



Charleston Board of Zoning Appeals

AGENDA

8:30 a.m., Thursday, May 14, 2026

City Service Center Conference Room · 915 Quarrier Street

I. Items for Review

VAR-26-0001 continued from 04/23/2026

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-26-0004 continued from 04/23/2026

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.**

VAR-26-0006

Application of John Elliot requesting a variance of the front setback requirements for adjacent structures in order to install a back-up generator on the property located at **1516 Royal Oaks Rd.**

CUP-26-0001

Application of Triple A Tatt, LLC requesting a conditional use permit in order to operate a tattoo parlor on the property located at **1829 Bigley Ave.**

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
HARDLY BE VISABLE TO THE NEIGHBORS

THE
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 & 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 ~~&~~ SET BACKS NOT VERY USABLE

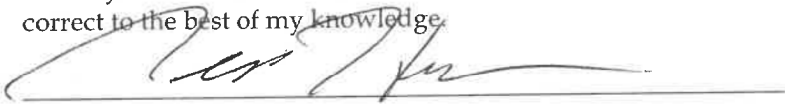
Would approval of your variance request alter the essential character of the surrounding neighborhood or community? I DO NOT BELIEVE SO

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

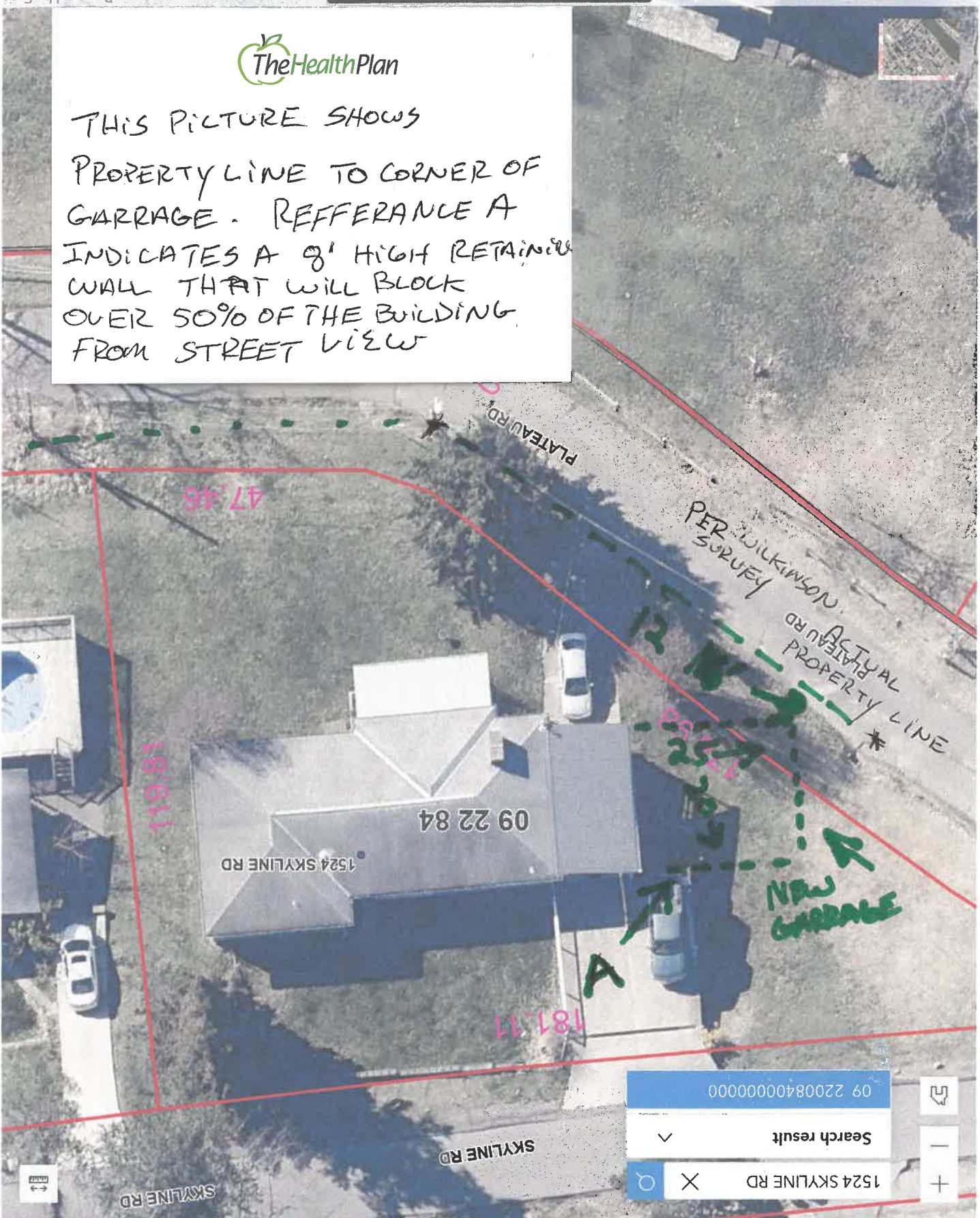
1-28-2026

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



ZONE PERMIT
 BUILDING PERMIT

Kanawha County Parcel



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.

