



Jefferson County
Board of Zoning Appeals Agenda
Thursday, June 22, 2023 at 2:00 p.m.

Members
Tyler Quynn, Chair
Matthew McKinney, Vice Chair
Steven Guier, Secretary
David Wiegand
Jacob Harris
Mikala Shremshock, Alternate

This meeting will be held both in-person and virtually via ZOOM, which may be accessed from a desktop, laptop, iPad, or from a phone. You may be prompted to download the software or the ZOOM app.

In-person Meeting Location: County Commission Meeting Room located in the lower level of the Charles Town Library (entrance on Samuel St.)
200 East Washington Street, Charles Town, WV 25414

ZOOM Meeting Information: Meeting ID: 817 7695 7106
Meeting Link: <https://us02web.zoom.us/j/81776957106>
Phone Option (Dial by Location): 301-715-8592
Find your local number: <https://us02web.zoom.us/u/kuHlcoDFK>

If you wish to participate virtually in public comment for one of the agenda items, please type your name and agenda item # in the chat function at the start of the meeting. Please mute yourself when you are not talking. When participating, please be mindful that your video is streaming to others.

All requests are pursuant to the Zoning & Land Development Ordinance.

Approval of Minutes: May 25, 2023

Public Hearing – Administer Oath

ITEM #1 FILE #: 23-19-ZV

Request: Variance request from Section 9.7 to reduce the side setback from 6' to 4' along the northern property line for a 14' x 32' detached garage.
Owner: Lori and Mario DiGiambattista
Parcel Info: Avon Bend Subdivision, Section 23H, Lot 2359
974 Avon Bend Rd, Charles Town, WV
Parcel ID: 06009G00250000; Size: .76 ac; Zoning District: Rural

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report

Legal Update

- a. Discussion of the following pending lawsuits:
 1. Jefferson County Circuit Court Case #CC-19-2022-C-81 (RE: ZTA22-01 Solar Energy Facilities) Rockwell v. JCPC, JCBZA and JCCC
 2. Jefferson County Circuit Court Case #CC-19-2022-C-141 (RE: Rippon Solar Energy Facility / File 22-9-CUP) Rockwell v. JCBZA
- b. Discussion with possible deliberative session and signing of draft Findings/Decisions.

Meeting: May 25, 2023

1. Request for a Conditional Use Permit to operate a Special Event Facility (Project Name: Colonial Estate). Applicant: Potomac Adventure, LLC / Attn: Cathy Gray. File: 23-3-CUP.

2. Variance from Appendix A. Applicant: TriState Investments / Attn: Chris Hill. File: 23-16-ZV.
3. Variance from Section 5.7B. Property Owner: Jason Duncan. File: 23-17-ZV.
4. Variance from Appendix A. Owner: David Brown & Michelle Mitchell-Brown. File: 23-18-ZV
5. Request for a Conditional Use Permit to operate a Commercial Storage Facility. Property Owner: Valley Storage Shepherdstown / Attn: Todd Snook. File: 23-5-CUP.

DRAFT Minutes

Jefferson County Board of Zoning Appeals

- 1 Meeting Date: May 25, 2023
2 Meeting Location: By order of the Chair, the Board of Zoning Appeals meeting was held
3 in-person in the County Commission Meeting Room located in the
4 lower level of the Charles Town Library and virtually via ZOOM.
5 Board Members Present: Tyler Quynn, Chair; Matthew McKinney, Vice Chair; Jacob Harris, and
6 David Wiegand were present in person.
7 Board Members Absent: Steve Guier, Secretary; and Mikala Shremshock, Alternate
8 Staff Members Present: Alexandra Beaulieu, Zoning Administrator and Jennilee Hartman,
9 Zoning Clerk

10 All requests were pursuant to the Jefferson County Zoning and Land Development Ordinance.

11 Mr. Wiegand moved to call the meeting to order at 2:00 pm. Mr. Quynn called for a vote, which
12 carried unanimously.

13 Approval of Minutes: April 27, 2023

14 Mr. McKinney moved to approve the minutes as presented. Mr. Quynn called for a vote, which
15 carried unanimously.

16 Ms. Hartman swore in members of the public who indicated they would be providing testimony.

17 ITEM #1 FILE #: 23-3-CUP

- 18 Request: Request for a Conditional Use Permit to operate a Special Event Facility, as
19 defined in Article 2 of the Zoning Ordinance (Project Name: "Colonial Estate").
20 The proposal consists of hosting up to 5 events per year with a maximum capacity
21 of 100 guests. The applicant is proposing a maximum of 30 grass parking spaces.
22 No signs are proposed.
23 Owner: K5 Investments / Attn: Keith and Kelly LaGala
24 Applicant: Potomac Adventure, LLC / Attn: Cathy Gray
25 Parcel Info: 350 Bakerton Road, Harpers Ferry, WV 25425; Parcel ID: 04000700060000;
26 Parcel Size: 13.4 acres; Project Size: 1 acre; Zoning District: Residential Growth

