



Charleston Board of Zoning Appeals

AGENDA

8:30 a.m., Thursday, February 12, 2026

City Service Center Conference Room · 915 Quarrier Street

I. Items for Review

VAR-26-3059

Application of Bryce McDaniel requesting a variance of front setback requirements in order to construct a fence on the property located at **1015 Lookout Road**.

VAR-26-3060

Application of Latisha Crawford requesting a variance of the front setback requirements in order to expand the front porch on the property located at **212 Garrison Avenue**.

VAR-26-3061

Application of 4013 W Washington, LLC requesting a variance of the front setback requirements in order to construct a fence on the property located at **4700 Venable Avenue**.

CUP-26-0256 & VAR-26-3062

Application of Aric Margolis requesting a conditional use permit in order to adaptively reuse a non-residential property and receive a variance of the front setback spacing and paving requirements on the property located at **700 Chappell Road**.

II. Approval of minutes for the July 10, August 28, and November 13, 2025 hearings.

Board of Zoning Appeals
Application for Variance



BZA # VAR-26-3059

Hearing Date: 2/12/26

Applicant Information	Property Information
Name: <u>Bryce A. McDaniel</u>	Address: <u>1015 Lookout Rd. Charleston, WV 25314</u>
Address: <u>1015 Lookout Rd. Charleston, WV 25314</u>	Tax Map and Parcel: <u>15th Ward Corp. 9-94-2</u>
Phone: <u>(304) 673 4115</u>	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant)

INSTRUCTIONS: This application must be typed or legibly printed and filed with the Planning Department in person or by mail to 915 Quarrier Street, Suite 1 Charleston, WV 25301. The following items must accompany this application:

1. a site plan drawn to scale;
2. a list of the owners, with their mailing addresses, of the properties within a 100 foot radius of the property for which the variance is being sought; and
3. \$125.00 filing fee in the form of cash, personal check or money order made payable to the City of Charleston.

You are also encouraged to submit any additional information, including photographs, elevations, testimonials or other documentation which may support your application. You or your representative must be present at the scheduled public hearing in order to present your request and answer questions.

THE PLANNING DEPARTMENT WILL NOT ACCEPT INCOMPLETE APPLICATIONS.

A variance is a method by which a property owner receives permission to vary from the development standards established in the Zoning Ordinance governing such matters as building location, building dimensions, setback requirements, placement and quantity of parking, landscaping, signage, and other features included in site design. Please describe your variance request.

I am requesting a variance for the installation of a 6-ft wooden privacy fence along the rear + (partial) side property line adjacent to the roadway.

Applicable Section(s) of the Zoning Ordinance Section 3-080 (B); Sec 22-030

Please describe the proposed work to be done on the property. Proposed to install a 6-ft

fence along the rear + side property line. It will run along the top of the slope in the backyard + will not obstruct sight lines for cars.

IMPORTANT: According to Section 8A of the Code of the State of West Virginia and Section 29-040 of the City of Charleston's Zoning Ordinance, the Board of Zoning Appeals may grant a variance if and only if ALL of the following four criteria can be satisfied:

- 1.) The variance, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents; and,
- 2.) The variance arises from special conditions or attributes which pertain to the property for which a variance is being sought and which were not created by the person or entity seeking the variance; and,
- 3.) The variance, if granted, would eliminate an unnecessary hardship and permit a reasonable use of the land; and,
- 4.) The variance, if granted, will allow the intent of the Zoning Ordinance to be observed and substantial justice done.

1.) If granted, your variance must not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents. For example, public safety cannot be compromised by limiting access for emergency vehicles, and neighboring property owners must not be hindered in the use their properties in any manner permitted in the Zoning Ordinance. If your variance request is granted, how will others in the area be affected?

It will not adversely affect these. The proposed fence will be located along the top of a slope, set back from the roadway. It will not affect drivers or pedestrians vision/sign lines

It potentially may improve safety + security as the fence will prevent leaves from blocking + obstructing a newly installed city water drain.

2.) Your request must arise from special conditions or attributes which pertain to the subject property and which you did not create. The size, shape and topography of your lot are examples of the physical conditions which may satisfy this criterion. In comparison with other properties in the vicinity and under the same zoning regulations, what is unusual or different about the subject property?

This request arises mostly from the unique topography for the lot. Because of the grade difference, a 4ft fence provides no privacy or security when viewed from the yard

Please see attached photos for grading + slope of lot.

