



Charleston Board of Zoning Appeals

AGENDA

8:30 a.m., Thursday, April 23, 2026

City Service Center Conference Room · 915 Quarrier Street

I. Items for Review

VAR-26-0001

Application of Hollis Jennings requesting a variance of the front setback requirement in order to construct a garage on the property located at **1524 Skyline Road**.

VAR-26-0002

Application of Rylyn Remodeling requesting a variance of the rear setback requirements in order to expand a deck on the property located at **16 Pinnacle Drive**.

VAR-26-0003

Application of Doles Pritt, Jr. requesting a variance of the side setback requirements in order to install a carport on the property located at **1412 Delta Drive**.

VAR-26-0004

Application of Poca Valley Bank requesting a variance of the sign regulations in order to install multiple wall signs on each façade and 2 monument signs exceeding 32 sq in area on the property located at **200 Quarrier Street**.

II. Minutes



Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: _____

Applicant Information	Property Information
Name: <u>HOLLIS JENNINGS</u>	Address: <u>CHARLESTON WV</u> <u>1524 SKYLINE RD. 25314</u>
Address: <u>1524 SKYLINE ROAD</u>	Tax Map and Parcel:
Phone: <u>2069920335</u>	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant) <u>GEORGE HOOPER</u> <u>(CO OWNER)</u> <u>2069920335</u>	Property Owner and Mailing Address: (if other than applicant) <u>SAME</u>

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. TO ATTACH A 25' X 20' X 12' HIGH GARRAGE TO EXISTING GARRAGE THE AREA HAS BEEN USED FOR PARKING FOR SOMETIME. NO TREES OR HEAVY EXCAVATING IS GOING TO BE DONE THE ACCESS IS COMING OF PLATEAU ROAD. PLATEAU RD IS A SELDOME USED UN MAINTAINED COUNTY ROAD

Applicable Section(s) of the Zoning Ordinance _____

Please describe the proposed work to be done on the property. LEVEL AREA FOR SHOP MOVING APRON & SCUBIL YARDS OF SOIL FROM THE UPPER SIDE TO THE LOWER. ERECT A 20 X 25 X 12 PAINTED STEEL GARRAGE

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 FEEL MY REQUESTED VARIANCE WILL

HARDLEY BE VISABLE TO THE NEIGHBORS

THE SPACE IM REQUESTING HAS BEEN USED FOR PARKING FOR YEARS

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? OUR LOT IS A TRIANGLE SHAPE,

THE BACK ~~IS~~ PROPERTY LINE IS THE COUNTY LINE, THE COUNTY REQUIRES NO SET BACK. ~~THE CITY~~ THE ROAD IS A NON MAINTAINED COUNTY ROAD. OUR PROPERTY LINE EXTENDS ABOUT 5' INTO THE ROAD

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? THIS IS WHERE I INTEND TO RETIRE WITHIN THE NEXT COUPLE YEARS MY HOBBIE IS WORKING ON CARS B THIS SHOP PUTS THAT DREAM IN THE ENDZONE!

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

YES OUR LOT ~~WHICH IS~~ IS PRETTY BIG BUT DUE TO THE SHAPE B SET BACKS NOT VERY USABLE

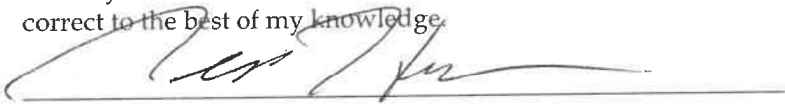
Would approval of your variance request alter the essential character of the surrounding neighborhood or community? I DO NOT BELIEVE SO

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?

I BELIEVE SO

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? IN MY OPINION 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.



