



**Jefferson County
Board of Zoning Appeals
Thursday, December 10, 2020 at 2:00 p.m.**

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

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/81691966625>

Meeting ID: 816 9196 6625

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: November 12, 2020

Public Hearing – Administer Oath

ITEM #1 FILE #: 20-8-CUP – continued from the 11/12/2020 meeting

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 #: 20-38-ZV

Request: Variance from Section 9.7 to reduce the side setback from 15' to 10' and the rear setback from 50' to 13' for a 12' x 20' accessory structure (shed).

Owner: Deirdre Eychner-Raduns

Applicant: Same

Parcel Info: Meadowlands Subdivision, Section 2, Lot 23 / 647 New Meadow Dr., Kearneysville, WV
Parcel ID: 07002000340000; Size: 2.51 acres; Zoning District: Rural

ITEM #3 FILE #: 20-39-ZV

Request: Variance from Section 9.7 to reduce the front setback from 20' to 16' and the rear setback from 12' to 7' for a 16' x 18' addition to the existing house.

Owner: Scott and Margie Brown

Applicant: Dana Shorb

Parcel Info: Briar Patch Subdivision, Lot 6 / 45 Briar Patch Lane, Harpers Ferry, WV
Parcel ID: 04000200260000; Size: 4,816 sf; Zoning District: Rural

ITEM #4 FILE #: 20-40-ZV

Request: Variance from Section 4B.7J.2.a to increase the height restriction from 100' to 150' for a proposed telecommunications tower.

Owner: Potomac Edison Company

Applicant: John Melham, Melham Associates, PC

Parcel Info: 1320 Old Country Club Rd, Charles Town, WV
Parcel ID: 04001000030005; Size: 3.67 ac; Zoning District: Residential Growth

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report

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. **Continued from 11/12/2020 meeting.**

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: November 12, 2020

1. Variance from Sec. 5.4B. Owner: Waverly Paige. File: 20-35-ZV.
2. Variance from Sec. 9.7. Owner: Howard Herbert. File: 20-36-ZV.
3. Variance from Sec. 5.4B and Sec. 9.6C. Owner: Kevin Hanigan and Tina Sinnett. File: 20-37-ZV.