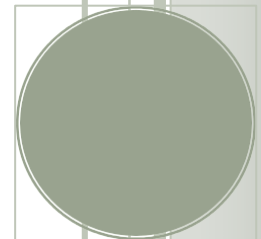


ANNUAL REPORT FOR PLANNING AND ZONING

FY 2022 (July 1, 2021 – June 30, 2022)

West Virginia Code §8A-2-11, “Planning Commission's Powers and Duties” states that a planning commission is required to “make an annual report to the appropriate governing body concerning the operation of the planning commission and the status of planning within its jurisdiction”.

To that end, the following is an overview of the major activities undertaken over the past fiscal year by the Jefferson County Office of Planning and Zoning, Planning Commission, and Board of Zoning Appeals, prepared by the Office of Planning and Zoning and approved to be forwarded to the County Commission of Jefferson County by the Planning Commission on July 12, 2022.



FY 2022 Annual Report for Planning and Zoning (July 1, 2021 – June 30, 2022)

Attached is an electronically generated report of all applications submitted and reviewed within FY2022. This data is being provided as a part of the Annual Report from the Planning Commission and Offices of Planning and Zoning to the County Commission as required by State Law. The items below reflect actions of the Planning Commission and Board of Zoning Appeals in this same time period and related meetings attended by Planning and Zoning staff.

PLANNING COMMISSION ITEMS

Planning Commission Meetings:	20 Meetings
Subdivision Regulations Text Amendments	1
Subdivision Regulations Reorganization and Amendments – revisions on hold	
Zoning Ordinance Text Amendments	3
#ZTA21-01:	Zoning Ordinance text amendment to create provisions to allow short term rentals to process in Jefferson County, including revisions to Article 2, Section 2.2 “Definitions”; Article 8, Supplemental Use Requirements (proposed Section 8.16 Short Term Rentals); and Appendix C, Principal Permitted and Conditional Uses Table. <i>PC Public Hearing 10/12/21; CC Public Hearing 12/2/21; Approved 12/2/21</i>
3/8/22:	The Zoning Administrator reported a formatting error that was identified in the Zoning Ordinance, specifically, in Appendix A – Residential Site Development Standards related to parking/drive aisle setbacks and screened buffer for townhouse and explained proposed correction which was recorded.
ZTA22-01:	Text Amendment to allow Solar Energy Facilities to process as a Principal Permitted Use in areas located inside the Urban Growth Boundary and Preferred Growth Area as delineated on the Future Land Use Guide in the County’s Comprehensive Plan; and as a Conditional Use in areas outside of the Urban Growth Boundary and Preferred Growth Area. <i>PC Public Hearing (PH) 5/17/22; CC PH 6/9/22; CC approved 6/16/22 effective 6/22/22.</i>
Zoning Map Amendments/Rezoning	6
#21-3-Z	Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone a 53.2-acre portion of the Sunnyside Industrial Park from Industrial-Commercial to Residential-Light Industrial-Commercial is consistent with the <i>2035 Comprehensive Plan</i> . Owner/Applicant: Sunnyside Investments, LLC (Lots 1-5) and Thomas Management Group, Inc. (Lots 8-11). Property Location: nine vacant lots located off Kanawha Lane within Sunnyside Industrial Park, south of Wheatland Road, west of the Norfolk Southern railroad tracks. Tax District: Kabletown (06), Map: 12; Parcels: 12, 12.2, 12.3, 12.4, 12.5, 12.8, 12.9, 12.10, and 12.11. Combined acreage: approximately 53.2 acres. Zoning District: Industrial-Commercial. <i>PC review and recommendation to the CC that the proposed Zoning Map</i>

Amendment is reasonably consistent with the Envision Jefferson 2035 Comprehensive Plan: 11/09/21; CC PH 12/02/21; Approved 12/02/21.

- #21-4-Z** Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone the subject parcels from Village to General Commercial is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: John Morris. Property Location: 16, 30, and 36 Old Leetown Road, Kearneysville, WV. Tax District: Middleway (07), Map: 11; Parcels: 2.1 and 2.2. Combined acreage: 1-acre. Zoning District: Village. *PC review and recommendation to the CC that the proposed Zoning Map Amendment is not compatible with the Comprehensive Plan and requested that the County Commission or applicant consider requesting a different zoning district and return the request to the Planning Commission: 12/14/21;* Applicant revised request to rezone the subject parcels from Village to Residential-Light Industrial-Commercial: *PC reviewed revised request and recommended to the CC that the proposed Zoning Map Amendment is compatible with the Comprehensive Plan 1/11/22; CC PH 1/20/22; approved 1/20/22.*
- #21-5-Z** Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone the subject parcels from Industrial-Commercial to Residential Growth is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: Arnold Holden. Property Location: NW of Shenandoah Road and Ridge Road, Shenandoah Junction, WV. Tax District: Charles Town (02), Map: 1; Parcels: 29 and 45. Combined acreage: 76.22 acres *PC review and recommendation to the CC that the proposed Zoning Map Amendment is compatible with the Comprehensive Plan 1/11/22 PC meeting; CC PH 1/20/22; approved 1/20/22.*
- #22-1-Z** Planning Commission review and recommendation to the County Commission regarding whether petition for a Zoning Map Amendment to rezone the subject property from Rural to Residential Growth (RG) is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: William Reilly, Managing Member (Green Hill). Property Location: Vacant parcel located northeast of the Flowing Springs Rd (WV17) and Daniel Rd (WV18) intersection. Tax District: Charles Town (02); Tax Map: 03; Parcel: 9. Size: 102 acres. *PC review and recommendation to the CC that the proposed Zoning Map Amendment is compatible with the Comprehensive Plan 3/08/22 PC meeting; CC PH 3/17/22; approved.*
- #22-2-Z** Planning Commission review and recommendation to the County Commission regarding whether petition for a Zoning Map Amendment to rezone the subject property from Rural to Highway Commercial (HC) is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: Guy Chicchirichi/Sheetz. Property Location: NE corner of Augustine Ave. & US 340 intersection. Tax District: Charles Town (02); Tax Map: 16; Parcel: 1. Size: 0.52 acres of a 4.42 acre site. *PC review and recommendation to the CC that the proposed Zoning Map Amendment is compatible with the Comprehensive Plan 3/08/22 PC meeting; CC PH 3/17/22; approved.*

#22-3-Z Planning Commission review and recommendation to the County Commission regarding whether petition for a Zoning Map Amendment to rezone the subject property from Rural to General Commercial (GC) is consistent with the *Envision Jefferson 2035 Comprehensive Plan*. Owner/Applicant: Summit Point Automotive Research Center, LLC. Property Location: Multiple properties southwest of the Village of Summit Point, WV, south of Summit Point Road, including, but not limited to, properties located on Motorsports Park Circle, Shenandoah Circuit Road, Summit Point Circuit Road, Jefferson Circuit Road, Skid Pad Road, and Training Campus Road. Tax District: Kabletown (06), Map: 16, Parcels 11, 11.1, 11.2, 11.11, OSA and Map 17, Parcels: 2, 2.1, 2.2, 3.1, 5, 9. Acreage: approximately 717 acres of the total 772.45 acres.
CC petitioned 6/2/22; on PC agenda for review and recommendation to the CC that the proposed Zoning Map Amendment is compatible with the Comprehensive Plan 7/12/22 PC meeting; CC PH scheduled for 7/21/22; pending.

Concept Plan Public Workshop

9

#21-21-SD A Concept Plan for Hunter Hills Subdivision (Major Residential Subdivision). The proposal consists of 642 lots [471 Single Family Detached and 171 Townhomes (SFA)] and associated infrastructure. Owner/Applicant: Ernest Hunter, et. al.; Developer: Joshbeen Grewal, ILA Properties, Inc. Property Location: 4469 Charles Town Rd, Kearneysville, WV; Tax District: Middleway (07); Tax Map: 1; Parcel: 2; Total Project Size: +/- 107 Ac.; Zoning District: Residential-Light Industrial-Commercial.

Public Workshop 7/31/21; PC accepted the Concept Plan as presented with the condition that the project will not be required to connect to the WVU Property to the east, the property zoned Industrial-Commercial zone, or to the Hospice property, and can move forward to a preliminary plat.

#21-22-SD A Concept Plan for Milton's Landing Subdivision (Major Residential Subdivision). The proposal consists of 51 Single Family Detached lots to be served by on-lot well and septic systems. Owner/Applicant/Developer: David Lutman, Lutman Land Development. Property Location: South of Summit Point Rd, 0.3 miles west of Summit Point Rd/ Washington St intersection; Tax District: Charles Town (02); Map: 11; Parcels: 30 & 30.2; Parcel Size: +/- 67.6 Ac.; Zoning District: Residential Growth.

Public Workshop 7/31/21; PC accepted the Concept Plan as submitted with the condition that an additional 10 foot sidewalk easement along Summit Point Road.

#21-9-SP A Concept Plan for Shepherd View Apartment Complex (Minor Site Plan). The proposal consists of 40 2-bedroom apartments in five (5) buildings with associated open space and infrastructure. Owner: AAL, LLC; Property Location: 8285 Martinsburg Pk, Shepherdstown, WV. Tax District: Shepherdstown (09); Tax Map: 08; Parcels: 17.2 & 17.3; Size: 3.77 acres (2.21 & 1.56 acres); Zoning District: Residential Growth (eastern half) and Residential-Light Industrial-Commercial (western half).

Public Workshop 9/14/21; PC accepted the Concept Plan as submitted.

#21-26-SD Concept Plan for Colonial Hills Subdivision, Phase 3B (Major Residential Subdivision), which will consist of 20 townhome units with associated parking spaces. Owner/Applicant: KE Colonial Hills, LLC; Property Location: Colonial Hills

Subdivision, Lots C1 and C2, vacant parcels; eastern side of Potomac Farms Drive approximately 0.25 miles north of the intersection of Rte. 480 and Potomac Farms Dr. Shepherdstown, WV; Parcel ID: 09000800100000; Size: 2.54 ac; Zoning District: Residential Growth.

Public Workshop 10/12/21; PC voted to accept the Concept Plan as presented noting that the applicant may move forward with processing a Preliminary Plat.

#22-1-SP Sleepy Hollow Wireless Telecommunications Facility Concept Plan for the purpose of constructing a 150' telecommunication monopole tower within an existing substation compound Applicant: Richard Marquiss/First Energy. Property Owner: The Potomac Edison Company. Property Location: 1320 Old Country Club Road, Charles Town, WV. Parcel ID: 04001000030005; Size: 3.6692 acres; Zoning District: Residential Growth.

Public Workshop 4/12/22; PC voted to accept the Concept Plan as presented.

#22-2-SP Sam Michaels Park Master Plan Concept Plan consisting of the layout for full build-out of park. Applicant: Jefferson County Parks and Recreation. Property Owner: Jefferson County Commission. Property Location: 235 Sam Michaels Lane Shenandoah Junction, WV. Parcel ID: 02000300120000; Size: 137.87 acres; Zoning District: Rural.

Public Workshop 5/17/22; PC voted to accept the Concept Plan as presented.