Signature

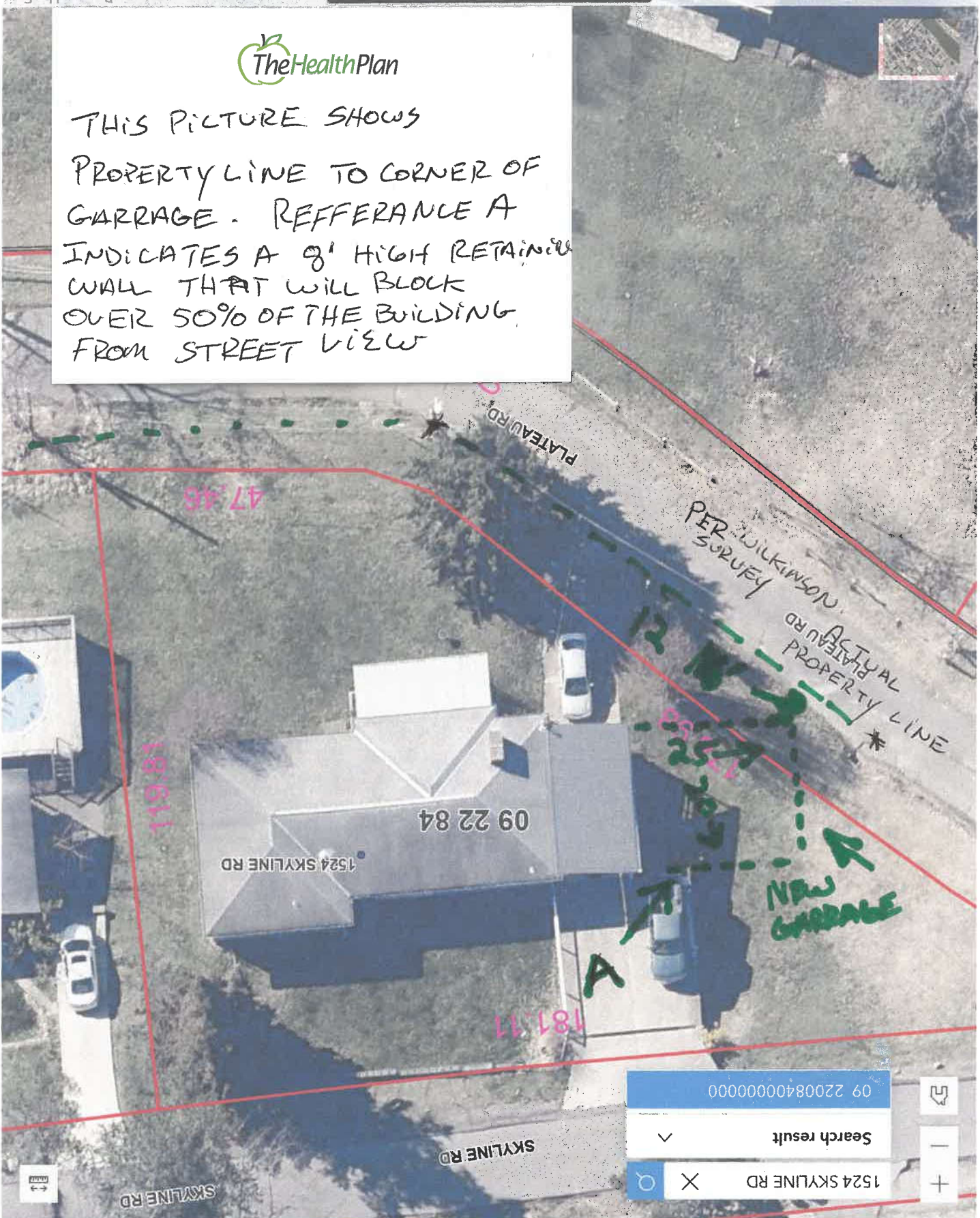
1-28-2026

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



THIS PICTURE SHOWS
 PROPERTY LINE TO CORNER OF
 GARRAGE. REFFERENCE A
 INDICATES A 8' HIGH RETAINING
 WALL THAT WILL BLOCK
 OVER 50% OF THE BUILDING
 FROM STREET VIEW



MY HOPES ARE TO ATTACH A 20 WIDE X 25 LONG GARRAGE
TO MY EXISTING MUCH SMALLER GARRAGE

THE COUNTY ROAD BEHIND OUR HOUSE IS USED BY 1 NEIGHBOR
& MYSELF.

I'VE CHECKED WITH COUNTY & THEY DO NOT MAINTAIN
THE ROAD, THEY ALSO REQUIRE NO SET BACKS

I'VE SHRUNK MY INITIAL DESIRED FOOT PRINT FROM
25 X 25 TO 20 X 25 THIS GIVES ME ¹² 10' FROM THE
CLOSEST CORNER OF MY BUILDING TO THE BACK
PROPERTY LINE

THE VEHICAL ACCESS TO THIS AREA ALREADY
IS IN USE AS WE DRIVE TO EXISTING PARKING PADS.

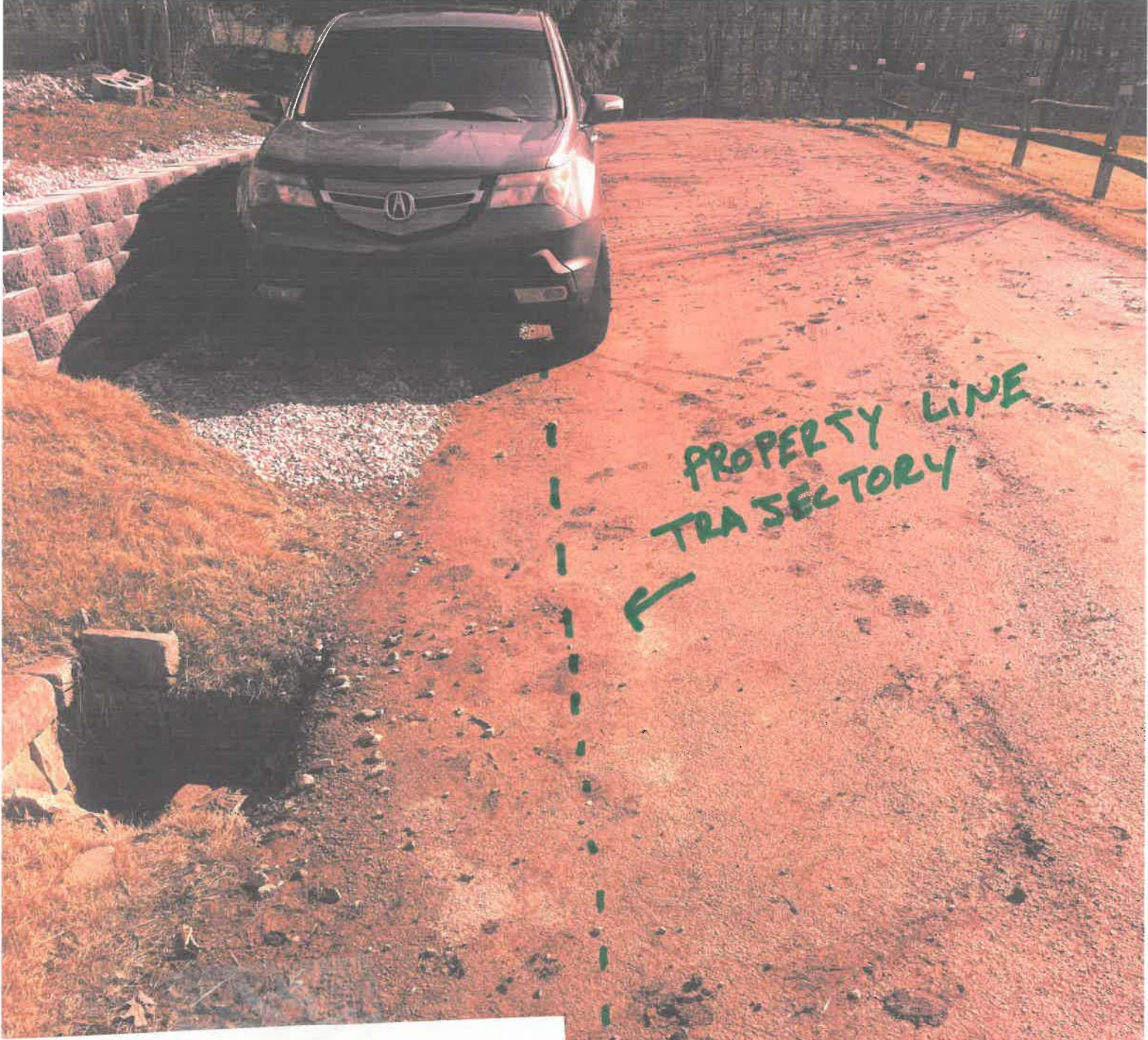
I HAD WILKINSON SURVEYING COME OUT TO VERIFY
PROPERTY LINE LOCATION. IT DIFFERS FROM WHATS AVAILABLE
ON THE COUNTY WEB SITES.

