



**Jefferson County**  
**Board of Zoning Appeals**  
**Thursday, March 22, 2018**

Members  
Tyler Quynn, Chair  
Jeffrey Bannon, Vice Chair  
Deirdre Catterton  
Matt Knott  
Jeff Bresee

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. Postponed from February 22, 2018. Election of Officers.
2. Approval of Minutes – February 22, 2018
3. Swearing in of members of the public intending to provide testimony
4. Public Hearing. Variance from Section 5.4b of the 2005 Zoning Ordinance to reduce the rear setback from 20' to 11' for the construction of a 20' x 16' pavilion and a masonry retaining wall (less than 2' in height). Property Owner: Nelson Benavides. Property Location: Sheridan Estates, Lot 156, 43 Wilderness Ct. Harpers Ferry. Tax District: Harpers Ferry (04); Tax Map: 9D; Parcel: 156; Size: .33 ac; Zone: Residential Growth; File: ZV18-04.
5. Zoning Administrator Report
  - a. Monthly Zoning Certificate Activity Report
6. Legal Update
  - a. Possible executive session on the following pending lawsuits. None.
  - b. Discussion with possible deliberative session and sign of draft Findings/Decisions  
Meeting: February 22, 2018
    - i. Variance from App. B. Owner: Jefferson County Commission. Applicant: Jefferson County Convention and Visitors Bureau (JCCVB). File: ZV18-01.
    - ii. Variance from Sec. 4.11A.1 & App. B. Owner: SPARC LLC. File: ZV18-02.
    - iii. Variance from Sec. 5.7D.3. Owner: S. Knott & M. Ogg. Applicant: D. Lutman. File: ZV18-03.