



Jefferson County
Board of Zoning Appeals
Thursday, June 22, 2017, 2:00 p.m.

Members
Tyler Quynn, Chair
Jeffrey Bannon, Vice Chair
Matt Knott
Ted Schiltz
Jeff Bresee
Deirdre Catterton, 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 pm Samuel Street, in Charles Town, West Virginia. Unless otherwise noted, all requests are pursuant to the Zoning & Land Development Ordinance.

1. Approval of the minutes from the May 25, 2017 meeting.
2. Swearing in of members of the public intending to provide testimony.
3. Variance request from the following requirements to allow for the construction of a new church site:
 - a. Section 4.11A(1) & 4.11D: to allow the existing parking & access drive to remain within the 50' unscreened green space buffer yard along the eastern boundary; and,
 - b. Appendix B: to reduce the western side setback from 50' to 15' for Phases 1 and 2 of the church building.

Owner/Applicant: Dr. Craig Bush, Pastor, Grace Baptist Church. Location: 4272 Charles Town Road, Kearneysville; District: Middleway (07); Map: 2; Parcel: 2.6; Size: 3.917 acres; Zone: Rural File: ZV17-10.

4. Variance request from Section 5.4(B) [of the Jefferson County Zoning and Land Development Review Ordinance, as amended 11/07/02] to reduce the rear setback from 20' to 8' to construct a 12' x 12' deck. Owner: Collis Holdings, LLC and F Squared, LLC. Location: Deerfield Village, Lot 46, Deerfield Village Dr., Shepherdstown; District: Shepherdstown (09); Map: 14B; Parcel 46; Size: .239 acres; Zone: Rural; File: ZV17-11.
5. Variance request from Section 9.7 to reduce the rear setback from 50' to 30' for a 30' x 45' accessory structure. Owner: Patricia Dunn. Location: 923 Gardners Ln, Shepherdstown; District: Shepherdstown (09); Map: 17; Parcel: 1; Size: 2.5 ac; Zone: R; File: ZV17-12.
6. Request by applicant, The Middleway Conservancy Association Inc., for a Seasonal Use Permit for "Reenactment of the Battle of Smithfield Crossing" to operate from September 8-10, 2017. The event is to consist of a reenactment of civil war camp life, drills, educational activities and public parking. Property owner, location and description of proposed events as follows: File: SU17-01(A – I).

SU17-01A: William & Linda Chappell

175 East St., Kearneysville; D: 07; M: 22B; P: 28; Size: .89 ac; Z: R & V; military drills & educational activities, reenactment;

SU17-01B: Daniel & Anne Bowers

272 Mason Farm Dr., Kearneysville; D: 07; M: 22; P: 12.9; Size: 7.75 ac; Z: R; reenactor parking; encampment of 20 cavalry reenactors with horses, and educational activities;

SU17-01C: Dorothea DeHart

207 East St., Kearneysville; D: 07; M: 22B; P: 29 & 20; Size: 2.17 ac & .53 ac; Z: R & V; military drills & educational activities; reenactment of the battle

SU17-01D: Grace Episcopal Church

112 East St., Kearneysville; D: 07; M: 22A; P: 70; Size: .33 ac; Z: V; information center; living history exhibits; educational activities;

SU17-01E: Carmen Quinones

7513 Queen St., Kearneysville; D: 07; M: 22A; P: 18; Size: 2.45 ac; Z: V; encampment of 150 reenactors; military drills & equipment; civil war camp life & reenactment;

6. "Reenactment of the Battle of Smithfield Crossing" property owner, location and description of proposed events continued,

SU17-01F: James Stickles

7316 Queen St., Kearneysville; D: 07; M: 22A; P: 61; Size: 2.6 ac; Z: V; reenactor (50 cavalry) encampment with horses; military drills & equipment; civil war camp life;

SU17-01G: Timothy Johnson

7279 Queen St., Kearneysville; D: 07; M: 22A; P: 33; Size: .266 ac; Z: V; exhibition of Middleway/Smithfield records & artifacts;

SU17-01H: Middleway United Methodist Church Trustees

SU17-01I: 328 King St., Kearneysville. D: 07; M: 22A; P: 19; Size: .67 ac; Z: V; living history interpretations; educational activities; and,

7437 Queen St. Kearneysville; D: 07; M: 22A; P: 44; Size: .33 ac; Z: V; spectator parking;

7. Zoning Administrator's Report

a. Monthly Zoning Certificate Activity Report

8. Legal Update

a. Possible executive session on the following pending lawsuits: None.

b. Discussion with possible deliberative session and signing of draft findings/decisions.

Meeting May 25, 2017

- i. Variance from Sec. 9.7 to reduce the side and rear setback from 6' to 1' for a 7' tall fence. Owner: Kathleen A. Holsinger.
- ii. Request for a CUP by Alisha's Child Care to operate a child care facility within an existing home. The facility will provide services for up to 12-children, the existing driveway will be utilized for parking and a 2' x 4' free standing sign will advertise the location. Owner: James Shimp.
- iii. Request for a CUP by Middleway Antique Shop and Information Center for a proposed antique shop and information center to be located in an existing building. The business would utilize an existing gravel parking lot located in the rear of the property and is proposing an 18 sf sign. Owner: Timothy Johnson.
- iv. Variance from Sec. 4.10A to waive the requirement of a site plan due to the need for a paved parking lot. Applicant is requesting to utilize the existing gravel parking lot as part of CUP application CUP17-02. Owner: Timothy Johnson.
- v. Variance from Sec. 5.7(B)1 to reduce the side setback from 15' to 3' for a 20' x 32' accessory structure. Owner: Suzin & Laurence Wright.