#22-11-SD Stonecrest (FKA Green Hill) Major Residential Subdivision Concept Plan consisting of 320 Single Family Lots on Flowing Springs Rd. Applicant: DR Horton-Bill Sudeck; Property Owner: Flowing Springs Road, LLC.; Property Location: Flowing Springs Rd, east of Daniels Road, Charles Town, WV; Parcel ID: 02000300090000; Size: 104.98 acres; Zoning District: Residential Growth.

Public Workshop 6/14/22; PC voted to accept the Concept Plan as presented.

#21-8-SP Berryville Pike Telecommunications Tower Concept Plan consisting of 179' Monopole Telecommunications Tower (AT&T). Applicant: New Cingular Wireless (dba AT&T Mobility); Property Owner: 340 Rainbow LLC; Property Location: 3511 Berryville Pike; Parcel ID: 06001100010002; Size: 9.31 acres; Zoning District: Industrial-Commercial.

Public Workshop 6/14/22; PC voted to accept the Concept Plan as presented.

22-3-SP The Church of the Ascension Concept Plan including site development which consists of 4 phases: Phase 1: a 10,338 sq. ft. church and 3,600 sq. ft. ancillary building for church related functions, required parking spaces, Stormwater Management facility and necessary utilities; Phase 2 (approximately 2 years): additional parking area; Phase 3 (approximately 5 years): cemetery area; Phase 4 (approximately 7-10 years): housing accommodations for church staff and/or missionaries. Applicant/Owner: Church Of The Ascension Property; Property Location: corner of Border Road and Bunkhouse Rd Kearneysville WV; Parcel ID: 07000400090000; Size: 20.49 acres; Zoning District: Rural.

Public Workshop 6/14/22; PC voted to accept the Concept Plan as presented.

BOARD OF ZONING APPEALS (BZA) ITEMS

Board of Zoning Appeals Meetings:

11 meetings

Zoning Appeal of Administrative Decision:

none this year

PLANNING & ZONING STAFF ITEMS

Pre-Proposal Conference (PPC) Meetings:	77 Total (35 Subdivision & 42 Site Plan)
Information Request Forms (IRFs) -- general inquiries from the public:	161 Total
Zoning and Land Development Fees Collected:	\$ 258,446.56

PLANNING COMMISSION MEMBERS – FY 2022

1. Mike Shepp, President (term expires 03/31/24)
2. Matt Knott, Vice President (term expires 03/31/24)
3. Wade Louthan, Secretary (term expires 03/31/25)
4. Steve Stolipher (County Commission Liaison, 2021 & 2022)
5. Ron Thomas (term expires 03/31/23)
6. Donnie Fisher (term expires 03/31/23)
7. Jack Hefestay (term expires 03/31/25)
8. J Ware (term expires 03/31/25)
9. Shane Roper (term expires 3/31/23)

BOARD OF ZONING APPEALS MEMBERS – FY 2022

1. J. Tyler Quynn, Chair (term expires 01/01/23)
2. Deidre Catterton, Vice Chair (term expires 01/01/24)
3. Leeds Corbin, (term expires 01/01/23)
4. Matt McKinny (term expires 01/01/24)
5. Steven Guier (term expires 01/01/25)
6. Mikala Shremshock (through 01/01/23), alternate
7. Two vacant alternate positions, one expires January 1, 2022 and one expires 2024

DEPARTMENTS OF PLANNING & ZONING STAFF – FY 2022

1. Jennifer M. Brockman, AICP, County Planner
2. Alexandra Beaulieu, Zoning Administrator/Deputy Director
3. Jennilee Hartman, Zoning Clerk
4. Tanya Lyons, Planning Clerk (January 2022- present)
5. Alice Johns, Planning Clerk (July 2021 - September 2021)

Regional Transportation Planning Meetings	
Eastern Panhandle Transit Authority (EPTA) Board Meetings	7/19/21; 8/16/21; 9/20/21; 10/18/21; 11/15/21; 12/20/21; 1/24/22; 3/21/22; 4/18/22; 5/16/22; 6/13/22
EPTA Safety Committee	11/30/21; 2/14/22
EPTA Commuter Bus Public Meeting	5/19/22
Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Technical Advisory Committee (TAC) Meetings	8/18/21; 10/20/21; 2/2/22
Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Long Range Transportation Plan	7/27/21; 9/20/21; 2/23/22; 5/4/22
WV DOH/Regional Planners Roundtable	10/06/21; 4/6/22
WV Ethics Commission Ethics & Open Meetings Act training	8/11/21
WV DOT Planning Conference (Cacapon Park)	4/26/22-4/27/22

Regional/State Planning Related Meetings	
Mid-Atlantic Planning Collaboration Webinars (Land Use Law/Planning Professional Credits)	11/18/21; 12/7/21; 12/16/21; 3/17/22; 4/21/22; 5/19/22; 6/2/22; 6/16/22
WV APA Chapter Executive Committee Meetings (ZOOM);	7/27/21; 8/10/21; 8/24/21; 9/28/21; 10/26/21; 11/23/21; 1/25/22; 2/22/22; 3/14/22-4/22/22; 5/3/22; 5/24/22; 6/28/22
WV APA Strategic Planning Effort	9/22/21; 10/13/21
APA Chapter Presidents Council	7/14/21; 10/21/21
WV APA Chapter Membership Committee	2/15/22; 3/15/22
WV APA Annual Chapter Meeting	12/2/21 (Zoom); 5/17/22 (in person)
WVU/APA Land Use Law Clinic (Pipestem State Park)	5/17/22-5/18/22

Planning and Zoning FY 2022 ANNUAL REPORT
07/01/2021 - 06/30/2022

Type	Project Number	Creation Date	Owner Name	Location	Status	Description
Conditional Use Permit	22-1-CUP	1/3/2022	MUTH RAYMOND M JR & KERRY F - Raymund Muth	21 SOUTHPAW LN, SHEPHERDSTOWN, WV 25443	Closed	Conditional Use Permit application to expand an existing emergency vehicle outfitting and retrofitting professional office. New building proposed to be approximately 1,500 square feet and is intended to house vehicles and workshop for the outfitting work.
	22-2-CUP	3/24/2022	STAUBS JOHN T	3807 CHESTNUT HILL RD, HARPERS FERRY, WV 25425	Open	Request for a Conditional Use Permit to operate a Restaurant, as defined in Article 2. The applicant is proposing to operate a Mobile Food Truck that offers food items such as ice cream, hot hogs, sandwiches, drinks, etc. A 10' x 10' tent with a bench and two picnic tables will be provided. Dates/Hours of Operation: April 1 through October 31: Wednesday through Sunday from 1:00 pm until dark. Plus Monday and/or Tuesday depending on various Holidays (ex: Memorial Day Weekend). Temporary signage as depicted in the application will be displayed.
	22-3-CUP	4/1/2022	FRIDLEY TIFFANIE N & AARON J	2235 OLD CAVE RD, CHARLES TOWN, WV 25414	Open	Request for a Conditional Use Permit to operate a Day Care Center. Large, as defined in Article 2. The applicant is proposing to operate as a self-run center Monday through Friday from 6:00 am to 5:00 pm for up to eight (8) children. Up to twelve (12) children may be permitted with additional staff. Onsite parking and limited signage are proposed.
	22-4-CUP	6/22/2022	Thornhill LLC	KABLETOWN RD, CHARLES TOWN, WV 25414	Open	Request for a Conditional Use Permit to operate a Solar Energy Facility, as defined in Article 2 of the Zoning Ordinance. This application pertains to 270 acres of the 516 acre Blake Solar Energy Project, an 80MW solar electric generating facility. The project consists of single-axis trackers, 535W modules, and 338MW inverters, and a new substation to connect the solar facility with the electric grid. The project site has existing high voltage power lines running through the property.