I'VE DRAWN IN GREEN THE ACTUAL LINES
ON THE PHOTOS

THANKS
GEORGE HOOPER
& HOLLIS SENNING



PH#
206-992-0335



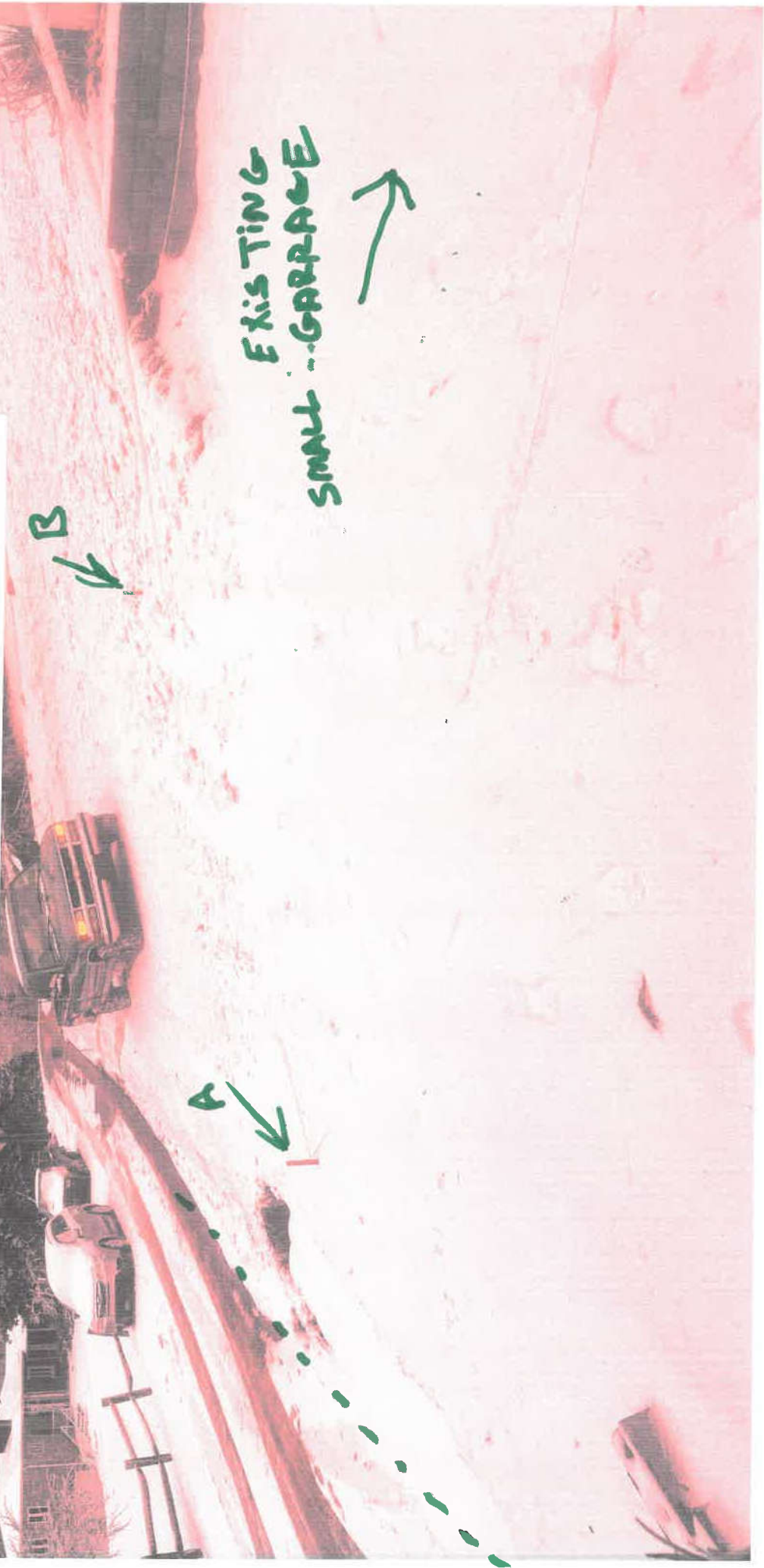
PROPERTY LINE
TRAJECTORY



THIS MARKER IS THE
PROPERTY MARKER PLACED
BY THE SURVEYOR. →
THE STORM DRAIN IS REFERRED
TO LOCATION IN PHOTO



THESE TO MARKER
REPRESENT THE BUILDING
WITH MARKER A BEING THE
CLOSEST TO BACK PROPERTY
LINE
THE TRUCK SHOWS THE
ACCESS TO PROPOSED
GARAGE





Parcel

Address

Flood Zone



Charleston South Annex Corp

22-84

VERY STEEP
WITH HOUSE
DRAINS
& POWER LINES

Loudon

3-10



Click on a parcel to view its information



MY PROPOSED GARRAGE
IS THE SAME AS THIS
BUT SMALLER WITH 1
DOOR RATHER THAN TWO





Board of Zoning Appeals
Application for Variance

BZA # VAR-26-0002

Hearing Date: 4/23/26

Applicant Information	Property Information
Name: <u>Rylynn Remodeling</u>	Address: <u>16 Pinnacle Drive Charleston WV</u>
Address: <u>3018 Tears Valley Rd Hurricane WV 25526</u>	Tax Map and Parcel: <u>10-55-14</u>
Phone: <u>304-419-2493</u>	Zoning District: <u>R-4</u>
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant) <u>Jamie Casto</u>

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. Asking for exemption of rear setback to build deck

Applicable Section(s) of the Zoning Ordinance Sec. 5-030 (a)

Please describe the proposed work to be done on the property. Deck Construction

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? They will not be

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 no backyard due to topography

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? Essentially Yes

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

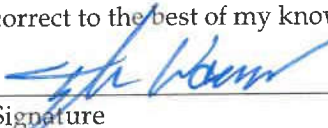
Would approval of your variance request alter the essential character of the surrounding neighborhood or community? NO

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?

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.