3.) **An unnecessary hardship is neither personal nor financial in nature.** In this application, an unnecessary hardship is a problem created by some feature of the land which prevents the owner from making reasonable use of the property as permitted by the Zoning Ordinance. The following three questions help to determine if there is an unnecessary hardship with regard to your property.

Without a variance, are you deprived of all beneficial use of your land? Without this variance, the lot can not reasonably be enjoyed as a private + secure backyard. The

Is your situation due to unique circumstances that are not shared by other land in the district?

The lot's unique slope + street frontage make this unique to the lot + not shared by other lots.

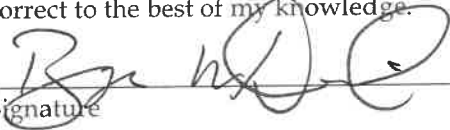
Would approval of your variance request alter the essential character of the surrounding neighborhood or community? It will not alter the essential character.

4.) The general purpose and intent of the Zoning Ordinance of the City of Charleston is to protect and promote the public health, safety, convenience, morals and general welfare. For more specific information in regard to the scope and intent of the Zoning Ordinance, please see Section 1-020 as well as the section from which you are requesting this variance. Will approval of the variance allow the intent of the Zoning Ordinance to be observed?

Granting this variance will uphold those purposes + will improve safety + security for my family + kids.

Substantial justice is the idea that a standard of fairness has been satisfied according to the substance of the law. Does your variance request represent the least deviation from the Zoning Ordinance necessary to achieve an outcome that is fair to both you and to your community? Yes, this represents the least deviation to achieve a fair outcome. Approval of this variance would treat this property similar to neighboring residential yards.

I hereby affirm that all of the statements and information contained in or filed with this application are true and correct to the best of my knowledge.


Signature

10/1/2025
Date

Planning Department Use Only

The following is a list of related cases:

The following is a list of zoning ordinance violations, building code violations and enforcement actions relating to the subject property:

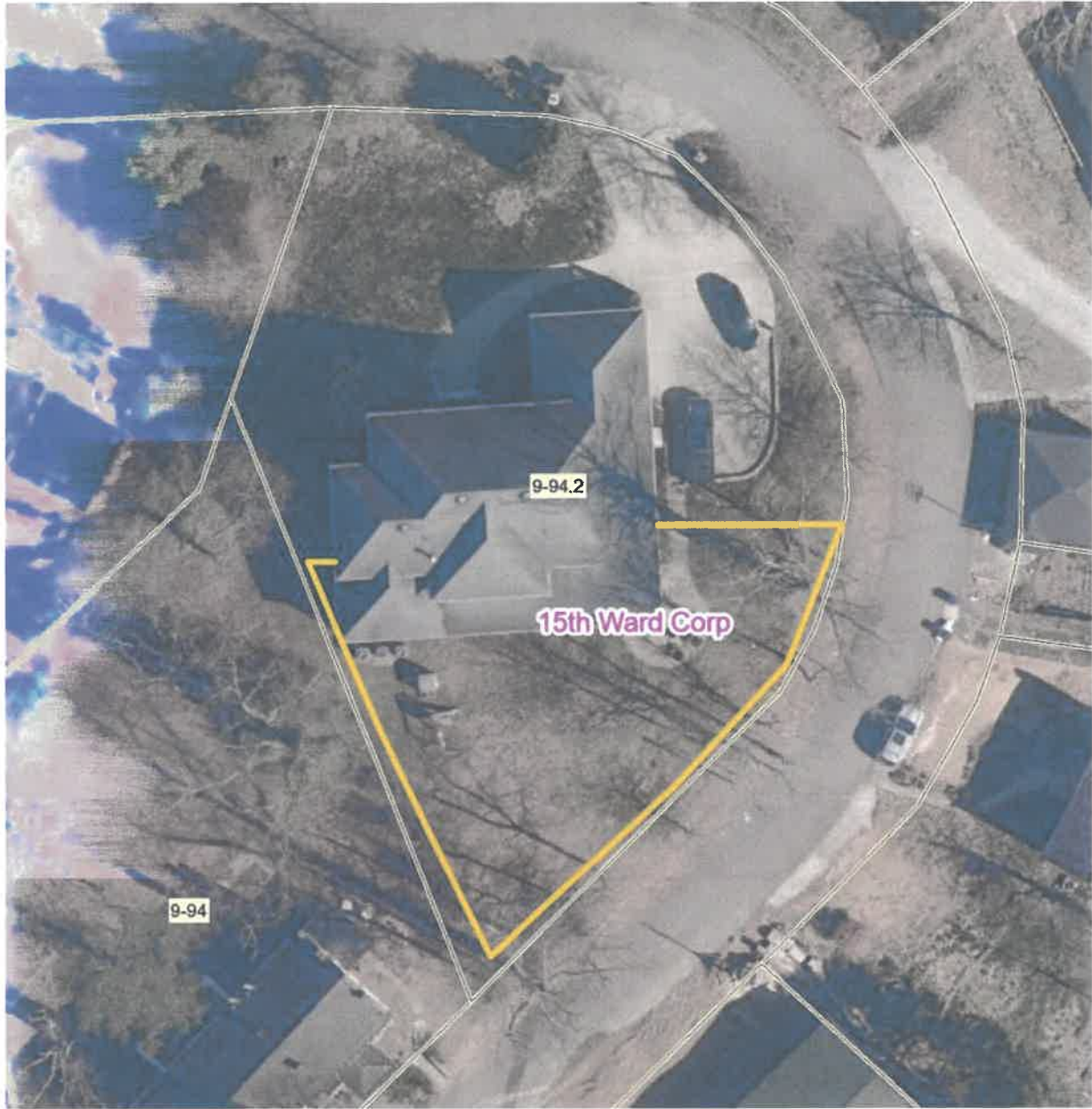
Application reviewed by:

