



Jefferson County
Board of Zoning Appeals Agenda
Thursday, April 24, 2025 at 2:00 p.m.

Members
Tyler Quynn, Chair
Matthew McKinney, Vice Chair
Jacob Harris, Secretary
David Wiegand
Mikala Shremshock
Elliot Kletter, Alternate
Keith Selmer, 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/89280319523>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 892 8031 9523

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 March 27, 2025 Minutes

Public Hearing – Administer Oath

Item # 1 File #: 25-12-ZV

Request: Variance from Appendix A to reduce the rear setback from 20' to 15' for a 9' x 23' covered patio.

Parcel Owner: Christian and Manuela Steppat

Parcel Info: Magnolia Springs Subdivision, Lot 204
114 Gatehouse Place, Charles Town, WV

Parcel ID: 02010F02040000; Property Size: 0.17 ac; Zoning District: Residential Growth

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: March 27, 2025

- 1. 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). Property Owner: Carpe Diem Omada, LLC. File #25-8-ZV.
- 2. 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./William Fulk Lane, LLC. File #25-9-ZV.
- 3. Variance from Section 9.7 to reduce the rear setback from 50' to 30' for a proposed accessory structure. Property Owner: Christopher and Jamie Kerkstra. File #25-10-ZV.

4. 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). Property Owners: Nicholas Wilson, Karen Dowd Wilson, Katie Main, and Ryan Main. File #25-11-ZV.
5. 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. Property Owner: JR Arms, LLC / Attn: Richard Cluff. File #25-3-CUP.

Meeting Minutes
Jefferson County Board of Zoning Appeals

- 1 Meeting Date: March 27, 2025
2 Meeting Location: County Commission Meeting Room located in the lower level
3 of the Charles Town Library (entrance on Samuel St.)
4 200 East Washington Street, Charles Town, WV 25414
5 Board Members Present: Tyler Quynn, Chair; Jacob Harris, Secretary; David Wiegand, Mikala
6 Shremshock, and Elliot Kletter, Alternate were in attendance in person.
7 Matthew McKinney, Vice Chair was present via ZOOM.
8 Board Members Absent: Keith Semler, Alternate was absent without notice.
9 Staff Members Present: Andy Beall, Zoning Administrator and Colin Uhry, Planning & Zoning Clerk

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

12 Mr. Quynn reviewed meeting protocol for those in attendance.

13 **Approval of Minutes: Approval of the February 27, 2025 Minutes**

14 Mr. Wiegand moved to approve the minutes as presented, which carried unanimously.

15 Mr. Uhry swore in members of the public who indicated they would be providing testimony.

16 **Agenda Item # 1 File #: 25-8-ZV**

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

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

24 Ms. Brooke Perry and Mr. Pete Cloutier, engineers from Integrity Federal Services, Inc, were present
25 to address the Board.

26 Mr. Beall provided an overview of his staff report to the Board.

27 Ms. Perry and Mr. Cloutier explained the applicant's desire to eliminate the landscape buffer
28 requirement for the purposes of establishing an outdoor storage business.

29 Mr. Quynn opened the public comment portion of the hearing. No members of the public provided
30 testimony. Mr. Quynn closed the public comment portion of the hearing.

31 Mr. McKinney moved to approve the request (25-8-ZV), with the condition that the applicant is
32 bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

33 **Agenda Item # 2 File #: 25-9-ZV**

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

36 Parcel Owner: Billy Kaye Moores, Tr.

37 Parcel Info: J William Fulk Lane, LLC
38 282 William Fulk Ln And 235 William Fulk Ln Kearneysville, WV
39 Parcel ID: 07000600150000 and 07000500050000; Property Size: 219.72 ac; Zoning
40 District: Rural

1 Mr. Mark Mezzanot, engineer from Civil & Environmental Consulting, Inc, was present to address
2 the Board.

3 Mr. Beall provided an overview of his staff report to the Board.

4 Mr. Mezzanot explained that due to the size and cluster subdivision, the applicant wishes to establish
5 the 50% greenspace as a whole on the entire property, rather than individual lots. Mr. Beall noted he
6 believed that it was a fair assessment of the project. Mr. McKinney questioned why the project was
7 before the Board of Zoning Appeals, Mr. Quynn explained that due to deadlines and switching of
8 Zoning Administrators, the zoning interpretation was different between two members of staff.

