



**Jefferson County  
Board of Zoning Appeals  
Thursday, August 27, 2020 at 2:00 p.m.**

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

---

**By order of the Jefferson County Board of Zoning Appeals, Jeffrey Bannon, Chair, this Board of Zoning Appeals Meeting will be held virtually via ZOOM.**

**This meeting will NOT be a LIVE broadcast on our website. Instead, it will be accessible live through ZOOM Meeting. If you wish to participate in public comment for one of the agenda items, please type your name, address, and agenda item # in the chat function at the start of the meeting.**

**Please use the following information to join the ZOOM Meeting:**

<https://us02web.zoom.us/j/83610030817>

**Meeting ID: 836 1003 0817**

**Dial by your location:**

**+1 301 715 8592 US**

**Meeting ID: 836 1003 0817**

**Find your local number: <https://us02web.zoom.us/u/kb65f6MrBt>**

**Access from desktop, laptop, iPad, or from a phone. You will be prompted to download the software. If accessing from a phone, you must have the ZOOM app.**

**Please mute yourself when you are not talking. When participating, remember that your video is streaming to others.**

---

**All requests are pursuant to the Zoning & Land Development Ordinance.**

---

**Approval of Minutes: July 23, 2020**

**Public Hearing – Administer Oath**

---

**ITEM #1      FILE #: 20-25-ZV**

**Request:** Variance from Section 9.7 to reduce the front setback from 40' to 20' to construct a single-family dwelling unit.

**Owner:** Joseph R Lee

**Parcel Info:** 206 Meadow Bluff Ln, Kearneysville, WV; Parcel ID: 07000600010021; Size: 8.88 ac  
Zoning District: Rural

---

**ITEM #2      FILE #: 20-26-ZV**

**Request:** Variance from Section 9.7 to reduce the side setback for proposed Lot 11A from 8' to 5.4'; and, to reduce the front setback for proposed Lot 12A from 20' to 2' to allow for a proposed boundary line adjustment.

**Owner:** Cage, LLC

**Parcel Info:** 171 Euclid Avenue, Charles Town, WV; Parcel ID: 02010A00920000; Size: 15,000 square feet  
Zoning District: Residential Growth

---

**ITEM #3 FILE #: 20-5-CUP**

**Request:** Request by Valley Used Cars for a Conditional Use Permit to operate an Automobile Repair, Sales, and Service business, to include the repair and sale of used cars. No new buildings or additions are proposed at this time. Site improvements include expansion of gravel area and replacement of existing sign in the same location.

**Owner:** I&K Farms, LLC

**Parcel Info:** 5409 Charles Town Road, Kearneysville, WV; Parcel ID: 07000300010001; Size: 5.35 acres  
Zoning District: Village

---

**ITEM #4 FILE #: 20-6-CUP**

**Request:** Request by Andrew and Nariman Main for a Conditional Use Permit to operate a catering business, to include the distribution of baked goods to off-site vendors, as well as the preparation and on-site sale of grab-and-go items (such as sandwiches, salads, and baked goods). Seating is not proposed. The applicant is proposing to construct a 40' x 80' accessory structure, a portion of which is to be utilized for the proposed business. The proposed use includes a customer parking area and a modest sign. Land use classification in Appendix C: Restaurant.

**Owner:** Andrew & Nariman Main

**Parcel Info:** Grove Minor Subdivision, Lot 3; Vacant parcel located directly behind 2945 Lewisville Road, Summit Point, WV; Parcel ID: 06001900180006; Size: .71 acre  
Zoning District: Rural

---

**ITEM #5 FILE #: 20-27-ZV**

**Request:** Variance from Section 4.16 of the Zoning Ordinance, as amended 03/10/11 to reduce the side landscape buffer and the side setback from 50' to 25' for a 1,200 sf storage building.

**Owner:** Asbury United Methodist Church

**Applicant:** Arturo Gales, Head Trustee

**Parcel Info:** 4257 Kearneysville Pike, Shepherdstown, WV. Parcel ID: 09000800070002; Size: 4.98 ac  
Zoning District: Residential Growth

---

**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 signing of draft Findings/Decisions

**Meeting: July 23, 2020**

1. Variance from Section 4.3H. Owner: I&K Farms, LLC. File: 20-23-ZV.
2. Request by Richalie Demaine for a Conditional Use Permit to operate a Homebased Federal Firearms Business [custom manufacturing]. Owner: Richalie Demaine. File: 20-4-CUP.
3. Variance from Section 4.6B. Owner: Richalie Demaine. File: 20-24-ZV.