Action: Approved Rejected

If approved, were there any specific conditions or limitations imposed by the BZA?

Planning Official Signature and Title

Date



Yellow line is proposed new fence installation location.








 Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: _____

Applicant Information	Property Information
Name: <i>Katisha Crawford + Larry Bree</i>	Address: <i>212 Garrison Ave.</i>
Address: <i>212 Garrison Avenue</i>	Tax Map and Parcel:
Phone: <i>681-385-0175</i>	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant)

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1. a site plan drawn to scale;
2. a list of the owners, with their mailing addresses, of the properties within a 100 foot radius of the property for which the variance is being sought; and
3. \$125.00 filing fee in the form of cash, personal check or money order made payable to the City of Charleston.

You are also encouraged to submit any additional information, including photographs, elevations, testimonials or other documentation which may support your application. You or your representative must be present at the scheduled public hearing in order to present your request and answer questions.
THE PLANNING DEPARTMENT WILL NOT ACCEPT INCOMPLETE APPLICATIONS.

A variance is a method by which a property owner receives permission to vary from the development standards established in the Zoning Ordinance governing such matters as building location, building dimensions, setback requirements, placement and quantity of parking, landscaping, signage, and other features included in site design. **Please describe your variance request.** Variance of Front Setback

Applicable Section(s) of the Zoning Ordinance _____

Please describe the proposed work to be done on the property. The front porch, Sking Roof, and added a extension for Laundry

IMPORTANT: According to Section 8A of the Code of the State of West Virginia and Section 29-040 of the City of Charleston's Zoning Ordinance, the Board of Zoning Appeals may grant a variance if and only if **ALL** of the following four criteria can be satisfied:

- 1.) The variance, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents; and,
- 2.) The variance arises from special conditions or attributes which pertain to the property for which a variance is being sought and which were not created by the person or entity seeking the variance; and,
- 3.) The variance, if granted, would eliminate an unnecessary hardship and permit a reasonable use of the land; and,
- 4.) The variance, if granted, will allow the intent of the Zoning Ordinance to be observed and substantial justice done.

1.) If granted, your variance must not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents. For example, public safety cannot be compromised by limiting access for emergency vehicles, and neighboring property owners must not be hindered in the use their properties in any manner permitted in the Zoning Ordinance. If your variance request is granted, how will others in the area be affected? no one will be affected from this property.

2.) Your request must arise from special conditions or attributes which pertain to the subject property and which you did not create. The size, shape and topography of your lot are examples of the physical conditions which may satisfy this criterion. In comparison with other properties in the vicinity and under the same zoning regulations, what is unusual or different about the subject property? there is nothing unusual or different with the property.

3.) **An unnecessary hardship is neither personal nor financial in nature.** In this application, an unnecessary hardship is a problem created by some feature of the land which prevents the owner from making reasonable use of the property as permitted by the Zoning Ordinance. The following three questions help to determine if there is an unnecessary hardship with regard to your property.

Without a variance, are you deprived of all beneficial use of your land? due to the hill behind the house cant expand the house any direction.

