



Jefferson County
Board of Zoning Appeals
Thursday, September 26, 2019 at 2:00 p.m.

Members
Tyler Quynn, Chair
Jeffrey Bannon, Vice Chair
Deirdre Catterton
Matthew McKinney
Leeds Corbin

Meeting Location: Charles Town Library Conference Room, 200 East Washington Street, Charles Town, WV
Unless otherwise noted, all requests are pursuant to the Zoning & Land Development Ordinance.

Approval of Minutes: August 22, 2019

Public Hearing – Administer Oath

ITEM #1 FILE #: 19-22-ZV

Request: Variance request from Section 10.4B.3 to reduce the front setback from 25' to 1' for a 96" (length) x 48" (width) x 7'4" (height) freestanding sign (Motorsports Park Circle-West Entrance).
Owner: SPARC, LLC
Parcel Info: 201 Motorsports Park Cir., Summit Point
Parcel ID: 06001700020000; Size: 415 ac; Zoning District: Rural

ITEM #2 FILE #: 19-23-ZV

Request: Variance request from Section 10.2C to allow for a 96" (length) x 48" (width) x 7'4" (height) freestanding sign in the required right-of-way (Motorsports Park Circle-East Entrance).
Owner: SPARC, LLC
Parcel Info: 201 Motorsports Park Cir., Summit Point
Parcel ID: 06001700020000; Size: 415 ac; Zoning District: Rural

ITEM #3 FILE #: 19-24-ZV

Request: Variance from Section 4.10A to waive the requirement of a site plan for the construction of a 3,700 square foot dog kennel and associated parking lot; and Section 11.1B to allow for a modified parking standard/reduced number of parking spaces.
Owner: Jennifer Hillmann
Parcel Info: 4174 Flowing Springs Rd, Shenandoah Junction
Parcel ID: 09002400090000; Size: 3.5 ac; Zoning District: Rural

ITEM #4 FILE #: 19-1-SE

Request: Request for a Special Exception Permit to allow a 91" (length) x 21 3/4" (width) electronic sign to remain affixed to the existing Leetown United Methodist Church Sign. The overall width and height of the existing sign will remain the same. The applicant is also requesting a deviation from the following: A) Section 10.7H to reduce the distance requirement from 200' to 95' on the western property line; to 60' on the northwestern property line; and to 172' on the northeastern property line. B) Section 10.7I to allow an electronic sign to be parallel to a residence.
Owner: Leetown United Methodist Church
Parcel Info: 11133 Leetown Rd., Kearneysville, WV
Parcel ID: 07001200140000; Size: .47 ac; Zoning District: Rural

ITEM #5 FILE #: 19-25-ZV

Request: Variance from Section 9.6C to allow an accessory structure in the required front yard; and, Section 9.7 to reduce the front setback from 20' to 3' for a 12' x 20' shed.
Owner: Leroy Delauder
Parcel Info: 762 Wiltshire Rd, Kearneysville, WV
Parcel ID: 02000200070000; Size: .5 ac; Zoning District: Rural

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report

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: August 22, 2019

- 1. Variance from Appendix A. Owner: Howard and Patricia Quynn. File: 19-18-ZV.
- 2. Variance from Section 10.2C. Owner: Seneca Crossing LLC. File: 19-20-ZV.
- 3. Variance from Section 4.10 and Appendix B. Owner Robert C & Delia M Garza. Applicant: Andrea Garza, Tri State Pet Care, LLC. File: 19-19-ZV. - Withdrawn
- 4. Variance from Section 10.4B.3. Owner: Seneca Crossing LLC. Applicant: Berkeley Medical Center. File: 19-21-ZV.