

Advertise One Time: Thursday, June 4, 2026

Jefferson County Board of Zoning Appeals Public Hearing

Meeting Date & Time: June 25, 2026 at 2:00 p.m.

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 in Charles Town, West Virginia

All requests are pursuant to the Jefferson County Zoning Ordinance

File #: 26-3-CUP and 26-13-ZV and 26-14-ZV

Request #1: Request for a Conditional Use Permit to operate a construction company (proposed land use designation as listed in Appendix C of the Zoning Ordinance: Contractor with Outdoor Storage). The proposal consists of constructing a 30' x 60' building; plus, a parking and equipment storage area. There will be no on-site customer visits. No signage is proposed. (File #26-3-CUP).

Request #2: Variance from Appendix B and Section 4.6 to reduce the setback and distance requirements for the proposed project.

Request #3: Variance from Appendix B and Section 4.11 to reduce the landscaping and buffer requirements for the proposed project.

Applicant: Mark Roper Construction / Attn: Mark Roper

Parcel Info: Mark Roper, property owners
Vacant lot - Baylor Street, Charles Town, WV
Parcel ID: 02001100210000; Parcel Size: .34 acres; Zoning District: Residential Growth

File #: 26-1-AP

Request: Appeal of an Administrative Decision regarding the business operations of QRF Solutions K9, LLC. The appellant is appealing the Zoning Administrator's determination that there is no discernible proof the discharge of firearms on the property is in connection with the previously issued Conditional Use Permit (#25-2-CUP).

Appellant: Sandra Fleri

Parcel Info: Nicholas Russo and Alice Davenport, property owners
1899 Trough Road, Shepherdstown, WV
Parcel ID: 09000900070006; Property Size: 10 acres; Project Size: 1 acre; Zoning District: Rural

File #: 26-15-ZV

Request: Variance from Appendix A to reduce the side setback from 12' to 10'; and, the rear setback from 20' to 16.5' for a 10' x 30' covered porch.

Applicant: P.J. Raco Consulting / Attn: Paul Raco

Parcel Info: Charles and Jo Turnelle, property owners
Magnolia Springs Subdivision, Lot 232, 43 Ansley Way Parcel ID: 02010F02320000;
Size: .17 acres; Zoning District: Residential Growth

Office of Planning & Zoning files may be reviewed during regular business hours or you may view online at www.jeffersoncountywv.org.

Questions or Comments may be directed to 116 E. Washington St., Charles Town, WV 25414, zoning@jeffcowv.gov or call 304-728-3228.

Written submissions to the Board must be received no later than one week prior to the meeting for inclusion in the agenda packet that is posted online.

Any party desiring a transcript of these proceedings will be responsible for providing a stenographer at their own expense.

By Order of the Jefferson County Board of Zoning Appeals
Matt McKinney, Chair