9 Mr. Quynn opened the public comment portion of the hearing. No members of the public provided
10 testimony. Mr. Quynn closed the public comment portion of the hearing.

11 Ms. Harris moved to approve the request (25-9-ZV), with the condition that the applicant is bound
12 by their testimony. Mr. Quynn called for a vote, which carried unanimously.

13 **Agenda Item # 3 File #: 25-10-ZV**

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

16 Parcel Info: Christopher and Jamie Kerkstra
17 2410 Warm Springs Road, Shenandoah Junction, WV
18 Parcel ID: 09002100120000; Property Size: 6.85 ac; Zoning District: Rural

19 Mr. Christopher Kerkstra, applicant, was present to address the Board.

20 Mr. Beall provided an overview of his staff report to the Board.

21 Mr. Kerkstra explained the applicant's desire to reduce the setbacks of his property and questioned
22 why they were established this way in the first place, Mr. Quynn explained current staff and Board
23 members had no jurisdiction in 1989.

24 Mr. Quynn opened the public comment portion of the hearing. No members of the public provided
25 testimony. Mr. Quynn closed the public comment portion of the hearing.

26 Mr. McKinney moved to approve the request (25-10-ZV), with the condition that the applicant is
27 bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

28 **Agenda Item # 4 File #: 25-11-ZV**

29 Request: Variance from Section 4.11 and Appendix B to eliminate the required street trees and
30 landscaping buffer along the perimeter of the property for a proposed brewpub (File
31 #24-5-SP).

32 Parcel Info: Nicholas Wilson, Karen Dowd Wilson, Katie Main, and Ryan Main
33 640 War Admiral Blvd., Kearneysville, WV
34 Parcel ID: 02000100270001; Property Size: 4.7 ac; Zoning District: Industrial
35 Commercial

36 Mr. Nicholas Wilson, applicant and Mr. Sean Curly, member of BCL Properties, were present to
37 address the Board.

38 Mr. Beall provided an overview of his staff report to the Board.

39 Mr. Wilson and Mr. Curly explained the nature of the request and established there are already
40 existing trees within an easement to the west of the proposed location, allowing for an already
41 established buffer.

1 Mr. Quynn opened the public comment portion of the hearing. No members of the public provided
2 testimony. Mr. Quynn closed the public comment portion of the hearing.

3 Ms. Shremshock questioned the treeline to the south of the proposed property and location of a
4 proposed dumpster screening as found in 24-5-SP. Mr. Wilson explained communication with the
5 property owner has taken place.

6 Mr. Quynn questioned the need for a Planning Commission waiver for both a gravel parking lot and
7 sidewalk. Mr. Wilson explained that he has already met with staff regarding the establishment of an
8 easement along the property for the future possibly of a sidewalk. Mr. Quynn questioned if the
9 applicant was willing to maintain a buffer should the trees in the easement to the west be removed,
10 Mr. Wilson states he is willing to maintain a buffer.

11 Mr. Harris moved to approve the request (25-11-ZV), with the conditions that the applicant follows
12 staff's requirements and that the applicant is bound by their testimony. Mr. Quynn called for a vote,
13 which carried four in support and one against (Mr. McKinney).

14 Mr. McKinney requested more discussion regarding the motion. Mr. Harris moved to reconsider
15 the motion. Mr. Quynn called for a vote, which carried four in support and one against (Mr.
16 Wiegand).

17 Mr. McKinney notes the previous motion is more restrictive to the applicant.

18 Mr. McKinney moved to approve the request (25-11-ZV), with the condition that the applicant is
19 bound by their testimony. Mr. Quynn called for a vote, which carried unanimously.