				Category Total:	4	
Easements	21-4-E	11/10/2021	BERNAZZOLI MATTHEW B	664 CARTER AVE, HARPERS FERRY, WV 25425	Closed	To vacate two existing easements/agreements and create a new, single easement across parcels 57 and 58 for parcel 3.
	22-1-E	3/21/2022	H&G CATROW CONTRACTING INC	7174 MARTINSBURG PIKE, SHEPHERDSTOWN, WV 25443	Open	Create a 50' access easement across two properties Note: existing detached accessory structure to be removed.
	22-2-E	3/31/2022	AAL LLC	8285 MARTINSBURG PIKE, SHEPHERDSTOWN, WV 25443	Open	40 2-bedroom apartments with associated parking and signage.
	22-3-E	5/18/2022	RANKIN PROPERTIES LLC - Christopher Rankin	POTOMAC FARM DRIVE, SHEPHERDSTOWN, WV 25443	Open	Professional Center to consist of one two-story building with a 5,100 sf retail space (first floor) and 5,100 office space (second story); one 6,000 sf single-story building divided into six (6) single-story building 1,000 sf retail/office spaces. Plus associated parking spaces and signage.
	22-4-E	6/29/2022	BROWN TIMOTHY M & RONALD E TRUSTEES - Ronald and Timothy Brown	494 HARRY SHIRLEY RD, KEARNEYSVILLE, WV 25430	Open	Farmland Protection Easement 311.157 Acres, including the 2.00 acre residential dwelling area
				Category Total:	5	
Merger or Boundary Line Adjustment	21-23-M	7/13/2021	Epic at Burr Park LLC - Andre Fontaine	W BURR BLVD, KEARNEYSVILLE, WV 25430	Closed	Consolidate lots
	21-24-M	7/30/2021	MARK-COLONIAL HILLS LLC	Branson Circle Shepherdstown, WV 25443	Closed	BLA between lots 560 and 561 of Colonial Hills, Phase 1,
	21-25-M	8/20/2021	Jefferson Utilities Inc. Lee Synder - Stephanie Reel	18 SHORT DR, HARPERS FERRY, WV 25425	Closed	Adjust internal Boundary Lines of lots 4 - 9
	21-26-M	8/27/2021	Keyes Ferry Crossing LLC - Stephanie Reel	Wagon Trail Road, Harpers Ferry, WV 25425	Closed	Boundary Line Adjustment for Lots 1-4 Section VI BLA
	21-27-M	8/30/2021	Jefferson Utilities - Stephanie Reel	Burkett Road, Harpers Ferry, WV	Closed	Internal boundary line adjustment
	21-28-M	10/5/2021	Lutman Land Development - David Lutman	0.3 miles west of Summit Pt Rd & Washington Street, Charles Town, WV 25414	Closed	BLA of Parcel 30 into Parcels 30.1 and 30.2
	21-29-M	10/25/2021	TEMA NORTH AMERICA, LLC	395 STEELEY WAY, KEARNEYSVILLE, WV 25430	Closed	Consolidation of Burr Business Park Lots 18, 19, & 20 for TeMa North America manufacturing facility
	21-30-M	11/2/2021	RINKER WILLIAM D ESTATE	3735 CHESTNUT HILL RD, HARPERS FERRY, WV 25425	Open	Series of BLA between three existing lots.
	21-31-M	11/8/2021	ACLY DAVID	402 STRATFORD LN, CHARLES TOWN, WV 25414	Closed	BLA between parcels 26-28.
	21-32-M	12/1/2021	B C PARTNERS INC	OLD COUNTRY CLUB RD, CHARLES TOWN, WV 25414	Closed	BC Partners to consolidate/dissolve the Breckenridge East Subdivision, Lots 1-9, Parcel C, and associated ROW (PB25/PG 343); and, BC Partners to consolidate/dissolve the Breckenridge East Subdivision, Lots 23-45, Parcels A and B, and associated ROW (PB25/PG188).
	21-33-M	12/10/2021	CHAMBERS JACK R II & MEREDITH A SMITH	54 DARKE LN, KEARNEYSVILLE, WV 25430	Open	0.1147 ac. from Parcel 11 to be merged with Parcel 11.4
	22-1-M	1/5/2022	SECATELLO CONTRACTING, LLC VINCENT SECATELLO	4590 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	First of two related merger plats (22-1-M & 22-5-M) involving merging 8.8745 acres of Parcel 2 with Parcel 1.3 Final configurations for this first step: Parcel 1.3 = 17.8549 acres; Parcel 2 = 48.1763 acres
	22-2-M	1/11/2022	GUY GARETH CHICCHIRICHI	AUGUSTINE AVE, CHARLES TOWN, WV 25414	Open	BLA of 1.4 acres from Parcel 1 to Parcel 3.
	22-3-M	1/19/2022	LOUGHLIN SHAWN P A G & TONI L	310 FRISKY CT, HARPERS FERRY, WV 25425	Open	Proposed "land swap" of (.143) acres and (.139) acres to correct a setback violation on the Loughlin property (Parcel 28.3).
	22-4-M	2/2/2022	KRAUS JAMES M	1559 KNOTT RD, SHEPHERDSTOWN, WV 25443	Open	Boundary line adjustment from Rife to Kraus of 0.3 acres (1,130 square feet) to correct a setback violation.
	22-5-M	2/2/2022	SECATELLO CONTRACTING, LLC VINCENT SECATELLO	4590 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	BLA to merge a portion of Parcel 2 with Parcel 1.3 (22-1-M); then, a portion of the enlarged 1.3 into Parcel 2 (22-5-M). Final Configurations: Parcel 1.3 = 6.09 acres; Parcel 2 = 51.058 acres.
	22-6-M	2/3/2022	HY-CREST FARMS LLC - Arnie Dailey	1694 S CHILDS RD, KEARNEYSVILLE, WV 25430	Closed	BLA of 4.092 acres from Parcel 6 (Hy-crest) to Parcel 6.14 (Schneider); and, Creation of a 50' access easement for Parcel 6.
	22-7-M	2/3/2022	HY-CREST FARMS LLC - Arnie Dailey	1694 S CHILDS RD, KEARNEYSVILLE, WV 25430	Closed	BLA of 1.526 acres from Parcel 6 (Hy-crest) to Parcel 6.12 (Carroll).
	22-8-M	2/11/2022	FRICKEY PAULA JEAN	297 MCQUILKIN RUN WAY, SHEPHERDSTOWN, WV 25443	Open	Parcel 1.17 to convey .1288 acres to Parcel 1.18.
	22-9-M	2/23/2022	AAL LLC	8285 MARTINSBURG PIKE, SHEPHERDSTOWN, WV 25443	Open	Consolidation of Seneca Crossing North originally recorded in Plat Book 24, Page 52(A-I). The former subdivision consisted of 25 residential lots, common areas, and SWM facilities.
	22-10-M	2/24/2022	GUGULIS MICHAEL W & KATHERINE C TR	SAVANNAH DR, CHARLES TOWN, WV 25414	Closed	Combining Lot 3 of the Chad Johnson MSD and Lot 4 of the Karen Miller MSD into a single parcel. **Note: includes existing 50' access easement.
	22-11-M	2/28/2022	CHAPMAN PAUL D TRUST	1621 BERRYVILLE PIKE, CHARLES TOWN, WV 25414	Open	BLA of .140 acres from parcel 4 to parcel 3
22-12-M	2/28/2022	CHAPMAN PAUL M	1657 BERRYVILLE PIKE, CHARLES TOWN, WV 25414	Open	BLA of .49 acres from parcel 2 to parcel 3	
22-13-M	3/23/2022	VALERI JOYCE S - TR VALERI FAMILY REV TRUST	4364 OLD LEETOWN PIKE, RANSON, WV 25438	Closed	Property consist of two legal lots within a single parcel number. Lot 1 original acreage: 1.0696 - 0.27 ac = 0.7944 ac Lot 2 original acreage: 0.7524 + 27 ac = 1.0275 ac	
22-14-M	3/24/2022	LAKESIDE DRIVE LLC - Susan Reichel	LAKESIDE DR, HARPERS FERRY, WV 25425	Open	BLA to split Lot 13 (parcel 70) between Lot 14 and Lot 12.	
22-15-M	3/28/2022	SCHEERER JARED G	101 CHERRY LN, SHEPHERDSTOWN, WV 25443	Open	Boundary Line Adjustment from Lowe to Scheerer to correct a setback violation.	
22-16-M	3/28/2022	Dead Rock Contractor Services, LLC - Chris Livingston	Vacant Parcel, Charles Town, WV 25414	Closed	To consolidate two existing lots shown as a single parcel.	

