

AGENDA
Jefferson County Board of Zoning Appeals
Thursday, July 21, 2011, 3:00 p.m.

1. Approval of the Minutes from the May 19, 2011 meeting.
2. Variance request by property owner, Jonathan A. Shively, from Section 5.4(b) for a reduction of the rear setback distance requirement from 20' to 8' to allow for the installation of an inground pool that includes a 4' concrete surround. Property location: Maddex Farm Subdivision, 100 Monument Court, Shepherdstown, West Virginia. (District: Shepherdstown; Map: 8C; Parcel: 154; Size: 0.25 acres; Zoned: R-LI-C; File: ZV11-16)
3. Variance request by property owners, Keith E. and Lisa Cranford, from Sections 5.4(b) for a reduction of the side setback distance requirement from 8' to 4' to allow for a lot boundary adjustment. Property location: 440 Euclid Avenue; Charles Town, WV. (District: Charles Town; Map: 10A; Parcel: 102; Size: 0.68 acres; Zoned: R-LI-C; File: ZV11-17)
4. Variance request by Adam Link, III, on behalf of the St. James Lutheran Church (Congregation) at Uvilla, from Section 4.10 to waive the requirement of a site plan and Section 5.7(b) for a reduction of the 50' side setback distance requirement for a church to 5' to allow for the construction of a 640 sq. ft. addition. Property location: 4328 Shepherdstown Pike, Shepherdstown, West Virginia. (District: Shepherdstown; Map: 20; Parcel: 16; Size: 3.7 acres; Zoned: Rural; File: ZV11-18)
5. Proposed amendment to advertising requirements in Board of Zoning Appeals Rules of Procedure.
6. Monthly Address by Director Jennifer M. Brockman.
7. Legal Update.
8. Vote on written decisions from prior Board of Zoning Appeals meetings.
 - a. Findings of Fact and Conclusion of Law: On behalf of Lowe Products, Inc., variance request by property owner, John D. Lowe, III ET AL, from Sections 4.6(a) and 4.11(b) for a reduction of the distance and buffer yard requirements of an Industrial Use and from Section 9.5(b) to locate a fence taller than 6' within the required yard.
 - b. Findings of Fact and Conclusion of Law: Appeal of the Administrative Decision of Zoning Certificate #ZC11-04 by Appellants, Joseph and Nancy Hoffman. The Zoning Certificate, issued on February 16, 2011, approves a Home Occupation, Level II - Pet Sitting / Doggie Daycare and Internet Pet Supply Business. The Appeal requests revocation of #ZC11-04 and any permits previously issued for the establishment/operation of this Business.
9. Correspondence.
 - a. Letter from Michelle Krassowski regarding Ms. Booger's Pet Sitting and Supplies.