



Jefferson County
Board of Zoning Appeals
Thursday, March 25, 2021 at 2:00 p.m.

Members
Tyler Quynn, Chair
Deirdre Catterton, Vice Chair
Matthew McKinney
Leeds Corbin
Steven Guier
Mikala Shremshock, Alternate
Danesia Chicchirichi, Alternate

By order of the Jefferson County Board of Zoning Appeals, Tyler Quynn, 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/86979864577>

Meeting ID: 869 7986 4577

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: February 25, 2021

Public Hearing – Administer Oath

ITEM #1 FILE #: 21-6-ZV

Request: Variance from Section 8.10 to allow a sales trailer on a lot that is not part of the originally platted Harvest Hills Subdivision.

Owner: Arcadia Land Inc

Applicant: Greenway Engineering

Parcel Info: Henderson Minor Subdivision, Lot 2, Shenandoah Junction, WV
Vacant parcel on the northeast corner of Flowing Springs Road and Brass Harness Drive.
Parcel ID: 09002400120002; Size: 1.62 ac; Zoning District: Rural

ITEM #2 FILE #: 21-7-ZV

Request: Variance request from Section 10.4B.3 to reduce the front setback from 25' to 0' for a 4' x 5' (8' tall) Freestanding Business Sign; and Section 10.4B.4 to allow the proposed sign to face a residence.

Owner: Potomac Crossroads Counseling, LLC

Applicant: Kathy Morotti

Parcel Info: 4781 Kearneysville, Pike, Shepherdstown, WV
Parcel ID: 09000800230007; Size: .71 ac; Zoning District: Residential Growth

ITEM #3 FILE #: 21-1-CUP and 21-9-ZV

Request 1: Request for a Conditional Use Permit to operate as a Contractor with Outdoor Storage, as defined in Article 2. The proposal consists of converting an existing, vacant structure into a contractor's office with outdoor storage to include associated parking and a 10' x 2'-6" (25 square feet) attached business sign. Potential future expansion to include addition of a 1,000 square foot storage building.

Request 2: Variance request to reduce the distance requirement and commercial setbacks as follows from 75' and 25' down to 15' along the north-eastern boundary line. The request includes conversion of an existing structure to a Contractor Office with Outdoor Storage and a future 1,000 square foot storage building.

Owner: West Group Holding LLC
Applicant: Jeff Whitten, Jefferson Group LLC
Parcel Info: Formerly 1508 Cloverdale Road, Charles Town WV (currently vacant / no address)
Parcel ID: 02001600100000; Size: .5 ac; Zoning District: Rural

ITEM #4 FILE #: 21-8-ZV – POSTPONED UNTIL 04/22/21

Request: Variance request from Section 10.4B.3 to reduce the front setback from 25' to 1' for an 8.5' x 3' (25.5 square feet) Freestanding Electronic Business Sign; and, Section 10.7G to reduce the distance requirement of an Electronic Sign from a traffic light from 300' to approximately 190'.

Owner: Steve Petropouleas
Applicant: Mountain View Diner
Parcel Info: 811 Willow Spring Drive, Charles Town, WV
Parcel ID: 02001000090004; Size: 1.21 ac;
Zoning District: Residential-Light Industrial-Commercial

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report

Rules of Procedure - amendment to create a process to allow for summary approval by unanimous consent for variance applications - review of final draft reflecting Board's approval from 02/25/21.

Legal Update

- a. Discussion of the following pending lawsuits:
 - 1. Discussion/Action: Neighbors Against River Chase Event Center v. BZA re: 20-8-CUP (Civil Action No.: CC-19-2021-C-22)
- b. Discussion with possible deliberative session and signing of draft Findings/Decisions

Meeting: February 25, 2021

- 1. Variance from Sec. 9.6C and 9.7. Owner: P. Mathias. File: 21-4-ZV.
- 2. Variance from Sec. 9.6C and 9.7. Owner: K. Cranford. File: 21-5-ZV.