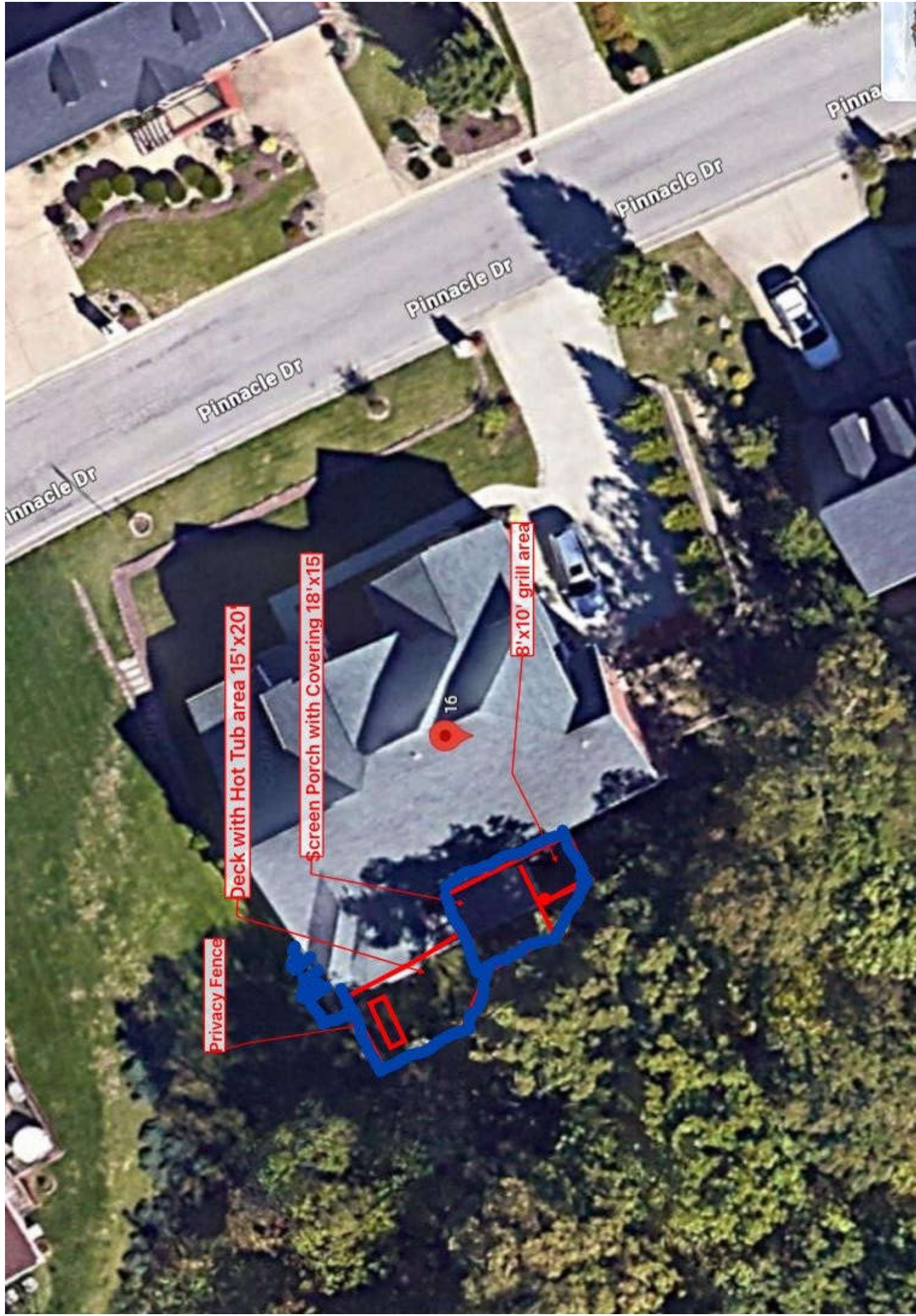


Signature

3/12/26

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



Pinnacle Dr

Pinnacle Dr

Pinnacle Dr

Pinnacle Dr

Pinnacle Dr

Deck with Hot Tub area 15'x20'

Screen Porch with Covering 18'x15'

8'x10' grill area

Privacy Fence

16




 Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: 4/23/26

Applicant Information	Property Information
Name: <u>Dokes Co Pritt JR</u>	Address: <u>1412 DELTA DR</u>
Address: <u>1412 Delta DR</u>	Tax Map and Parcel: <u>WC 12 PARCEL 80</u>
Phone: <u>304-343-8623</u>	Zoning District: <u>R-4</u>
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. 20x20 enclosed car port

on existing driveway 20x40.

WAIVER OF the side
set back

Applicable Section(s) of the Zoning Ordinance 5-030(4) side set back

Please describe the proposed work to be done on the property. IN STALL A enclosed
20x20 CARPORT.