20 **Agenda Item # 5 File #: 25-3-CUP**

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

26 Parcel Info: JR Arms, LLC / Attn: Richard Cluff
27 161 Shannon Hill Lane, Charles Town, WV
28 Parcel ID: 02002200020012; Property Size: 1 ac; Zoning District: Rural

29 Mr. Richard Cluff, applicant, was present to address the Board.

30 Mr. Beall provided an overview of his staff report to the Board.

31 Mr. Cluff explained the desire to establish a federal firearms business out of an existing dwelling
32 unit, noting the low impact it would have on the surrounding community.

33 Mr. Quynn opened the public comment portion of the hearing. No members of the public provided
34 testimony. Mr. Quynn closed the public comment portion of the hearing.

35 The Board reviewed each of the General standards outlined in Section 6.3A.1-8 of the Ordinance
36 finding that the proposed use did meet the required criteria.

37 Mr. McKinney moved to approve the request (25-3-CUP), with the condition that the applicant is
38 bound by their testimony and is tasked with obtaining all required permits. Mr. Quynn called for a
39 vote, which carried unanimously.

1 Zoning Administrator Report

2 Mr. Beall introduced himself as the newly hired Zoning Administrator and introduced Mr. Kletter as
3 a new alternate for the Board.

4 Mr. Beall provided the Board with the following information:

5 1. Monthly Zoning Certificate Activity Report. The Report was included in the Agenda packet.

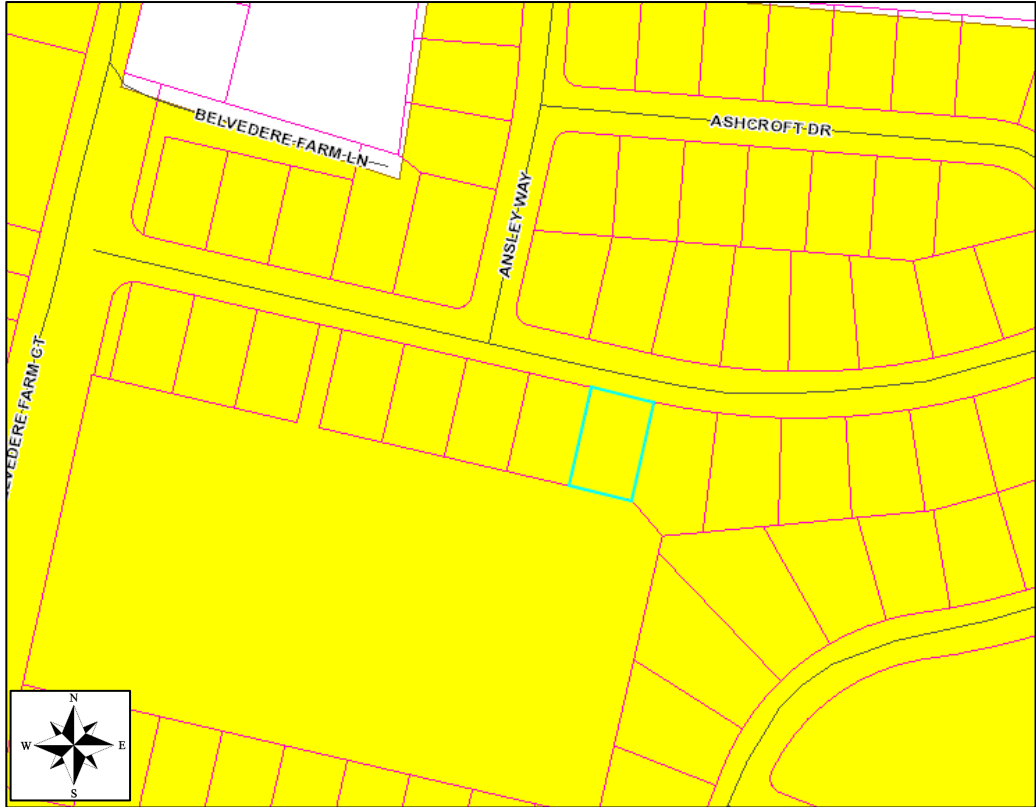
6 Legal Update

7 1. No updates were given

8 Mr. Wiegand moved to adjourn the meeting at 3:31 pm. Mr. Quynn called for a vote, which carried
9 unanimously.

Staff Report
 Jefferson County Board of Zoning Appeals
 April 24, 2025
25-12-ZV Steppat Variance Request

Item #1 Variance from Appendix A to reduce the rear setback from 20' to 15' for a 9' x 23' covered patio.

