



Jefferson County
Board of Zoning Appeals Agenda
Thursday, August 28, 2025 at 2:00 p.m.

Members
Tyler Quynn, Chair
Matthew McKinney, Vice Chair
Mikala Shremshock, Secretary
David Wiegand
Elliot Kletter, Alternate
Keith Selmer, Alternate

Meeting Location: County Commission Meeting Room
Located in the main level of the Jefferson County Government Complex
(entrance on East side of the building)
393 N. Lawrence Street, Charles Town, WV 25414

Broadcast Information: ZOOM Meeting Link: <https://us02web.zoom.us/j/85136367949>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 851 3636 7949

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: July 24, 2025

Public Hearing – Administer Oath

Agenda Item # 1 File #25-17-ZV, 25-18-ZV, 25-24-ZV, 25-25-ZV, and 25-26-ZV

The applicant is requesting a variance from the following Sections in order to facilitate the redevelopment of the Charles Town Plaza. The redevelopment consists of demolishing an existing restaurant for the purpose of constructing a car wash.

Request 1A: Variance from Section 11.1 to reduce the required number of parking spaces (25-17-ZV).

Request 1B: Variance from Appendix B to reduce the building setbacks and to eliminate the parking/drive aisle setbacks (25-18-ZV).

Request 1C: Variance from Section 4.11I to eliminate the requirement to install street trees (25-24-ZV).

Request 1D: Variance from Section 8.9A.9 to eliminate the requirement of a frontage road; and, Section 8.9A.10 to reduce the landscape buffer along a limited access highway (Route 340) (25-25-ZV).

Request 1E: Variance from Section 10.4A.1 to allow an Attached Business Sign to be located on the front, side, and rear of the proposed building; Section 10.4B.2 to allow a second Freestanding Business Sign to be located along Route 340; Section 10.4B.3 to reduce the front setback along Route 340; and, Section 10.4B.5 to allow a second Freestanding Sign for the proposed car wash as opposed to utilizing a Pylon Sign (25-26-ZV).

Applicant: WLR Automotive, Inc.

Project Info: SUSO 2 Alabama LP, property owner
Charles Town Plaza, 60 Patrick Henry Way, Charles Town, WV
Parcel ID: 02000800290002; Size: 21.33 acres;
Zoning District: Residential-Light Industrial-Commercial

Agenda Item # 2 File #25-20-ZV

Request #1: Variance from Section 10.4B.2 to allow a second Freestanding Business Sign to be located on the subject parcel; and, Section 10.4B.4 to allow the proposed sign to face a residence.

Request #2: Variance from Appendix B to reduce the side setback for a proposed sign.

Applicant: Mannings Assembly of God Church

Project Info: Pentecostal Full Gospel Church, property owner
19176 Charles Town Rd, Harpers Ferry, WV
Parcel ID: 02021C00160000; Size: 1 acre; Zoning District: Village

Agenda Item # 3 File #25-21-ZV

Request: Variance from Section 9.7 to reduce the front setback from 40’ to 15’ for an accessory structure; and, Section 9.6C to allow an accessory structure within the required front yard.

Project Info: Brandon D & Charity Simon, property owner
1738 Leetown Rd, Summit Point, WV
Parcel ID: 06001400010001; Size: 4.43 acre; Zoning District: Rural

Agenda Item # 4 File #25-22-ZV and #25-23-ZV

Request #1: **WITHDRAWN.** Variance from Section 4.6B to reduce the distance requirement from a proposed commercial land use (antique shop) to a residential lot to the north and to the south (25-22-ZV).

Request #2: Variance from Section 10.4A to allow two proposed Attached Business Signs to each face a residential lot (25-23-ZV).

Project Info: Christopher Tyler & Donna Hoffman, property owner
2148 Berryville Pike, Charles Town, WV
Parcel ID: 06010A00230000; Size: .04 acres; Zoning District: Village

THE FOLLOWING REQUEST IS NOT SUBJECT TO A PUBLIC HEARING

Agenda Item # 5 Extension Request File #24-4-CUP

Request: Request for an eighteen month extension of the Franklinton Farm Solar Project’s Conditional Use Permit to operate a Solar Energy Facility.

Applicant: Franklinton Farm, LLC

Parcel Info: Mark D. Stolipher, Property Owner
2998 Withers Larue Rd, Summit Point, WV 25446
Parcel ID: 06001900080004; Parcel/Project Size: 146.84 ac; Zoning District: Rural

Parcel Info: Mark D. Stolipher, Property Owner
322 & 288 Scooter Ln, Charles Town, WV 25414
Parcel ID: 06001900160000; Parcel/Project Size: 50 ac; Zoning District: Rural

Parcel Info: Mark D. Stolipher, Property Owner
261 Berry Hill Farm Ln, Summit Point, WV 25446
Parcel ID: 06001900070000; Parcel/Project Size: 150.31 ac; Zoning District: Rural

Parcel Info: Michael Paul Chapman, Trustees, Property Owner
651 & 653 Franklinton Rd, Summit Point, WV 25446
Parcel ID: 06001900060000; Parcel/Project Size: 154.16 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: July 24, 2025

1. Variance from Appendix A. Property Owner: Carolina Moncada. File #: 25-19-ZV
2. Request for a Special Exception Permit to allow an off-premises sign for Rumsey Place with a deviation from the following Sections: 10.2C, 10.4B.4, 10.5A.2 10.5A.4. Property Owner: Federal Group Inc. / Attn: Tripp Lowe, File #25-2-SE.