ask for public comments. As a member of the public, once you are recognized by the chairman, 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 chairman 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.

1. Approval of minutes.
2. Requests for postponement.
3. Declaration of violation of the Salvage Yard Ordinance for Warren and Sheila Dunbar for two unlicensed vehicles and debris on property designated as Parcel 18.11, on Tax Map 19 of the Middleway District.
4. Final Plat Public Hearing for the Jason C. Taylor Minor Subdivision Lots 1, 2 & 3-Residue. The property is to consist of 2 single-family lot and 1 residue lot on 11.6 acres. The property is located on the south side of Route 1/1 (Bower Road) 2.267 miles east of junction with County Route 4 (Sulphur Springs Road) at Mile Post 2.267. Jason C. Taylor is the owner/developer. The Final Plat was submitted November 15, 2007. (PC File #07-33)
5. Final Plat Public Hearing for the Douglas L. and Drew C. Stolipher Minor Subdivision, Lot 1, 2 & 3-Residue. The property is to consist of 2 single-family lot and 1 residue lot on 78.7283 acres. The property is located on the southeast side of Route 340 at 0.25 miles of its intersection of Route 21 (Meyerstown Road) at Mile Post 0.25. Douglas L. and Drew C. Stolipher is the owner/developer. The Final Plat was submitted November 30, 2007. (PC File #07-35)
6. Final Plat Public Hearing for the Stolipher Acres Subdivision. The property is to consist of 2 single-family lot and 1 residue lot on 15.2 acres. The property is located on the northwest side of US Route 340. South of Rippon Approximately 2500 feet from Route 21 (Meyerstown Road).

ADVANCED AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
JANUARY 8, 2008
PAGE TWO OF THREE

Douglas L. and Drew C. Stolipher is the owner/developer. The Final Plat was submitted November 30, 2007. (PC File #07-34)

7. Community Impact Statement Public Hearing for the Jefferson Crossing II, Re-Subdivision of Lots 1 and 2. Lot 1 is to consist of two restaurants and three commercial lots on 12+ acres. Lot 2 is to consist of a car wash and detailing facility on 1.7 acres. The property is located approximately 900 feet southeast of the intersection of 5th Avenue and Route 17 (Flowing Springs Rd). WV 340 Ltd. Partnership, c/o Uniwest is the owner/developer. (PC File #07-29).
8. Site Plan Approval and Issuance of the Improvement Location Permit for the SPARC Training Pad (#S07-13). The property is located on the south side of Route 13 (Summit Point Road) approximately 0.50 miles west of its intersection with Route 13/9 (Church Street) and with west side of Route 1 (Leetown Road). It is to consist of a 217, 912 square foot training pad and a 400 'x 300' dirt extension of the existing training range. The William H. Scott Inter Vivos Trust is the owner/developer.
9. Site Plan Approval and Issuance of the Improvement Location Permit for the Church of Jesus Christ of Latter-Day Saints. The property is located on the north side of Route 340/13 (Old U.S. 340) approximately 3000 feet east of its intersection with Route 230 (Halltown Pike & Old U.S. Route 340) adjacent to the Carriage Park Subdivision. It is to consist of a 5,100 square foot addition and expansion to the existing parking lot. The Corporation of the Presiding Bishop of the Church of Latter-day Saints is the owner/developer. (#S07-12)
10. Site Plan Approval and Issuance of the Improvement Location Permit for Steeler Development, LLC. The property is located on the south side of Route 20 (Shenandoah Junction Road) at its intersection with Route 9. It is to consist of a paved parking lot on 4.25 acres. Steeler Development LLC is the owner/developer. (#S05-07) **This property was annexed into the City of Ranson on November 29, 2007.**
11. Request by Annette van Hilst on behalf of Michael and Sarah Shveda for a variance to allow the existing house and outbuildings to retain the existing entrance drive from Kearneysville Pike. The property is located in the Shepherdstown District on Map 13 on Parcel 1 & 25.1. (Subdivision Ordinance, Section 8.2a) (Shepherdstowne Estates Subdivision, PC File #07-24)
12. Request by Joe Kent with Dewberry on behalf of Robert and Debby McCoy for a variance from providing roadside improvements in order to comply with the Division of Highways. The property is located in the Charles Town District on Map 20 Parcel 4. (Subdivision Ordinance, Section 8.2a.20.e4) (Allemont Subdivision, PC File #07-21)
13. Request by Greenbrier Investments, LLC for a variance to allow an existing commercial cell tower to remain on the residue parcel, and maintaining the property's eligibility for Minor Subdivision. The property is located in the Charles Town District on Map 20 Parcel 31. (Subdivision Ordinance, Section 5.1.a.4)

ADVANCED AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
JANUARY 8, 2008
PAGE THREE OF FOUR

14. Request by Greenbrier Investments, LLC for a variance to allow advancement to the final plat stage as a minor subdivision. If the prior variance (Item #9) is approved the property will lose its minor subdivision eligibility. The property is located in the Charles Town District on Map 20 Parcel 31. (Subdivision Ordinance, Section 6 & 6.1)
15. Request by Paul E. Dailey, et al, for a variance to allow a parent to child transfer to process through the office while the deed is in the name of the family estate owners, Paul and Arnold Dailey and Clara Carroll. The property is located in the Middleway District on Map 24 Parcel 7. (Subdivision Ordinance, Section 2.1b)
16. Request by B.C. Partners, Inc. for a variance to allow B.C. Partners Inc./Breckenridge Subdivision to give a proposed 15+/- acres to the Jefferson County School Board for the purpose of building a new intermediate school. The applicant is citing Subdivision Ordinance, Section 2.1 regarding exemptions. The property is located in the Charles Town District on Map 3 Parcel 13. (Subdivision Ordinance, Section 2.1)
17. Director's Report on office activities and questions.
18. Planning Commission Exchange.
19. Planning Commission Report to County Commission on Zoning Ordinance.
20. Discussion of PC action on zoning and subdivision rewrites. (Sidor)
21. Planning Commission Steps Re: Subdivision Draft.
22. Reports from Legal Counsel.
23. Legal Advice to PC.
24. Actionable Correspondence.
25. 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 104 East Washington Street, Charles Town, WV 25414. Our phone number is (304) 728-3228; the email address is planningdepartment@jeffersoncountywv.org and our website is www.jeffersoncountywv.org.

Minutes 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 recordings of past meetings, the Subdivision Ordinance and the comprehensive plan are available for your review in our office.