27 Ms. Cathy Gray with Potomac Adventure, LLC was present to address the Board. Ms. Beaulieu
28 provided an overview of her staff report to the Board and reviewed the required criteria for a
29 Conditional Use Permit. Ms. Beaulieu noted that as presented, the current proposal would not
30 necessitate a site plan because no new structures were proposed.

31 Ms. Gray provided an overview of the proposed land use and addressed the Board's questions.

32 Mr. Quynn opened the public hearing. No members of the public provided testimony. Mr. Quynn
33 closed the public hearing.

34 The Board reviewed each of the General Standards outlined in Section 6.3A.1-8 of the Ordinance.

35 Mr. McKinney moved to approve the conditional use permit with the condition that the applicant is
36 bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

37 ITEM #2 FILE #: 23-16-ZV

- 38 Request: Variance from Appendix A to reduce the minimum lot size requirement from 20,000
39 square feet to 19,088 square feet to allow a six (6) unit apartment complex to be
40 constructed (Aspen Hill Apartments File 23-2-SP).
41 Owner: L & C Horning LLC
42 Applicant: TriState Investments / Attn: Chris Hill

1 Parcel Info: Vacant lot on the northeastern corner of Martinsburg Pike and Maddex Drive,
2 Shepherdstown, WV; Parcel ID: 09000800170001; Parcel Size: .43 acres;
3 Zoning District: Residential Growth

4 Mr. Richard Klein with Alpha Associates and Mr. Chris Hill with TriState Investments were
5 present to address the Board. Ms. Beaulieu provided an overview of her staff report. Ms. Beaulieu
6 explained that the variance request would not increase the density rights of the proposed project and
7 that all other site development standards would be accommodated.

8 Mr. Klein and Mr. Hill explained the nature of the request to the Board. Mr. Klein argued that the
9 required extension of public water and sewer made developing the subject parcel for a single family
10 home cost prohibitive. Mr. Klein stated that the project would meet all other site development
11 standards. Mr. Hill noted that a minimum of six units would be required to make the project viable.
12 In response to Mr. Quynn's inquiry, Mr. Hill stated that he had not approached the neighboring
13 parcel to the east about a boundary line adjustment.

14 Mr. Quynn opened the public hearing. No members of the public provided testimony. Mr. Quynn
15 closed the public hearing. Mr. Harris noted for the record that the office had received two letters in
16 opposition to the request.

17 Mr. Quynn expressed concern that the proposed request did not meet the four criteria required for a
18 variance. The Board discussed each of the four criteria as it related to the request.

19 Mr. McKinney moved to go into deliberative session at 2:36 pm. Mr. Quynn called for a vote,
20 which carried unanimously.

21 Mr. McKinney moved to come out of deliberative session at 2:52 pm. Mr. Quynn called for a vote,
22 which carried unanimously.

23 The Board requested additional information from the applicant as it relates to the project's design.
24 Ms. Beaulieu provided density calculations based on the parcel's current acreage and reiterated that
25 the variance request would not increase the density rights of the proposed project.

26 Mr. McKinney moved to deny zoning variance request #23-16-ZV based on the fact that the
27 applicant had not met all of the required criteria. Mr. Quynn called for a vote, which failed one (1)
28 in support (Mr. Quynn) and three (3) in opposition.

29 Mr. McKinney moved to approve zoning variance request #23-16-ZV with the condition that the
30 applicants are bound by their testimony and that all other site development standards of the Zoning
31 Ordinance are met. Mr. Quynn called for a vote, which passed three (3) in support and one (1) in
32 opposition (Mr. Quynn).

33 **ITEM #3 FILE #: 23-17-ZV**

34 Request: Variance from Section 5.7B of the Zoning Ordinance (as amended 07/15/93) to reduce
35 the rear setback from 50' to 15' for a 30' x 80' accessory structure (2,400 sf detached
36 garage).

37 Owner: Jason Duncan

38 Parcel Info: 111 Bitner Lane, Kearneysville, WV

39 Parcel ID: 07000300010003; Parcel Size: 2.73 acres; Zoning District: Rural

40 Ms. Sherry Duncan, representative for the property owner, was present to address the Board. Ms.
41 Beaulieu provided an overview of her staff report. Ms. Beaulieu suggested that a possible condition
42 of approval be that no business could be operated from the structure without additional processing.

