



**Jefferson County**  
**Board of Zoning Appeals Agenda**  
**Thursday, January 25, 2024 at 2:00 p.m.**  
**Revised (01/22/24)**

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

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**Meeting Location:** County Commission Meeting Room  
Located in the lower level of the Charles Town Library (entrance on Samuel Street)  
200 East Washington Street, Charles Town, WV 25414

**Broadcast Information:** ZOOM Meeting ID: 868 6030 9323  
ZOOM Meeting Link: <https://us02web.zoom.us/j/86860309323>  
Phone Option (Dial by Location): 301-715-8592

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

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**Election of Officers**

**Approval of Minutes: December 14, 2023**

**Public Hearing – Administer Oath**

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**Item #1**     **File # 23-36-ZV – postponed to February 22, 2024 (from December 14, 2023)**  
Request: Variance request from Section 9.7 to reduce the front setback along Mahoney Drive from 20' to 4' and, to reduce the rear setback along the eastern property line from 12' to 2' for an existing 12' tall fence.  
Owner: Guy Chappuis  
Parcel Info: 26 Benson Drive, Harpers Ferry, WV  
Parcel ID: 04003A00370000; Size: .58 acres, Zoning District: Village

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**Item #2**     **File # 24-1-ZV**  
Request: Variance request from Section 5.7D.2.b.i(b) to allow the required 50% green space to be allocated on each of the individual lots within a proposed five lot cluster subdivision.  
Owner: Debra Corbett  
Applicant: Mark Stacpoole  
Consultant: Josh Beall (real estate broker)  
Parcel Info: Vacant parcel on the southeast corner of Huyett Rd and Summit Point Rd, Charles Town, WV  
Parcel ID: 06001300050000; Size: 36 ac; Zoning District: Rural

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**Item #3**     **File # 24-2-ZV**  
Request: Variance request from Appendix A to reduce the rear setback from 20' to 18' for a 20' wide screened in porch.  
Owner: Beallair Homes, LLC  
Parcel Info: Beallair Subdivision, Lot 273, 101 Claymont Hill Street, Charles Town, WV  
Parcel ID: 04010A02730000; Size: .209 ac; Zoning District: Residential Growth

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**Item #4**     **File # 24-3-ZV**  
Request: Variance request from Section 5.6B to reduce the distance requirement for an Industrial Use from 1,000' to 400' along the southern property line to allow for the construction of a concrete plant accessory to the quarry operation.  
Owner: Millville Quarry, Inc.  
Applicant: Diamond Concrete, LLC  
Parcel Info: 165 Bradstone Lane, Harpers Ferry, WV  
Parcel ID: 04001100220000; Size: 272+ ac; Zoning District: Industrial Commercial

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**Item #5      File # 24-4-ZV**

Request: Variance request from Section 8.10 to allow placement of a staffed model home sales office on Lot 174 and Townhome Lot 21 of the Kings Crossing Subdivision (PC File #21-8-SD).

Owner: DR Acquisitions LLC

Applicant: DRB Group / Attn: Matt Monahan

Parcel Info: Kings Crossing Subdivision, Lot 174 and Townhome Lot 21  
Vacant Lots located off Aragon Drive and Armistead Place, Charles Town, WV  
Parcel ID: 02001700220000; Size: .219 ac. and .084 ac. (respectively);  
Zoning District: Residential Growth

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**Discussion with possible action re: Submission Deadline Policy (draft)**

**Discussion with possible action re: Meeting Protocol Preamble (draft)**

**Zoning Administrator Report**

- a. Monthly Zoning Certificate Activity Report

**Legal Update**

- a. Discussion with possible deliberative session of the following pending lawsuits:
  - 1. Jefferson County Circuit Court Case #CC-19-2022-C-141 (RE: Rippon Solar Energy Facility / File 22-9-CUP) Rockwell v. JCBZA
  - 2. Jefferson County Circuit Court Case #CC-19-2023-C-131 (RE: Williamson Fence / 23-13-ZV) Gallagher c JCBZA and Timothy Williamson
  - 3. Jefferson County Circuit Court Case # CC-19-2024-C-14 (RE: Jeremy Martin, Tiffany Martin and Earthworx General Contracting Services, LLC v. Jefferson County Board of Zoning Appeals)
- b. Discussion with possible deliberative session and signing of draft Findings/Decisions.

**Meeting: December 14, 2023**

- 1. Variance from App. B. Owner: Stephen Patrick Snyder. File: 23-37-ZV.
- 2. Request by Songbird House Assisted Living Residence for a CUP to operate a Nursing or Retirement Home. Owner: Blue Iris LLC and Blue Tulip LLC / Attn: Sharon Hallinan, Manager. Applicant: Songbird House Assisted Living Residence / Attn: Beata Scott. File: 23-10-CUP.