	22-17-M	3/29/2022	POTOMAC EDISON COMPANY - Wendy Jones	1320 OLD COUNTRY CLUB RD, CHARLES TOWN, WV 25414	Open	From BC Partners to Potomac Edison to accommodate the fall zone for Sleepy Hollow Tower Site (22-1-SP)
	22-18-M	3/31/2022	WINKLEPECK KENNETH D & MARIA C ET AL	76 GRUBER RD, SUMMIT POINT, WV 25446	Open	Boundary Line Adjustment of 1.4908 acres from parcel 1.1 to parcel 1.3.
	22-19-M	4/13/2022	NEW HORIZONS PROPERTY SOLU LLC	6981 FLOWING SPRINGS RD, SHENANDOAH JUNCTION, WV 25442	Open	BLA of .5633 from Parcel 4.2 to Parcel 2.
	22-20-M	4/29/2022	SLATER AUSTIN J JR AND CARMEN L	491 S KING ST, SHEPHERDSTOWN, WV 25443	Open	Boundary line adjustment between Parcels 43 and 43.1
	22-21-M	5/16/2022	HOWARD WILLIAM R & ELIZABETH G	183 HOWARD FARM RD, SHEPHERDSTOWN, WV 25443	Open	Boundary line adjustment between Lot 2 (P. 8.4) and Lot 7 (P. 8.12).
	22-22-M	6/16/2022	LOWE KENNETH F JR-REV TRUST	40 LOWE DR, SHEPHERDSTOWN, WV 25443	Open	Consolidating Parcels 23.5 and 23.6 into a single parcel.
	22-23-M	6/24/2022	HARDY FRANK E & DIANE L - Frank Hardy	77 AMERICAN PRIDE LN, KEARNEYSVILLE, WV 25430	Open	Buying Parcel 3 to merge with Parcel 3.1 and 3.14
	22-24-M	6/28/2022	New Hope Farm - Raffy Ekhsiajan, Partner	867 HINTON RD, KEARNEYSVILLE, WV 25430	Open	BLA between Parcels 4.1, 1.1, and 1 (New Hope Farm and 1 Brucetown Road, LLC)
	22-25-M	6/28/2022	New Hope Farm - Raffy Ekhsiajan, Partner	867 HINTON RD, KEARNEYSVILLE, WV 25430	Open	BLA between Parcel 4.1 and Parcel 1 (New Hope Farm, Inc.)
					Category Total:	36
Minor Plat Change	21-13-Q	7/2/2021	HUTCHISON LOYD C II & PAMELA H	346 PAULAS CIR, KEARNEYSVILLE, WV 25430	Closed	Lot 30 MPC (Septic)
	21-14-Q	7/8/2021	Chaz Shultz Real Estate Team - Chaz Shultz	ANGUSE VIEW WAY, Middlewav, WV 25430	Closed	Angus View SD Lot 2 MPC (septic)
	21-26-Q	11/17/2021	GODDARD LAURA	Falcon Ridge, Charles Town,	Open	Falcon Ridge Redline Revision
	21-27-Q	11/17/2021	JEFFRIES JUDY D	Old Leetown Rd, Kearneysville, WV 25430	Open	George England MSD, Lot 2 MPC (septic relocation)
	22-1-MPC	1/4/2022	Susan Healy	VACANT, Harpers Ferry, WV 25425	Closed	Minor Plat Change to relocate the septic reserve area - Lot 23 Lake Forest Estates
	22-2-MPC	1/7/2022	COLLIER MARTIN P & KIBONG LEE - PAUL & LEE COLLIER	vacant parcel Waterside Drive, Harpers Ferry, WV 25425	Closed	Minor Plat Change: relocate septic reserve area for Lot 23 of Waterside Reserve Phase II Subdivision
	22-3-MPC	3/17/2022	KLEFFNER JURGEN M & VERONICA D	1325 SHIRLEY RD, SUMMIT POINT, WV 25446	Closed	Kleffner MSD, Lot 3 - Septic Reserve Relocation
	22-4-MPC	3/18/2022	CORBIN NORMAN R IV & CHERYL L	2751 ENGLE MOLERS RD, HARPERS FERRY, WV 25425	Closed	Minor Plat Change: relocate driveway and reallocate the required greenspace area.
	22-5-MPC	3/25/2022	DECK ANDREW N & MARCY J	11 SHADY MEADOWS CT, CHARLES TOWN, WV 25414	Closed	Apple Blossom Meadows, Lot 7 - septic reserve relocation
	22-6-MPC	4/27/2022	ALESSI SEAN A & HOLLY L BROSIUR	127 FENNEC FOX LN, SHENANDOAH JUNCTION, WV 25442	Closed	Minor Plat Change: septic reserve relocation
	22-7-MPC	6/8/2022	HUFFMAN MATT R & CYNTHIA L	243 MINERVA CT, KEARNEYSVILLE, WV 25430	Open	Minor Plat Change: Deborah Murphy Lot 2 - septic reserve relocation
22-8-MPC	6/23/2022	Winston Dilley	11514 LEETOWN RD, Kearneysville, WV 25430	Closed	Vacated septic reserve	
	21-16-Q	7/12/2021	LUTMAN PROPERTIES LLC	SHENANDOAH JUNCTION, WV 25442	Closed	Minor Plat Change to Lot 2 to create two mailbox/trash pick up easements.
					Category Total:	13
Final Plat Amendment	21-19-Q	9/3/2021	MATTHEW S & KARA L DURRSCHMIDT	441 CHICKAMAUGA DR, HARPERS FERRY, WV 25425	Closed	To allow an inground pool and fence to be located within a platted drainage easement (see Note #15) for Lot 21 of Sheridan Subdivision, Phase II (PC File 05-26).
	21-22-Q	9/28/2021	REYNES JULIA E	384 POTOMAC RIDGE LN, SHEPHERDSTOWN, WV 25443	Withdrawn	Request for a Final Plat Amendment for Lot 7 of the Potomac Ridge Subdivision (PC File 05-13: Note #9), to allow for the conversion of an existing 24' x 32' garage into a second dwelling unit (in-law suite).
	19-19-Q	10/27/2021	HAINES WILLIAM R & KRISTI M	174 TALL PINES DR, CHARLES TOWN, WV 25414	Closed	Final Plat Amendment for an ADU: In-Law
	22-1-FPA	2/28/2022	PALMER LUCAS J & MELISSA A	68 WILDERNESS CT, HARPERS FERRY, WV 25425	Open	Pool in easement/Final Plat Amendment to allow a 22' x 44' inground pool with surrounding concrete to be located within a platted 10' drainage/utility easement. See Note #15 on Final Plat / PC File 05-26.
	22-2-FPA	3/1/2022	KNOTT MELISSA B - John Knott	80 QUAKING ASPEN WAY, CHARLES TOWN, WV 25414	Open	Allow a deck into a utility drainage easement-Final Plat Amendment to allow a 12' x 5.5' deck to be located within a platted 12' drainage/utility easement. See Note #24 on Final Plat / PC File 07-15.
	22-3-FPA	3/1/2022	ROLFE JASON & KARA M	708 RUDDER RD, SHEPHERDSTOWN, WV 25443	Open	To lift the single family restriction. - Final Plat Amendment to allow the construction of a detached accessory dwelling unit for a family member. See Note #4 on Final Plat / PC File 01-17.
					Category Total:	6
Planning Commission Waiver	21-13-PCW	7/9/2021	LUTMAN LAND DEVELOPMENT, LLC - DAVE LUTMAN	7029 FLOWING SPRINGS RD, SHENANDOAH JUNCTION, WV 25442	Closed	Waiver from Section 20.201.A.2 to allow a sixth lot to access an existing access easement (Fennec Fox Lane).
	21-14-PCW	8/23/2021	N/A	355 PATRIOTS WAY, HARPERS FERRY, WV 25425	Closed	Waiver to allow pool to remain in the easement.
	21-15-PCW	8/24/2021	BML LLC - Brant Lowe	1963 KEARNEYSVILLE PIKE, SHEPHERDSTOWN, WV 25443	Closed	Transfer development rights to adjacent parcels (owned by same owner)
	21-16-PCW	8/24/2021	JD LAND HOLDINGS INC - Randie Lawson	362 W BURR BLVD, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Commercial Use (Fitness Center) Hours of Operation: Weekdays (5:30 am to 9:30 pm), Weekends (7:00 am to 7:00 pm); 12 employees; 45 existing parking spaces
	21-17-PCW	8/24/2021	Ernest Hunter, et. al. - Ernest Hunter	4469 Charles Town Road, Kearneysville, WV 25430	Closed	Waiver from Section
	21-18-PCW	8/24/2021	Lutman Land Development - David Lutman	0.3 miles west of Summit Pt Rd & Washington Street, Charles Town, WV 25414	Closed	51 single family detached (including 1 existing home)
	21-19-PCW	9/17/2021	Dead Rock Contractor Services, LLC - Chris Livingston	ShIPLEY Road, Charles Town, WV 25414	Closed	Variance from Section 4.11 and Appendix B to allow existing vegetation in lieu of the required planted landscape buffer for a proposed
	21-20-PCW	11/16/2021	BERRY LAURICE	137 HOLLOW TREE DR, SUMMIT POINT, WV 25446	Closed	Request by applicant, Patricia Greenley, for a waiver from Section 20.201A, to reduce the access width from 50' to approximately 14' for the purpose of creating one additional lot on the existing Hollow Tree Drive.
	21-21-PCW	11/23/2021	SECATELLO CONTRACTING LLC - TODD SECATELLO H & G CATROW	4590 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	Request to waive the requirement to process a Concept Plan for a proposed 7 lot cluster subdivision / advance to final plat (Section 20.201)
	21-22-PCW	11/23/2021	CONTRACTING, INC - BUTCH CATROW	RIVER BEND RD, KEARNEYSVILLE, WV 25430	Closed	Waiver request from Section 20.201A.2.b to allow Lot 10 to use River Bend Road as an entrance to the lot as it was permitted to do so in 1970.
	21-23-PCW	11/29/2021	PHILLIPS SANDRA E & BROOKES	387 WOODBURY DR, KEARNEYSVILLE, WV 25430	Closed	Request for a waiver from Section 20.201A, to reduce the width of the required access easement from 50' to 40'; and, to allow for the creation of two additional lots on Woodbury Drive to process as a minor subdivision
	21-24-PCW	12/21/2021	KNOTT MATTHEW P & LAURA A	408 ALLSTADTS HILL RD, HARPERS FERRY, WV 25425	Closed	Waiver of Section 20.203B to process a brewpub as a "no site plan"
	22-1-PCW	1/3/2022	EXECUTIVE EMERGENCY LIGHTING LLC - RAYMUND MUTH	21 SOUTHPAW LANE, SHEPHERDSTOWN, WV 25443	Withdrawn	Waiver from Section 20.203B of the Subdivision Regulations, which requires a Site Plan when the footprint of any addition or a new structure (building and/or parking lot) is greater than 1,200 square feet. The applicant is requesting to waive the requirement of a site plan to build a 1500 square foot workshop.
	22-2-PCW	2/15/2022	B.C. Partners, Inc	Country Club Road, Charles Town, WV 25414	Open	Request for a waiver of Section 24.113.B.10 of the Subdivision Regulations, which requires an Archaeological Survey for all Major Subdivision Preliminary Plats.
22-3-PCW	2/15/2022	B.C. Partners, Inc	Country Club Road, Charles Town, WV 25414	Open	Request for a waiver from Appendix B Table 2.2-1 "Roadway Design Standards" of the Subdivision Regulations, as it relates to standards for Non-Residential/ Industrial & Commercial Streets, including the required 60' ROW width (requesting 50'); the required stopping sight distance of 235' (requesting 207') and the minimum horizontal curve radius of 300' (requesting 200' and 175').	
22-4-PCW	2/16/2022	BEAHM NORMAN A & CHARLOTTE K	382 MISSION RD, HARPERS FERRY, WV 25425	Open	Waiver of Section 20.201C.2 to allow a lot in a proposed minor subdivision to utilize an existing 20' access easement (Tabernacle Lane).	

