



Jefferson County, West Virginia
 Department of Engineering, Planning and Zoning
Office of Planning and Zoning
 116 E. Washington Street, 2nd Floor, P.O. Box 716
 Charles Town, West Virginia 25414
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 Phone: 304-728-3228

File #: _____
 Meeting Date: _____
 Date Rec'd: _____
 Fees Paid: _____
 Staff Initials: _____

Appeal of an Administrative Decision Application

Pursuant to Article 6 of the Zoning Ordinance, the Board of Zoning Appeals shall hear and decide appeals from and review any order, requirement, decision or determination made by an administrative official in regard to the enforcement of this Ordinance or any ordinance adopted thereto. The property owner of the subject appeal shall sign the application or an affidavit allowing an agent for the property owner to file the application which shall be submitted. Such appeal shall be filed with the Board within thirty (30) days from the decision appealed.

Project Name and/or File Number being Appealed

25-2-CUP QRF Solutions K9 Firearms Business CUP

25-2-CUP

Project Name

File Number

Appellant Information

Owner Name: Sandra Fleri
 Business Name: _____
 Mailing Address: 156 Willis Drive, Shepherdstown, WV 25443
 Phone Number: 301-642-9585 Email: fleri@msn.com

Appellant Consultant Information

Name: TBD
 Business Name: _____
 Mailing Address: _____
 Phone Number: _____ Email: _____

Physical Property Details (subject to the Appeal) if applicable

Owner Name: Nicholas Russo & Alice Davenport dba QRF Solutions K9, LLC
 Mailing Address: 1899 Trough Road, Shepherdstown, WV 25443
 Physical Address: same as above Vacant Lot:
 Tax District: 09 Map No: 9 Parcel No: 0007 0006 0000
 Parcel Size: 1 acre portion Deed Book: 1301 Page No: 452
 Zoning District: Rural

Decision/Determination Being Appealed

Administrative Decision dated 4/1/2026 that states there is no proof that the discharge of firearms on the property is in connection with conditions #1 and #2 of the CUP. We have proof that the discharge of firearms on the property is in connection with (violates) conditions#1 and #2 of the cup.

On a separate sheet of paper describe the nature of the Appeal. Explain the reason/justification for your Appeal in detail. +++ Please see attachments +++

The information given is correct to the best of my knowledge.

Sandra Fleri

4/28/2026

Property Owner Signature*

Date

Property Owner Signature*

Date

*The **original** signature of the property owner is required. A copy of the signature will not be accepted.