1 Ms. Duncan explained the nature of the request to the Board noting that the property owner to the
2 south was a family member who had submitted an email in support of the request. Ms. Duncan
3 confirmed that the proposed structure would be for personal use only.

4 Mr. Quynn opened the public hearing. No members of the public provided testimony. Mr. Quynn
5 closed the public hearing.

6 Mr. McKinney moved to approve zoning variance request #23-17-ZV with the condition that the
7 applicant is bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

8 **ITEM #4 FILE #: 23-18-ZV**

9 Request: Variance from Appendix A to reduce the rear setback from 50' to 4' along the southern
10 property line for a 10' x 16' accessory structure (160 sf storage shed).

11 Owner: David Brown and Michelle Mitchell-Brown

12 Parcel Info: 229 Bethany Lane, Charles Town, WV

13 Parcel ID: 06002100070005; Parcel Size: 4.53 acres; Zoning District: Rural

14 Mr. David Brown and Ms. Michelle Mitchell-Brown, property owners, were present to address the
15 Board. Ms. Beaulieu provided an overview of her staff report.

16 Mr. Brown and Ms. Mitchell-Brown explained the nature of the request to the Board and confirmed
17 that the proposed structure would be for personal use only.

18 Mr. Quynn opened the public hearing. No members of the public provided testimony. Mr. Quynn
19 closed the public hearing.

20 Mr. McKinney moved to approve zoning variance request #23-18-ZV with the condition that the
21 applicants are bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

22 **ITEM #5 FILE #: 23-5-CUP**

23 Request: Request for a Conditional Use Permit to operate a Commercial Storage facility, as
24 defined in Article 2 of the Zoning Ordinance. The proposal includes expansion of an
25 existing legal nonconforming self-storage facility, Valley Storage Shepherdstown.

26 Owner: Valley Storage Shepherdstown / Attn: Todd Snook

27 Parcel Info: 1744 Shepherd Grade Road, Shepherdstown, WV

28 Parcel ID: 09000300200001; Parcel Size: 10 acres; Zoning District: Rural

29 Mr. Todd Snook with Valley Storage Shepherdstown and Mr. Trevor Frederick with Frederick,
30 Seibert & Associates were present to address the Board. Ms. Beaulieu provided an overview of her
31 staff report to the Board and reviewed the required criteria for a Conditional Use Permit.

32 Ms. Beaulieu noted that as presented, the current proposal would necessitate a concept plan and a
33 site plan.

34 Mr. Frederick provided an overview of the conditional use permit application and the associated
35 criteria. Mr. Snook provided detailed information regarding the expansion. Mr. Frederick and
36 Mr. Snook addressed the Board's questions regarding the anticipated traffic count and flow.

37 Mr. Quynn opened the public hearing.

38 Ms. Hartman swore in members of the public who indicated they would be providing testimony.

39 Blanca Gwise and Theresia Wells, neighboring property owners, spoke in opposition to the request.

40 Mr. Quynn closed the public hearing.

1 In rebuttal, Mr. Snook addressed the public’s concerns regarding access to the property from Fiddlers
2 Way, lighting, toxic materials. Mr. Snook stated that storage of toxic materials is not permitted and
3 that customers are required to sign a lease acknowledging this standard. Mr. Snook also stated that he
4 would be willing to install additional landscaping along the southern boundary line should it be
5 required as part of the site plan processing and provided the landscaping could be accommodated
6 between the property line and the existing buildings.

7 The Board reviewed each of the General Standards outlined in Section 6.3A.1-8 of the Ordinance.

8 Mr. Harris moved to approve the conditional use permit with the condition that the applicants are
9 bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

10 **Zoning Administrator Report**

11 a. Revised 2023 Board of Zoning Appeals Meeting Schedule.

12 Ms. Beaulieu stated that on April 11, 2023 the Spirit of Jefferson had sent out a notice
13 regarding their new legal ad deadline policy. Ms. Beaulieu explained that this policy may
14 impact staff’s ability to process and review applications in a timely manner for the purpose
15 of drafting the required legal ad. Ms. Beaulieu requested that the Board review the proposed
16 changes to their deadline schedule (included in the packet).

17 Mr. McKinney moved to approve the revised deadline schedule as presented by staff.
18 Mr. Quynn called for a vote, which carried unanimously.

19 b. Memorandum re: Finalized Rules of Procedure that were amended October 27, 2022.

20 Ms. Beaulieu stated the purpose of this item was to obtain the Chair’s signature for the
21 revised Rules of Procedure which were approved by the Board in January so they can be
22 posted to the County’s webpage.