22-5-PCW	2/16/2022	BEAHM NORMAN A & CHARLOTTE K	382 MISSION RD, HARPERS FERRY, WV 25425	Open	Waiver of Section 20.201C.3, Appendix B, Sec. 3.1, and Appendix A, Sec. 1.4.28 to allow a lot in a proposed minor subdivision to process a final plat without obtaining health department approval. The subject lot will consist solely of an overflow parking area for Mission Tabernacle Church. No structures necessitating water and/or sewer will be permitted.
22-6-PCW	3/18/2022	Guy Chicchirichi	AUGUSTINE AVENUE, CHARLES TOWN, WV 25414	Open	Waiver from Section 20.201A.2.b of the Subdivision Regulations, to reduce the required road frontage from 200' to 161' for the proposed residue lot that will remain zoned as Rural.
22-7-PCW	3/18/2022	Guy Chicchirichi	AUGUSTINE AVENUE, CHARLES TOWN, WV 25414	Open	Waiver from Section 20.201A of the Subdivision Regulations, to request to waive the requirement related to the extension of off-site utilities To allow the subdivision to process as a Minor Subdivision.
22-8-PCW	3/18/2022	POTOMAC EDISON COMPANY	1320 OLD COUNTRY CLUB RD, CHARLES TOWN, WV 25414	Open	Request for a waiver from Section 11.1B of the Subdivision Regulations, which requires a site plan for all new telecommunication towers.
22-9-PCW	4/26/2022	KROP PROPERTIES LLC - Tina Krop	640 WAR ADMIRAL BLVD, CHARLES TOWN, WV 25414	Open	To waive bonding and constructing Site Plan improvements and continue to operate utilizing the temporary structure (tent) and gravel/grass off-street parking for an extended period of time
22-10-PCW	4/26/2022	DR Acquisitions - Matt Stare	Charles Town Road, Charles Town, WV	Open	Archaeological Study Waiver
22-11-PCW	4/28/2022	BEAHM NORMAN A & CHARLOTTE K	382 MISSION RD, HARPERS FERRY, WV 25425	Withdrawn	Waiver of Section 20.201B(a) to waive the requirement of a Division of Highways Entrance Permit for a lot in a proposed minor subdivision to utilize an existing 20' access easement (Tabernacle Lane).
22-4-FPA	5/4/2022	Chris Curtis	Vacant Parcel - Eagle Landing Rd, Harpers Ferry, WV 25425	Open	Final Plat Amendment to modify the 300' conservation buffer area on Lot 32 affected by the proposed location of a new house and to alter the existing location of the septic reserve area.
22-12-PCW	5/11/2022	JALIL AIMAN S	229 BETHANY LN, CHARLES TOWN, WV 25414	Open	Waiver from Section 20.201B to allow a family transfer parcel to be sold prior to the 5-year restriction.
22-13-PCW	5/23/2022	KIDWILER WILBERT E & SHARON L - Wilbert & Sharon Kidwiler	1044 KIDWILER RD, HARPERS FERRY, WV 25425	Open	Request to process a 6Lot Subdivision as a minor sd instead of a cluster
22-14-PCW	5/24/2022	GUY GARETH CHICCHIRICHI	AUGUSTINE AVE, CHARLES TOWN, WV 25414	Open	Article 24, Section 24.113.B.10 Archaeological Survey
22-15-PCW	5/24/2022	Sheetz Inc. - Bob Franks	AUGUSTINE AVE, CHARLES TOWN, WV 25414	Open	
22-16-PCW	5/24/2022	DR Acquisitions LLC - Matt Stare	Charles Town Road, Charles Town, WV 25414	Open	We are requesting this waiver in order to begin mass-grading the site prior to the recordation of the final plat, but after approval of the Preliminary Plat and WV DEP approval of the NPDES Permit.
22-17-PCW	6/24/2022	MILLER GERALD A ESTATE - PAUL SCHLEIFMAN	CAPTAIN CHEWS TRCE, CHARLES TOWN, WV 25414	Open	The request is to waive the requirement that sidewalks shall be located within one foot of the property line along street right of way.
				Category Total:	30
21-7-SP	7/20/2021	JEFFERSON COUNTY DEV AUTHORITY - Dennis Jarvis	395 STEELEY WAY, KEARNEYSVILLE, WV 25430	Open	Commercial addition to the existing facility.
21-8-SP	7/28/2021	340 RAINBOW LLC	3511 BERRYVILLE PIKE, CHARLES TOWN, WV 25414	Open	179' Monopole Telecommunications Tower (AT&T)
21-9-SP	7/29/2021	AAL LLC	8285 MARTINSBURG PIKE, SHEPHERDSTOWN, WV 25443	Open	40 2-bedroom apartments with associated parking and signage.
21-11-SP	8/24/2021	JEFFERSON COUNTY DEV AUTHORITY	JAMES BURR BLVD, KEARNEYSVILLE, WV 25430	Open	Contact Storage Yard
21-12-SP	9/7/2021	LOWE HOSPITALITY GROUP LLC TRIPP LOWE	70 MADDEX SQUARE DR, SHEPHERDSTOWN, WV 25443	Open	Conversion of existing Quality Inn Hotel to 20 apartments; pharmacy; and medical cannabis dispensary. The dispensary and pharmacy will have separate drive through lanes.
21-13-SP	12/22/2021	CARPE DIEM PROPERTIES LLC	JAMES BURR BLVD, KEARNEYSVILLE, WV 25430	Open	Burr Park Lot 30 - Contractor with Outdoor Storage
22-1-SP	1/19/2022	POTOMAC EDISON COMPANY	1320 OLD COUNTRY CLUB RD, CHARLES TOWN, WV 25414	Open	New 150' Monopole Telecommunications Facility (tower) to be constructed within an existing substation compound.
22-1-NSP	3/29/2022	NORTON INVESTMENTS LLC	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Outdoor Storage Area for Rockwool Inventory in existing NorTom parking lot.
22-2-SP	3/30/2022	JEFFERSON COUNTY COMMISSION	235 SAM MICHAELS LN, SHENANDOAH JUNCTION, WV 25442	Open	Master Plan Layout for full build-out of park.
22-3-SP	5/2/2022	TRUSTEES OF ASCENSION ANGLICAN	Border Road, Kearneysville, WV 25430	Open	Ascension Church Phases: Phase 1: a 10,338 sq. ft. church and 3,600 sq. ft. ancillary building for church related functions; Phase 2 (approximately 2 years); additional parking area. Phase 3 (approximately 5 years); cemetery area. Phase 4 (approximately 7-10 years); housing accommodations for church staff and/or missionaries.
22-4-RR	5/4/2022	CHARLES TOWN BURR PARK STATION LLC	2790 WILTSHIRE RD, KEARNEYSVILLE, WV 25430	Open	Holtzman Oil Corp. Redline Revision to include a drive through
22-2-NSP	5/20/2022	TeMa North America, LLC	395 STEELEY WAY, KEARNEYSVILLE, WV 25430	Closed	Installation of a 360 sf temporary construction trailer.
22-4-SP	5/20/2022	SHUBHANGINI, LLC - JADON MAHENDRA	JAMES BURR BLVD, KEARNEYSVILLE, WV 25430	Open	Contractor with Outside Storage: one 2,200 S.F. office building and two 10,000 S.F., workshop buildings and associated parking & SWM.
22-3-NSP	5/25/2022	ROLLING RIDGE FOUNDATION INC	305 FRIENDS WAY, HARPERS FERRY, WV 25425	Closed	Structures: 300 sf cabins x Four (4) = 1200 sf total Parking: 9 spaces required = 9 spaces provided Disturbed Area (driveway & parking spaces): 5000 - 2250 = 2740 sf remaining
22-5-SP	6/16/2022	FELLOWSHIP BIBLE CHURCH-TR'S	160 DANIEL RD, SHENANDOAH JUNCTION, WV 25442	Open	Site plan to add a water service line, building addition for a kitchen expansion, new entrance and to add modular units, to include those previously approved by variance, to the site plan.
22-7-RR	6/22/2022	AMANDA COURT LLC	AMANDA COURT, HARPERS FERRY, WV 25425	Open	Redline Revision
22-6-SP	6/24/2022	Miller Gerald A Estate c/o Paul S. Schliefman - Christopher	CAPTAIN CHEWS TRCE, CHARLES TOWN, WV 25414	Open	7 Multi-Family Garden Style Apartments with 216 units, associated parking spaces, SWM facilities, and signage.
22-7-SP	6/24/2022	High Horizons Farm, Inc.	Route 115 and Kabletown RD, Charles Town, WV	Open	Solar Energy Facility (multiple parcels)
22-8-SP	6/28/2022	R J SEPCO INC	51 FLOWING SPRINGS RD, CHARLES TOWN, WV 25414	Open	Reconstruction of the Charles Town Sheetz
				Category Total:	19
21-23-SD	7/2/2021	Robert Tabb	Round Oak Lane, KEARNEYSVILLE, WV 25430	Closed	MSD to create Lot 3C and Lot 3 Residue
21-15-Q	7/12/2021	BEALLAIR HOMES LLC - Todd Abe	Beallair Manor Dr., Charles Town, WV 25414	Closed	Redline Revision to the approved Preliminary Plat for Phase 3.
21-27-SD	8/24/2021	HOFFMAN MARGARET J - Margaret Hoffman	622 ANN LEWIS RD, CHARLES TOWN, WV 25414	Closed	Two-lot family transfer MSD.
21-28-SD	8/31/2021	ALBRITE C W JR & PATRICIA H	2024 WAR ADMIRAL BLVD, SHENANDOAH JUNCTION, WV 25443	Closed	4 lot minor subdivision
21-29-SD	9/7/2021	WILLIS GARY W & GLORIA E - Gloria Willis	599 N CHILDS RD, KEARNEYSVILLE, WV 25430	Closed	Gloria Willis Family Transfer
21-30-SD	9/13/2021	GILLMORE PRESTON & JULIE EVANS	774 BUNKHOUSE RD, KEARNEYSVILLE, WV 25430	Closed	Lots 1-3 (residue)
21-24-SD	7/7/2021	BML, LLC - Brant Lowe	Kearneysville Pike, Shepherdstown, WV 25443	Open	Lot A1 A2 A3
21-25-SD	7/9/2021	PETTI VINCE - VINCE PETTI	400 MISSION RD N, HARPERS FERRY, WV 25425	Open	Minor Subdivision Creating Lot 1, Lot 2, and Lot 3 (Residue)
21-26-SD	8/23/2021	KE COLONIAL, LLC - RICK FINK	Higbee Lane, SHEPHERDSTOWN, WV 25443	Open	20 townhome units on 2.54 acres.
21-31-SD	10/4/2021	BEALLAIR HOMES LLC - Todd Abe	Beallair Manor Dr., Charles Town, WV 25414	Bonding	Final plat consisting of 56 single family lots and 2 residue parcels.
21-32-SD	10/6/2021	DR ACQUISITIONS LLC	Turner Road, Shepherdstown, WV 25443	Closed	Proposal to create a two lot MSD

