



JEFFERSON COUNTY, WEST VIRGINIA
Department of Engineering, Planning and Zoning
Office of Planning and Zoning
116 East Washington Street, 2nd Floor
P.O. Box 716
Charles Town, West Virginia 25414

20-1-CUP
File #: CUP
Mtg. Date: 02/27/2020
Fee Paid: \$ 300 (ccc)
Staff Int. AB

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228
Fax: (304) 728-8126

Application for a Conditional Use Permit

Project Name

Conditional Use Permit process is outlined in Article 6 of the Zoning Ordinance

Potomac Crossroads Counseling, LLC

Property Owner Information

Name: Lowe Kenneth F JR-REV Trust

Business Name:

Mailing Address: 4781 Kearneysville Pike Shepherdstown, WV 25443

Mail ☒ Yes

Phone Number: Email Response: Response: ☐ No

Applicant Information

Name: Kathy Morotti

Business Name: Potomac Crossroads Counseling, LLC

Mailing Address: PO Box 192 Shepherdstown, WV 25443

Mail ☒ Yes

Phone Number: 304-676-8192 Email Response: klm_pcc@frontier.com Response: ☐ No

Engineer(s), Surveyor(s), or Consultant(s) Information

Name: Jonathan Sherman

Business Name: Berkeley Home Technologies

Mailing Address: P.O. Box 2913 Martinsburg, WV 25402

Phone Number: 304-404-4248 Email Response: jonathan@berkeleyhometech.com Response: ☐ No

Physical Property Details

Physical Address: 4781 Kearneysville Pike Shepherdstown, WV 25443

Tax District: 09 - Shepherdstown Map No: ~~88~~ 8 Parcel No: 00230007

Parcel Size: .71 Deed Book: 839 Page No: 731

Zoning District (please check one)

Residential
Growth
(RG)



General
Commercial
(GC)



Industrial
Commercial
(I-C)



Highway
Commercial
(HC)



Rural*
(R)



Light
Industrial
(LI)



Residential-
Light Industrial-
Commercial
(R-LI-C)



Major
Industrial
(MI)



Village
(V)



Planned
Neighborhood
Development
(PND)



Neighborhood
Commercial
(NC)



Office/
Commercial
Mixed-Use
(OC)

CUP Application, 09-07-17

☐☐☐☐☐☐

* For properties in the Rural Zoning District:

Is property located on a primary or secondary road?

☐ Yes ☐ No

Name of Road and/or Route Number: _____

Sketch Plan (see cover sheet for description)

☐ Attached

A list of all adjacent and confronting property owners (see cover sheet for description)

☐ Attached

State the proposed land use as listed in Appendix C and provide a description of the proposed use.

See Attached

Medical Office/Professional Office

Please provide any information or known history regarding this property.

Property utilized as a residences and various businesses in past.

Please respond (in detail) to the following statements located in Section 6.3 of the Zoning Ordinance:

1. The proposed use is compatible with the goals of the adopted Comprehensive Plan. *Section 6.3A.1*

See Attached

2. The proposed use is compatible in intensity and scale with the existing and potential land uses on the adjoining and confronting properties, and poses no threat to public health, safety, and welfare. *Section 6.3A.2*

See Attached

3. The proposed site development shall be such that the use will not hinder nor discourage the appropriate development and use of adjacent land and buildings. *Section 6.3A.3*

See Attached

4. Neighborhood character and surrounding property values shall be safeguarded by requiring implementation of the landscaping buffer requirements found in Appendix B and Section 4.11 of this Ordinance. *Section 6.3A.4*

☒ I am aware of the landscaping buffer requirements and will adhere to them.

☐ I am aware of the landscaping buffer requirements; however, I may be seeking a variance to modify them.

5. For properties in the Rural zoning district, roadway adequacy shall be assessed by the Comprehensive Plan's Highway Road Classification Map. If a rural parcel is not shown as commercial on the Future Land Use Guide or does not front on a Principal Arterial, Minor Arterial, or Major Collector road (as identified in the Comprehensive Plan), the applicant shall submit trip generation data, including Average Daily and Peak Hour trips, for the Board of Zoning Appeals to review in conjunction with the Highway Problem Areas Map when determining roadway adequacy for the proposed use. *Section 6.3A.6*

☐ Applicable (Trip Generation Data attached)

☐ Not Applicable

The information given is correct to the best of my knowledge. Original Signature Required.

