



**Jefferson County
Board of Zoning Appeals
Thursday, November 12, 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/83542283973>

Meeting ID: 835 4228 3973

Dial by your location: +1 301 715 8592 US

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: October 22, 2020

Public Hearing – Administer Oath

ITEM #1 FILE #: 20-8-CUP

Request: Request by River Chase Wedding Venue for a Conditional Use Permit to operate a Special Event Facility. The proposal consist of hosting up to 15 wedding receptions and other special events per year. The applicant is proposing a maximum of 150 grass parking spaces.

Owner: Nancy Stevens

Applicant: Charles Stevens, River Chase Wedding Venue

Parcel Info: 1122 Duncan Rd, Harpers Ferry, WV. Parcel ID: 09001100100000; Size: 6 acres;
Zoning District: Rural

ITEM #2 FILE #: 20-35-ZV

Request: Variance from Section 5.4B (Zoning Ordinance, as amended 01/10/2002) to reduce the rear setback from 20' to 11' for a 10' x 20' deck.

Owner: Waverly and Sharon Paige

Applicant: Same

Parcel Info: Robelei Estates Subdivision, Lot 24, 14 Stiles Way, Charles Town, WV. Parcel ID: 02000700790000; Size: .14 acres; Zoning District: Residential-Light Industrial-Commercial

ITEM #3 FILE #: 20-36-ZV

Request: Variance from Section 9.7 to reduce the north side setback from 25' to 6' for a 14' x 28' accessory structure.
Owner: Howard Herbert
Applicant: Same
Parcel Info: Brentwood Subdivision, Lot 36, 60 Brentwood Dr., Harpers Ferry, WV.
Parcel ID: 04000600090006; Size: 1.18 acres; Zoning District: Rural

ITEM #4 FILE #: 20-37-ZV

Request: Variance from Section 5.4B and Section 9.6C (Zoning Ordinance, as amended 10-04-1990) to allow an in ground pool within the required front yard and to reduce the front setback from 25' to 5'. The dimensions for the proposed pool and surrounding concrete area are 42' x 20'.
Owner: Kevin Hanigan and Tina Sinnett
Applicant: Same
Parcel Info: Carriage Park Subdivision, Lot 17, 33 Jenny Lind Dr., Charles Town, WV
Parcel ID: 04009C00170000; Size: .95 acres; Zoning District: Residential Growth

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report
- b. 2021 Board of Zoning Appeals Meeting Schedule

Rules of Procedure – discussion with possible action to amend the Rules of Procedure to create a process to allow for a summary approval by unanimous consent for variance applications where no one has filed written opposition and no one but the applicant appears to testify.

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: October 22, 2020

- 1. Variance from Section 10.4B.3. Owner: HDW, LLC. File: 20-32-ZV.
- 2. Variance from Section 4.6B.2. Owner: HDW, LLC. File: 20-33-ZV.