Is your situation due to unique circumstances that are not shared by other land in the district? same as above.

Would approval of your variance request alter the essential character of the surrounding neighborhood or community? no

4.) The general purpose and intent of the Zoning Ordinance of the City of Charleston is to protect and promote the public health, safety, convenience, morals and general welfare. For more specific information in regard to the scope and intent of the Zoning Ordinance, please see Section 1-020 as well as the section from which you are requesting this variance. Will approval of the variance allow the intent of the Zoning Ordinance to be observed?

~~no~~ yes

Substantial justice is the idea that a standard of fairness has been satisfied according to the substance of the law. Does your variance request represent the least deviation from the Zoning Ordinance necessary to achieve an outcome that is fair to both you and to your community? yes

I hereby affirm that all of the statements and information contained in or filed with this application are true and correct to the best of my knowledge.

Justin O'Grady
Signature

11/18/2020
Date

Planning Department Use Only	
The following is a list of related cases:	
The following is a list of zoning ordinance violations, building code violations and enforcement actions relating to the subject property:	
Application reviewed by:	
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	
If approved, were there any specific conditions or limitations imposed by the BZA?	
Planning Official Signature and Title	Date



 Planning Department
Zoning Permit

<p style="text-align: center;">Applicant Information</p> <p>Applicant Name and Address: ROGER & MIRANDA RHODES 212 GARRISON AVE CHARLESTON, WV 25302</p> <p>Applicant Phone: (681) 265-0831</p>	<p style="text-align: center;">Property Information</p> <p>Owner Name and Address: ROGER & MIRANDA RHODES 212 GARRISON AVE CHARLESTON WV 25302</p> <p>Owner Phone: (681) 265-0831</p>
<p>Flood Zone: Regs N/A</p>	<p>Property Address 212 GARRISON AVE</p>
<p>No. Required Off-Street Parking Spaces</p>	<p>Parcel ID:</p>
<p>Required Minimum Setbacks</p> <p>Front: Left Side: Right Side: Rear:</p>	<p>Zoning District: R-4</p>
<p>Permit Number: zon-18-5333</p>	<p>Zoning Overlay District:</p>

Detailed Description of Project:

1 FOR 1 REPLACEMENT OF EXISTING UNCOVERED DECK IN NOTCH OF HOUSE AND REPLACEMENT OF UNDERSTRUCTURE AND DECKING OF FRONT PORCH. SIDE DECK ROUGHLY 8 X12. FRONT PORCH ROUGHLY 6 C WIDTH OF HOME.

Conditions:

May not extend outside of existing deck/porch footprints. May not extend any closer to the street than existing.

By signing this application, the owner of the building and the undersigned acknowledge and understand that any permit granted by the City does not modify, limit, or impact any restriction contained in a deed, homeowner's association, or other contractual document; and the owner of the building and the undersigned hereby acknowledge that they are fully responsible for reviewing all relevant deeds, homeowner's association documents, and other contractual documents that may impact the authority to complete the work contemplated by the permit application.

The undersigned applicant agrees to all above mentioned information and is required to comply by all conditions set forth on this application. If said applicant fails to comply, this permit shall be revoked and a monetary penalty will be issued by the Planning Department.

 Applicant Signature

 Date

 Zoning Official Signature and Title

 Date

IMPORTANT: The granting of approval of this zoning permit shall not be construed to be approval of any violations of the standards or provisions of the Zoning Ordinance of the City of Charleston. The issuance of a Building Permit, based upon an approved site plan, shall not prevent the Planning Director from thereafter requiring correction or modification of said site plan or preventing operation from being carried on there under when in violation of said Ordinance

Planning Department
Zoning Permit

<p style="text-align: center;">Applicant Information</p> <p>Applicant Name and Address: Q CONTRACTING 1225 CHARLERSTON AVE HUNTINGTON, WV 25701</p> <p>Applicant Phone:</p>	<p style="text-align: center;">Property Information</p> <p>Owner Name and Address: LATISHA CRAWFORD 212 GARRISON AVENUE CHARLESTON WV</p> <p>Owner Phone:</p>
<p>Flood Zone: Not in Flood Zone</p>	<p>Property Address 212 GARRISON AVE</p>
<p>No. Required Off-Street Parking Spaces</p>	<p>Parcel ID:</p>
<p>Required Minimum Setbacks</p> <p>Front: Left Side: Right Side: Rear:</p>	<p>Zoning District: R-4</p>
<p>Permit Number: zon-25-8909</p>	<p>Zoning Overlay District:</p>