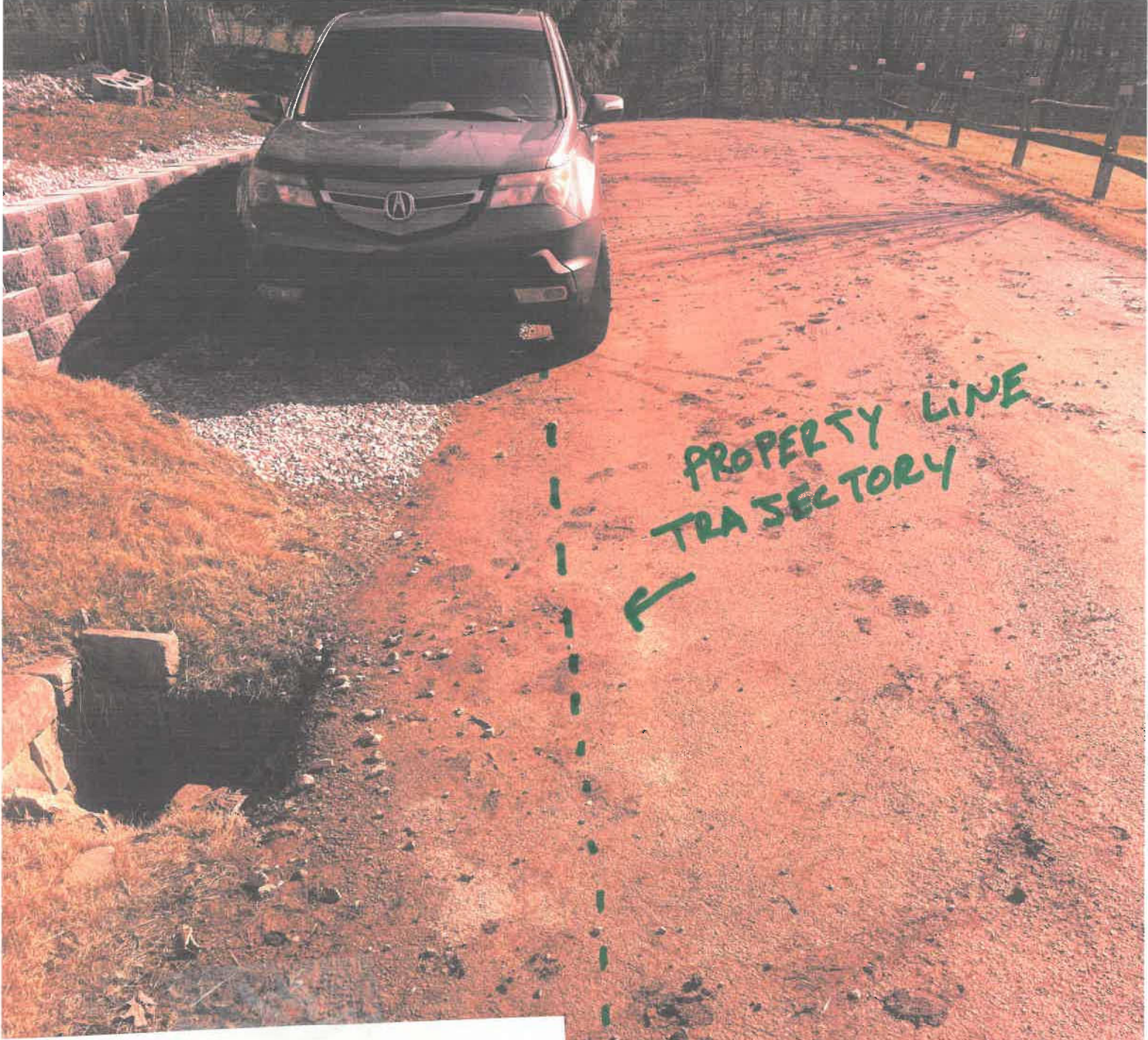
I HAD WILKINSON SURVEYING COME OUT TO VERIFY
PROPERTY LINE LOCATION. IT DIFFERS FROM WHATS AVAILABLE
ON THE COUNTY WEB SITES.

