



Jefferson County
Board of Zoning Appeals Agenda
Thursday, September 25, 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/88269071192>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 882 6907 1192

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: August 28, 2025

Public Hearing – Administer Oath

Agenda Item # 1 File #25-28-ZV

Request: Variance from Section 9.7 to reduce the front setback from 40' to 31' for a new single family dwelling unit.

Project Info: Harvest Homes, LLC, Owner
Lake Forest Estates, Lot 23
250 Adelaide Cir, Harpers Ferry, WV
Parcel ID: 06023A00230000; Size: 2.29 acres; Zoning District: Rural

Agenda Item # 2 File #25-27-ZV

Request: Variance from Section 3.2G to allow the applicant to request an additional extension for an approved Conditional Use Permit to operate a Solar Energy Facility. The current Conditional Use Permit is set to expire on September 30, 2025. The applicant is requesting an additional 24-month extension from this expiration date. The application pertains to approximately 262 acres of the 841-acre Wild Hill Solar Project. The project consists of a 92.5MW solar electric generating facility with solar modules and a new substation to connect the solar facility with the electric grid (File 22-5-CUP).

Applicant: Elawan Energy

Parcel Info: Clarence & Donna Hough, Owner
Vacant parcel north of the property located at 340 Old Shennandale Rd., Charles Town, WV
Parcel ID: 06000500060000; Lot Size: 49.04 ac / Project Size: 49.04 ac; Zoning District: Rural

Parcel Info: T. Todd & Susan Hough, Trustees
340 Old Shennandale Rd, Charles Town, WV
Parcel ID: 06000500010000; Lot Size: 206.84 ac / Project Size: 181.70 ac; Zoning District: Rural

Parcel Info: Charles & Marie Hough (Life), Owner
620 Old Shennandale Rd, Charles Town, WV
Parcel ID: 06001100080000; Lot Size: 118.05 ac / Project Size: 32.11 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: August 28, 2025

1. Variance from Section 11.1, Appendix B, Section 4.11I, Section 8.9A.9, Section 10.4A.1, 10.4B.2, 10.4B.3, 10.4B.5. Applicant: WLR Automotive, Inc. Property Owner: SUSO 2 Alabama LP. Files #25-17-ZV, 25-18-ZV, 25-24-ZV, 25-25-ZV, and 25-26-ZV.
2. Variance from Section 10.4B.2, Section 10.4B.4, and Appendix B. Applicant: Mannings Assembly of God Church. Property Owner: Pentecostal Full Gospel Church. File #25-20-ZV.
3. Variance from Section 9.6C and 9.7. Property Owner: Brandon D & Charity Simon. File #25-21-ZV.
4. Variance from Section 10.4A. Property Owner: Christopher Tyler & Donna Hoffman. File #25-23-ZV.
5. 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. Property Owner: Mark D. Stolipher and Michael Paul Chapman. File #24-4-CUP.