23 Mr. Quynn signed the revised Rules of Procedure.

24 c. Discussion related to various zoning application types and the Board’s role/authority.

25 Ms. Beaulieu provided an overview of the Boards’ role and authority with respect to various
26 application types. Ms. Beaulieu distributed some reading materials to Board members to
27 provide additional information on various application types, including Article 6 of the
28 Zoning Ordinance and WV Chapter 8A.

29 a. Monthly Zoning Certificate Activity Report.

30 The Report was included in the mailed packet.

31 Ms. Beaulieu noted the next meeting date was June 22, 2023.

32 **Legal Update**

33 a. Discussion of the following pending lawsuits. None.

34 1. Jefferson County Circuit Court Case #CC-19-2022-C-81 (RE: ZTA22-01 Solar Energy
35 Facilities) Rockwell v. JCPC, JCBZA and JCCC

36 2. Jefferson County Circuit Court Case #CC-19-2022-C-141 (RE: Rippon Solar Energy
37 Facility / File 22-9-CUP) Rockwell v. JCBZA

38 b. Discussion with possible deliberative session and signing of draft Findings/Decisions.

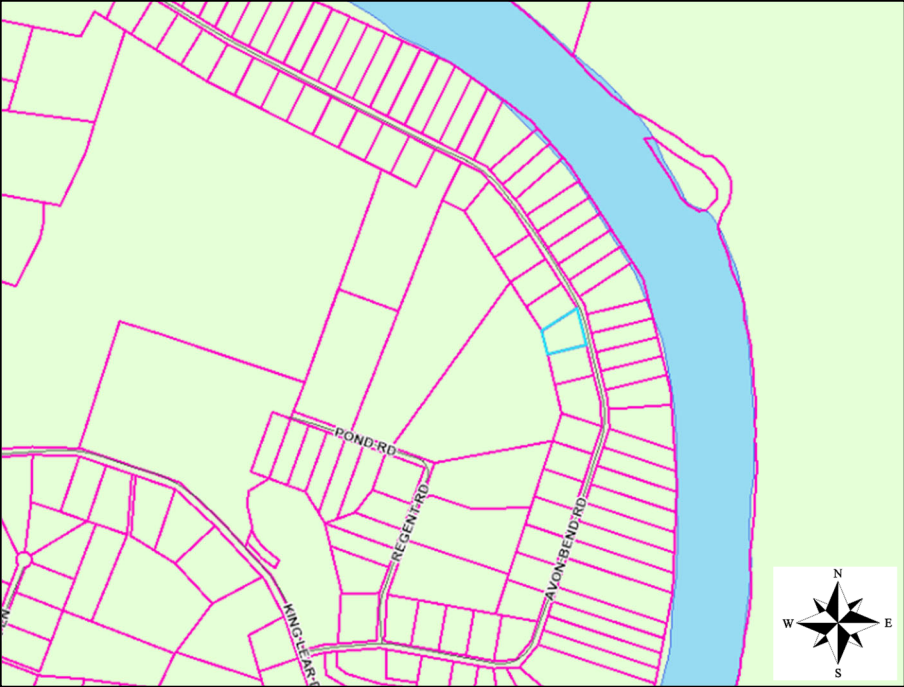
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1 **Meeting: April 27, 2023**

- 2 1. Appeal of the Zoning Administrator's determination. Applicant: Panhandle Legal /
3 Attn: Christopher Stroeck, Esq. Owner: Whisper Ridge LLC / Attn: Patricia Sanderson.
4 File 23-1-AP.
- 5 2. Request for a Special Exception Permit for an off-premise sign for Auto Depot (23-1-SE);
6 and, Variance from Section 10.5. (23-15-ZV). Owner: Jackson Kiley.
- 7 3. Variance from Section 9.7. Owner: Tim Williamson. File: 23-13-ZV.
- 8 Mr. Quynn was provided a copy of the draft Findings for review.
- 9 Mr. Wiegand moved to adjourn the meeting at 4:31 pm. Mr. Quynn called for a vote, which carried
10 unanimously.

Staff Report
 Jefferson County Board of Zoning Appeals
 June 22, 2023
23-19-ZV DiGiambattista Variance Request

Item #1 Variance request from Section 9.7 to reduce the side setback from 6’ to 4’ along the northern property line for a 14’ x 32’ detached garage.

