



**Jefferson County
Board of Zoning Appeals
Thursday, January 28, 2021 at 2:00 p.m.**

Members
Jeffrey Bannon, Chair
Tyler Quynn, Vice Chair
Deirdre Catterton
Matthew McKinney
Leeds Corbin
Mikala Shremshock, Alternate
Danesia Chicchirichi, 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/87501490915>

Meeting ID: 875 0149 0915

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.

Election of Officers

Approval of Minutes: December 10, 2020

Public Hearing – Administer Oath

ITEM #1 FILE #: 21-1-ZV

Request: Variance from Section 5.4B of the Zoning Ordinance, as amended 10/04/99 to reduce the rear setback from 20' to 10' for a 26' x 30' accessory structure.

Owner: David Groom

Applicant: Same

Parcel Info: Quail Ridge Subdivision, Lot 112, 294 Sundance Ln, Charles Town, WV
Parcel ID: 07002A01120000; Size: .55 acres; Zoning District: Rural

ITEM #2 FILE #: 21-2-ZV

Request: Variance from Section 4.11.A. and Appendix B to utilize the 50' unscreened buffer option in lieu of a vegetative screened buffer.

Owner: Federal Group Inc

Applicant: P.J. Raco Consulting, LLC

Parcel Info: 233 Lowe Dr., Shepherdstown, WV

Parcel ID: 09000800100009; Size: 29.84 acres; Zoning District: Residential Growth

ITEM #3 **FILE #: 21-3-ZV**

Request: Variance from Section 4.6 to reduce the distance requirement from 75' to 0'; Section 4.11.A to reduce the buffer requirement of 20' to 0'; and, Appendix B to reduce the building setback from 25' to 0' and access/parking lot setback from 10' to 0' along the interior property line of a proposed subdivision. The proposed subdivision will divide the existing hotel from the conference center.

Owner: Federal Group Inc

Applicant: P.J. Raco Consulting, LLC

Parcel Info: 233 Lowe Dr., Shepherdstown, WV

Parcel ID: 09000800100009; Size: 29.84 acres; 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 12-10-20).

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: December 10, 2020

1. Request for a CUP to operate River Chase Wedding Venue. Owner: Nancy Stevens. Applicant: Charles Stevens. File: 20-8-CUP.
2. Variance from Sec. 9.7. Owner: Deirdre Eychner-Raduns. File: 20-38-ZV.
3. Variance from Sec. 9.7. Owner: Scott and Margie Brown. File: 20-39-ZV.
4. Variance from Sec. 4B.7J.2.a. Owner: Potomac Edison Company. File: 20-40-ZV.