



**Jefferson County**  
**Board of Zoning Appeals Agenda**  
**Thursday, January 22, 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

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**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/89663211154>  
Phone Option (Dial by Location): 301-715-8592 / Meeting ID: 896 6321 1154

**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.**

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**Election of Officers**

**Approval of Minutes: December 11, 2025**

**Public Hearing – Administer Oath**

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**Agenda Item #1      File #: 26-1-ZV**

**Request:** Variance from Appendix B to eliminate the front drive aisle and parking setback to allow for the redevelopment of an existing commercial lot.

**Project Info:** Kingdom Ventures, LLC, Property Owner  
Kolan Investments, LLC / Attn: Dr. Kolawale Oshiyoye, Applicant  
7595 Martinsburg Pike, Shepherdstown, WV  
Parcel ID: 09007B00010000; Size: 2.69 acres;  
Zoning District: Residential Growth

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**Agenda Item #2      File #: 26-2-ZV – THIS ITEM HAS BEEN WITHDRAWN**

**Request:** Variance from Appendix A to reduce the rear setback from 20’ to 15’ for a portion of a proposed deck with stairs.

**Project Info:** Pamela Potts, Property Owner  
Beallair subdivision, Lot #272  
511 Shenandoah Crossing Dr., Charles Town, WV  
Parcel ID: 04010A02720000; Size: .24 acres;  
Zoning District: Residential Growth

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**Agenda Item #3      File #: 26-3-ZV**

**Request:** Variance from Appendix A to reduce the rear setback from 50’ to 35’ for a 30’ x 48’ accessory structure (detached garage).

**Project Info:** Lee and Dawn Mackey, Property Owner  
Gary Donley Revocable Trust Minor Subdivision, Lot #1  
3712 Engle Molers Rd, Harpers Ferry, WV  
Parcel ID: 09001900050000; Size: .93 acres; Zoning District: Rural

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**Agenda Item #4      File #: 26-4-ZV – THIS ITEM HAS BEEN WITHDRAWN**

Request:      Variance from Section 9.5 to allow an existing in-ground areaway to encroach 14’ into the rear setback.

Project Info:    Theresa Hoyt, Property Owner  
                    Beallair subdivision, Lot #273  
                    101 Claymont Hill St., Charles Town, WV  
                    Parcel ID: 04010A02730000; Size: .20 acre; Zoning District: Residential Growth

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**Agenda Item #5      File #: 26-5-ZV**

Request:      Variance from Section 9.7 to reduce the front setbacks from 20’ to 18’; and, to reduce the side setback from 8’ to 6’ for a proposed dwelling unit.

Project Info:    Randy Rivera, Property Owner  
                    Harpers Ferry Campsites, Lots 59, 60 & 61  
                    Vacant parcel north of 109 Old Deer Run, Harpers Ferry, WV  
                    Parcel ID: 04013D00040000; Size: .4 acres; Zoning District: Rural

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**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
  - 3. Jefferson County Circuit Court Case #CC-19-2025-P-174 (RE: Rippon Solar Energy Facility / File 25-30-ZC) Aitcheson v. JCBZA
- b. Discussion with possible deliberative session and signing of draft Findings/Decisions.

**Meeting: November 13, 2025**

- 1. Variance from Section 4.16 and Section 4.11. Owner: B33 Jefferson Crossing LLC. File #25-33-ZV and 25-34-ZV.