



Jefferson County
Board of Zoning Appeals Agenda
Thursday, November 13, 2025 at 2:00 p.m.

Members
Tyler Quynn, Chair
Matthew McKinney, Vice Chair
Mikala Shremshock, Secretary
David Wiegand
Elliot Kletter, Alternate
Keith Semler, 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/86452134096>
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 864 5213 4096

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: October 23, 2025

Public Hearing – Administer Oath

Agenda Item #1 File #: 25-31-ZV

Request: Variance from Section 5.7B of the Zoning Ordinance (amended 07/25/1993) to reduce the rear setback from 50' to 15' for a 40' x 30' accessory structure.

Project Info: Donald and Karen Nichols, Owner
121 Breezy Acres Ct.

Parcel ID: 06000900070005; Size: 2.70 acres; Zoning District: Rural

Zoning Administrator Report

- a. Monthly Zoning Certificate Activity Report
- b. Approval of 2026 Board of Zoning Appeals Meeting Dates

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: October 23, 2025

1. Variance from Section 8.15.A(a). Owners: Matt and Laura Knott. File #25-29-ZV.
2. Variance from Section 3.2G. Applicant: Rippon Energy Facility, LLC. Owners: Clarence E Hough Et Al, View Mountain Farm LLC, and TCE Rippon Land Company LL. File #25-30-ZV.