

Shepherdstown Board of Appeals

The Corporation of Shepherdstown is seeking residents to serve on the Town's Board of Appeals (BZA).

In general, the BZA hears, reviews, and determines appeals made by property owners related to decisions made by the Town Planning & Zoning Administrator, the Town Planning Commission, and the Town Historic Landmarks Commission. The BZA considers whether to grant exceptions to specific and applicable Town zoning or land use rules. The Board may issue special use permits and/or grant variances to the town's land use ordinances.

Meetings are held on an as needed basis at Town Hall. Please note, we anticipate there will be very few appeals over the coming year.

Selected applicants will be appointed for terms of three (3) years without compensation.

Eligibility Requirements: Applicants must be taxpayers and residents of the Corporation of Shepherdstown. Members of the Board of Appeals cannot be members of the Planning Commission nor hold any other elective or appointive office in Town government.

Application Forms: Please download and complete the application [form](#). Submit the completed forms to: aboyd@shepherdstown.gov, or mail delivery to Amy L. Boyd, Town Clerk, at Town Hall, 104 N. King Street (P.O. Box 248), Shepherdstown, WV 25443.

Please contact Amy L. Boyd, Town Clerk, at 304-876-2398 or by e-mail (aboyd@shepherdstown.gov) with any questions.