Owner:	Lori and Mario DiGiambattista
Parcel Information and Zoning District:	<p style="text-align: center;">Avon Bend Subdivision, Section 23H, Lot 2359 974 Avon Bend Rd, Charles Town, WV Parcel ID: 06009G00250000; Size: .76 ac; Zoning District: Rural</p> 
History:	04/06/1971: Avon Bend Subdivision recorded in Deed Book 326, at Page 300
Waivers/Variations:	None
Approved Activity:	Single Family Residence
Site Visit Conducted:	Site visit not conducted

Staff Overview

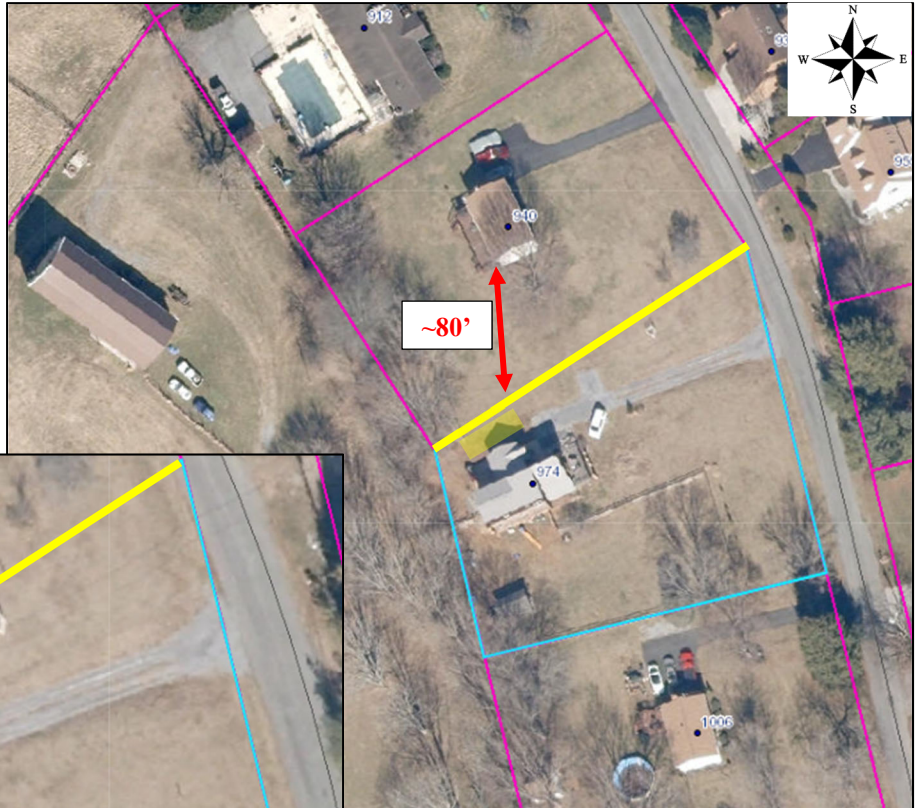
The subject parcel is Lot 2359 of the Avon Bend subdivision, which was recorded on April 6, 1971. This section of Avon Bend was recorded prior to the adoption of the Zoning Ordinance; therefore, the lot is considered a legal nonconforming lot because it does not meet the residential site development standards in the current Zoning Ordinance.

The applicant is requesting to construct a 14’ x 32’ detached garage four feet from the side (northern) property line. The applicant has selected the proposed location based on the existing house and driveway.

The purpose of a side setback requirement is to reduce the impact that a land use might have on an adjacent property; to allow adequate space between a structure and a property line so that maintenance of the structure is feasible; to maintain adequate separation between structures for fire prevention purposes; and to allow room for utility easements.

Staff Report
Jefferson County Board of Zoning Appeals
June 22, 2023
23-19-ZV DiGiambattista Variance Request

The dwelling located on the adjoining parcel to the north is approximately 80' from the subject property line (see image to the right). The applicant stated that the neighbor does not object to the proposed placement; however, nothing in writing was ever submitted from the adjoining property owner.



The applicant has represented that the northwest corner of the proposed two-story, single car detached garage will be 4' from the subject property line and the northeast corner will be 10' from the property line. The applicant stated that the subject location was selected to provide a dry, level parking area near the home.

Staff Report
Jefferson County Board of Zoning Appeals
June 22, 2023
23-19-ZV DiGiambattista Variance Request

Pursuant to [WV Code Chapter §8A-7-11](#) and Article 2 of the [Jefferson County Zoning Ordinance](#), a variance is defined as “...a deviation from the minimum standards of the zoning ordinance and shall not involve permitting land uses that are otherwise prohibited in the zoning district nor shall it involve change the zoning classifications of a parcel of land.”