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? my Aunt property And is next to mine she OKAY with 20X20 CARPORT.

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? Property is All Hill side limiting were I can put a CARPORT.

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

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

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?

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.

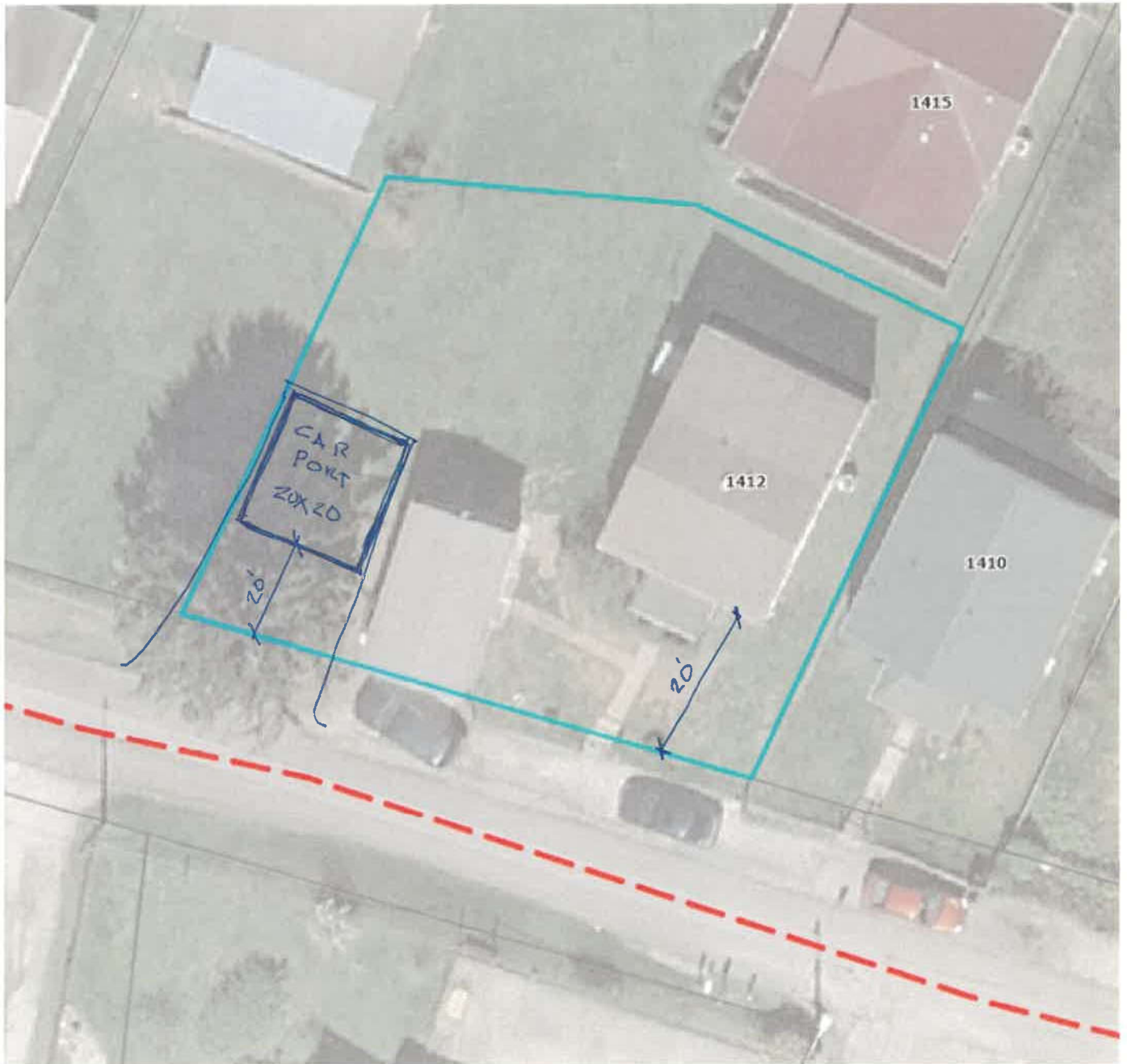
Dobson Pruitt

Signature

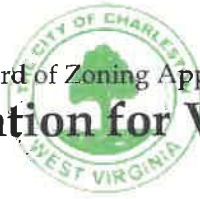
3/13/2026

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



1412 DELTA DR.



Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: _____

Table with 2 columns: Applicant Information and Property Information. Applicant: Poca Valley Bank, 7033 Charleston Road, Walton WV 25286. Property: 200 Quarrier St, Charleston, WV 25301.