Detailed Description of Project:

replacing porch on front of the house
can't be larger than porch thats being replaced 8' x 28'
not to be any closer to the street than previous porch

Conditions:

replacing porch on front of the house
can't be larger than porch thats being replaced 8' x 28'
can't be any closer to the street than previous porch

By signing this application, the owner of the building and the undersigned acknowledge and understand that any permit granted by the City does not modify, limit, or impact any restriction contained in a deed, homeowner's association, or other contractual document; and the owner of the building and the undersigned hereby acknowledge that they are fully responsible for reviewing all relevant deeds, homeowner's association documents, and other contractual documents that may impact the authority to complete the work contemplated by the permit application.

The undersigned applicant agrees to all above mentioned information and is required to comply by all conditions set forth on this application. If said applicant fails to comply, this permit shall be revoked and a monetary penalty will be issued by the Planning Department.

Applicant Signature



Zoning Official Signature and Title

Date

9.4.23

Date

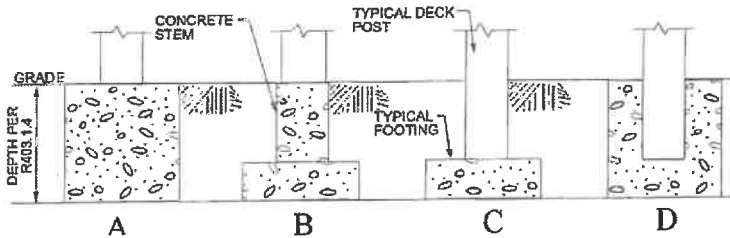
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DECK SPECIFICATIONS

ADDRESS: 212 Garrison Ave

DECK SIZE: 8x28 DECK POST FOOTING TYPE: Concrete

FIGURE R507.7.1
DECK BEAM TO DECK POST



DECK FOOTING SIZE: SQUARE 2x24 OR DIAMETER _____

HEIGHT FROM GRADE: 9' POST SIZE: 6x6 POST HEIGHT: 12'

POST SPACING: 7' BEAM SIZE: 2x6x12 BEAM SPAN: 7'

JOIST SIZE: 2x6 JOIST SPACING: 16" oc JOIST SPAN: 7'

JOIST HANGERS: YES: NO: DECKING BOARD SIZE: 5/4

CHAPTER 3 INTERNATIONAL RESIDENTIAL CODE HANDRAILS AND GUARDS

R-311.7.8 Handrails: Handrails having minimum and maximum heights of 34 inches and 36 inches, respectively, measured vertically from the nosing of the treads, shall be provided on at least one side of stairways of three or more risers and shall be continuous the full length of the stairs and shall extend 6 inches beyond the top and bottom risers. Ends shall be returned or shall terminate in newel posts or safety terminals.

Open sides of stairs with a total rise of more than 30 inches above the floor or grade below shall have guards.

The handgrip portion of the handrails shall be not more than 2 inches in cross-sectional dimension, or the shape shall provide an equivalent gripping surface. The handgrip portion of handrails shall have a smooth surface with no sharp corners. Handrails projecting from a wall shall not have a space of not less than 1½ inches between the wall and the handrail.

R-312 Guards: Porches, balconies, or raised floor surfaces located more than 30 inches above the floor or grade below and 36 inches horizontally shall have guards not less than 36 inches in height.

Required guardrails on open sides of stairways, raised floor areas, balconies and porches shall have immediate rails or ornamental closures which will not allow passage of an object 4 inches or more in diameter.

APPLICANT DC Jd

Enter Title here



9/4/2025, 9:04:02 AM

- Site Addresses - Current ● pending
- ZAD Permits ● final
- Parcels
- Wards - - -
- Zoning Districts R-4
- Interstate Exits (Numbers) °

1:250
0 0 0.01 0.01 mi
0 0 0.01 0.01 km
GIS Department, City of Charleston, West Virginia, East, Inc.

