

**ADVANCED AGENDA**  
**JEFFERSON COUNTY BOARD OF ZONING APPEALS**  
**THURSDAY, AUGUST 19, 2010, 3:00 p.m.**

1. Approval of Minutes from the June 17, 2010 and the July 15, 2010 meeting.
2. Variance Request by property owners, Donald E. Jr. and Misty N. Harder from Article 9, Section 9.5a which would afford a reduction of the rear setback distance from 20' to 10' to allow for the construction of a 10' x 24' deck. Property location: Robelei Subdivision, 30 Stiles Way, Ranson, West Virginia. (District: Charles Town, Map: 7, Parcel: 78, Zoned: Residential Light-Industrial Commercial, File: **#ZV10-11**)
3. Variance Request by property owner, Charles J. Brown from Article 9, Section 9.7 to reduce the side setback distance from 12' to 8' to allow for the construction of a 3-car garage. Property location: 15949 Charles Town Road, Charles Town, West Virginia. (District: Charles Town, Map: 19A-1, Parcel: 2, Zoned: Rural, File: **#ZV10-12**)
4. Variance Request by property owners, Joseph and Melissa Pfaltzgraff from Article 5, Section 5.4b to reduce both of the side setback distances from 12' to 7' to allow for the construction of an in ground pool & concrete slab. Property location: Windmill Crossing Subdivision, 171 Pommel Lane, Charles Town, West Virginia. (District: Charles Town, Map: 4F, Parcel: 221, Zoned: Residential Growth, File: **#ZV10-13**)
5. Variance Request by property owner, Hospice of the Panhandle, Inc. from Article 5, Section 5.7b to reduce the southern side setback distance from 100' to 54' to allow for the construction of a Hospital-type Facility. Property location: Northeast side of Route 9 at the Jefferson/Berkeley County line, West Virginia. (District: Middleway, Map: 1, Parcel: p/o 1.2, Zoned: Rural, File **#ZV10-14**)
6. Request by Michael Cassell, Attorney, on behalf of property owner OBF Properties, LLC for a change in non-conforming use to allow for the addition of a recovery and recycling of copper cable for bailing and resale business to the existing approved zoning certificate (**#ZC10-06**). Property location: Box Factory Road (Route 13/1), Summit Point, West Virginia. (District: Middleway, Map: 27 & 28, Parcels: 11 & 4.1, Zoned: Rural, File: **#ZC10-10**)
7. Special Exceptions Request by Christopher Zanella on behalf of the Hillbrook Inn to convert an existing 63' x 25' gate house into a 2 guest room bed and breakfast with staff accommodations and spa services pursuant to Article 9, Section 9.8. Article 5, Section 5.7(a)17 lists this proposal as a principle permitted use. The property is located on Summit Point Road, Charles Town, West Virginia in front of the Hillbrook Inn property. Caz Associates, Inc. is the owner/developer. (District: Kabletown, Map: 14, Parcel: 10.1, Zoned: Rural, File: **#ZC10-11**)
8. Issuance of the Conditional Use Permit (CUP) for Tropical Tanning and Gifts LLC to relocate the business into the property/business owner's basement. The property is located at 7357 Martinsburg Pike (Route 45), Shepherdstown, West Virginia in the Mecklenburg

Heights Subdivision. Brenda Staubs is the owner/developer.

(District: Shepherdstown, Map: 7A, Parcel: 51, Zoned: Residential Growth, File: #Z10-01)

9. Issuance of the Conditional Use Permit (CUP) for Good Shepherd Caregivers to allow a non-profit volunteer organization to operate a non-medical care giving business within a unit of a duplex. The remaining unit would be occupied by a residential tenant. The property is located at 7311 Martinsburg Pike (Route 45), Shepherdstown, West Virginia in the Mecklenburg Heights Subdivision. John and Joan Sheridan are the owners. Dan Rowzie with Good Shepherd Interfaith Caregivers LLC is the developer.

(District: Shepherdstown, Map: 7A, Parcel: 51.3, Zoned: Residential Growth, File: #Z10-02)

10. Monthly Address by Director Jennifer Brockman.

11. Legal Update

12. Vote on written decisions from prior Board of Zoning Appeal meetings.

13. Correspondence.