Owner/Applicant:	Christian and Manuela Steppat
Parcel Information and Zoning District:	Magnolia Springs Subdivision, Lot 204 114 Gatehouse Place, Charles Town, WV Parcel ID: 02010F02040000; Size: .17 acres Zoning District: Residential Growth
	
History:	08/27/21: Magnolia Springs Subdivision, Phase 2 (Recorded PB 26 / PG 273)
Waivers/Variations:	None
Approved Activity:	Single Family Residence
Site Visit Conducted:	No.

Staff Overview

The subject parcel is designated as Lot 204 of the Magnolia Springs Subdivision, which was recorded on August 27, 2021 as part of Phase II. In accordance with Note #10 of the final plat and Appendix A of the Zoning Ordinance, the required setbacks are 25' Front, 12' Side, and **20' Rear**.

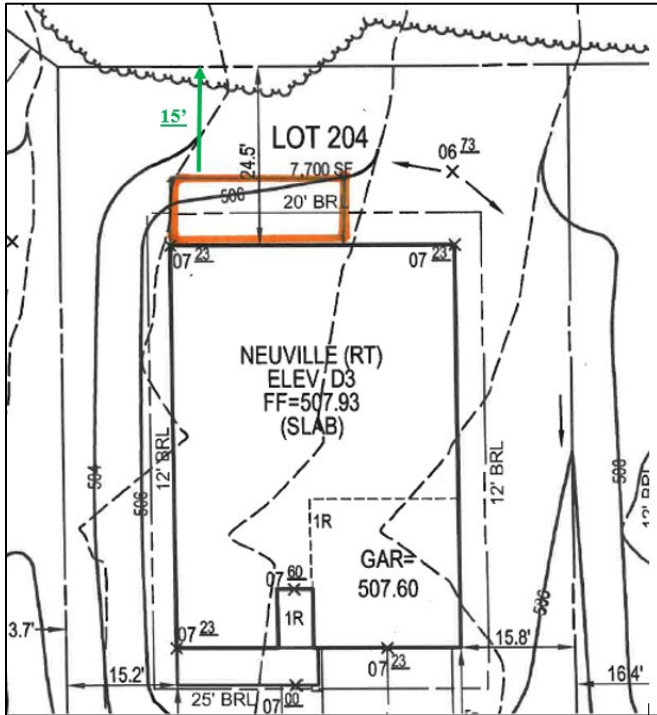
The applicant is requesting to construct a 9' D x 23' L covered porch which will extend to approximately 15' from the rear (southern) property line.

It should be noted that the subject parcel backs up against the 5.1 acre residual lot of the Magnolia Springs Subdivision, Phase 2, thus further marginalizing the effects of a rear setback reduction on the adjacent property to the rear.

The purpose of a rear 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

Staff Report
Jefferson County Board of Zoning Appeals
April 24, 2025
25-12-ZV Steppat Variance Request

of the structure is feasible; to maintain adequate separation between structures for fire prevention purposes; and to allow room for utility easements.



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:

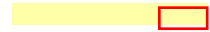
1. No conditions of approval have been identified.

SECTION OF ORDINANCE TO BE CONSIDERED:

Staff Report
 Jefferson County Board of Zoning Appeals
 April 24, 2025
25-12-ZV Steppat Variance Request