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



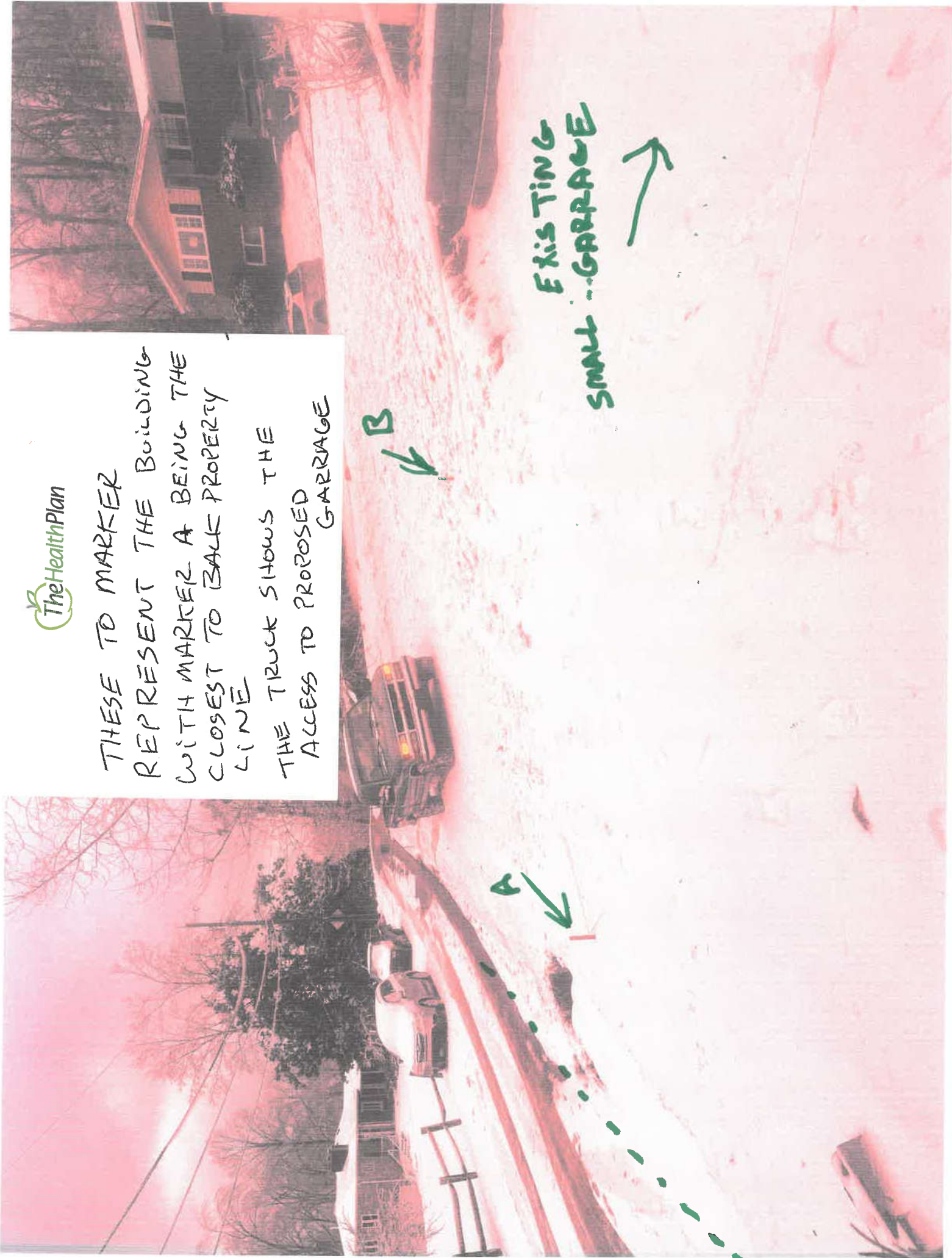
THESE TO MARKER
REPRESENT THE BUILDING
WITH MARKER A BEING THE
CLOSEST TO BACK PROPERTY
LINE
THE TRUCK SHOWS THE
ACCESS TO PROPOSED
GARAGE

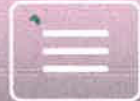
B

EXISTING
SMALL GARAGE



A





Parcel

Address

Flood Zone



Charleston South Annex Corp

22-84

VERY STEEP
WITH HOUSE
DRAINS
& POWER LINES

Loudon

3-10

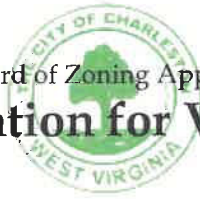


Click on a parcel to view its information



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





Board of Zoning Appeals
Application for Variance

BZA # _____

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.

