



JEFFERSON COUNTY, WEST VIRGINIA
Department of Engineering, Planning and Zoning
Office of Planning and Zoning
116 East Washington Street, 2nd Floor
P.O. Box 716
Charles Town, West Virginia 25414

File #: CUP 20-8
Mtg. Date: 11/12/20
Fee Paid: \$ 550.⁰⁰
Staff Int.: 84

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228
Fax: (304) 728-8126

Application for a Conditional Use Permit

Conditional Use Permit process is outlined in Article 6 of the Zoning Ordinance

Project Name

River Chase Wedding Venue

RECEIVED

OCT 02 2020

Property Owner Information

Name: Nancy E. Stevens JEFFERSON COUNTY PLANNING
Business Name: River Chase Plc. ZONING & ENGINEERING
Mailing Address: 1122 Duncan Rd. Harpers Ferry WV Mail ☐ Yes
Phone Number: 304-870-0019 Email Response: hokie09@hotmail.com Response: ☐ No

Applicant Information

Name: _____
Business Name: Same as above
Mailing Address: _____ Mail ☐ Yes
Phone Number: 304-263-0157 Response: _____ Response: ☐ No

Engineer(s), Surveyor(s), or Consultant(s) Information

Name: Andy Dimagno
Business Name: Dimagno Dimagno Engineering
Mailing Address: _____ Mail ☐ Yes
Phone Number: 304-263-0157 Response: _____ Response: ☐ No

Physical Property Details

Physical Address: 1122 Duncan Rd. Harpers Ferry, WV, 25425
Tax District: * Select a District SH-11 Map No: SH-11 Parcel No: 10
Parcel Size: 5.92 Acres Deed Book: 488 Page No: 721

Zoning District (please check one)

Residential
Growth
(RG)

☐

Industrial
Commercial
(I-C)

☐

Rural*
(R)

☒

Residential-
Light Industrial-
Commercial
(R-LI-C)

☐

Village
(V)

☐

Neighborhood
Commercial
(NC)

☐

General
Commercial
(GC)

☐

Highway
Commercial
(HC)

☐

Light
Industrial
(LI)

☐

Major
Industrial
(MI)

☐

Planned
Neighborhood
Development
(PND)

☐

Office/
Commercial
Mixed-Use
(OC)

☐

* For properties in the Rural Zoning District:

Is property located on a primary or secondary road?

☒ Yes

☐ No

Name of Road and/or Route Number:

Duncan Rd.

County RTE 28/1

Sketch Plan (see cover sheet for description)

☒ Attached

A list of all adjacent and confronting property owners (see cover sheet for description)

☒ Attached On Plat

State the proposed land use as listed in Appendix C and provide a description of the proposed use.

Special Events → Small

Host weddings & small events - 15/year Max.
75 Gers & 150 Max.

Please provide any information or known history regarding this property.

House & Barn are both class III historical
House was first B&B in the Dept. of Agriculture
exchange Program

Please respond (in detail) to the following statements located in Section 6.3 of the Zoning Ordinance:

1. The proposed use is compatible with the goals of the adopted Comprehensive Plan. Section 6.3A.1

The use will not change the existing property
look

2. The proposed use is compatible in intensity and scale with the existing and potential land uses on the adjoining and confronting properties; and poses no threat to public health, safety, and welfare. Section 6.3A.2

The use will not impact with respect to adjoining
properties

3. The proposed site development shall be such that the use will not hinder nor discourage the appropriate development and use of adjacent land and buildings. Section 6.3A.3

The property is wood land
on 3 sides with no house within 500' of the property
Neighbor on 4th side is on board.

4. Neighborhood character and surrounding property values shall be safeguarded by requiring implementation of the landscaping buffer requirements found in Appendix B and Section 4.11 of this Ordinance. Section 6.3A.4

☒ I am aware of the landscaping buffer requirements and will adhere to them.

☐ I am aware of the landscaping buffer requirements; however, I may be seeking a variance to modify them.

5. For properties in the Rural zoning district, roadway adequacy shall be assessed by the Comprehensive Plan's Highway Road Classification Map. If a rural parcel is not shown as commercial on the Future Land Use Guide or does not front on a Principal Arterial, Minor Arterial, or Major Collector road (as identified in the Comprehensive Plan), the applicant shall submit trip generation data, including Average Daily and Peak Hour trips, for the Board of Zoning Appeals to review in conjunction with the Highway Problem Areas Map when determining roadway adequacy for the proposed use. Section 6.3A.6

☐ Applicable (Trip Generation Data attached)

☒ Not Applicable

The information given is correct to the best of my knowledge. Original Signature Required.