Pursuant to [WV Code Chapter §8A-7-11](#) and Article 6, Section 6.2 of the [Zoning Ordinance](#), the Board shall consider the following criteria and shall grant a variance if it finds that the variance:

1. Will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
2. Arises from special conditions or attributes which pertain to the property for which a variance is sought and which were not created by the person seeking the variance;
3. Would eliminate an unnecessary hardship and permit a reasonable use of the land; and
4. Will allow the intent of the Zoning and Land Development Ordinance to be observed and substantial justice done.

Conditions of Approval

Should the Board choose to approve this request, possible conditions of approval include:

1. No business may be operated from this structure without further review from the Board.

SECTION OF ORDINANCE TO BE CONSIDERED:

Section 9.7 Other Exceptions³

For all lots that were approved with setbacks by the Planning Commission as part of the subdivision process prior to September 1, 1989, the setbacks and sizes shall be as established as a part of that process.

Setbacks are as follows in subdivisions for which no setback was stipulated previously by the Jefferson County Planning Commission as a part of the subdivision process:²³

Residential Growth District²³

Single Family Residences

Over 40,000 square feet --	25' front,	12' side	and	12' rear
30,000 sq. ft. to 40,000 sq. ft.--	20' front,	10' side	and	12' rear
Under 30,000 square feet --	20' front,	8' side	and	12' rear

Rural Agricultural and Industrial Commercial

Single Family Residences

Over 2 acres --	40' front,	15' side	and	50' rear
40,000 sq. ft. to 2 acres --	25' front,	12' side	and	12' rear
30,000 sq. ft. to 39,999 sq. ft. --	20' front,	10' side	and	12' rear
under 30,000 sq. ft. --	20' front,	8' side	and	12' rear

For all lots under 40,000 square feet side and rear setbacks for residential accessory structures shall be 6'.



JEFFERSON COUNTY, WEST VIRGINIA
Department of Engineering, Planning, and Zoning
Office of Planning and Zoning
 116 East Washington Street, P.O. Box 716
 Charles Town, WV 25414
 www.jeffersoncountywv.org

File Number: 23-19-zv

Staff Initials: gn

Meeting Date: 06-22-23

Fees Paid (\$100 or \$150): 100

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228

Zoning Variance Request

Variances from the Zoning and Land Development Ordinance must comply with Article 8A-7-11 of the WV State Code. A variance is a deviation from the minimum standards of the ordinance and shall not involve permitting land uses that are otherwise prohibited in the zoning district, nor shall it involve changing the zoning classification of a parcel of land.

Property Owner Information

Name: Mario and Lori DiGiambattista
 Mailing Address: 974 Avon Bend Road, Charles Town WV 25414
 Phone Number: 585-520-1861 Email: xlgryu@yahoo.com

Applicant Contact Information

Name: Mario and Lori DiGiambattista
 Mailing Address: 974 Avon Bend Road Charles Town WV 25414
 Phone Number: 585-520-1861 Email: Xlgryu@yahoo.com

Applicant Registered Engineer(s), Surveyor(s), or Consultant(s)

Name: _____
 Mailing Address: _____
 Phone Number: _____ Email: _____

Physical Property Details

Physical Address: 974 Avon Bend Road
 City: Charles Town State: Wv Zip Code: 25414
 Tax District: Kabletown Map No: 96-25 Parcel No: 19-06-0096-
 Parcel Size: .78 acres Deed Book: 1287 Page No: 328 0025-
655 0000

Zoning District (please check one)

Residential Growth (RG) <input type="checkbox"/>	Industrial Commercial (IC) <input type="checkbox"/>	Rural (R) <input checked="" type="checkbox"/>	Residential-Light Industrial-Commercial (R-LI-C) <input type="checkbox"/>	Village (V) <input type="checkbox"/>	Neighborhood Commercial (NC) <input type="checkbox"/>	General Commercial (GC) <input type="checkbox"/>
Highway Commercial (HC) <input type="checkbox"/>	Light Industrial (LI) <input type="checkbox"/>	Major Industrial (MI) <input type="checkbox"/>	Planned Neighborhood Development (PND) <input type="checkbox"/>	Office/Commercial Mixed-Use (OC) <input type="checkbox"/>		

RECEIVED

MAY 03 2023

JEFFERSON COUNTY PLANNING ZONING & ENGINEERING

On a separate sheet of paper, provide a sketch showing the shape and location of the lot indicating all roads, rights of way, and easements. Show the location of the intended construction or land use indicating building setbacks (i.e. the distance of the structure from all property lines), size, and height. Identify all existing buildings, structures, or land uses on the property. The sketch should show the full extent of the property. Sign and date the sketch.

