



Jefferson County
Board of Zoning Appeals Agenda
Thursday, March 27, 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/84987102963>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 849 8710 2963

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 February 27, 2025 Minutes

Public Hearing – Administer Oath

Item # 1 File #: 25-8-ZV

Request: Variance from Section 4.11 and Appendix B to eliminate the required landscaping along the southwestern property line for a proposed contractor with outdoor storage business (File #24-7-SP).

Parcel Info: Carpe Diem Omada, LLC
Vacant parcel located to southwest of 306 James Burr Blvd, Kearneysville, WV
Parcel ID: 02000101390000; Property Size: 1.53 ac; Zoning District: Industrial Commercial

Item # 2 File #: 25-9-ZV

Request: Variance from Section 5.7D.2.b.i (b) to allow the required 50% green space to be allocated on two lots within the Harvest Meadows cluster subdivision.

Parcel Owner: Billy Kaye Moores, Tr.

Parcel Info: William Fulk Lane, LLC
282 William Fulk Ln And 235 William Fulk Ln Kearneysville, WV
Parcel ID: 07000600150000 and 07000500050000; Property Size: 219.72 ac;
Zoning District: Rural

Item # 3 File #: 25-10-ZV

Request: Variance from Section 9.7 to reduce the rear setback from 50' to 30' for a proposed accessory structure.

Parcel Info: Christopher and Jamie Kerkstra
2410 Warm Springs Road, Shenandoah Junction, WV
Parcel ID: 09002100120000; Property Size: 6.85 ac; Zoning District: Rural

Item # 4 File #: 25-11-ZV

Request: Variance from Section 4.11 and Appendix B to eliminate the required street trees and landscaping buffer along the perimeter of the property for a proposed brewpub (File #24-5-SP).

Parcel Info: Nicholas Wilson, Karen Dowd Wilson, Katie Main, and Ryan Main
640 War Admiral Blvd., Kearneysville, WV
Parcel ID: 02000100270001; Property Size: 4.7 ac; Zoning District: Industrial Commercial

Item # 5 File #: 25-3-CUP

Request: Request for a Conditional Use Permit to establish a homebased federal firearms business from an existing dwelling unit. The proposed land use designation as listed in Appendix C is *Retail Sales and Service, General*. Applicant anticipates up to 10 customers per month. No employees other than the residents of the property. No signs are proposed.

Parcel Info: JR Arms, LLC / Attn: Richard Cluff
 161 Shannon Hill Lane, Charles Town, WV
 Parcel ID: 02002200020012; Property Size: 1 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: February 27, 2025

- 1. Request for a Special Exception for a Billboard Sign and Variance from Section 10.5B.1 to increase the sign face limitation from 300 square feet to 600 square feet; and, to allow two messages per sign face and Variance from Section 10.5B.3: to reduce the distance requirement from a public right-of-way from 300' to 50'. Property Owner: Chris Tyler and Donna Hoffman. File #25-1-SE & 25-6-ZV.
- 2. Variance from Section 4.16 and Section 5.6D of the Zoning Ordinance (as amended 11/30/89), to reduce the setback requirements from all property lines. Property Owner: Jefferson Rentals, LLC. File #25-7-ZV.