APPENDIX A: RESIDENTIAL SITE DEVELOPMENT STANDARDS TABLE^{27, 32, 42}

Zoning District	Land use	Land Use Subtype	Min Lot Area (MLA) sq. ft.***	Area per Dwelling Unit (ADU) sq. ft.	Min Lot Width	Max Building Height*	Setbacks			
							Front	Side	Street Side	Rear
Residential Growth (RG)	Single Family Detached Dwelling	Public/Central water and sewer	6,000	10,000	N/A	40	25	12	15	20
		Public/Central water or sewer	20,000	N/A	N/A	"	"	"	"	"
		No Public/Central water or sewer	40,000	N/A	N/A	"	"	"	"	"
	Small Lot Single-Family Detached Dwelling	Public/Central water and sewer	3,200	7,500	35	40	20****	5	10	20
	Duplex Dwelling Unit	Public/Central water and sewer	3,200	7,500	N/A	40	25	15**	15	20
		Public/Central water or sewer	N/A	10,000	N/A	"	"	"	"	"
	Townhouse Dwelling ⁴²	Public/Central water and sewer	1,400	3,500	N/A	40	25	12**	15	20
	Multi-Family Dwelling (See Section 4.12)	Public/Central water and sewer	20,000	2,000	N/A	40	25	12**	15	30
	Single-Family Dwelling with setbacks not previously stipulated by Planning Commission	Over 40,000 sq. ft.	N/A	N/A	N/A	40	25	12	±	12
		30,000 sq. ft. to 40,000 sq. ft.	N/A	N/A	N/A	40	20	10	±	12
Under 30,000 sq. ft.		N/A	N/A	N/A	40	20	8	±	12	
Rural (R) (See Sec. 5.7)	Dwellings		40,000	N/A	100	45	40	15	±	50
		Over 2 acres	N/A	N/A	N/A	45	40	15	±	50
	Single-Family Dwelling with setbacks not previously stipulated by Planning Commission	40,000 sq. ft. to 2 acres	N/A	N/A	N/A	45	25	12	±	12
		30,000 sq. ft. to 39,999 sq. ft.	N/A	N/A	N/A	45	20	10	±	12
		Under 30,000 sq. ft.	N/A	N/A	N/A	45	20	8	±	12
	Cluster Subdivision	See RG District								





JEFFERSON COUNTY, WEST VIRGINIA
 Department of Engineering, Planning and Zoning
Office of Planning and Zoning
 116 East Washington Street, 2nd Floor
 Charles Town, West Virginia 25414

File #: 25-12-ZV
 Mtg. Date: 4-24-25
 Fee Paid: \$ 150

Email: zoning@jeffersoncountywv.org

Phone: (304) 728-3228

Zoning Variance Application

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 parcel's zoning classification.

Property Owner Information

Owner Name: CHRISTIAN and MANUELA STEPPAT
 Business Name: _____
 Mailing Address: 114 GATEHOUSE PL CHARLES TOWN WV 25414
 Phone Number: 321 474 8045 Email: STEPPATCHRISTIAN@GMAIL.COM

Applicant Contact Information

Applicant Name: _____ Same as owner:
 Business Name: _____
 Mailing Address: _____
 Phone Number: _____ Email: _____

Consultant Information

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

Physical Property Details

Vacant Lot:

Physical Address: 114 GATEHOUSE PL CHARLES TOWN WV 25414 LOT 204
 Parcel ID: (Tax District / Map No. / Parcel No.) 2 / 10F / 02010F02040000
 Parcel Size: 0.1768 Deed Book: 1244 Page No: 166

Zoning District (please check one)

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

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

RECEIVED

MAR 17 2025

JEFFERSON COUNTY PLANNING
 ZONING & ENGINEERING

Date Received:

Briefly describe the nature of the request (include the dimensions of the proposed structure, if applicable):

Section of the Zoning Ordinance pertaining to this request:

Appendix A
Construct a 9' x 23' covered patio.

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

Front Setback Side Setback Rear Setback Reduction from 20' to 15'

Required Sketch: 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.

Required Responses: Each of the following questions must be answered in detail. The Board will evaluate your request based on the answers provided (attach a separate sheet of paper if necessary).

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

Because it is just in our backyard

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?

addressing property setback

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

This variance will allow the use of the backyard for recreational purposes.

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

Yes, proper use of backyard for a single-family house.


I authorize the Planning and Zoning staff to revise the application/sketch on my behalf. I understand that said revisions will be discussed with me prior to revising the application/sketch.

The information given is correct to the best of my knowledge. Property Owner Signature Required.

