

12/10/07

ADVANCED AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
DECEMBER 11, 2007

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. Final Plat Public Hearing for the Elk Run Estates, Original Lot 9. The property is to consist of 1 single-family lot and 1 residue lot on 10.9036 acres. The property is located on the south side of Route 17/5 (Flowing Acres Road) at 0.15 and 0.31 miles east of its junction with Route 17 (Flowing Springs Road). Robert L. & Fox, Sr. & Shirley M. Fox is the owner/developer. The Final Plat was submitted October 31, 2007. (PC File #07-32)
4. Request by Barbara Scott of SPARC for a variance to allow Lot 7 direct access to Leetown Road as opposed to an internal subdivision road. The property is located on Summit Point Road approximately 500' north of Summit Point Raceway in the Kabletown District on Map 16, Parcel 11 & 11.1. (Subdivision Ordinance: Article 8, Section 8.2: Design & Construction Requirements, a. Roads and Right-of-way) (PC File #07-14)

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5. Request by Joe Kent with Dewberry on behalf of Robert and Debby McCoy for a variance to allow the "Quick Release" methodology for the Allemont Subdivision. The property is located along Bloomery Road, approximately 1 mile from the intersection of Bloomery Road and Route 9. The property is designated as Parcel 4 on Map 20 in the Charles Town Tax District. (Subdivision Ordinance: Article 8, Section 8.2: Design & Construction Requirements, c. Storm Water Drainage and Erosion Control a.(d)) (PC File #07-21)
6. Request by Robert Butler on behalf of the Butler Family Limited Partnership for a variance to allow for an additional extension of time of one year from the previously granted extension of January 8, 2008. The property is located approximately 7000 feet north of the intersection of US Route 340 and Old Country Club Road. The property is designated as Parcel 1 on Map 10 in the Harpers Ferry Tax District. (Subdivision Ordinance: Article 8.1d) (PC File #05-17)
7. Director's Report on office activities and questions.
8. Planning Commission Exchange.
9. Planning Commission Report to County Commission on Zoning Ordinance.
10. Planning Commission Steps Re: Subdivision Draft.
11. Reports from Legal Counsel.
12. Legal Advice to PC.
13. Actionable Correspondence.
14. 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.