



Jefferson County
Board of Zoning Appeals
Thursday, October 27, 2016, 2:00 p.m.

Members
Tyler Quynn, Chair
Jeffrey Bannon, Vice Chair
Christy Huddle
Matt Knott
Ted Schiltz
Jeff Bresee, Alternate
Craig Foster, Alternate

The Jefferson County Board of Zoning Appeals will meet in the Charles Town Library Conference Room located at 200 East Washington Street, at the side entrance on Samuel Street, in Charles Town, West Virginia.

Unless otherwise noted, all requests are pursuant to the Zoning & Land Development Ordinance.

1. Report from Roger Goodwin, Director of Engineering, Planning, and Zoning and Stephanie Hunt, County Administrator, regarding recent consolidation of various departments, including Planning and Zoning, into single department (per request by Mr. Jeffrey Bannon on 09-22-16).
2. Approval of the minutes from the September 22, 2016 meeting.
3. Swearing in of members of the public intending to provide testimony.
4. Variance request from Section 5.7(b) to reduce the side setback from 15' to 8' for a 24' x 30' pole building. Property Owner: Michael Coffman. Location: 98 Franklinton Rd., Summit Point. District: Kabletown (06); Map: 19A; Parcel: 26.4; Size: 2 ac; Zone: Rural; File ZV16-20.
5. Variance request from Section 4.18 to allow a staffed model townhome on Lot 51, which is located within the interior of the subdivision. Property Owner: Beallair Homes, LLC. Location: Beallair Subdivision, Lot 51, fronting on Lewis Washington Dr. & Clover Lea Way, Charles Town. District: Harpers Ferry (04); Map: 10A; Parcel: RESB / 50; Size: .09 ac; Zone: Residential Growth; File: ZV16-21.
6. Variance request by Bernadine Somers on behalf of Morgan Academy from Section 10.4C to reduce a setback for an existing sign from 25' to 6'. Property Owner: Amy Secrist; Property Location: 8505 Shepherdstown Pk., Shepherdstown. District: Shepherdstown (09); Map: 8; Parcel: 37; Size: 13.5 ac; Zone: Residential Growth; File #ZV16-22.
7. Zoning Administrator's Report.
 - a) Monthly Zoning Certificate Activity Report
8. Legal Update.
 - a) Possible executive session on the follow pending lawsuits: None.
 - b) Discussion with possible deliberative session and signing of draft findings/decisions.

Meeting date September 22, 2016:

 - i. Variance request by The Bavarian Inn from Section 4.6B.2. File #ZV16-17
 - ii. Variance request by McGee Civil Construction, LLC from Sections 4.11A.2, 4.11E.1, 4.11J, 5.6D.1 & App B. File #ZV16-18
 - iii. Variance request by David Leighton from Section 9.7. File #ZV16-19