Four horizontal lines for additional information or notes.

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

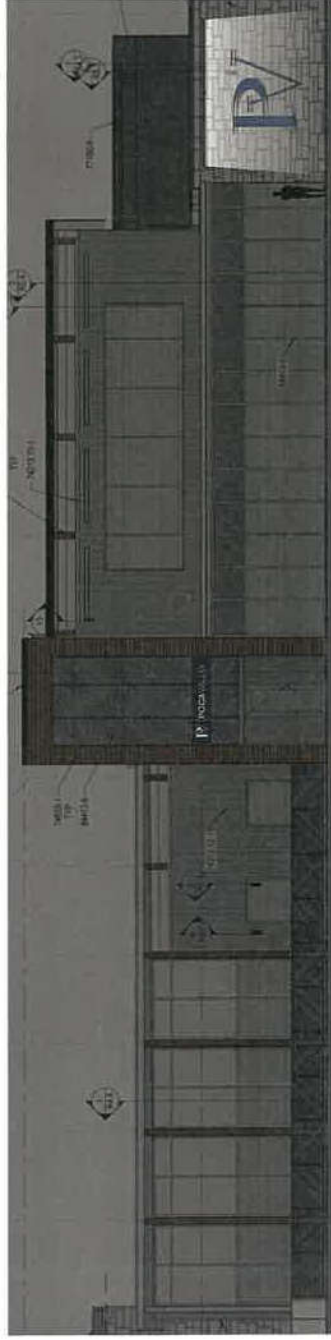
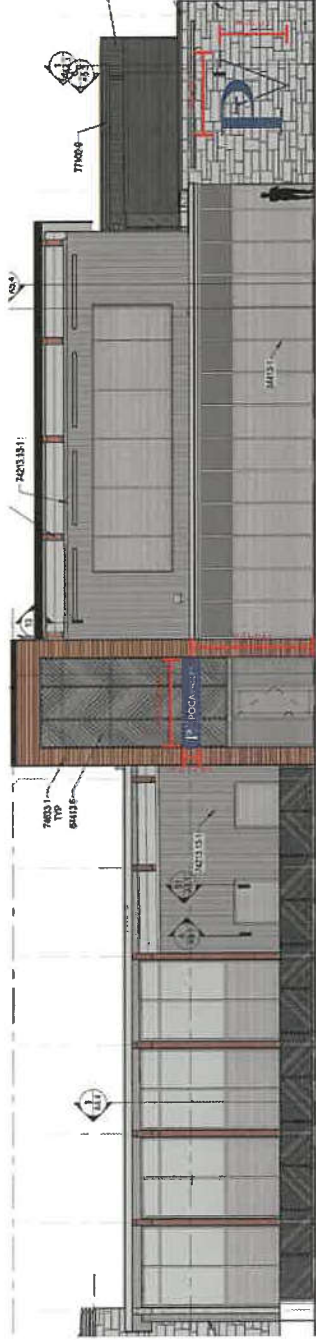


POCA VALLEY BANK

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.