[Signature]
Property Owner

[Signature]

2/3/20
Date

[Signature]
Property Owner

2/3/20
Date

Conditional Use Permit Application

Potomac Crossroads Counseling, LLC/

Shepherdstown Health and Wellness Cooperative

Kathleen L. Morotti

4781 Kearneysville Pike

Shepherdstown, West Virginia 25443

February 2nd, 2020

Brief Narrative on Proposed Project:

The applicant for the proposed project wishes to continue servicing the community, which has been based out of Shepherdstown, WV since 2003. Kathy Morotti has been practicing since 1988 and wishes to add therapists to her practice to better serve her clients in the surrounding area. She wishes to purchase this property and keep her practice in Shepherdstown.

Potomac Crossroads Counseling/ will use property to grow Shepherdstown Health and Wellness Cooperative to serve and build its clientele in the capacity of talk and counseling for co-dependency & relationship therapy, etc., as well as Mindfulness and Dance Movement Therapy (which is a form of creative art therapy). With the ability to hire several new therapists, Shepherdstown Health and Wellness Cooperative hopes to provide modalities such as an Acupuncturist, a Nutritionist, etc.

The location of the property is an ideal setting for clientele. It is not only walkable to downtown Shepherdstown, which will serve the Shepherd Students and local Shepherdstown residents, but will offer more parking capacity to serve the greater population, as well as an area in the garage to hold her Dance and Movement therapy.

Residential Growth area is intended to provide a variety of residential uses and densities, which can be supported by central or public water and sewer and adequate roadways and services. This district encourages areas of commercial growth proposed as an appropriate and compatible integrated part of a residential development in conformance with Section 5.4C of this Ordinance.

4781 Kearneysville Pike, the subject property, is a 5 Bedroom home and already has approximately 6 parking spaces along with a 1-car garage. The house and driveway meet residential setback requirements as determined by the zoning administrator, but would possibly need a variance for commercial use. No exterior modifications to the current structures would be needed except for a wheelchair ramp to allow for ADA compliance and clientele. The zoning ordinance allows the board to grant conditional use permits for areas that proposals meet intent and compatibility of the current Comprehensive Plan and neighboring properties.

As a Residential Growth zoned property, a small professional office such as Potomac Crossroads should be a fit to be approved for a conditionally use permit approval based on the neighboring Middle School and Cemetery properties as well as the already busy road frontage of Kearneysville Pike. PC will be in future a part of the Shepherdstown Health & Wellness Cooperative, of which other therapists and modalities will be a part, i.e. acupuncturist, nutritionist, etc.

Utilities are not a hindrance as both public water and sewer service the property.

Regarding parking and traffic patterns, with 4 to 8 therapists, and no more than 4 to 8 clients having appointments at one time, there should not be a noticeable impact on current infrastructure.

Conditional Use Permit Application
Potomac Crossroads Counseling, LLC/
Shepherdstown Health and Wellness Cooperative

Kathleen L. Morotti

4781 Kearneysville Pike

Shepherdstown, West Virginia 25443

February 2nd, 2020

Conditional Use Criteria:

1. The proposed use is compatible with the goals of the adopted Comprehensive Plan. Section 6.3A.1. The proposed usage of Potomac Crossroads Counseling/ Shepherdstown Health and Wellness Cooperative is compatible with the residential growth district and with the Comprehensive Plan. RG zoned site approvals provide for a variety of residential uses and densities, which are supported by central or public water and sewer and have adequate roadways and services. RG district encourages areas of commercial growth if it is appropriate and compatible with the residential surroundings. PCC/Shepherdstown Health and Wellness Cooperative would also provide an enhancement of services in the community at large and fills a need to local residents.

The Comprehensive Plan 2035 lists goals and objectives for the County. On page 190

Several goals are in line with the proposed use:

“Goal #1: Require Urban Intensity Residential and Non-Residential Development to Occur within Existing Urbanized Areas, Approved Urban Growth Boundaries, Villages, and/or the County’s Identified Preferred Growth Areas.”

“Objective #8: Encourage the adaptive reuse of existing buildings and previously used sites within Jefferson County.”

And on page 195 several goals and objectives speak to economic development and support of new and existing businesses:

“Goal #6: Encourage the Growth of Jefferson County’s Economy and Enable the Creation of High Quality Jobs within the County.”

“Objective #1: In coordination with the Jefferson County Development Authority (JCDA) and other agencies, work to build and expand existing local businesses and to enable the start-up of new businesses within Jefferson County.”

“Objective #5: Provide opportunities to engage local employers with the existing local workforce to enable county residents to work locally.”

Objective #7: Provide incentives and opportunities for businesses in target industries identified by the JCDA and other local economic development agencies to relocate or to expand their operations within the County.

