



Jefferson County
Board of Zoning Appeals Agenda
Thursday, May 22, 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/89576380071>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 895 7638 0071

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: April 24, 2025

Public Hearing – Administer Oath

Agenda Item # 1 File #: 25-13-ZV

Request: Variance from Section 9.7 to reduce the front setback from 20’ to 14’ for a handicap ramp.

Parcel Info: Robert & Alice Hill-Murray, property owners
Shannondale Subdivision, Section 13F, 233 Sourmash Road, Harpers Ferry, WV
Parcel ID: 06006E01680000; Size: .65 acres; Zoning District: Rural

Agenda Item # 2 File #: 25-14-ZV

Request: Variance from Appendix A to reduce the front setback along a proposed access easement along the southern property line for an existing detached accessory structure; and Section 9.6C to allow an accessory structure within the required front yard.

Parcel Info: Russell and Krishna Carroll, property owners
1146 S. Childs Rd., Kearneysville, WV
Parcel ID: 07002400060012; Size: ~7.8 acres (after merger); 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: April 24, 2025

- 1. Variance from App A to reduce the rear setback. Property Owner: Christian and Manuela Steppat. File #25-12-ZV.