

Harpers Ferry Board of Zoning Appeals
Administrative Meeting June 15, 2023

Meeting Minutes

Location: Town Hall

Call to order and attendees - The meeting was called to order by Chair Dave Simmons at 6:30 pm.

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

SEAT 2 (term ends January 1, 2025): VACANT

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

SEAT 4 (term ends January 1, 2026): 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

Approval of agenda – Ed Wheelless moved to approve the agenda; David Simmons seconded; unanimously approved.

1. Ordinance interpretation – the board discussed a clarification of the definition of “structure,” as requested by E. Love, 600 Washington Street. Lynn will draft a letter to Mr. Love that notes the following points:

We view the concept of non-permanent objects in the Structure definition as follows:

1. A non-permanent object is intended to have a short duration; that is, it will be at a property for no more than sixty consecutive days within a calendar year, or
2. A non-permanent object can be moved manually by a single person without disassembly.

Non-permanent objects may include but are not limited to lawn furniture, picnic tables, grills, planters, bird baths, and trellises. (We specifically consider fuel tanks and air conditioning units to be exempted as permanent Structures, even though they do not meet these criteria.)

We will submit this additional language to the Ordinance Review Committee for incorporation into the Town code.

2. Michael Zeleke requested a delay of this continued of a hearing that was on the agenda, in light of new information obtained from a survey of 814 Washington Street, Harpers Ferry, WV. David agreed to write a letter of clarification to Mr. Zeleke stating that in a like-for-like replacement, his staircase must still be based on the footprint of the original staircase, regardless of where the side property line is located. Also, he must still request a variance if he is using a design or materials not consistent with the original staircase.

Adjournment – At 7:35 pm Ed moved to adjourn, seconded by Lynn; approved unanimously.

Minutes submitted by Lynn Pechuekonis.