Planning Dept
For Internal Use



Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: 12-16-25

Applicant Information	Property Information
Name: 4103 W. WASHINGTON LLC	Address: 4700 VENABLE AVE CHARLESTON WV 25302
Address: P.O. BOX 6098 CHARLESTON WV 25302	Tax Map and Parcel: PARCEL ID 20-13-0014-0001-0000
Phone: 304-541-6272	Zoning District: MULTI FAMILY RESIDENTIAL
Agent Name, Address and Phone Number: (if other than applicant) BRENT HOEL 4700 VENABLE AVE APT 1 CHARLESTON WV 25304 304-541-6272	Property Owner and Mailing Address: (if other than applicant)

INSTRUCTIONS: This application must be typed or legibly printed and filed with the Development Services Department in person or by mail to 915 Quarrier Street, Suite 1 Charleston, WV 25301. The following items must accompany this application:

1. a site plan drawn to scale; and a
2. \$125.00 filing fee in the form of cash, personal check or money order made payable to the City of Charleston.

You are also encouraged to submit any additional information, including photographs, elevations, testimonials or other documentation which may support your application. You or your representative must be present at the scheduled public hearing in order to present your request and answer questions.
THE PLANNING DEPARTMENT WILL NOT ACCEPT INCOMPLETE APPLICATIONS.

A variance is a method by which a property owner receives permission to vary from the development standards established in the Zoning Ordinance governing such matters as building location, building dimensions, setback requirements, placement and quantity of parking, landscaping, signage, and other features included in site design. **Please describe your variance request.** _____

6 FOOT PRIVANCY FENCE SURROUNDING THE PROPERTY EXCEPT FOR THE FRONT WALK WAYS

Applicable Section(s) of the Zoning Ordinance SEC 3-080-B , SEC 5-030 E, SEC 22-030A AND B

Please describe the proposed work to be done on the property. _____

6 FOOT HEIGHT WOODEN DOG EAR PICKET FENCE THAT SURROUNDS THE REAR AND SIDE YARDS

IMPORTANT: According to Section 8A of the Code of the State of West Virginia and Section 29-040 of the City of Charleston's Zoning Ordinance, the Board of Zoning Appeals may grant a variance if and only if ALL of the following four criteria can be satisfied:

- 1.) The variance, if granted, will not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents; and,
- 2.) The variance arises from special conditions or attributes which pertain to the property for which a variance is being sought and which were not created by the person or entity seeking the variance; and,
- 3.) The variance, if granted, would eliminate an unnecessary hardship and permit a reasonable use of the land; and,
- 4.) The variance, if granted, will allow the intent of the Zoning Ordinance to be observed and substantial justice done.

1.) If granted, your variance must not adversely affect the public health, safety and welfare or the rights of adjacent property owners or residents. For example, public safety cannot be compromised by limiting access for emergency vehicles, and neighboring property owners must not be hindered in the use their properties in any manner permitted in the Zoning Ordinance. If your variance request is granted, how will others in the area be affected? _____

I DO NOT KNOW OF ANY REASON THAT THE NEIGHBORING PROPERTY OWNERS WOULD BE AFFECTED

2.) Your request must arise from special conditions or attributes which pertain to the subject property and which you did not create. The size, shape and topography of your lot are examples of the physical conditions which may satisfy this criterion. In comparison with other properties in the vicinity and under the same zoning regulations, what is unusual or different about the subject property? _____

THE ACCESS OF VAGRANTS COMING OFF OF MACCORKLE AVE AND THE BUSINESSES NEAR BY. NUMEROUS AMOUNT OF ITEMS STOLEN FROM THE YARD. INDECENT EXPOSURE BY VAGRANTS IN THE PRESENCE OF CHILDREN.

3.) **An unnecessary hardship is neither personal nor financial in nature.** In this application, an unnecessary hardship is a problem created by some feature of the land which prevents the owner from making reasonable use of the property as permitted by the Zoning Ordinance. The following three questions help to determine if there is an unnecessary hardship with regard to your property.

Without a variance, are you deprived of all beneficial use of your land? _____

YES, NOTHING IS SAFE IF LEFT IN THE YARD UNATTENDED. WE HAVE HAD 3 LAWNMOWERS STOLEN, SEVERAL BICYCLES HAVE BEEN STOLEN AS WELL AND PLANTS OUT A GARDEN.

Is your situation due to unique circumstances that are not shared by other land in the district? _____

NO, OTHER NEIGHBORS HAVE THE SAME ISSUE AND MANY ALREADY HAVE PRIVACY FENCES TO DETER THEIVES AND VAGRANTS FROM COMING ON THEIR PROPERTY.