	21-33-SD	10/12/2021	HARRISON-BURNS JEROME C-LIFE	1535 S CHILDS RD, KEARNEYSVILLE, WV 25430	Closed	Creation of a two-lot MSD.
	04-21-SD	10/20/2021	KE TOLLHOUSE, LLC	Kearneysville Pike, Shepherdstown, WV 25443	Open	69 single family homes
	21-34-SD	11/19/2021	KLEFFNER JURGEN M & VERONICA D	1325 SHIRLEY RD, SUMMIT POINT, WV 25446	Closed	A Family Transfer MSD (Lot 1 & Lot 2-Residue)
	22-1-SD	1/5/2022	Secatello Contracting, LLC - Vincent Secatello	Vacant Parcel - Bowers Road, Kearneysville, WV 25430	Open	2-Lots and a Residue Minor Subdivision
	22-2-SD	1/5/2022	VINCENT TODD SECATELLO	4590 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	Cluster Subdivision - Lots 2A, 2B, 2C, 2D, and 2E-Residue
	22-3-SD	2/16/2022	WILSON MICHAEL C & ALLA A	225 AMNESTY WAY, SHEPHERDSTOWN, WV 25443	Open	Minor Subdivision 2 lots and 1 residue
	22-4-SD	2/17/2022	O'SULLIVAN FARMS LLC	1501 EARLE RD, CHARLES TOWN, WV 25414	Open	MSD for Lots A and B-Residue
	22-5-SD	2/22/2022	Sam Staley	STALEY DR, SHEPHERDSTOWN, WV 25443	Closed	Creation of three family transfer lots (parent to child)
	22-6-SD	3/4/2022	Jo Shue-Powless	60 KIDWILER RD, HARPERS FERRY, WV 25425	Open	Family Transfer MSD - 3 lots
	22-7-SD	3/7/2022	OUELLETTE JOHN J & TINA J	772 N CHILDS RD, KEARNEYSVILLE, WV 25430	Open	Creation of 1 lot and a residue. *Submission 3 revised the project to process as a traditional MSD - no longer a Family Transfer.
	22-1-RR	3/10/2022	ILA Properties, Inc.	Charles Town Road, Kearneysville, WV 25430	Closed	Redline Revision (pavement)
Subdivision	22-8-SD	3/25/2022	GAESTEL WILLIAM H	1602 KEARNEYSVILLE PIKE, SHEPHERDSTOWN, WV 25443	Open	William Gaestel Family Transfer, Lots 1-Residue, and 2-4
	22-9-SD	3/25/2022	FINCH GREGORY L & MELANIE M	Kearneysville Pike, Shepherdstown, WV 25443	Open	Gregory and Melanie Finch FT MSD, Lots 1-3, and 4-Residue
	22-10-SD	3/28/2022	LUTMAN LAND DEVELOPMENT LLC - Dave Lutman	45 FOX MEADOW LN, SUMMIT POINT, WV 25446	Open	Minor Subdivision of property formerly addressed as 1319 Shirley Road. Lost 1-4 (residue)
	22-2-RR	4/1/2022	Roderick Planes, LLC - Maurice Gladhill	Wintergreen Way, Charles Town, WV 25425	Open	Redline Revision Bridge
	22-11-SD	4/5/2022	FLOWING SPRINGS ROAD LLC	Flowing Springs Road, Charles Town, WV 25414	Open	Major Subdivision - 320 Single Family Lots *Submitted as Green Hill SD*
	22-12-SD	4/11/2022	MICHAEL D & DONNA L RING	Darke Lane, KEARNEYSVILLE, WV 25430	Open	Lot 1 - Family Transfer Lot Lot 2 - Residue
	22-3-RR	4/12/2022	JEFFERSON COUNTY DEV AUTHORITY	JAMES BURR BLVD, KEARNEYSVILLE, WV 25430	Open	Burr Business Park, Lot 1 - Redline Revision: relocation of SWM easement
	22-13-SD	4/19/2022	HESS TERRY	BOWERS ROAD, KEARNEYSVILLE, WV 25430	Open	Family Transfer, Lots 1, 2 & 3-Residue
	22-14-SD	4/20/2022	GHOBADI JAHANGIR ET AL	470 SHADE TREE LN, SHENANDOAH JUNCTION	Open	Minor Subdivision Lots 1, 2 & 3-Residue
	22-15-SD	5/3/2022	BEALLAIR HOMES LLC - Todd Abe	Beallair Manor Dr., Charles Town, WV 25414	Open	Preliminary Plat for Phase 4 and 5: Lots 160 thru 202; 234 thru 272; 276 thru 282; Open Space A and SWM - 2
	22-16-SD	5/4/2022	BEAHI NORMAN A & CHARLOTTE K	382 MISSION RD, HARPERS FERRY, WV 25425	Open	Lot 1 and 2-Residue
	22-17-SD	5/4/2022	GUY GARETH CHICCHIRICHI	AUGUSTINE AVE, CHARLES TOWN, WV 25414	Open	Chicchirichi MSD Lots 1 and 2-Residue
	22-18-SD	5/5/2022	BELL BRIAN C & ALLISON K	2154 LEETOWN RD, SUMMIT POINT, WV 25446	Open	Formerly: Sheetz Augustine Ave (Chicchirichi) Major Nonresidential Subdivision Bell MSD of Parcels 06001600200002 & 06001600200003. Note these parcels were legally merged on 04/06/90. BLA from Bell (P 2.3) to Mercer (P 2.5) *Includes vacating an existing access easement.
	22-19-SD	5/5/2022	KABLE HARRY M & CAROL F	461 CRANES LN, RANSON, WV 25438	Open	Minor Subdivision, Lots 1 and 2 (residue)
	22-5-RR	5/11/2022	BEALLAIR HOMES LLC - Todd Abe	Beallair Manor Dr., Charles Town, WV 25414	Open	Preliminary Plat Redline Revision to redesign an internal roadway.
	22-20-SD	5/13/2022	LOWE KENNETH F JR-REV TRUST	40 LOWE DR, SHEPHERDSTOWN, WV 25443	Open	Creating 3 duplexes
	22-6-RR	5/17/2022	Lutman Land Development - David Lutman	0.3 miles west of Summit Pt Rd & Washington Street, Charles Town, WV 25414	Open	Milton's Landing Subdivision - Redline Revision to add Lot 17 as a buildable lot, and revisions to Lots 13 and 22 re: drain fields.
	22-21-SD	5/23/2022	PHILLIPS SANDRA E & BROOKES	387 WOODBURY DR, KEARNEYSVILLE, WV 25430	Open	Minor Subdivision to create Lots A, B, and Parcel 3.19 Residue.
	22-22-SD	6/27/2022	TREMBA RANDALL W & PAULA A - Randall & Paul Tremba	1246 TERRAPIN NECK RD, SHEPHERDSTOWN, WV 25443	Open	Family Transfer Lots 1 & 2
	22-23-SD	6/28/2022	New Hope Farm - Raffy Ekhshiqian, Partner	867 HINTON RD, KEARNEYSVILLE, WV 25430	Open	5 Lot Minor Subdivision
	22-8-RR	6/29/2022	D.R. HORTON - Devin Clark Urgo	Kearneysville Pike, Shepherdstown, WV 25443	Open	Redline Revision documents for the Preliminary Plat related to model home lot; removing walking path and pedestrian bridge; replace cobblestone surface with stone access/standard concrete sidewalk; adding brick pier to the entrance feature.
				Category Total:		43
	21-32-ZC	7/13/2021	NORTON INVESTMENTS LLC	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Existing Norm Thompson Building (Dalb Corp) Land Use Designation: Warehousing
	21-33-ZC	7/13/2021	NORTON INVESTMENTS LLC	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Norm Thompson Fulfillment Center (West Virginia Medicine)
	21-34-ZC	7/13/2021	NORTON INVESTMENTS LLC	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Norm Thom (Rockwool)
	21-35-ZC	7/30/2021	2021 McGarry Blvd. LLC - Brian Fulton	53 MCGARRY BLVD, KEARNEYSVILLE, WV 25430	Closed	Existing warehouse in Burr Park.
	21-36-ZC	8/3/2021	LOWE HOSPITALITY GROUP LLC TRIPP LOWE	70 MADDEX SQUARE DR, SHEPHERDSTOWN, WV 25443	Closed	Conversion of existing Quality Inn Hotel to 20 apartments; pharmacy; and medical cannabis dispensary. The dispensary and pharmacy will have separate drive through lanes.
	21-37-ZC	8/12/2021	NORTON INVESTMENTS LLC	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Existing Norm Thompson Building (Continuous Journey, LLC) Land Use Designation: Medical Office / Leased Space: 3,200 SF
	21-38-ZC	8/12/2021	ASHBAUGH PAUL L & DONNA K	121 ASHLAND WOODS DR, HARPERS FERRY, WV 25425	Closed	Install antennas on an existing telecommunications tower; install equipment cabinet and 100 amp electrical service.
	21-39-ZC	8/17/2021	B33 Jefferson Crossing II, LLC	188 FLOWING SPRINGS RD, CHARLES TOWN, WV 25414	Closed	Change in Tenant: Retail Sales - Spirit of Halloween. Lease from 7/11/21 - 11/15/21
	21-40-ZC	8/31/2021	KITA LLC	59 RULAND RD STE J, KEARNEYSVILLE, WV 25430	Closed	Change in tenant: Personal Services (hair salon) - Shades Hair Studio, LLC.
	21-41-ZC	9/3/2021	Rankin Physical Therapy	7330 MARTINSBURG PIKE, SHEPHERDSTOWN, WV 25443	Closed	Change in nonconforming use: Physical Therapy Building square footage = 2,200 square feet
	21-42-ZC	9/16/2021	WALKER SARAH E ET AL	67 GRANNY SMITH LN, KEARNEYSVILLE, WV 25430	Closed	Replace three antennas on an existing 198' telecommunications tower.
	21-43-ZC	9/24/2021	BTIC Inc. DBA TBD - Behzad Touhidi	4563 MIDDLEWAY PIKE, KEARNEYSVILLE, WV 25430	Closed	Change in nonconforming use from Roy's Glass to Automobile Sales and Service
	21-44-ZC	9/24/2021	MARTIN JOSEPH P & CHRISTIE T	3735 SUMMIT POINT RD, CHARLES TOWN, WV 25414	Closed	Accessory Dwelling Unit: In-Law Suite
	21-45-ZC	10/12/2021	KNR INVESTMENTS LLC	481 MILLVILLE RD UNIT A, MILLVILLE, WV 25432	Closed	Former Millville Post Office change to Professional Office Space.
	21-46-ZC	10/26/2021	Richard and Phillip Childs	S. Childs Road, Kearneysville, WV 25430	Closed	AT&T is proposing to build a 195 ft monopole telecommunication tower with a 4' lightning rod which will include 6 Antennas and a 3,600 square foot fenced compound on the ground.
	21-47-ZC	10/27/2021	HAINES WILLIAM R & KRISTI M	174 TALL PINES DR, CHARLES TOWN, WV 25414	Closed	ADU: Detached in-law suite.
	21-48-ZC	10/29/2021	RUSHIZKY GEORGE W & MARY L - Matthew Rushizky	8428 SHEPHERDSTOWN PIKE, SHEPHERDSTOWN, WV 25443	Closed	AT&T Replace antennas on an existing tower and install a 3' 6" x 9' 6" (33.25 sf) concrete pad for ancillary equipment serving new antennas.