X Nancy C. Hous 10/2/2020
Property Owner Date

Chuck T. Stear 10/2/2020
Property Owner Date

River Chase Wedding Venue

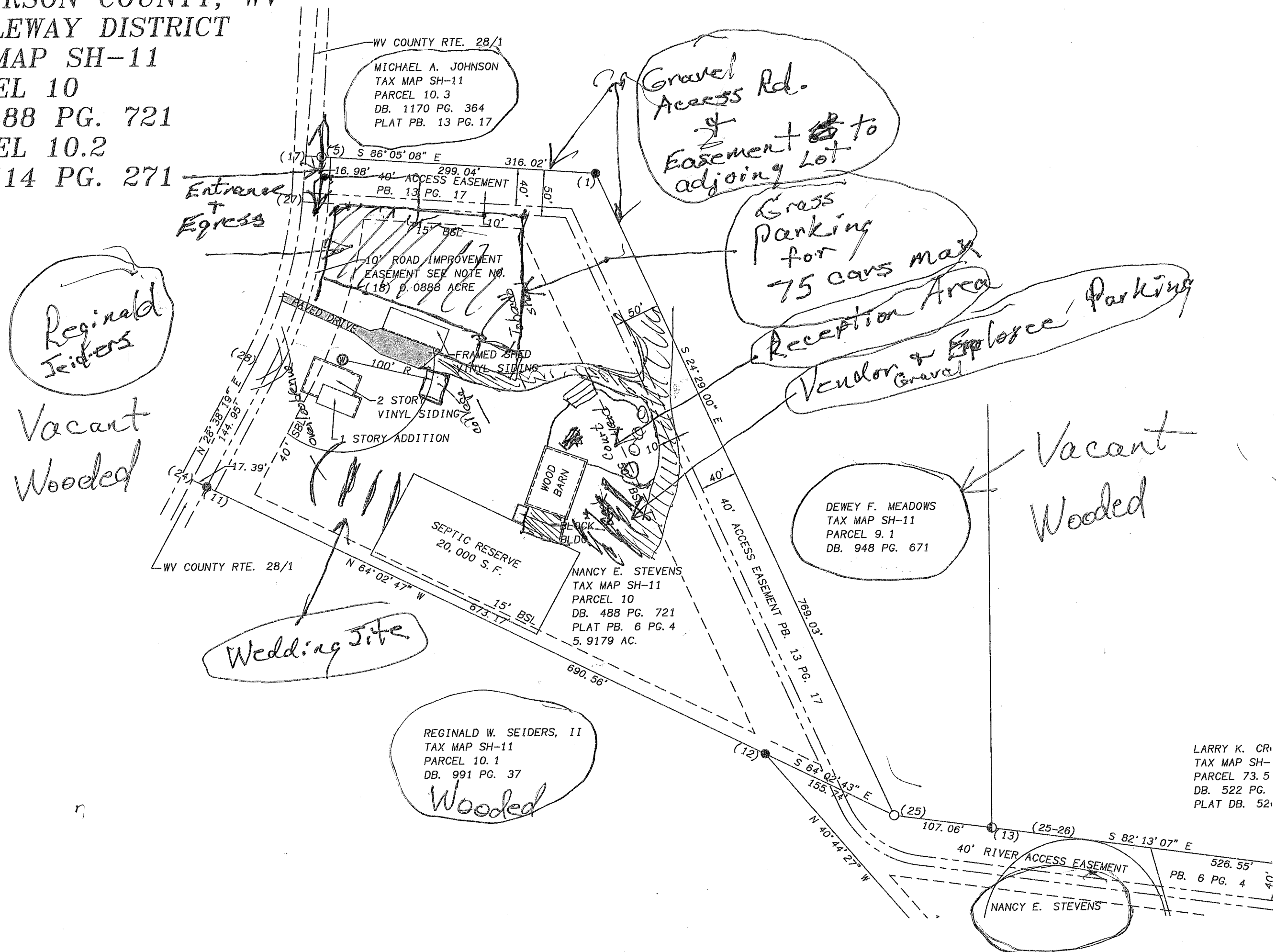
Nancy E. Stevens

House
Barn

- 1830
- ~~1870~~
- 1870

Both
are
Class III Landmarks

JEFFERSON COUNTY, WV
MIDDLEWAY DISTRICT
TAX MAP SH-11
PARCEL 10
DB. 488 PG. 721
PARCEL 10.2
DB. 514 PG. 271



River Chase
Nancy Stevens

20-8-cup

Reginald Seiders
1066 Duncan Rd
Harpers Ferry, WV 25425

Michael Johnson
1178 Duncan Rd.
Harpers Ferry, WV 25425

Dewey Meadows
448 McShanes Landing
Shepherdstown 25443

Zoning

From: nancy stevens <hokie09@hotmail.com>
Sent: Thursday, October 8, 2020 8:52 PM
To: Zoning
Subject: RE: Conditional Use Permit Application

Hey Alexandra, Duncan Rd. started as a driveway to our farm, only to be turned into a thru road in the 70's. I need 50 to 75 cars once every Saturday 15 times per year. $50 - 75$ divided by 7 equals 9-11 cars per day four months. USPS and UPS come by more than that at 55MPH on a 25MPH RD. I am a common man, not an engineer, what do you want? I thought we were encouraging agribusiness. Do I submit a drawing, a diagram, I really don't know what I need to provide. Help me please. What is trip generation data ? Thanks, Chuck Stevens

From: [Zoning](#)
Sent: Thursday, October 8, 2020 2:28 PM
To: 'hokie09@hotmail.com'
Subject: Conditional Use Permit Application

Mr. Stevens,

Thank you for submitting your conditional use permit application. One of the questions on the application pertains to road type as identified by the Comprehensive Plan. It looks like Duncan Road is listed as a local road on the Plan's roadway classification map (attached); therefore, the data requested in question #5 pertaining to trip generation is required.

As part of the application, please submit an addendum addressing question #5 on the application, specifically addressing trip generation data to include Average Daily and Peak Hour trips calculated for the proposed venue. If you are working with Andy Dimagno Engineering, they may be able to provide a brief summary addressing this criteria.

Do you intend to place a sign on the property? If so, can you please note the location of the proposed sign and an approximate size? The Board is required to evaluate all signs affiliated with a Conditional Use Permit application. If no signs are proposed at this time, you can come back to the Board to have a future sign reviewed/approved by the Board.

Thank you,

Alex

Alexandra Beaulieu
Zoning Administrator
Jefferson County Office of Planning and Zoning
www.jeffersoncountywv.org
304-728-3228