

Meeting Minutes
Jefferson County Planning Commission
March 11, 2025

The Jefferson County Planning Commission met on March 11, 2025, at 7:00 pm with the following Planning Commission members present: Mike Shepp, President; Aaron Howell, Vice President; Cara Keys; County Commission Liaison, Wade Louthan, Secretary; J Ware, Tim Smith, Donnie Fisher, Bruce Chrisman, and Daniel Hayes were present in person.

Staff members present included Luke Seigfried, County Planner; Jonathan Saunders, County Engineer; Nathan Cochran, Prosecuting Attorney; and Colin Uhry, Planning & Zoning Clerk.

Mr. Shepp called the meeting to order at 7:00 pm and confirmed a quorum was present.

1. Approval of Meeting Minutes: February 25, 2025 Meeting

Mr. Shepp stated the minutes stand approved as presented.

2. Request for postponement.

Mr. Seigfried noted to the Planning Commission that Agenda Items 3, 4, 5, 6, 7, and 8 requested postponement to the March 25, 2025 Planning Commission Meeting.

The following items are open for public comment.

3. Item Postponed to March 25, 2025: Public Workshop for the [REDACTED] Concept Plan.

The proposal consists of a Major Residential Subdivision with 62 lots and associated infrastructure. Property Owner: [REDACTED]. Developer: [REDACTED]. Property Location: [REDACTED] Lane, Kearneysville, WV. Parcel ID: [REDACTED]; Size: ~211 acres; Zoning District: Rural (File #25-3-SD).

This item was postponed until March 25, 2025 under Agenda Item 2.

4. Item Postponed to March 25, 2025: Public Hearing: Waiver from Article 24, Section 24.113.B.10 of the Subdivision Regulations, to request to waive the Phase I Archaeological Survey requirement for Preliminary Plats. Property Owner: [REDACTED]. Developer: [REDACTED]. Property Location: [REDACTED] Lane, Kearneysville, WV. Parcel ID: [REDACTED]; Size: ~211 acres; Zoning District: Rural (File # 25-5-PCW).

This item was postponed until March 25, 2025 under Agenda Item 2.

5. Item Postponed to March 25, 2025: Public Workshop for the [REDACTED] Concept Plan.

The proposal consists of a Major Residential Subdivision with 20 lots and associated infrastructure. Property Owner: [REDACTED]. Property Location: [REDACTED] Road, Harpers Ferry, WV. Parcel ID: [REDACTED]; Size: 100 acres; Zoning District: Rural (File #25-4-SD).

This item was postponed until March 25, 2025 under Agenda Item 2.

6. Item Postponed to March 25, 2025: Public Workshop for the [REDACTED] Concept Plan. The

proposal consists of a Major Residential Subdivision with 99 lots and associated infrastructure. Property Owner: [REDACTED]. Property Location: [REDACTED] Lane, [REDACTED] Lane, [REDACTED] Lane, Ranson, WV. Parcel IDs: [REDACTED], [REDACTED], [REDACTED]; Size: ~126 acres; Zoning District: Residential Growth (File #25-5-SD).

This item was postponed until March 25, 2025 under Agenda Item 2.

7. **Item Postponed to March 25, 2025: Public Hearing:** Waiver from Section 2.3.A.3 of Appendix B of the Subdivision Regulations to allow for the use and development of one entrance due to limited frontage of the property and the proposed 99 lot installation. Property Owner: [REDACTED]. Property Location: [REDACTED] Lane, [REDACTED] Lane, [REDACTED] Lane, Ranson, WV. Parcel IDs: [REDACTED], [REDACTED], [REDACTED]; Size: ~126 acres; Zoning District: Residential Growth (File # 25-6-PCW).

This item was postponed until March 25, 2025 under Agenda Item 2.

8. **Item Postponed to March 25, 2025: Public Hearing:** Waiver from Section 2.2.G of Appendix B and Section 22.206.B.2 the Subdivision Regulations to allow a proposed 99 lot installation to utilize two primary, disconnected, cul-de-sacs that allows more than 24 lots to be served. Property Owner: [REDACTED]. Property Location: [REDACTED] Lane, [REDACTED] Lane, [REDACTED] Lane, Ranson, WV. Parcel IDs: [REDACTED], [REDACTED], [REDACTED]; Size: ~126 acres; Zoning District: Residential Growth (File # 25-7-PCW).

This item was postponed until March 25, 2025 under Agenda Item 2.

9. **Public Workshop:** [REDACTED] Concept Plan for a Major Site Development. The proposal consists of the following: Phase 1: a 304,000 square foot bottling facility with associated parking on a proposed 30-acre parcel; and, Phase 2: a 696,000 square foot bottling facility with associated parking on a proposed 66-acre parcel. The proposal will include the required stormwater management facilities. Property Owners: [REDACTED]; [REDACTED] St, Kearneysville, WV; Parcel ID: [REDACTED]; Size: ~260 acres; Zoning District: Industrial Commercial; Parcel ID: [REDACTED]; Size 13.22 acres; Zoning District: Rural (supply well). Property Owner: [REDACTED]; Easement Owner: [REDACTED]; Parcel ID: [REDACTED]; Size: 8.31 acres; Zoning District: Rural (waterline easement) (File #24-6-SP).

Mr. Shepp provided an overview of the public workshop process.