Is there a Code Enforcement action pending in relation to this property? Yes No

Reference the section of the Zoning Ordinance pertaining to this request: Sec. 9.7 (g)(1)

Briefly describe the nature of the variance request:

Build a detached single car garage. 14'x32' two-story. The northwest corner of the garage will be 4' from the side property line. The property line is angled away so that the northeast corner of the garage will be 10' from the property line.

If this request is for a setback variance, please check one of the following:

Front Setback Side Setback Rear Setback Reduction From 6' to 4'

Please explain why granting the variance will NOT adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents:

Neighbor is agreed to the variance. There are no other structures, roads or easements at the location.

In what way does this request arise from special conditions or attributes which pertain to the property for which a variance is sought and which were not created by the person seeking the variance?

The position of the existing home is such that other options for a garage location is limited ~~limited~~.

How will granting this variance eliminate an unnecessary hardship and permit a reasonable use of the land?

The property owners are seniors and would benefit from having dry, level parking near their home.

How will granting this variance allow the intent of the Zoning Ordinance to be observed and substantial justice to be done?

The variance is for 2'. The adjacent property home 110' to the north with no other structures within that span.

Original signature is required. If additional signatures are necessary, please attach a separate piece of paper.

By signing this application, I give permission for the Office of Planning and Zoning staff to walk onto the subject property, if necessary, in order to take photos for the Board of Zoning Appeals staff reports. The information given is correct to the best of my knowledge.

 5/3/2023
Signature of Property Owner Date

 5/3/2023
Signature of Property Owner Date

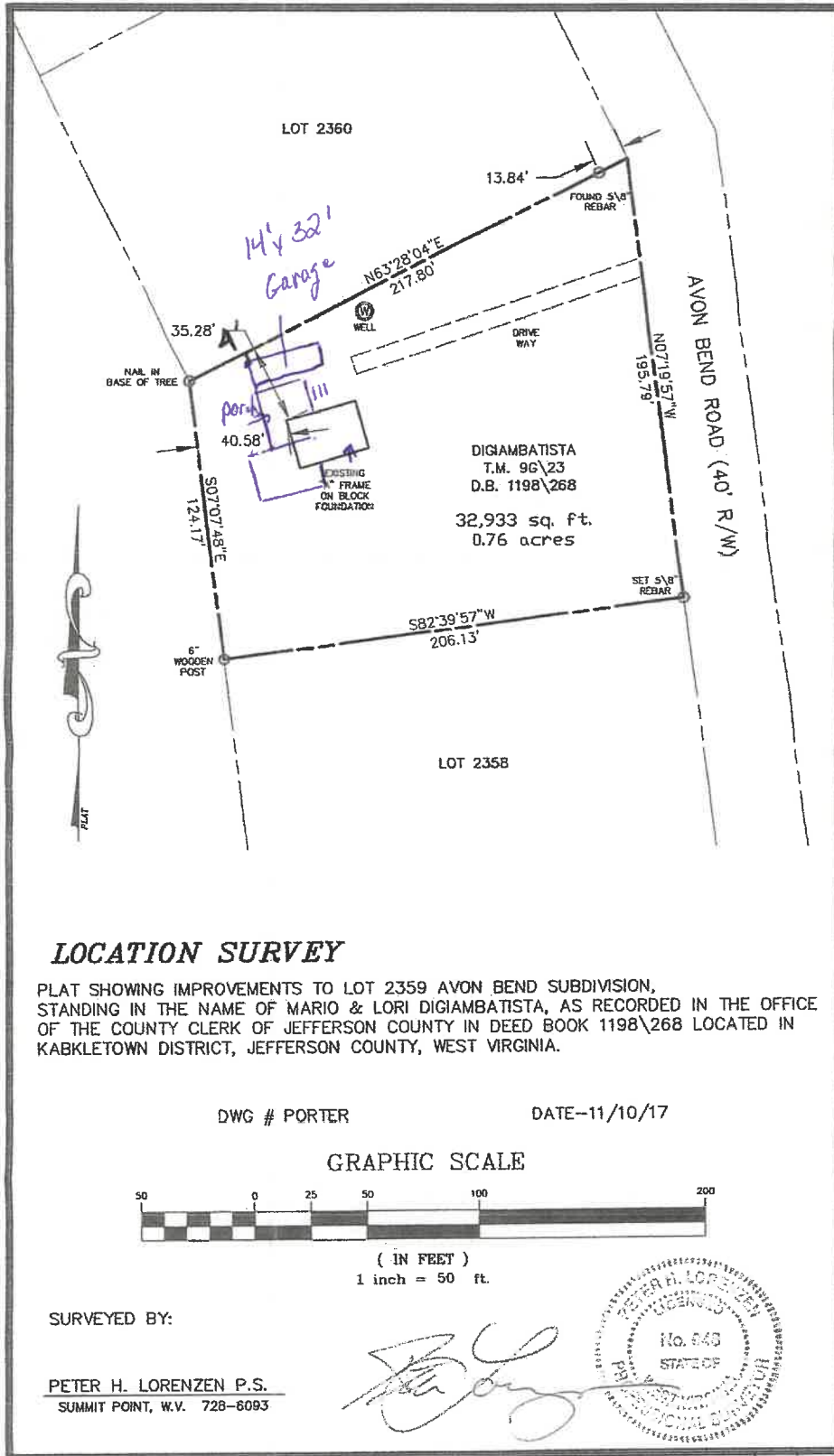
Notification Requirements (to be completed by staff)