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, or by email to planning@cityofcharleston.org.

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.

This application requests two separate variances from Table 24-080.01 (On-Premise Signs Permitted in Commercial and Industrial Districts):

- 1. A variance to allow more than one wall sign per building frontage, as depicted in the submitted building signage elevations.
2. A variance to allow two (2) freestanding monument signs exceeding the 32 square foot maximum area permitted per sign under the Ordinance.

Applicable Section(s) of the Zoning Ordinance Table 24-080.01 (On-Premise Signs Permitted in Commercial and Industrial Districts):

Please describe the proposed work to be done on the property. The subject property comprises a full city block in downtown Charleston. Poca Valley Bank is

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? _____

The general intent of the Zoning Ordinance is to promote public health, safety, and general welfare while ensuring orderly development.

The requested variances support these goals by:

- Providing clear identification of building entrances and drive-thru access points.
- Enhancing wayfinding for motorists and pedestrians in a one-way street environment.
- Maintaining compatibility with the architectural character of the building and downtown setting.

The signage does not introduce hazards, nuisance conditions, or incompatible uses. As such, approval would allow the broader intent of the Ordinance to be observed while addressing the specific conditions of this property.


5.) 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? _____

The requested variances represent the minimum deviation necessary to provide effective identification for a full-block, multi-frontage property within a one-way street network.

The signage program has been intentionally limited to identification signage only and does not include digital display elements or additional advertising components.

The relief requested balances the operational needs of the property owner with the community's interest in maintaining appropriate signage standards, and therefore satisfies the principle of substantial justice.

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

2/26/2026
Date

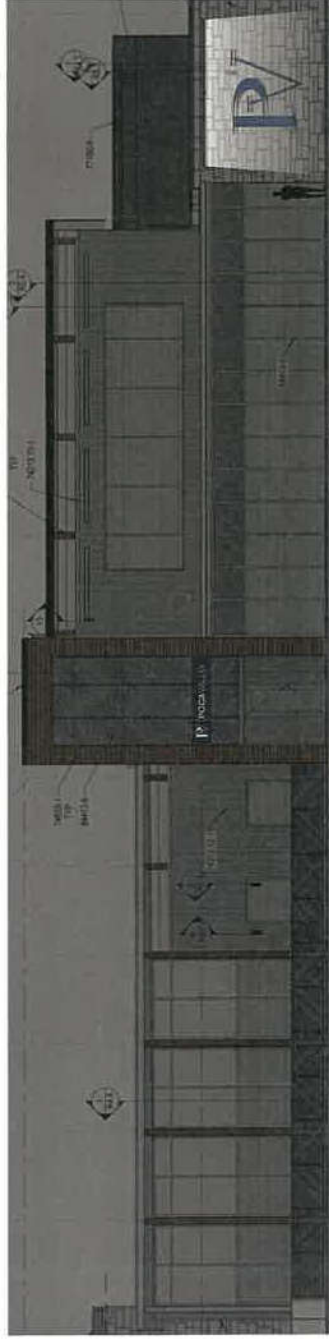
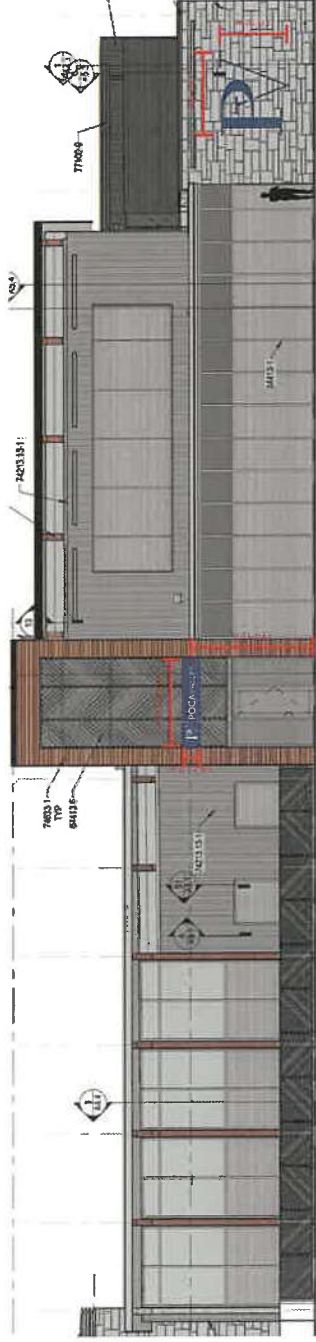


POCA VALLEY BANK

Exterior Graphics Package | 02.02.2026



Exterior Signage Locations **SOUTH ELEVATION**

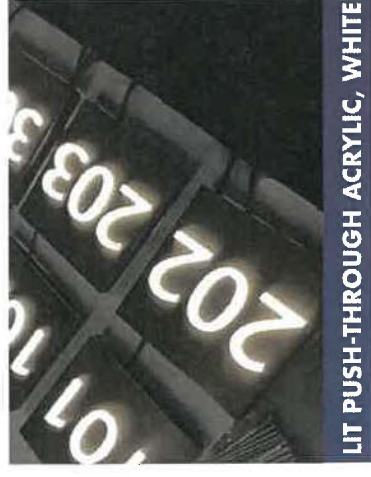


Above door:

Aluminum cabinet that spans the wood element above the door, cabinet painted to match PMS 2756c with clear coat for longevity, white push-through acrylic, internally illuminated, white LED. Lighting on/off coordinated with building exterior lights.

