



City of Charles Town

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MEMORANDUM TO THE MAYOR AND CITY COUNCIL

FROM: Daryl Hennessy, City Manager

SUBJECT: City Manager's Report

DATE: February 18, 2020

COMMUNITY AND ECONOMIC DEVELOPMENT

Charles Town Planning Commission (Commission) Public Hearing – Annexation Request. The Commission will conduct a public hearing on February 24, 2020 to review a request from Truettner LLC to annex approximately 14 acres into the city. The property is located at the northeast corner of Route 9 and US 340 and is owned by a group affiliated with WVU Hospitals Inc. The land is currently zoned Residential Growth and the proposed new zoning is General Commercial. The proposed zoning use is consistent with the city's comprehensive plan and the land is located within the city's approved Urban Growth Boundary. The property to the east is also owned by WVU Hospitals Inc. and is currently zoned General Commercial. It is anticipated that WVU Hospitals will use the annexed site as a location for a medical office building and other smaller sites for outpatient doctors' offices. Any future subdivision or land development of this property will require the review and approval of the Commission under a separate application. If the annexation is recommended for approval by the Commission, it will still require an amendment to the city's zoning map and approval from the Charles Town City Council.

Charles Town Planning Commission Public Hearing – New Land Use for Cultural Centers. The Commission will also conduct a public hearing on February 24 to consider changes to the city's zoning ordinance to allow a new land use for cultural centers. If approved, this new use will be permitted in the city's commercial districts (i.e. Neighborhood Commercial, General Commercial, and Old Town Mixed-Use Commercial) and permitted by special exception in the Neighborhood Residential and Old Town Residential districts. The new zoning use is made necessary by the ongoing development of Happy Retreat and its many activities. That said, the zoning use would not be limited to Happy Retreat and could be used by other properties that are at least 1.5 acres in size and intended for the display, performance, or enjoyment of heritage, history, or the arts. Such uses could include museums, art performances, corporate retreats, art galleries, historic interpretation/reenactments, cultural activities, weddings, or interpretive sites, but does not include commercially-operated theatres. In addition to the cultural center land use, other proposed changes to the zoning ordinance to be considered include the use of owner-occupied properties with accessory units to use such units as a bed and breakfast facility.

PUBLIC WORKS AND UTILITIES

Charles Town Utility Board (Board) Meeting. The Board met for a regular meeting on February 12, 2020 and approved a task order for RK&K to begin evaluating the engineering needs of a Modified Flowing Springs project. The focus of this task order will be on flows located in and around the Burr Industrial Park. The meeting took place at 661 S. George Street and is the first meeting at the new location with live streaming services. The Board also scheduled a special meeting for February 18 at 9:00 am to consider a contract to construct the Route 9 sewer infrastructure.