Would approval of your variance request alter the essential character of the surrounding neighborhood or community? NO, I DO NOT BELIVE SO

4.) The general purpose and intent of the Zoning Ordinance of the City of Charleston is to protect and promote the public health, safety, convenience, morals and general welfare. For more specific information in regard to the scope and intent of the Zoning Ordinance, please see Section 1-020 as well as the section from which you are requesting this variance. Will approval of the variance allow the intent of the Zoning Ordinance to be observed?

YES, WE ARE TRYING TO PROTECT THE WELL BEING OF OUR TENANTS AND OUR PROPERTY

Substantial justice is the idea that a standard of fairness has been satisfied according to the substance of the law. Does your variance request represent the least deviation from the Zoning Ordinance necessary to achieve an outcome that is fair to both you and to your community? _____

YES, WE ARE ONLY REQUESTING A 6 FOOT PRIVACY FENCE TO PROVIDE A SAFE ENVIRONMENT FOR OUR TENANTS

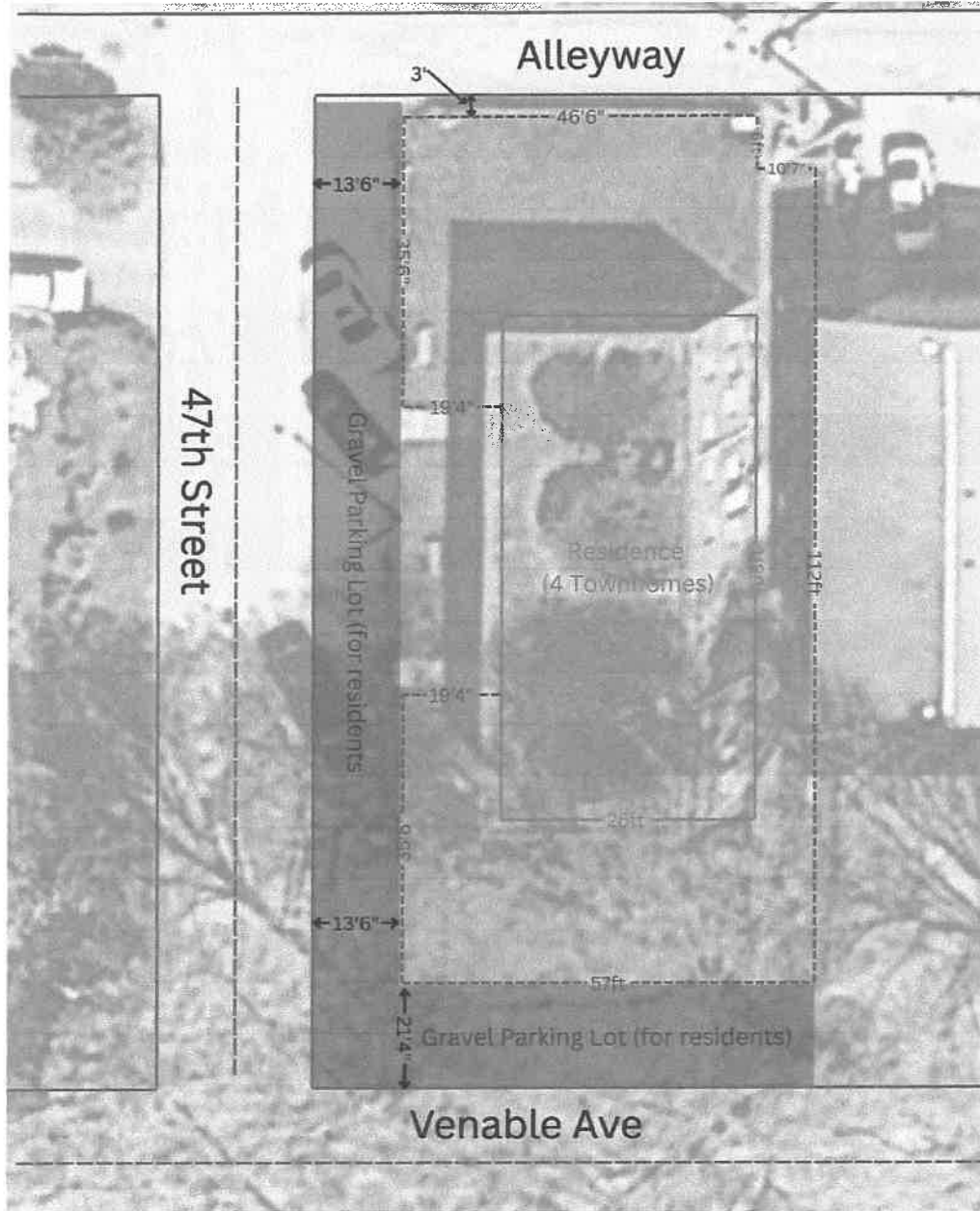
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B. [Signature]
Signature