Flat Cut Metal:

PV Icon, installed on corrugated metal panel with concealed posts/stand-offs, .125" thick material, painted to match PMS 2756c with clear coat for longevity. Wall wash light provided by GC, icon must stand-off of brick so light can get behind metal panel and not create strong shadows.



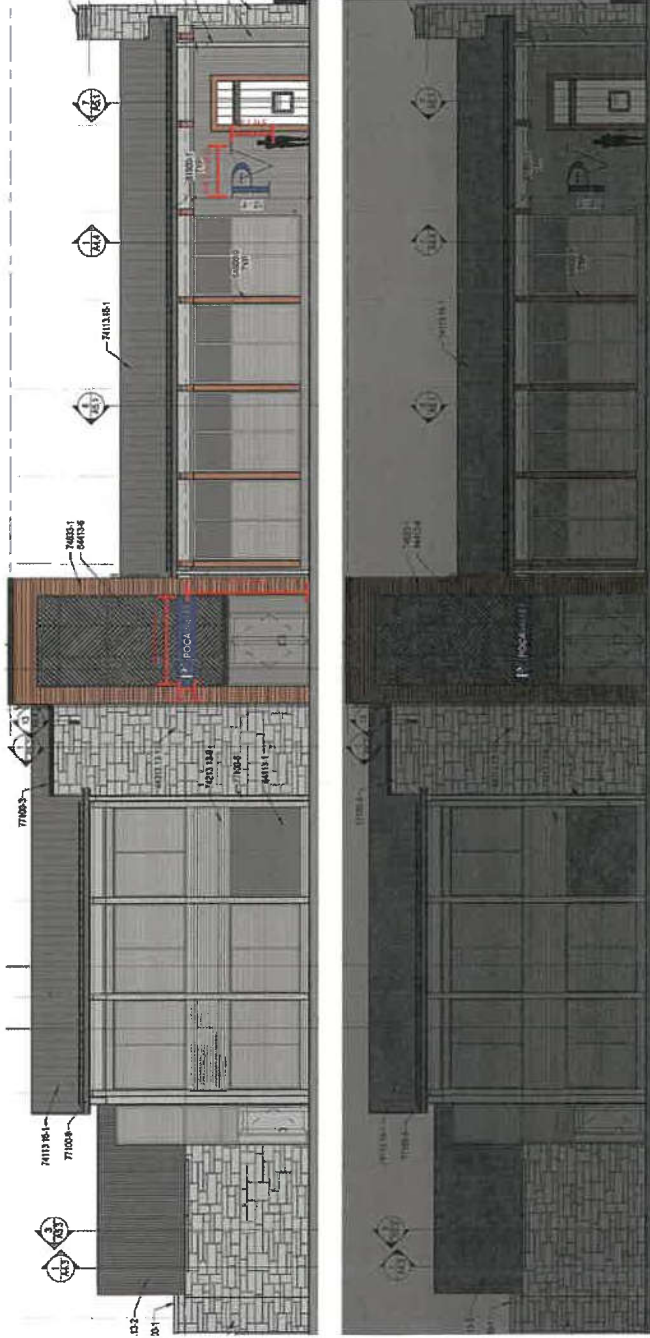
LIT PUSH-THROUGH ACRYLIC, WHITE



FLAT CUT METAL + PAINT



Exterior Signage Locations **NORTH ELEVATION**



Above door:

Aluminum cabinet that spans the wood element above the door, cabinet painted to match PMS 2756c with clear coat for longevity, white push-through acrylic, internally illuminated, white LED. Lighting on/off coordinated with building exterior lights.

Flat Cut Metal:

PV Icon, installed on corrugated metal panel with concealed posts/stand-offs, .125" thick material, painted to match PMS 2756c with clear coat for longevity. No lighting at this location.