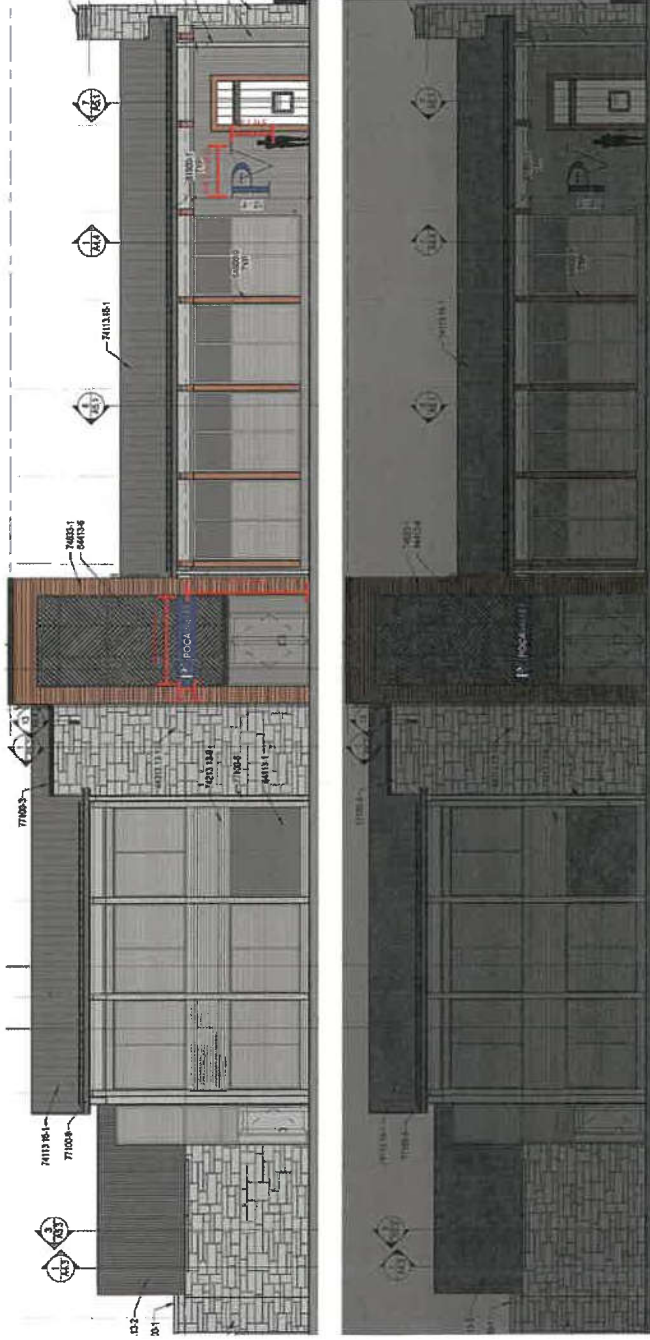
LIT PUSH-THROUGH ACRYLIC, WHITE



FLAT CUT METAL + PAINT



Exterior Signage Locations **NORTH ELEVATION**

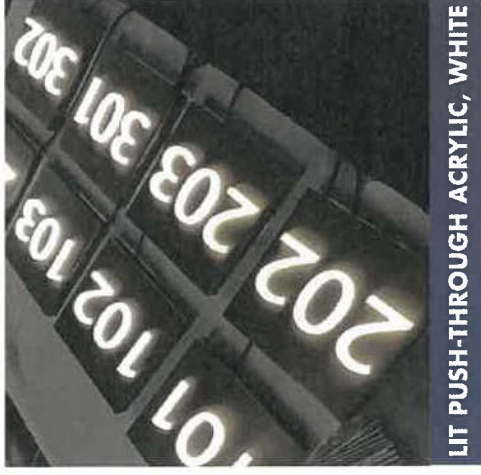


Above door:

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



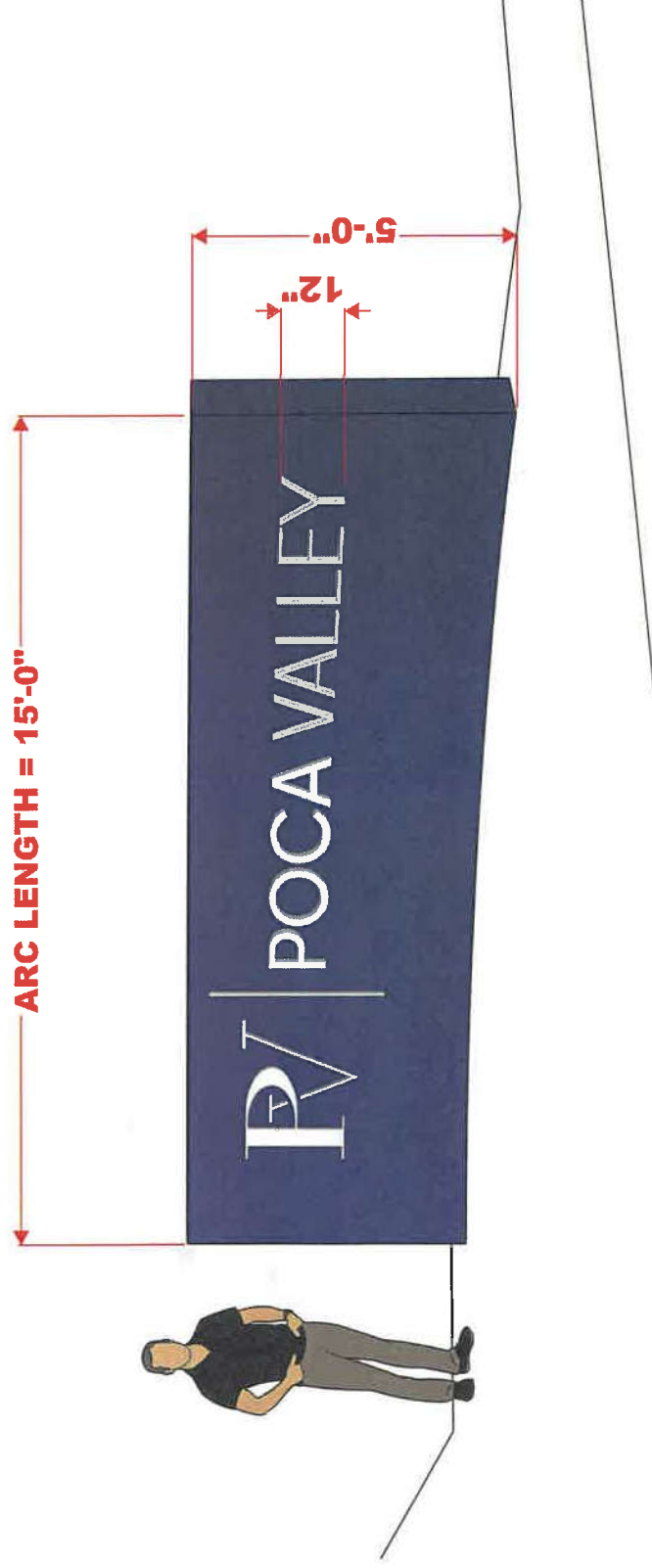
FLAT CUT METAL + PAINT



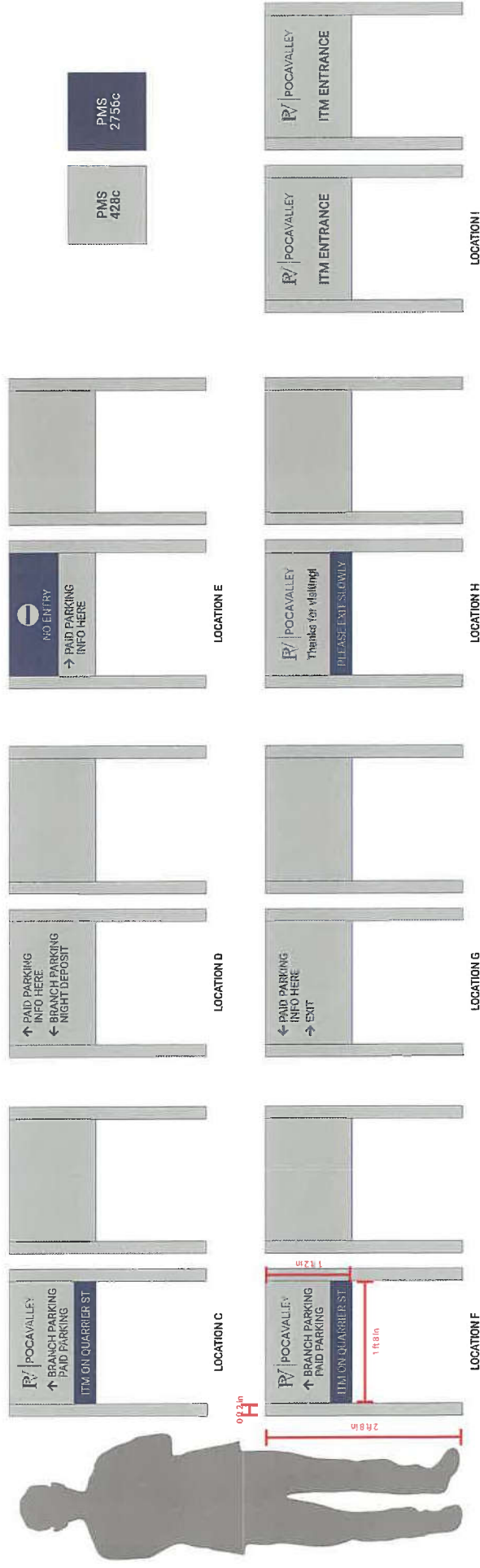
Monument Sign LOCATION B: Quarrier & Clendenin

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.