By signing this application, I grant permission to County staff to walk onto the subject property to take photos for the Board of Zoning Appeals staff reports.


Property Owner Signature

03-14-2025
Date


Property Owner Signature

03-14-2025
Date

Lot 204
114 Gatehouse Place

shingle roof patio cover

concrete

23'

9'

Christian Steppat
114 Gatehouse Place
Charles Town, WV 25414
321-474-8045
steppatchristian@gmail.com



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

April 24, 2025 Board of Zoning Appeals Meeting

Date of Memo: April 18, 2025

- 1) Next regular meeting scheduled for May 22, 2025
 - Deadline for submission is Friday, April 28, 2025.
- 2) **Zoning Certificate Activity Report - attached**



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

April 2025

Zoning Certificate Activity Report

File # **25-6-ZC**

Request: Accessory Dwelling Unit: In-Law Suite
Property Owner: Thomas Jeppesen (formerly Smitt-Jeppesen)
Parcel Information: 527 John Brown Farm Rd, Harpers Ferry, WV 25425
Parcel ID: 06000800140000; Size: ~65 acres; Zoning District: Rural;
Deed Book: 1183; Page: 431; Building Permit #25-281

Date of Issuance: 04-08-2025

File # **25-7-ZC**

Request: Change in Tenant: Retail Sales and Service, General / Pawn Shop Services
Property Owner: The Ambika Group, LLC, Attn: Sunilkuman Patel, Prevav Patel, and Pritesh Patel
Applicant: Hilltop Trader, LLC, Carlos Fernandez
Parcel Information: 4332 William L Wilson Fwy, Harpers Ferry, WV 25425
Parcel ID: 04000900660000; Size: 10.5 acres
Zoning District: Residential-Light Industrial-Commercial;
Deed Book: 1339, Page: 684; Plat Book: 26, Page: 254

Date of Issuance: 04-09-2025

File # **25-8-ZC**

Request: Change in Tenant - Restaurant
Property Owner: Charles Town Real Estate, Attn: Mohamed Elbaumy
Applicant: Charles Town Family Diner, Attn: Luz Gonzalez
Parcel Information: 811 Willow Spring Drive, Charles Town, WV 25414
Parcel ID: 02001000090004; Size: 1.21 acres;
Zoning District: Residential-Light Industrial-Commercial;
Deed Book: 1340; Page: 245

Date of Issuance: 04-11-2025

File # **25-10-ZC**

Request: Agricultural Use: Agricultural Special Event Facility
Property Owner: Jordan and Chloe Butts
Parcel Information: 590 Winebrenner Road, Shepherdstown, WV 25443
Parcel ID: 09000700120000; Size: ~148 acres
Zoning District: Residential Growth; Deed Book: 1239, Page: 214
Building Permit #20-775

Date of Issuance: 04-16-2025

File # **25-11-ZC**

Request: Short Term Rental
Property Owner: Kimberly and Jonathan Shoemaker
Applicant: Homemaker Rentals, LLC
Parcel Information: 59 Beverly Place, Harpers Ferry, WV 25425
Parcel ID: 04013C00290000; Size: .61 acres;
Zoning District: Rural; Deed Book: 1338; Page: 40

Date of Issuance: 04-14-2025

Zoning Certificate Activity Report

April 2025

Page 2 of 2

File # **25-12-ZC**
Request: Change in Owner - Church
Property Owner: Chapel at Rippon Village, Attn: Maria Souders
Parcel Information: 2518 Berryville Pike, Charles Town, WV 25414
 Parcel ID: 06001000010000; Size: 0.50 acres;
 Zoning District: Rural; Deed Book: 1340; Page: 590
Date of Issuance: 04-17-2025

File # **25-13-ZC**
Request: Bed and Breakfast
Property Owner: Bruce Kaiser
Parcel Information: 12 Steptoe Street, Summit Point, WV 25446
 Parcel ID: 06016B00150000; Size: ~0.72 acres;
 Zoning District: Village; Deed Book: 669; Page: 639
Date of Issuance: 04-17-2025