Potomac Crossroads Counseling/ Shepherdstown Health and Wellness Cooperative will provide the opportunity for professional jobs in our county and enhance our community by providing the services needed as our community grows. Kathy is a long-term resident and has been conducting business in Jefferson County for over 15 years.

2. The proposed use is compatible in intensity and scale with the existing and potential land uses on the adjoining and confronting properties, and poses no threat to public health, safety, and welfare. Section 6.3A.2 The proposed business is compatible with surrounding properties as it is across the road from a cemetery and a Middle School. The property is on a busy road frontage in Shepherdstown, but outside town limits. With the large area of Shepherdstown planned Growth Areas with Shepherdstown PGA along WV 45, WV 480 and WV 230, the need for local support systems and professional services will continue to increase.

Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposed will not cause undue harmful effect upon desirable neighborhood character. Traffic volume to the Clarion Hotel entrance which is adjacent to entrance to subject property and Shepherdstown Middle School both presently have higher flow than average residential traffic or turnoffs. Therefore, the proposed change of use is of less intensity than several of the surrounding existing enterprises.

Additionally, the proposed use will not create any additional noise, water or air pollution.

Potomac Crossroads Counseling/ Shepherdstown Health and Wellness Cooperative services its clientele in the capacity of talk and counseling for co-dependency & relationship therapy, etc and, as well as Mindfulness and Dance Movement Therapy (which is a form of creative art therapy). With the ability to hire several new therapists, Shepherdstown Health and Wellness Cooperative plans to provide modalities such as an Acupuncturist, a Nutritionist, etc. This will provide support and services for public health, safety, and welfare. It is therefore a positive addition to the nature of the surrounding areas, not of detriment.

3. The proposed site development shall be such that the use will not hinder nor discourage the appropriate development and use of adjacent land and buildings. Section 6.3A.3 The use should not have any effect on development or use of adjacent land or buildings, as there is no developable property nearby and the cemetery, which is the largest area of land close by will continue as is regardless of surrounding property use. The future development of the school system may cause the middle school to be developed into adult education or municipality/county buildings, etc. This would be even more compatible with the requested use.

Page 28 of the Comprehensive Plan States in Redevelopment section sites language that the plan supports repurposing buildings in RG and areas:

“There are numerous examples, both locally and nationally, of existing buildings that have been repurposed and retrofitted to meet modern needs. Examples range from large barns that have been repurposed for small local business or into apartment buildings to factories that have been reutilized as mixed-use facilities incorporating housing, offices and retail. More modern buildings have been repurposed as churches, schools, or public libraries with the ability for adaptive reuses presenting many applications. In many cases, the repurposing of a building not only benefits the community by redefining the fabric of a neighborhood but tends to be less costly than new construction once financial incentives are factored into the total cost.”

4. Neighborhood character and surrounding property values shall be safeguarded by requiring implementation of the landscaping buffer requirements found in Appendix B and Section 4.11 of this Ordinance. Section 6.3A.4 Although the exterior of the current building will not be altered for requested use, a privacy fence and/or planned planting of bush/tree vegetation will act as a buffer on the perimeters if needed.

Conditional Use Permit (CUP) Signs comply with the front yard setback provisions in the districts in which they are permitted.

Conditional Use Permit Application
Potomac Crossroads Counseling, LLC
Kathleen L. Morotti
129 E German Street
PO Box 192
Shepherdstown, West Virginia 25443
February 3, 2020

Brief Narrative on Proposed Project:

The applicant for the proposed project, "Potomac Crossroads Counseling", wishes to continue servicing the community, which has been based out of Shepherdstown, WV since 2003. Kathy has been practicing since 1988 and wishes to add therapists to her practice to better serve her clients in the surrounding area.

The location is an ideal setting for clientele. It is not only walkable to downtown Shepherdstown, but will offer more parking capacity, as well as an area in the garage to hold her Dance and Movement therapy.

