

Harpers Ferry Board of Zoning Appeals
Administrative Meeting September 13, 2022

Meeting Minutes

Location: Town Hall and livestreamed on Corporation of Harpers Ferry YouTube Page

Call to order and attendees - The meeting was called to order by Chair Dave Simmons at 5:35 pm.

SEAT 1 (term ends January 1, 2024): David Simmons, Chair – PRESENT and leading meeting

SEAT 2 (term ends January 1, 2025): Chad Gauthier - ABSENT

SEAT 3 (term ends January 1, 2025): Lynn Pechuekonis, Secretary – PRESENT, recording minutes

SEAT 4 (term ends January 1, 2023): Ed Wheelless, Vice Chair - PRESENT

SEAT 5 (term ends January 1, 2023): VACANT

ALTERNATE 1 (term ends March 1, 2024): VACANT

ALTERNATE 2 (term ends March 1, 2025): VACANT

ALTERNATE 3 (term ends March 1, 2023): VACANT

GUESTS : Kevin Hamilton, OCO, via Zoom

Call to Order – The administrative meeting was called to order by Chair David Simmons at 6:00 pm.

Approval of agenda – Lynn Pechuekonis moved to approve the agenda; Ed Wheelless seconded; unanimously approved.

Approval of minutes – Ed moved to accept the minutes of the meeting on July 11, 2022. David seconded. Passed unanimously. Ed moved to accept the minutes of the meeting on July 25, 2022. Lynn seconded. David abstained because he was not present at that meeting. Passed unanimously by Ed and Lynn.

Discussion of information needs related to application for demolition at 730 Fillmore Street.

Because the shed/garage is a contributing structure to the Historic District, the board discussed the need for an independent opinion from a professional experienced with historic preservation as to the condition of the building, its safety, and what steps, if any, would be required to stabilize it. David will contact Mayor Vaughn for permission to contact the Town attorney about the process for selecting and paying said expert. Kevin will report to the applicant on the status of the application.

Discussion of information needs related to application for renovations at 103 Potomac Street.

The applicant has supplied some, but not all, of the information the board requested in our July 11, 2022, hearing. Based on the information we have, the owner would need to provide a justification for the enlargement of the current deck, as it will be visible from the public right of way, and therefore, does not conform to the Harpers Ferry Standards and Guidelines. To avoid the need for a variance, the applicant may maintain the current footprint for the deck or convert to a covered porch of the requested dimensions designed to conform to the Standards and Guidelines. Kevin will report to the applicant with this additional request, so that a new hearing may be scheduled.

Adjournment – At 6:45 pm David moved to adjourn, seconded by Ed; approved unanimously.

Minutes submitted by Lynn Pechuekonis.