Zoning Certificate

21-49-ZC	11/10/2021	MCMILLAN ROBERT A & DOROTHEA C	2332 TERRAPIN NECK RD, SHEPHERDSTOWN, WV 25443	Closed	Converting existing detached accessory structure to an in-law suite.
21-50-ZC	11/23/2021	RUSO ANTHONY J & PAULA P	6568 FLOWING SPRINGS RD, SHENANDOAH JUNCTION, WV 25442	Closed	Agricultural Special Event Facility and Farm Vacation Enterprise
21-51-ZC	12/15/2021	SUTHERLAND DONALD W - DONALD SUTHERLAND	287 GARDNERS LN, SHEPHERDSTOWN, WV 25443	Closed	Short Term Rental
22-1-ZC	1/11/2022	HERBERT JOSEPH A & SHELBY M	1122 DUNCAN RD, HARPERS FERRY, WV 25425	Closed	Farm Vacation Enterprise - five lodging units.
22-2-ZC	1/11/2022	HERBERT JOSEPH A & SHELBY M	1122 DUNCAN RD, HARPERS FERRY, WV 25425	Open	Farm Vacation Enterprise
22-3-ZC	1/31/2022	GRANTHAM JOHN W & SHAUNA F	364 WOOD END FARM LN, SUMMIT POINT, WV 25446	Closed	Agricultural Event Facility & Farm Vacation Enterprise (garage apartment)
22-4-ZC	1/31/2022	SNYDER STEPHEN P & KATIE MCELROY-WOODRUM - STEPHEN SNYDER	38 MARCUM LN, HARPERS FERRY, WV 25425	Closed	Zoning Certificate to operate under the Landscaping land use designation.
22-5-ZC	2/3/2022	HALVERSON DEBORAH	8025 SHEPHERDSTOWN PIKE, SHEPHERDSTOWN, WV 25443	Closed	Proposed Use: Farm Vacation Enterprise
22-6-ZC	2/25/2022	TODORA MATTHEW	245 MASON DR, HARPERS FERRY, WV 25425	Closed	Short Term Rental
22-7-ZC	3/7/2022	OUELLETTE JOHN J & TINA J	772 N CHILDS RD, KEARNEYSVILLE, WV 25430	Closed	Accessory Dwelling Unit for son
22-8-ZC	3/9/2022	SUNNYSIDE LIMITED PARTNERSHIP	844 WHEATLAND RD, CHARLES TOWN, WV 25414	Closed	To install a generator and pad within an existing fenced cell tower compound.
22-9-ZC	3/9/2022	KROP PROPERTIES LLC	640 WAR ADMIRAL BLVD, CHARLES TOWN, WV 25414	Closed	The project consists of seasonal retail items, a food truck, alcohol sales, and outdoor seating area.
22-10-ZC	3/9/2022	BANKS T NEILL & KENNA	3343 SHEPHERDSTOWN PIKE, SHENANDOAH JUNCTION, WV 25442	Closed	Tower and Ground modifications to an existing telecommunications facility site.
22-11-ZC	3/22/2022	BROWN ALVIN L & CYNTHIA D	2464 HITE RD, KEARNEYSVILLE, WV 25430	Closed	Equipment modifications to existing 300' nonconforming telecommunications tower.
22-12-ZC	3/25/2022	LEFEVRE THOMAS E	237 TEL FARM LN, KEARNEYSVILLE, WV 25430	Closed	Tower equipment modification (antennas) on an existing 196' telecommunication facility.
22-13-ZC	3/29/2022	Dead Rock Contractor Services, LLC - Chris Livingston	Shipley Road, Charles Town, WV 25414	Closed	Contractor's Office with Outdoor Storage: 1500 SF Steel Building with Office & Storage and parking lot
22-15-ZC	4/8/2022	POPE SHERIA N	42 QUAKING ASPEN WAY, CHARLES TOWN, WV 25414	Closed	Bed and Breakfast - Lot 19 Aspen Greens Subdivision 4 Bedrooms / Maximum Number of Guests = 8
22-16-ZC	4/8/2022	NORTOM INVESTMENTS LLC - ROBERT MALONEY	69 CLENDENING DR, KEARNEYSVILLE, WV 25430	Closed	Change in Tenant: Rockwool Use of a portion of existing parking lot to convert to outdoor storage area for Rockwool.
22-17-ZC	4/11/2022	SUSO 2 ALABAMA LP	96 PATRICK HENRY WAY, CHARLES TOWN, WV 25414	Closed	Temporary sale of state legal fireworks from a 20' x 40' tent. Proposed daily operation 06/17/22 through 07/06/22, 9:00 a.m. to 10:00 p.m. Tent to be removed from the property no later than July 10, 2022. A 10' x 20' storage container/pod will be provided for overstock.
22-18-ZC	4/11/2022	B33 Jefferson Crossing II, LLC	188 FLOWING SPRINGS RD, CHARLES TOWN, WV 25414	Closed	Temporary sale of state legal fireworks from a 20' x 40' tent. Proposed daily operation 06/16/22 through 07/05/22, 9:00 a.m. to 10:00 p.m. Tent to be removed from the property no later than July 8, 2022. A 10' x 20' storage container/pod will be provided for overstock.
22-19-ZC	4/12/2022	KENTLAND FOUNDATION INC - Jack Walker	98 SOMERSET BLVD, CHARLES TOWN, WV 25414	Closed	Temporary sale of legal fireworks: two 8' x 40' temporary stands. Daily operation: 06/01/22 to 07/31/22 from 9:00 am to 9:00 pm., daily.
22-20-ZC	4/12/2022	MORGAN A M S IV & JESSE F - Jesse Morgan	2547 BERRYVILLE PIKE, CHARLES TOWN, WV 25414	Closed	Farm Brewery and Brewpub
22-21-ZC	4/14/2022	ROLFE JASON & KARA M	708 RUDDER RD, SHEPHERDSTOWN, WV 25443	Closed	To lift the single family restriction. - Final Plat Amendment to allow the construction of a detached accessory dwelling unit for a family member. See Note #4 on Final Plat / PC File 01-17.
22-26-ZC	4/14/2022	JEFFERSON UTILITIES INC	307 W BURR BLVD, KEARNEYSVILLE, WV 25430	Closed	Project consists of swapping six antennas/relocating three (3) existing antennas; removing six RRHs, and installing nine (9) RRHs for a co-located telecommunications facility on an existing 160' water tank.
22-22-ZC	4/26/2022	WESNER PAUL E III & NICOLE M	112 BELGIAN WAY, CHARLES TOWN, WV 25414	Closed	Home Occupation Level I - Catering Business
22-23-ZC	4/26/2022	POTOMAC EDISON COMPANY	1320 OLD COUNTRY CLUB RD, CHARLES TOWN, WV 25414	Open	New 150' Monopole Telecommunications Facility (tower) to be constructed within an existing substation compound.
22-24-ZC	5/2/2022	POTOMAC COTTAGE LLC - Robert Starkey	1523 KNOTT RD, SHEPHERDSTOWN, WV 25443	Closed	Short Term Rental
22-25-ZC	5/4/2022	Stacey and Keith Pierson	18 BILLMYER MILL RD, SHEPHERDSTOWN, WV 25443	Open	Rocky Garden Cabin: Short Term Rental
22-27-ZC	5/5/2022	BOWMAN AMY A & MAY L	1529 KNOTT RD, SHEPHERDSTOWN, WV 25443	Closed	Short term rental
22-28-ZC	5/16/2022	B33 JEFFERSON CROSSING LLC - Omar Halik	71 JEFFERSON CROSSING WAY STE B, CHARLES TOWN, WV 25414	Closed	Shopping Center: Change in Tenant Retail Sales and Services - US Cellular Products
22-29-ZC	5/20/2022	KIDWELL RODNEY W	35 HALLTOWN RD, HARPERS FERRY, WV 25425	Closed	Change in Tenant: Retail Sales, Limited (Yarnability)
22-30-ZC	5/23/2022	BRENDA L & JEFFREY S CARNEY	42 WAGON TRAIL RD, HARPERS FERRY, WV 25425	Closed	Home Occupation, Level 1: Home office. Provides cleaning services. No employees or customers onsite.
22-31-ZC	5/31/2022	WILT KENNETH L	543 MISSION RD N, HARPERS FERRY, WV 25425	Closed	Equipment modifications to an existing telecommunications tower (see S99-07)
22-32-ZC	6/2/2022	David & Gail Butler	501 PERSIMMON LN, SHEPHERDSTOWN, WV 25443	Closed	Home Occupation, Level 2: Real Estate Office
22-33-ZC	6/8/2022	RUSHIZKY GEORGE W & MARY L - Matthew Rushizky	8428 SHEPHERDSTOWN PIKE, SHEPHERDSTOWN, WV 25443	Closed	US Cellular Tower Modifications: See Sheet T-1 for Scope of Work
22-34-ZC	6/9/2022	CABLE HOLDCO EXCHANGE V LLC	512 SANDPIPER LN, SHEPHERDSTOWN, WV 25443	Open	Dish proposes to install (3) antennas (3) frames, (8) RRU's, (11 OVP, and (1) hybrid cable, and ground work
22-35-ZC	6/21/2022	JEFFERSON UTILITIES - Lee Snyder	426 OAK LEE DR, RANSON, WV 25438	Closed	Modifications to the existing water tower for T-mobile
22-36-ZC	6/22/2022	ARIAHNA LLC - MANESH PATEL	4330 WILLIAM L WILSON FWY, HARPERS FERRY, WV 25425	Closed	Change in Tenant: Scoop 10x Restaurant, Fast Food, Limited: Ice Cream and Pastry Shop Operation: Wednesday through Sunday, 3-4 employees; 3 parking spaces
22-38-ZC	6/24/2022	B33 Jefferson Crossing LLC	91 SARATOGA DR STE E, CHARLES TOWN, WV 25414	Closed	Shopping Center: change in tenant to real estate office
22-37-ZC	6/27/2022	KRAFT JAMES D & MARY JEANE H & ANN B HECK	279 EAGLES NEST LN, HARPERS FERRY, WV 25425	Closed	Home Occupation Level 1 - private music lessons (trombone & cello) between the hours of 10 am and 9 pm.
22-39-ZC	6/29/2022	GARZA ROBERT C & DELIA M-TRS	10101 LEETOWN RD, KEARNEYSVILLE, WV 25430	Open	Accessory Dwelling Unit: In Law Suite
				Category Total:	58
21-3-Z	10/22/2021	SUNNYSIDE INVESTMENT LLC	KANAWHA LN, CHARLES TOWN, WV 25414	Closed	Request to rezone the following parcels from IC to RLIC:
21-4-Z	11/18/2021	MORRIS JOHN S	16 OLD LEETOWN PIKE, KEARNEYSVILLE, WV 25430	Closed	To rezone from Village to General Commercial
21-5-Z	12/10/2021	ARNOLD HOLDEN	SHENANDOAH JUNCTION ROAD, SHENANDOAH JUNCTION, WV 25442	Closed	To rezone from Industrial Commercial to Residential Growth

Zoning Map Amendment	22-1-Z	1/26/2022	FLOWING SPRINGS ROAD LLC	Flowing Springs Road, Charles Town, WV 25414	Open	To rezone Parcel 9 (102 acres) from Rural to Residential Growth. Planning Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone the subject parcel (to be known as Green Hill) from Rural to Residential Growth
	22-2-Z	1/26/2022	Guy Chicchirichi	Augustine Ave, Charles Town, WV 25414	Closed	To rezone .52 acres of the remaining 1.92 acres from Rural to Highway Commercial. ing Commission review and recommendation to the County Commission regarding whether the petition for a Zoning Map Amendment to rezone a 0.52-acre portion of the 4.42-acre subject parcel from Rural to Highway Commercial (HC)
	22-3-Z	5/25/2022	SUMMIT POINT AUTOMOTIVE RESEARCH CENTER LLC - Jeff Johnson	201 MOTORSPORTS PARK CIR, SUMMIT POINT, WV 25446	Open	To rezone 11 parcels from Rural to General Commercial (Map 16: Parcels 11, 11.1, 11.2, 11.11, & OSA; and, Map 17: Parcels 2, 2.1, 2.2, 3.1, 5, & 9). 717 acres of 772.45 acres total to be rezoned. The applicant is proposing to process a boundary line adjustment for the remaining 55.45 acres.
				Category Total:	6	
	21-27-ZV	8/2/2021	CLINE MARTIN E & JACQUELINE M	558 EASTLAND DR, CHARLES TOWN, WV 25414	Closed	Variance request from Section 5.4B of the 08/13/98 Zoning Ordinance (as amended) to reduce the side setback from 12' to 7' 4" for a 12' x 16' accessory structure.
	21-28-ZV	8/4/2021	JEFFERSON COUNTY DEV AUTHORITY - Dennis Jarvis	395 STEELEY WAY, KEARNEYSVILLE, WV 25430	Closed	Variance from Appendix B to reduce the front setback from 25' to 21' for a proposed expansion to the existing TeMa facility.
	21-29-ZV	8/27/2021	MATTHEW S & KARA L DURRSCHMIDT	441 CHICKAMAUGA DR, HARPERS FERRY, WV 25425	Closed	Variance from Section 5.7B of the Zoning Ordinance, as amended 00/00/00, to reduce the side setback from 12' to 6' for a 22' x 44' inground pool with surrounding concrete.
	21-30-ZV	8/27/2021	Dead Rock Contractor Services, LLC - Chris Livingston	Vacant Parcel, Charles Town, WV 25414	Closed	Variance from Section 4.6B and Appendix B to reduce the distance requirement from 75' to 25' along the western property line for a proposed
	21-31-ZV	8/27/2021	Dead Rock Contractor Services, LLC - Chris Livingston	Vacant Parcel, Charles Town, WV 25414	Closed	Variance from Section 4.11 and Appendix B to allow existing vegetation in lieu of the required planted landscape buffer for a proposed
	21-32-ZV	8/30/2021	Kirk and Charlene Lattner	19 MOSSY OAK CT, SHEPHERDSTOWN, WV 25443	Closed	Variance from Section 5.4B to reduce the rear setback from 20' to 15' for a portion of a 25' x 16' deck.
	21-33-ZV	9/1/2021	ASHBAUGH PAUL L & DONNA K - Paul Ashbaugh	121 ASHLAND WOODS DR, HARPERS FERRY, WV 25425	Closed	Variance request from the following: Section 5.6D to reduce the perimeter setbacks from 25' to 1' for an existing 7' tall fence (proposed parcel 35); and, Appendix B to reduce the side setback from 50' to 15' for an existing 75' tall cell tower (proposed parcel 36). The purpose of the request is to allow for a boundary line adjustment between parcels 35 and 36.
	21-34-ZV	9/21/2021	ARVIN JOHN W & MARY P	1631 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	Variance from Section 9.6A to reduce the side setback from 5' to 3' along the western boundary for a 12' x 12' accessory structure (21-34-ZV).
	21-35-ZV	9/21/2021	ARVIN JOHN W & MARY P	1631 BOWERS RD, KEARNEYSVILLE, WV 25430	Closed	Variance from Section 9.6A to reduce the side setback from 5' to 3' along the western boundary for an 8' x 10' accessory structure (21-35-ZV).