Notice of a public hearing for an appeal shall be advertised in a newspaper having general circulation in the County at least 15 days before the hearing. The subject property shall be posted conspicuously by a zoning notice no less than 28" x 22" in size, at least 15 days before the hearing (pursuant to the Zoning and Land Development Ordinance Section 6.1B).

06/22/23
Date of Public Hearing

06/07/23
Advertising Date

06/07/23
Placard Posting Date



LOCATION SURVEY

PLAT SHOWING IMPROVEMENTS TO LOT 2359 AVON BEND SUBDIVISION, STANDING IN THE NAME OF MARIO & LORI DIGIAMBATISTA, AS RECORDED IN THE OFFICE OF THE COUNTY CLERK OF JEFFERSON COUNTY IN DEED BOOK 1198\268 LOCATED IN KABKLETOWN DISTRICT, JEFFERSON COUNTY, WEST VIRGINIA.

DWG # PORTER

DATE-11/10/17

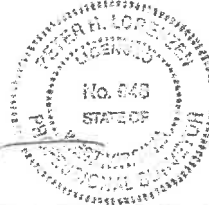
GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

SURVEYED BY:

PETER H. LORENZEN P.S.
SUMMIT POINT, W.V. 728-6093



May 3, 2023
Lori Bahamonde-Silva



Jefferson County, West Virginia

Department of Engineering, Planning, and Zoning

Office of Planning and Zoning

116 East Washington Street, 2nd Floor

Charles Town, WV 25414

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228

Zoning Administrator's Report June 22, 2023 Board of Zoning Appeals Meeting

Date of Memo: June 12, 2023

- 1) The next regular meeting is scheduled for **July 27, 2023**
 - Deadline for submission is Friday, June 30, 2023.
- 2) Two alternate member positions remain open. One term ending 01/01/24 and the other term ending 01/01/25.
 - Persons interested in serving on the Board of Zoning Appeals should contact the County Commission Office at 304-728-3284 / jjames@jeffersoncountywv.org.



Jefferson County, West Virginia
Department of Engineering, Planning and Zoning
Office of Planning and Zoning
116 E. Washington Street, 2nd Floor
Charles Town, West Virginia 25414
www.jeffersoncountywv.org

June 2023
Zoning Certificate Activity Report

File #	23-29-ZC
Request:	Thinking Learning Growing Home Occupation, Level 1: Independent Educational & Consulting Services
Property Owner:	Lori and Michael Horner
Parcel Information:	184 W. Blakeley Drive, Charles Town, WV Parcel ID: 06001300020008; Size: 5 acres; Zoning District: Rural; Deed Book: 954; Page: 627; Family Transfer Plat recorded in Deed Book 621; Page 731
Date of Issuance:	06/05/2023
File #	23-30-ZC
Request:	Change in Land Use: Retail Sales, Limited. Retail Sales to include the sale of firearms and tactical gear.
Property Owner:	Summit Point Automotive Research Center LLC
Applicant:	Paramount Tactical Solutions / Attn: Gary Melton
Parcel Information:	135 Motorsports Park Circle, Summit Point WV 25446 Parcel ID: 06001700020000; Size: 415.32 acres*; Zoning District: General Commercial**; Deed Book: 1096; Page: 472 *Boundary Line Adjustment - pending (File #22-33-M) **Zoning Map Amendment (rezoning) approved 07/21/22
Date of Issuance:	06/05/2023
File #	23-31-ZC
Request:	Short Term Rental
Property Owner:	Markus-Allen Proctor
Parcel Information:	26 Bear Creek Trail, Harpers Ferry, WV 25425 Parcel ID: 04012F00170000; Size: 1.4826 ac; Zoning District: Rural; Deed Book: 1291, Page: 721
Date of Issuance:	06/06/2023