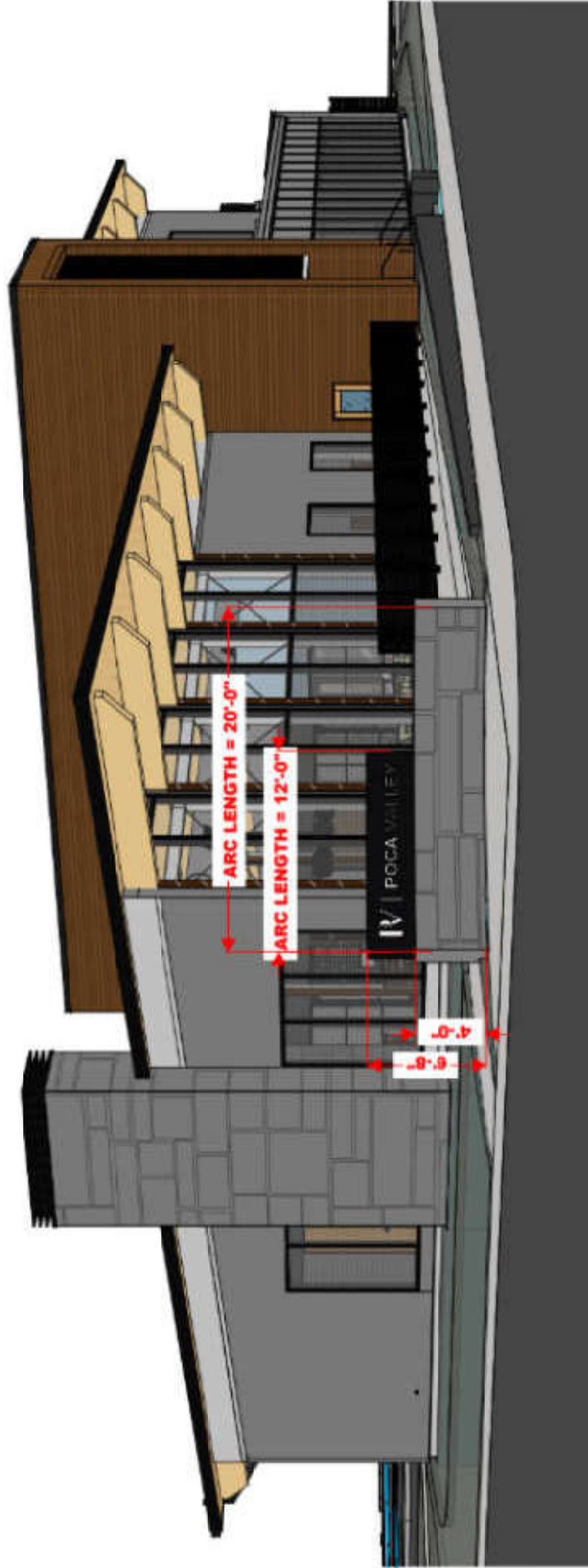
Exterior Signage Locations **SITE SIGNS**

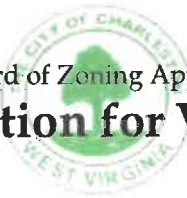


Post and panel aluminum signage, two sides shown, base painted to match PMS 428c with brand PMS 2756c details, clear coat for longevity.



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





Board of Zoning Appeals
Application for Variance

BZA # _____

Hearing Date: _____

Table with 2 columns: Applicant Information and Property Information. Rows include Name, Address, Phone, Agent Name, and Property Owner details.

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.

- 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. 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.

Owner would like to install a back up generator on the property. There is a driveway that leads to another house. This generator is between the house and driveway making it an accessory structure in the front setback.

Applicable Section(s) of the Zoning Ordinance Accessory Structure in the front setback

Please describe the proposed work to be done on the property. Owner would like to install a back up generator on the property. There is retaining wall on the site and the generator would sit just on the other side of the retaining wall

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? Variance would little to no impact on the neighborhood. The road is private and the applicant owns both sides of the road. The road leads to just 2 houses that are well out of site of the new structure.

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? Because of the location of the existing electric service and location of the gas line along with the lay of the land, there is no other reasonable location to install the generator.

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, the current layout of the property and location of the utilities will not allow for the generator to be installed elsewhere

Is your situation due to unique circumstances that are not shared by other land in the district? The location of the private road creates a front setback that is not usual on other circumstances

Would approval of your variance request alter the essential character of the surrounding neighborhood or community? No, this area is very wooded and the accessory structure will barely be visible.

