



Jefferson County
Board of Zoning Appeals
Thursday, November 14, 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: October 24, 2019

Public Hearing – Administer Oath

ITEM #1 FILE #: 19-32-ZV

Request: Variance from Section 4.11A.2, 4.11E and Appendix B to reduce the landscape buffer from 10' to 0' on the southern boundary of proposed Lot 1 and to retain an unscreened landscape buffer on the northern boundary of proposed Lot 2. The applicant is proposing to install a 6' privacy fence between proposed Lots 1 and 2 in lieu of the required buffer.

Owner: Seneca Crossing LLC

Parcel Info: Vacant parcel approx. 530' West of the Shepherd University campus entrance located on Martinsburg Pike, Shepherdstown WV
Parcel ID: 09000800500000; Size: 4.5 ac; Zone: Residential-Light Industrial-Commercial

ITEM #2 FILE #: 19-33-ZV – Postponed to December 12, 2019

Request: Variance from Section 5.4(b) to reduce the front setback from 25' to 20'; the side setback from 12' to 10'; and, the rear setback from 20' to 15' for Lots 68-72, 78, 106-108, 118, 121-124, & 129.

Parcel Info: Beallair Homes LLC

Unplatted section of Beallair Subdivision, proposed lots
Parcel ID: 02010A00680000; Size: 9,429 sf; Zoning District: Residential Growth

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report
- b. Approval of the 2020 Board of Zoning Appeals Meeting Schedule

Legal Update

- a. Possible executive session on the following pending lawsuits.
- b. Discussion with possible deliberative session and sign of draft Findings/Decisions

Meeting: September 26, 2019

1. Variance from Section 10.4B.3. Owner: SPARC, LLC. File: 19-22-ZV.
2. Variance from Section 10.2C. Owner: SPARC, LLC. File: 19-23-ZV.
3. Variance from Section 4.10A and Section 11.1B. Owner: Jennifer Hillmann. File: 19-24-ZV.
4. Request for a Special Exception Permit for an electronic sign. Owner: Leetown United Methodist Church. File: 19-1-SE.
5. Variance from Section 9.6C and Section 9.7. Owner: Leroy Delauder. File: 19-25-ZV.