LIT PUSH-THROUGH ACRYLIC, WHITE



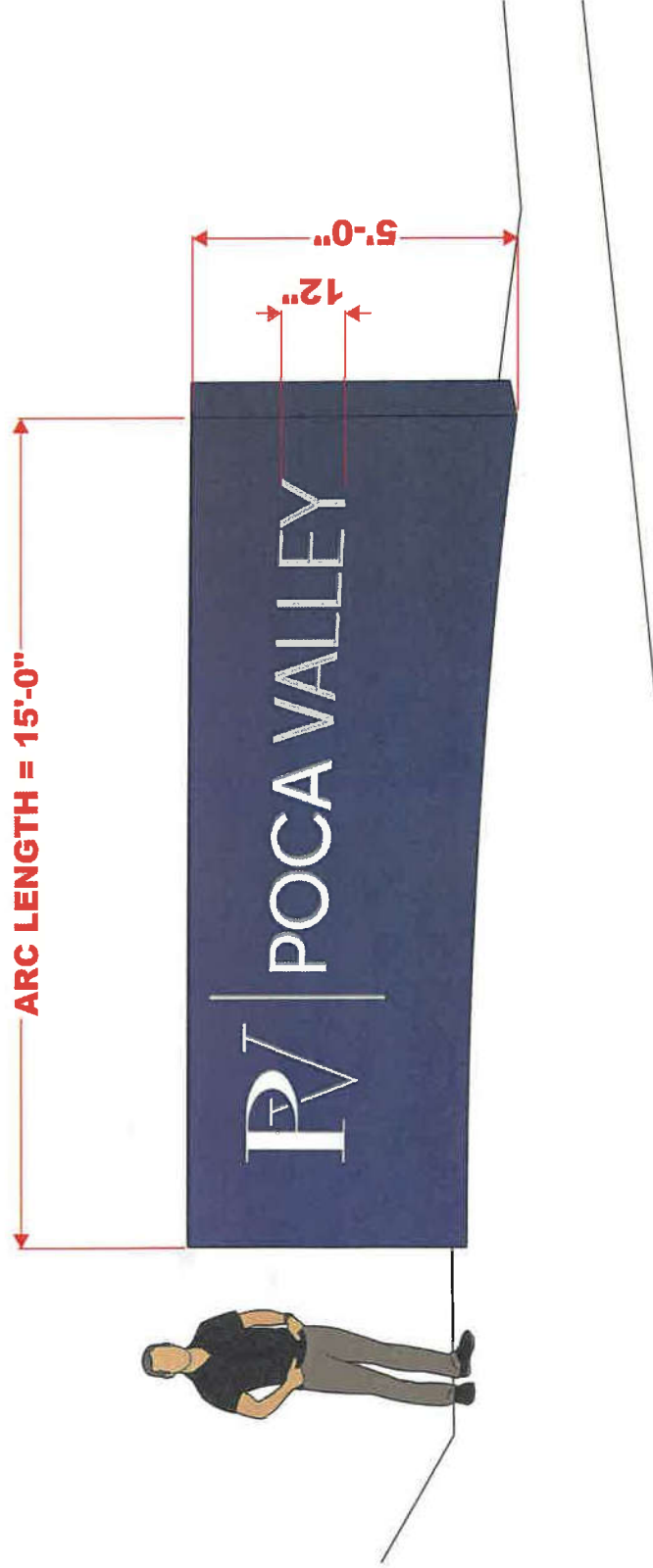
FLAT CUT METAL + PAINT



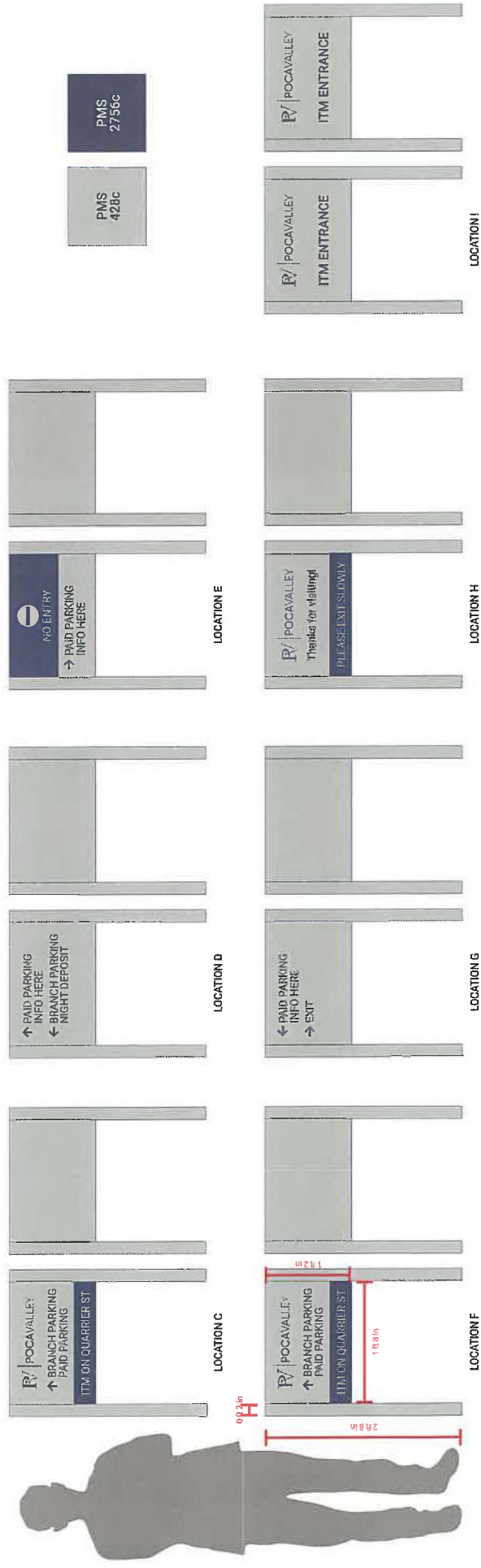
Monument Sign LOCATION B: Quarrier & Clendenin

5ft h x 15ft w (with an arc that matches Location A monument radius)

Aluminum cabinet painted PMS 2756c with clear coat for longevity, white push-through acrylic, internally illuminated, white LED. Lighting on/off coordinated with building exterior lights.



Exterior Signage Locations **SITE SIGNS**



Post and panel aluminum signage, two sides shown, base painted to match PMS 428c with brand PMS 2756c details, clear coat for longevity.

OPTION #1: 32 SQUARE FOOT SIGN
(BLACK AREA)