Zoning Variance	21-36-ZV	10/4/2021	LIND TESSA & JEFFREY R BOWERS JR	47 MADDEX FARM DR, SHEPHERDSTOWN, WV 25443	Closed	Variance from Section 9.6C to allow an accessory structure within the required front yard; and, Section 5.4B of the 01/10/02 Zoning Ordinance (as amended) to reduce the front setback from 25' to 15' for a proposed 18' x 40' in-ground pool with surrounding concrete.
	21-37-ZV	12/14/2021	SNYDER STEPHEN P & KATIE MCELROY-WOODRUM - STEPHEN SNYDER	38 MARCUM LN, HARPERS FERRY, WV 25425	Closed	Request to reduce the non-residential side setback requirement from 50' to 15' along the northern property line to allow for placement of a 12' x 24' pre-built shed to be used for equipment storage related to a proposed landscaping business (Appendix B).
	21-38-ZV	12/14/2021	SNYDER STEPHEN P & KATIE MCELROY-WOODRUM - STEPHEN SNYDER	38 MARCUM LN, HARPERS FERRY, WV 25425	Closed	Request to reduce the front setback requirement for a freestanding sign from 25' to 10' and to allow the sign to face a residence (Sections 10.4.B.3 & 10.4.B.4). Proposed business sign for landscaping business.
	21-39-ZV	12/15/2021	DARR BRANDON & ALEXI - BRANDON DARR	OUR LANE, KEARNEYSVILLE, WV 25430	Closed	Request to reduce the front setback from 25' to 10' and the side setback from 12' to 10' along the western boundary line for a 24' x 24' detached garage with an apartment. *include section 9.6C for when the structure is converted to an accessory dwelling.*
	21-40-ZV	12/28/2021	JEFFERSON CO HISTORIC LANDMARKS COMMISSION	84 MELVIN RD, SHENANDOAH JUNCTION, WV 25442	Closed	Variance from Article 11.1 - Nonresidential Parking Requirements to request a waiver from the requirement that parking be provided on-site/off-street. The applicant has obtained approval from the WV State Rail Authority to allow the HLC to use the train station parking lot on weekends.
	21-41-ZV	12/29/2021	NOLDER KELLY M	211 JOHN BROWN FARM CT, HARPERS FERRY, WV 25425	Closed	Request to reduce the front setback requirement from 40' to 20' for proposed 32' x 26' accessory structure (carport). Sections 9.6C & 9.7.
	22-1-ZV	1/3/2022	STAUBS KIMBERLIN L & TOMMY G SR	88 CAVALIER DR, HARPERS FERRY, WV 25425	Closed	Variance request from Section 9.7 & 9.6C to reduce the front setback from 20' to 15' for a proposed 28' x 30' detached garage.
	22-3-ZV	1/3/2022	PINE PROPERTIES LLC - DONALD PINE	989 ENGLE MOLERS RD, HARPERS FERRY, WV 25425	Closed	Variance request from Sections 9.5(b) and 5.7(b) of the April 8, 2005 Zoning Ordinance, as amended, to reduce the side setback from 15' to 0' for a 9' tall privacy fence.
	22-2-ZV	1/3/2022	MENGES JOEL & ANTOINETTE SIGNORI	222 MADDEX DR, SHEPHERDSTOWN, WV 25443	Closed	Variance request from Sections 5.4B (01/10/02 Zoning Ordinance, as amended) to reduce the side and rear setbacks from 12' to 4' and 20' to 13' for a proposed 16' x 40' in ground pool with surrounding concrete.
	22-4-ZV	1/3/2022	MUTH RAYMOND M JR & KERRY F - RAY MUTH	21 SOUTHPAW LN, SHEPHERDSTOWN, WV 25443	Closed	Variance request from Section 4.10A to waive the requirement to process a site plan for a proposed expansion to an existing commercial building.
	22-5-ZV	1/28/2022	BRITTON SHERRY M & TIMMY D	153 CARDINAL KNOLL LN, SHENANDOAH JUNCTION, WV 25442	Closed	Variance from Section 5.7B of the Zoning Ordinance (as amended 02/11/98) to reduce the front setback from 40' to 10'; and the rear setback from 50' to 10' to allow for the replacement of an existing singlewide mobile home with a new ~2,200 square foot home.
	22-6-ZV	1/28/2022	SACCUCCI MARC A	290 MADDEX DR, SHEPHERDSTOWN, WV 25443	Closed	Variance from Section 5.4B of the Zoning Ordinance (as amended 05/01/03) to reduce the front setback from 25 to 20' to construct a front porch.
	22-7-ZV	1/28/2022	RAPATTONI CHERYLE JOANNA	267 RIVERSIDE DR, HARPERS FERRY, WV 25425	Closed	Variance from Section 9.7 to reduce the side setback along the northern boundary from 12' to 5' for a 26' x 31' detached garage with covered breezeway.
	22-8-ZV	1/28/2022	RAPATTONI CHERYLE JOANNA	267 RIVERSIDE DR, HARPERS FERRY, WV 25425	Closed	Variance from Section 9.7 to reduce the side setback along the southern boundary from 12' to 6' for a 30' x 33' addition to the existing home.
	22-9-ZV	1/31/2022	PALMER LUCAS J & MELISSA A	68 WILDERNESS CT, HARPERS FERRY, WV 25425	Closed	Variance request from Section 5.4B of the Zoning Ordinance, as amended on 04/08/05, to reduce the side setback from 12' to 5'; and, to reduce the rear setback from 20' to 5' for a 22' x 44' in-ground pool including surrounding concrete.
	22-10-ZV	2/28/2022	B.C. Partners, Inc	Old Country Club Road, Charles Town, WV 25414	Closed	Variance request from Section 8.9A.10 to modify the 50' landscape buffer requirement along a limited access highway for a proposed four (4) lot nonresidential subdivision. The proposal includes splitting the required buffer to allow for a portion of the buffer along the north and south sides of the frontage road (as opposed to providing the full 50' on one side of the frontage road). The request includes a maximum reduction of 50' to 37' at the narrowest point between the cul-de-sac and the property line along a small portion.
	22-11-ZV	3/17/2022	STAUBS KIMBERLIN L & TOMMY G SR	88 CAVALIER DR, HARPERS FERRY, WV 25425	Open	Variance from Section 9.6C to allow an accessory structure within the required front yard; and Section 9.7 to reduce the front setback from 20' to 5' for a proposed 36' x 26' detached three car garage.
	22-12-ZV	3/24/2022	KING BRIAN B	76 BRIERY SPRING LN, SHEPHERDSTOWN, WV 25443	Open	Variance from Section 9.7 to reduce the front setback from 40' to 18' for a proposed 7' x 23' two-story addition to the front of an existing home.
	22-13-ZV	3/25/2022	POTOMAC COTTAGE LLC - Robert Starkey	1523 KNOTT RD, SHEPHERDSTOWN, WV 25443	Open	Variance from Section 9.7 to reduce the side setback along the southern property line from 15' to 3' for a 12' long deck; and to reduce the side setback along the northern property line from 15' to 6-inches for a 12' long deck with 8' long stairs.
	22-14-ZV	4/4/2022	CLIFFORD L RAMEY	1079 ARCHER RD, KEARNEYSVILLE, WV 25430	Open	Variance from Section 9.7 to reduce the rear setback from 50' to 20' for a 40' x 100' accessory structure.
	22-15-ZV	4/4/2022	Kanette Petry	245 SUMMERFIELD WAY, SHENANDOAH JUNCTION, WV 25442	Open	Variance from Appendix A to reduce the front setback from 40' to 3'; the side setback from 15' to 3'; and the rear setback from 50' to 3' for an 8' tall block and stone fence/wall to be constructed along the eastern property line.
	22-16-ZV	4/5/2022	Guy Chicchirichi	Augustine Ave., Charles Town, WV 25414	Open	Variance request from Section 4.11E to allow a modified landscape buffer along the western property line for a proposed Laroe Gas Station (Sheetz).
	22-17-ZV	4/8/2022	GIBSON-SMITH IAN	44 BLOSSOM VIEW CT, SHEPHERDSTOWN, WV 25443	Open	Variance from Section 5.4B of the Zoning Ordinance, as amended on 11/07/02, to reduce the rear setback from 20' to 9' for a 10' x 10' deck expansion.
	22-18-ZV	4/25/2022	TENNANT SHARON M - Sharon Tennant	323 WOODCOCK AVE, SHEPHERDSTOWN, WV 25443	Open	Variance from Section 9.7 to reduce the 6' side and rear setbacks down to 4' for a 40' x 24' detached garage with an attached 16' x 8' lean to.
	22-19-ZV	4/27/2022	CHARLES TOWN LOYAL ORDER OF MOOSE - Chad Bryan	77 16TH AVE, RANSON, WV 25438	Open	Variance from Section 10.7E.1 to waive the requirement of submitting written certification from the sign manufacturer verifying that the light intensity has been factory preset not to exceed the levels specified by the Zoning Ordinance, and that the intensity level is protected from end-user manipulation by password protected software or other appropriate methods for a proposed Electronic Sign. The applicant has represented that the sign will comply with the required brightness levels but that the sign manufacturer has been unable to provide the required certification.
	22-20-ZV	5/2/2022	DERITO DANIEL W	105 BURCH MEADOW LN, KEARNEYSVILLE, WV 25430	Open	Variance from Section 9.7 to reduce side setback from 15' to 1' along a platted 25' wide access easement for a 30' x 30' accessory structure (detached garage).
	22-21-ZV	5/13/2022	OWENS MICHAEL K ET AL	11945 LEETOWN RD, KEARNEYSVILLE, WV 25430	Open	Variance from Section 4B.7(J)(2)(a) to increase the height of an existing Wireless Telecommunications Tower (designed as a silo) from 120' to 130' to allow additional antennas (co-colocation) within the existing silo structure.
	22-22-ZV	5/27/2022	BEALLAIR HOMES LLC - Mike Wiley	Beallair Manor, Charles Town, WV 25414	Open	Variance request from Section 5.4B.1 and Appendix A to reduce the Front Setback from 25' to 15'; the Side Setback from 12' to 10'; and the Rear Setback from 25' to 15' for Lots 203-233 & 273-275 in Phase 3 of the Beallair Subdivision.
	22-23-ZV	6/24/2022	MILLER GERALD A ESTATE - PAUL SCHLEIFMAN	CAPTAIN CHEWS TRCE, CHARLES TOWN, WV 25414	Open	Variance from Section 4.12B to increase the maximum impervious surface limit from 50% to 60% for a proposed apartment complex.
	22-24-ZV	6/24/2022	MILLER GERALD A ESTATE - PAUL SCHLEIFMAN	CAPTAIN CHEWS TRCE, CHARLES TOWN, WV 25414	Open	Variance from Section 4.11C to eliminate the required landscape buffer along the southern property line (approximately 475 feet).
	22-25-ZV	6/28/2022	Chad Dinges	87 BROADVIEW CT, CHARLES TOWN, WV 25414	Open	Variance from Section 5.7B of the 09/28/06 Zoning Ordinance to reduce the rear setback from 50' to 15' for a detached garage.
						Category Total:
					Grand Total:	260
	7-1-21 to 9-30-21					
	10-1-21 to 12-31-21					
	1-1-22 to 3-31-22					
	4-1-22 to 6-30-22					