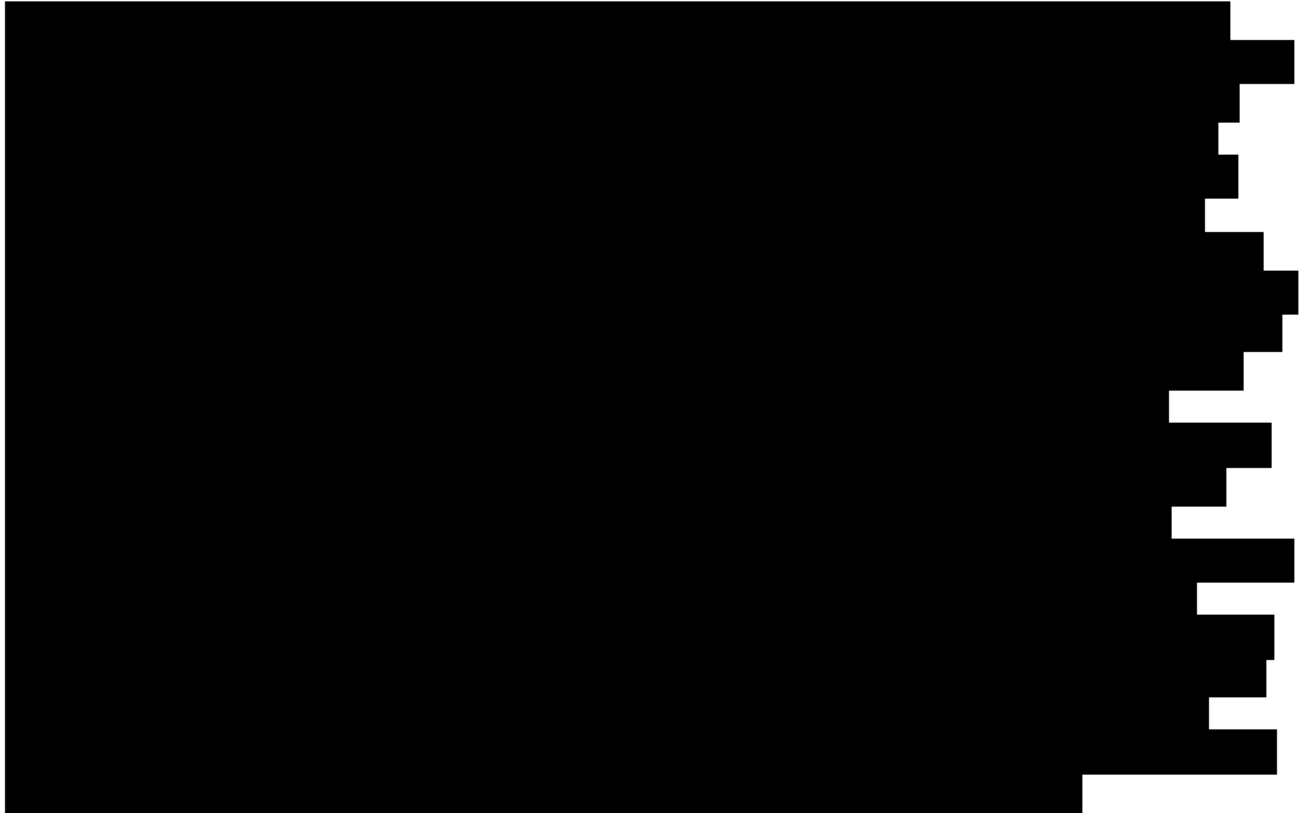
Mr. Shepp motioned to bring the meeting into executive session at 7:03 pm, Mr. Louthan seconded the motion, which carried unanimously.

Mr. Shepp motioned to bring the session out of executive session at 7:47 pm, Mr. Louthan seconded the motion, which carried unanimously.

Mr. [REDACTED], representative of the property owner, Mr. [REDACTED], representative of the property owner, Mr. [REDACTED], engineer from [REDACTED], Mr. [REDACTED], engineer from [REDACTED], Mr. [REDACTED], chairman from [REDACTED], and Mr. [REDACTED], legal counsel from [REDACTED] for the property owner, were present in person. Mr. [REDACTED], Mr. [REDACTED], Mr. [REDACTED], and Mr. [REDACTED] explained the nature of the request.

Mr. Seigfried provided an overview of the staff report.

The following members of the public provided testimony:



Mr. Hayes motioned to close the public workshop on March 12, 2025 at 2:23 am, Mr. Louthan seconded, which passed unanimously.

Mr. [REDACTED] acknowledged the lateness of the meeting and proposed to answer questions from the Planning Commission instead of engaging in a rebuttal of the public comments. Mr. [REDACTED] provided the Planning Commissioners with a handout regarding concerns raised in the March 11, 2025 Agenda Packet's public comments. Mr. Ware expressed concern regarding the water level decrease found during well testing, Mr. [REDACTED] and Mr. [REDACTED] provided measurements and possible conditions of approval regarding water extraction. Mr. [REDACTED] mentioned limitations that could be put in place during the site plan process. Mr. Ware expressed concerns regarding droughts in the area and how the water extraction will impact the community. Mr. [REDACTED] reiterated ties the organization has to the community and proposed to address comments about the historical impact this project would have. Ms. Keys closed the rebuttal and made a motion.

Ms. Keys motioned to reject the Concept Plan as presented on account of directly conflicting with the Jefferson County Zoning and Land Development Ordinance Sections 1.1, Section 4.4C, Zoning Use Table, and the Jefferson County Subdivision and Land Development Regulations. Mr. Hayes seconded the motion, which carried unanimously.

There is no public comment for the following items.

10. Reports from Legal Counsel

No reports given.

11. Planner's Memo

No memo given.

12. President's Report

No report given.

13. Actionable Correspondence

None.

14. Non-Actionable Correspondence

None.

Mr. Fisher motioned to adjourn the meeting on March 12, 2025 at 3:06 am. Mr. Smith seconded the motion, which carried unanimously.

These minutes were prepared by Colin Uhry, Planning & Zoning Clerk.