



**Jefferson County**  
**Board of Zoning Appeals**  
**Thursday, December 14, 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 on 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 November 9, 2017 meeting.
2. Swearing in of members of the public intending to provide testimony.
3. Request for a Special Exception to allow an outdoor advertising sign for Grace Episcopal Church. The dimensions of the sign are as follows: a 24" x 36" sign hanging from an 11.5' tall post. Property Owner: Karen Ashby-Bowers and Larry V. Bowers. Applicant: Bill Grantham, Trustee for Grace Episcopal Church. Property Location: 112 King Street, at the intersection of Grace Street and Queen Street in Middleway. Tax District: Middleway (07); Tax Map: 22A; Parcel: 29; Size: .76 ac; Zone: Village; File: SE17-01.
4. Variance from Section 10.4F to allow an outdoor advertising sign to be located closer than 100' to an intersection; and, from Section 10.4G to reduce the required front yard setback for an outdoor advertising sign from 25' to 3'. Property Owner: Karen Ashby-Bowers and Larry V. Bowers. Applicant: Bill Grantham, Trustee for Grace Episcopal Church. Property Location: 112 King Street, at the intersection of Grace Street and Queen Street in Middleway. Tax District: Middleway (07); Tax Map: 22A; Parcel: 29; Size: .76 ac; Zone: Village; File: ZV17-18.
5. Variance from Section 5.7(b) to reduce the front setback from 40' to 23' for a proposed 24' x 26' detached garage; and from Section 9.6(c) to allow an accessory structure in the required front yard. Property Owner: Brian and Angela Wilt. Property Location: 38 John Brown Farm Road, Harpers Ferry, WV 25425. Tax District: Kabletown (06); Tax Map: 7; Parcel: 4.24; Size: 2.96 ac; Zone: Rural; File: ZV17-19.
6. Variance from Section 4.11A.1 & Appendix B of the current Zoning Ordinance; and Sec. 4.16 of the 2009 Zoning Ordinance (setbacks) to allow a 50' unscreened buffer along the south & west boundary lines; and to reduce the building setbacks and buffer to 0' along the north boundary line between the properties commonly owned by SPARC LLC (Parcels 2, 3, and 3.1) for the purpose of extending the existing shooting ranges as part of the approved Vocational and/or Training Facility for Adults. Property Owner: SPARC LLC. Applicant: Ryan Perks with Gordon. Property Location: 201 Motorsports Park Circle, Summit Point, WV. Tax District: Kabletown (06); Tax Map: 17; Parcels: 2, 3, 3.1; Size: ~430 ac; Zone: Rural; File: ZV17-20.
7. Variance from Section 9.7 to reduce the side setback from 12' to 3' for a 44' x 16' greenhouse. Property Owner: Alicia McCormick. Property Location: 2659 Engle Molers Road, Harpers Ferry, WV. Tax District: Shepherdstown (09); Tax Map: 18; Parcel: 15; Size: ~1.2 ac; Zone: Rural; File: ZV17-21.
8. Request for a Conditional Use Permit for a dine-in and drive through coffee shop (Starbucks) with parking and signage. Proposed use as defined by Article 2: Restaurant, Fast Food, Drive Through. Property Owner: Kentland Foundation, Inc. Applicant: Ryan Perks with Gordon. Property Location: Somerset Village Shopping Center, 58 Somerset Blvd, Charles Town. Tax District: Charles Town (02); Tax Map: 9; Parcel: 8.9; Proposed site: ~1 ac; Total Site: 15 ac; Zone: Residential- Light Industrial- Commercial; File: CUP17-06.
9. Zoning Administrator's Report
  - a. Monthly Zoning Certificate Activity Report
  - b. Approval of the 2018 Board of Zoning Appeals Meeting Schedule.

10. 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 November 9, 2017

- i. Postponed from 10/26/17. A CUP for Blossman Gas. Owner: JCDA. File: CUP17-05.
- ii. Variance from Appendix B. Owner: Middleway United Methodist Church. File: ZV17-17.