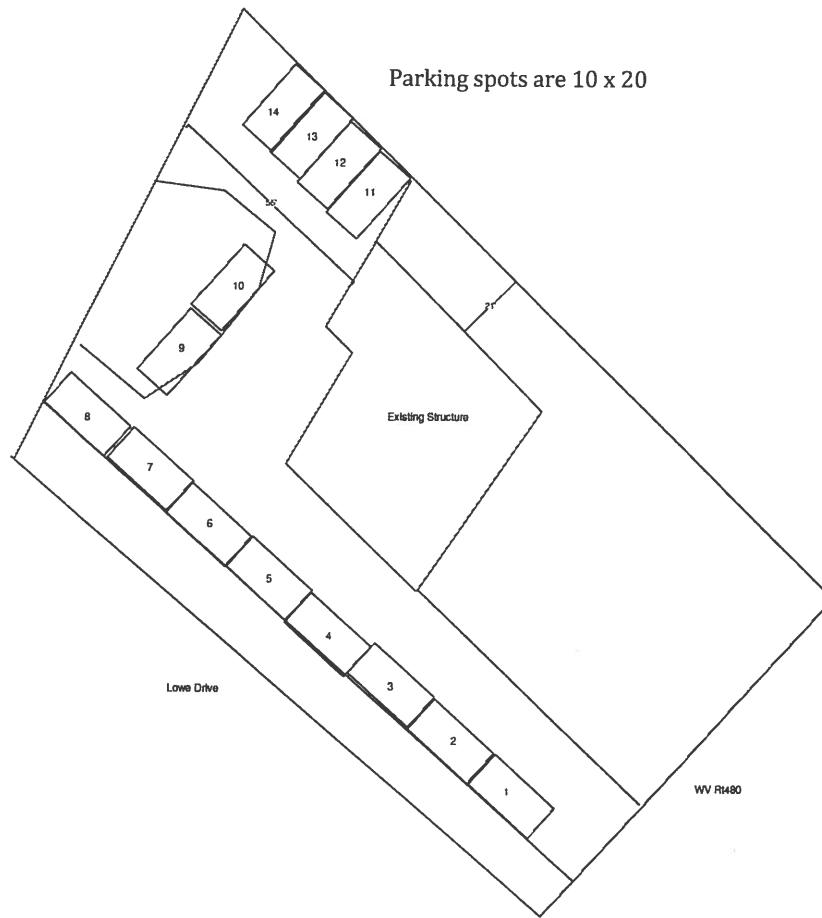
The Residential Growth area is intended to provide a variety of residential uses and densities, which can be supported by central or public water and sewer and adequate roadways and services. This district encourages areas of commercial growth proposed as an appropriate and compatible integrated part of a residential development in conformance with Section 5.4C of this Ordinance.

4781 Kearneysville Pike, the subject property, is a 5 Bedroom home and currently has approximately 6 parking spaces along with a 1-car garage. The house and driveway meets setback requirements as determined by the zoning administrator. No exterior modifications to the current structures would be needed. The zoning ordinance allows the board to grant conditional use permits for areas that proposals meet intent and compatibility of the current Comprehensive Plan, as well as the neighboring properties.

As a Residential Growth zoned property, a small professional office such as Potomac Crossroads should be a fit to be approved for a conditionally use permit based on the neighboring Middle School and Cemetery properties as well as the already busy road frontage of Kearneysville Pike. Utilities are not a hindrance as both public water and sewer service the property.

Regarding parking and traffic patterns, with 4 to 8 therapists, and no more than 8 clients having appointments at one time, there should not be a noticeable impact on current infrastructure.

Parking and Layout



Kathleen L. Morotti
Counselor, LPC, LCDAC, BC-DMT



[Email Me](#)

(304) 676-8192

Kathleen L. Morotti
Counselor, LPC, LCDAC, BC-DMT

The practice offers a variety of techniques to guide you into creating a pathway to healing and a direction that feels increasingly aligned with your own sense of inner core purpose. Over the years of counseling others, I have developed a specialty in working with depression, codependency issues, dual diagnosis & survivors of abuse. Since relocating to the area in 1999, I have been focusing on working with individuals, families, couples and groups. I lead two therapeutic support groups for women. I am also a dance/movement therapist offering a creative alternative on the therapeutic path.

I am a Licensed Professional Counselor and a Board-Certified Dance/Movement Therapist. I am licensed in West Virginia and Maryland and have been in practice since 1988, working in a variety of inpatient and outpatient settings. Types of insurance we work with include Anthem, BlueCross and BlueShield, Empire BlueCross BlueShield and Highmark.

Since 2003, I have been in private practice based out of the Entler Hotel building at 129 E German Street in Shepherdstown, WV. I am looking to develop my private practice into a wellness coop partnering with other therapists including family, couple and individual therapies, and add dance/movement therapy, and others such as acupuncture. Many of our clients are Shepherdstown residents and Shepherd University students. Having the office at 4781 Kearneysville Pike property would allow clients to be within walking distance from campus/town, also allow more parking, as well as more space to add therapists/offices to wellness co-op.

CONSULTANTS

Planning

Paul J. Raco

P. J. Raco Consulting, LLC

PO Box 548

Charles Town, WV 25414

304/676-8256

Contractor Consultant

Jonathan Sherman

Berkeley Home Technologies

P.O. Box 2913 Martinsburg, WV 25402

(304) 404-4248

jonathan@berkeleyhometech.com