



Jefferson County
Board of Zoning Appeals Agenda
Thursday, January 23, 2025 at 2:00 p.m.

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

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 Link: <https://us02web.zoom.us/j/83363864562>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 833 6386 4562

Note: *The County does not transcribe meeting proceedings. Any party desiring a meeting transcript is responsible for providing a stenographer at their own expense.*

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

Approval of Minutes: Approval of the December 12, 2024 Minutes

Public Hearing – Administer Oath

Item #1 **File #: 25-1-ZV**
Request: Variance from Section 9.7 to reduce the rear setback from 12’ to 8’ to replace an existing 12’ x 60’ mobile home with a 16’ x 60’ mobile home.
Parcel Info: Richard A Shiflett Et Al / Attn: William Shiflett, Jr.
41 Prospect Ave, Charles Town, WV
Parcel ID: 02010A01220000; Property Size: .34 ac; Zoning District: Residential Growth

Item #2 **File #: 25-2-ZV**
Request: Variance from Appendix B and Section 4.11 to eliminate the required landscape buffer for a proposed 12,000 sf warehouse (Site Plan File #24-8-SP).
Parcel Info: Jefferson Rentals, LLC
Vacant lot on the SW corner of W Burr Blvd. and James Burr Blvd., Kearneysville, WV
Parcel ID: 02000100160017; Property Size: 3.44 ac; Zoning District: Industrial Commercial

Item #3 **File #: 25-1-CUP**
Request: Request for a Conditional Use Permit to establish the following land uses: a Convenience Store (dba The Country Store); and, an Automobile Repair, Sales and Service (dba RC Auto Service). The proposal includes continuing the use of the existing grocery store and establishing an auto repair business within an existing metal-frame building. The applicant intends on consolidating the subject parcels to expand the parking area for the proposed land uses. All new signage will comply with Article 10.
Parcel Info: Corey Ramey, Owner
4360 Sulphur Springs Rd and 4378 Sulphur Springs Rd, Kearneysville, WV
Parcel ID: 07001200020002 and 07001200020004; Project Size: 2.12 ac; Zoning District: Rural

Item #4 **File #: 25-2-CUP**
Request: Request for a Conditional Use Permit to establish a federal firearms business to include retail sales and gunsmithing in accordance with the Alcohol, Tobacco, Firearms and Explosives (ATF) approvals. The proposal consists of utilizing a 1 acre portion of the 10 acre tract. The land use will be conducted from the existing dwelling unit and the accessory structure. The land use will operate by appointment only. No new structures or signage are proposed as part of this application. The proposed land use designations as listed in Appendix C are Retail Sales and Service, General and Custom Manufacturing, as defined in Article 2.

Item #4 File #: 25-2-CUP - continued

Applicant: QRF Solutions K9 LLC

Parcel Info: Nicolas Russo and Alice Davenport, Owners

1899 Trough Rd., Shepherdstown, WV

Parcel ID: 09000900070006; Project Size: 1 ac; Zoning District: Rural

Item #5 File #: 25-3-ZV and 25-5-ZV

Request #1: Variance from Section 11.1 to reduce the required number of parking spaces from 25 to 10 for a proposed Nursing Home operating as an Assisted Living Facility for up to 16 residents (#25-3-ZV).

Request #2: Variance from Section 4.10 waive the requirement of a site plan for the installation of a parking lot for a proposed Nursing Home operating as an Assisted Living Facility for up to 16 residents (#25-5-ZV).

Parcel Info: Blue Iris, LLC, Owner

1163 Gardners Ln., Shepherdstown, WV

Parcel ID: 09001700090003; Property Size: 6.63 ac; Zoning District: Rural

Item #6 File #: 25-4-ZV

Request: Variance from Section 9.7 to reduce the rear setback from 50' to 15' for a 16' x 32' accessory structure.

Parcel Info: Elody & Chris Mackey

Oak Tree East Subdivision, Lot 11, 335 Acorn Cir., Harpers Ferry, WV

Parcel ID: 04000100240008; Property Size: 2.19 ac; Zoning District: Rural

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-19-2024-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 12, 2024

- 1. Variances from Section 10.7H & Section 10.4B and Special Exception Permit for electronic sign. Property Owner: Middleway Volunteer Fire Company, Inc / Attn: Mike Mood. File #24-2-SE & 24-39-ZV.
- 2. Special Exception Permit to allow renting out an Accessory Dwelling Unit. Property Owner: Julia Reynes. File #24-3-SE
- 3. Variances from Section 4.6 & Section 4.11 and a Conditional Use Permit to create a Storage Center, Private Gym, Convenience Store, and Professional Office. Property Owner: Mark Roper. File #24-8-CUP, 24-40-ZV, 24-41-ZV