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, this variance will have little to no impact on the neighborhood

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 variance will have little to no impact on the neighborhood

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

4/1/26
 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?	
<i>Planning Official Signature and Title</i>	<i>Date</i>

DATE	DESCRIPTION
11-24-2020	FOR CONSTRUCTION
REVISION	DESCRIPTION

SEAL:

SCALE:
 0 10 11
 (OR AS NOTED)

IMPORTANT
 DRAWINGS MAY BE PRINTED
 ON VARIOUS SHEET SIZES.
 DIMENSIONS & CONDITIONS
 BEFORE EXECUTING WORK

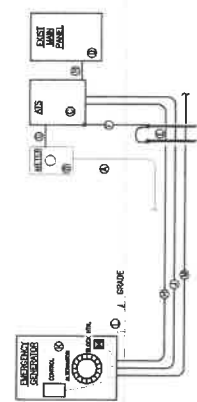
TITLE:
**PLUMBING/
 ELECTRICAL
 PLAN**

DRAWING:
PE1

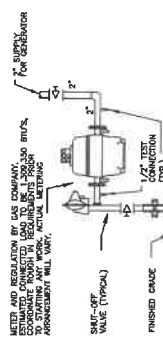
PROCESS SET - NOT FOR CONSTRUCTION

ELECTRICAL RISER DIAGRAM KEY NOTES

- 1. EXISTING TO REMAIN.
- 2. EXISTING WATER BASE.
- 3. NEW 400A SERVICE RATED AUTOMATIC TRANSFER SWITCH (ATS).
- 4. NEW 3" EXPOSED WITH INSULATION AND SHIELDING THROUGH.
- 5. EXISTING MAIN PANEL.
- 6. GROUNDING ROD WITH CLAMPS PER N.E.C.
- 7. #4 COPPER GROUND WIRE.
- 8. 4" CONDUIT WITH (3)-500MCM, #3 ON.
- 9. 1" CONDUIT FOR CONTROLS. COORDINATE REQUIREMENTS WITH GENERATOR MFG.
- 10. EMERGENCY NATURAL GAS GENERATOR: 100KW, 120/240V, 14.3KW GENERATOR WITH 3P-400A, 100% RATED, MAIN CIRCUIT BREAKER, 7/16" BLOCK, KEYS, BATTERY CHARGED, SOUND ATTENUATED ALUMINUM HOUSING. SEE SPECIFICATIONS.
- 11. CONTRACTOR TO PROVIDE (2)-1/2" DIA BREAKERS IN NEAREST PANEL. BREAKERS TO BE INSTALLED IN MAIN ELECTRICAL PANEL CHAMBER AND BLOCK HEATED. USE 3/4" WITH (1)-#12, #12 DRN.



ELECTRICAL RISER DIAGRAM
 NOT TO SCALE



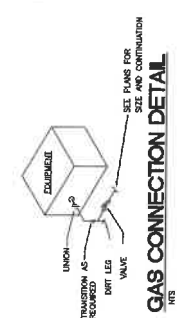
NOTE:
 SCHEDULE FROM GAS CO. WALL VERTICAL
 BASED ON GAS CO. WALL VERTICAL
**GAS METER/PRESSURE
 REGULATOR DETAIL**



SITE POWER PLAN
 SCALE: 1/8"=1'-0"

EQUIPMENT KEY NOTES

- 1. EXISTING METER.
- 2. 400A SERVICE RATED AUTOMATIC TRANSFER SWITCH (ATS).
- 3. EXISTING MAIN PANEL.
- 4. 100KW NATURAL GAS GENERATOR.
- 5. CONNECT GAS TO EQUIPMENT WITH VALVE, UNION AND DIRT LEG. REFER TO GAS CONNECTION DETAIL THIS SHEET.
- 6. GAS METER. REFER TO GAS METER DETAIL THIS SHEET.





Board of Zoning Appeals

Application for Conditional Use Permit

CU # _____

Hearing Date: _____

Applicant Information	Property Information
Name: Triple A. Tatt LLC, Aaron Owen mgr	Address: 1829 Bigley Ave
Address: 203 Willow Street Elkview WV 25071	Tax Map and Parcel: 30/40
Phone: 304-553-9811	Zoning District: C-8
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant) First Charleston Corp, LLC + G + K Properties, LLC 1515 B Dixie Street Charleston WV 25311

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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. Tattoo shop will be primary use with some piercings as well. Hope to eventually add some retail sales of supplies, t-shirts and accessory items. Also hope to add some display and sales of art by local artists.

Applicable Section(s) of the Zoning Ordinance 30-020, 3-060#5

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

Please describe any proposed work to be done on the property. NONE required other than interior - flooring, painting and adding absink.

If your request for a conditional use permit is granted, how will others in the area be affected? There should be no impact

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? No

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

April 1, 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