

AGENDA
JEFFERSON COUNTY PLANNING COMMISSION
March 23, 2010

PUBLIC MEETING PROCEDURE:

The President shall identify the matter before the Planning Commission (PC) and ask for a presentation by the applicant or the applicant's representative followed by staff's presentation and recommendation.

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

Public hearings are located in the Charles Town Library meeting room at 200 East Washington Street, at the side entrance on Samuel Street at 7:00 PM

1. Approval of the minutes from the March 9, 2010 meeting.
2. Citizen Communications.
3. A call for postponements.
4. Final Plat Public Hearing for the Kensington Townhome Subdivision (PC file #06-41). This project is to consist of 36 Townhome lots on 6.18 acres. The property is located on the north side of Lowe Drive, approximately 750 feet west of its intersection with Route 480 (Kearneysville Pike), adjacent to the Clarion Hotel & Conference Center and designated as Tax District: Shepherdstown; Map: 8; Parcel: 10.9. The Final Plat was submitted February 12, 2010.
5. Final Plat Public Hearing for the Daniels Forest Subdivision (PC file #02-01). This project is to consist of 23 single-family lots and 1 single-family residue on 101.851 acres. The property is located on both the west and east side of Route 17 (Flowing Springs Road) at its intersection with Route 22 (Job Corp Road) and designated as Tax District: Charles Town; Map: 3; Parcel: 9.2. The Final Plat was submitted February 12, 2010.
6. Mitigation of Visual Impact for Shentel Telecommunications Tower (PC file #S09-03). This project consists of the installation of PCS equipment, support frames, ice bridges, and antenna frames and cables on a proposed 195' self support tower. The property is located approximately 1.4 miles west of the intersection of Mount Hammond Lane and Kabletown Road and is designated as Tax District: Charles Town; Map: 22; Parcel: 43.
7. Discussion and vote on policy to have Site Plans come before the Planning Commission.

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8. Blue Ridge Mountain Community Plan.
 - Discussion and vote on Citizen's Committee members.
9. Director's Report.
10. Reports from Legal Counsel and legal advice to PC.
 - Amendment to Planning Commission Bylaws.
11. County Commission Liaison Report.
12. Planning Commission Exchange.
13. President's Report.
14. Actionable Correspondence.
15. Non-Actionable Correspondence.

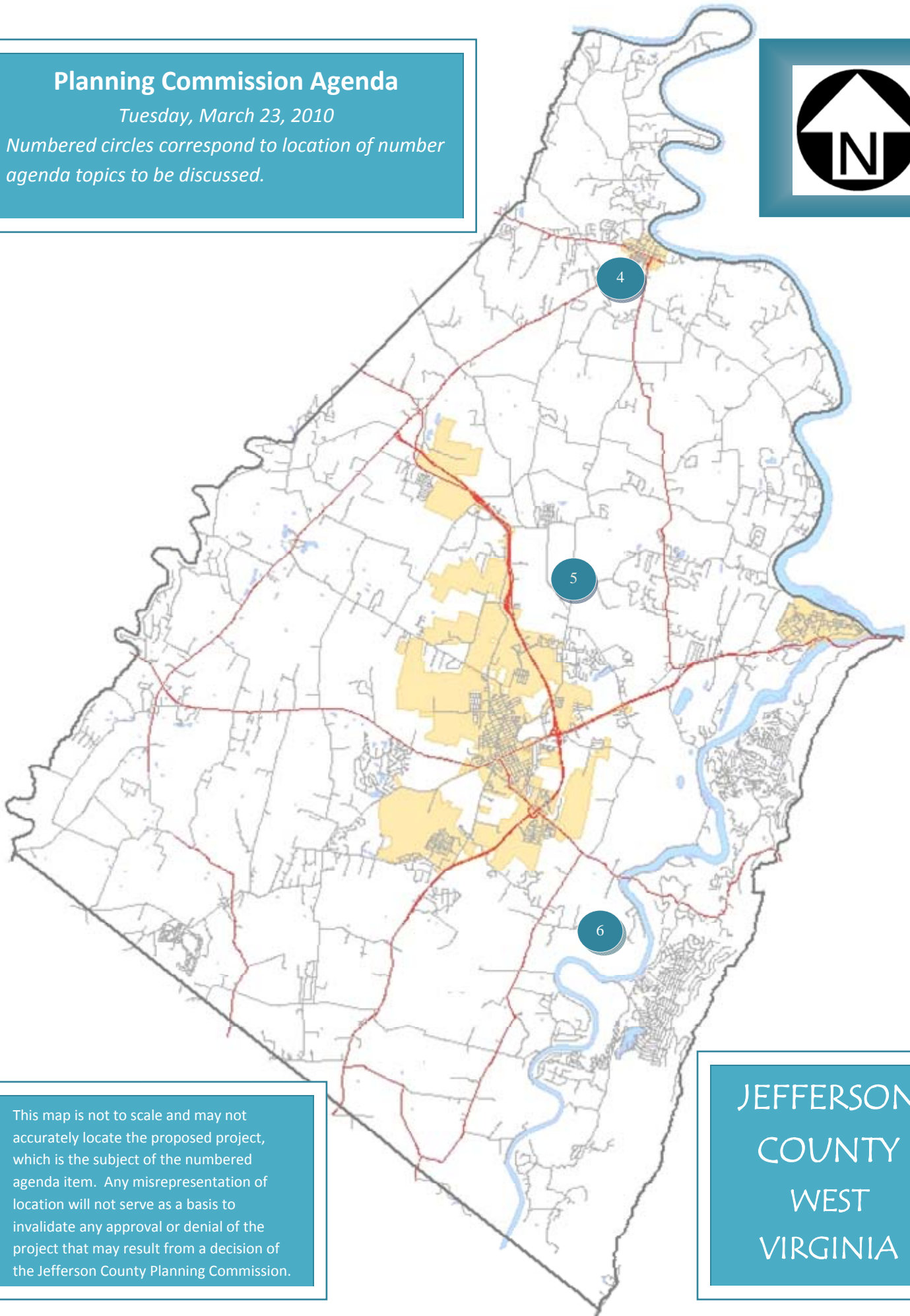
The Planning Commission welcomes written comments at any time. Our office is open Monday through Friday, 9:00 a.m. to 5:00 p.m., and is located at 116 East Washington Street, P.O. Box 338, Charles Town, WV 25414. Our phone number is (304) 728-3228; our fax number is (304) 728-8126; our email address is planningdepartment@jeffersoncountywv.org and our website is www.jeffersoncountywv.org.

Minutes and video recordings 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 audio recordings of past meetings, Subdivision Regulations, Zoning Ordinance and the Comprehensive Plan are available for review in our office.

Planning Commission Agenda

Tuesday, March 23, 2010

Numbered circles correspond to location of number agenda topics to be discussed.



This map is not to scale and may not accurately locate the proposed project, which is the subject of the numbered agenda item. Any misrepresentation of location will not serve as a basis to invalidate any approval or denial of the project that may result from a decision of the Jefferson County Planning Commission.

JEFFERSON
COUNTY
WEST
VIRGINIA