10-29-25
Date

Planning Department Use Only	
The following is a list of related cases:	
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Application reviewed by:	
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	
If approved, were there any specific conditions or limitations imposed by the BZA?	
Planning Official Signature and Title	Date

Wooden Security Fence
4700 Venable Ave, Charleston, WV 25304
(Building includes 4 townhouses, brick)
Owner- Brent Hoel



----- Proposed fence Install
 6ft height Wooden dog-ear picket fence

Material List

Item Number	Description	Price (each)	Quantity
552328	4x4x8	12.78	46
312282	2x4x8	5.08	136
10437	Quikcrete	6.98	70
202922	Dog-ear Picket	2.28	700
894289	Screws	35.98	1
688882	Nails	68.98	2
.....	Misc Latches/Hinges	120.00	~

Prices may fluctuate minimally by time of project.



Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: _____

Applicant Information	Property Information
Name:	Address:
Address:	Tax Map and Parcel:
Phone:	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant)

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Applicable Section(s) of the Zoning Ordinance _____

Please describe the proposed work to be done on the property. _____

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3.) **An unnecessary hardship is neither personal nor financial in nature.** In this application, an unnecessary hardship is a problem created by some feature of the land which prevents the owner from making reasonable use of the property as permitted by the Zoning Ordinance. The following three questions help to determine if there is an unnecessary hardship with regard to your property.

Without a variance, are you deprived of all beneficial use of your land? _____

Is your situation due to unique circumstances that are not shared by other land in the district? _____

Would approval of your variance request alter the essential character of the surrounding neighborhood or community? _____

4.) The general purpose and intent of the Zoning Ordinance of the City of Charleston is to protect and promote the public health, safety, convenience, morals and general welfare. For more specific information in regard to the scope and intent of the Zoning Ordinance, please see Section 1-020 as well as the section from which you are requesting this variance. Will approval of the variance allow the intent of the Zoning Ordinance to be observed?

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I hereby affirm that all of the statements and information contained in or filed with this application are true and correct to the best of my knowledge.

Aric L. Margolis

Signature

Date

Planning Department Use Only	
The following is a list of related cases:	
The following is a list of zoning ordinance violations, building code violations and enforcement actions relating to the subject property:	
Application reviewed by:	
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	
If approved, were there any specific conditions or limitations imposed by the BZA?	
<i>Planning Official Signature and Title</i>	<i>Date</i>



Board of Zoning Appeals

Application for Conditional Use Permit

CU # _____

Hearing Date: _____

Applicant Information	Property Information
Name:	Address:
Address:	Tax Map and Parcel:
Phone:	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant)

IMPORTANT: This application must be typed or legibly printed and filed with the Planning Department in person or by mail to 915 Quarrier Street, Suite 1 Charleston, WV 25301. The following items must accompany this application: 1) a site plan drawn to scale; 2) a list of the owners, with their mailing addresses, of the properties within a 250 foot radius of the property for which the variance is being sought; 3) \$125.00 filing fee in the form of a check or money order made payable to the City of Charleston. You are also encouraged to submit any additional information, including photographs, elevations, testimonials or other documentation, which may support your application. You or your representative must be present at the scheduled public hearing in order to present your request and answer questions. THE PLANNING DEPARTMENT WILL NOT ACCEPT ANY INCOMPLETE APPLICATIONS.

Please describe the proposed use. Include information such as the activities to be conducted on the site, hours these activities will be conducted, and any other data pertinent to the proposed use. If the proposed use is a business, please attach a list of the officers and their contact information. _____

Applicable Section(s) of the Zoning Ordinance _____

Does the proposed use comply with the conditions set forth in the Zoning Ordinance? _____

Please describe any proposed work to be done on the property. _____

If your request for a conditional use permit is granted, how will others in the area be affected? _____

Will your request devalue the property of others in the vicinity by altering land use characteristics or diminishing the marketable value of adjacent land and structures or increasing congestion on public streets? _____

Is your request consistent with the purposes and intent of the Zoning Ordinance of the City of Charleston? _____

I hereby affirm that all of the statements and information contained in or filed with this application are true and correct to the best of my knowledge.

Eric L. Margolis
Signature

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