



CORPORATION OF HARPERS FERRY
Planning Commission
MINUTES

Special Meeting

Tuesday, 18 May 2021

7:00 p.m.

Town Hall – 1000 Washington, Street, Harpers Ferry, West Virginia 25425 - VIA ZOOM WEBINAR

CALL TO ORDER: 7:05 pm by T. Wisecarver, President

THOSE PRESENT VIA ZOOM:

Member	Title	Status
Tim Wisecarver	President/Presiding Officer	Present
Christian Pechuekonis	Vice-President / Town Council Liaison	Present
Roberta Meade-Curry, AICP	Secretary	Present
George Owens	Member	Present
Peter Dessauer	Member / Mayor's Designee	Absent
Ken Dill	Member	Present
Jim Jenkins	Member/Tree Committee Liaison	Absent Joined at 7:37 PM Departed at 8:25 PM
Staff		
Pat Morse	Town Office Coordinator / Zoom Administrator	Present

APPROVAL OF AGENDA

- After debate and various suggestions, the agenda was modified as follows:
Items 4a and 4b will be moved forward on agenda to be heard after items 2 a and 2 b.
- No motion was made, nor voted upon to alter agenda.

1. President's Announcements

- None.

2. Approval of Minutes

- a. Since this is a Special Meeting no Approval of Meeting Minutes can be taken.

3. Committee Reports – Agenda Item #2

Agenda Item #2 a - 2022 Comprehensive Plan Committee – R. Meade-Curry and G. Owens gave report.

Agenda Item #2 b - Sidewalk Committee – C. Pechuekonis-Committee Member gave report.

4. New Business – Agenda Item #4

Agenda Item #4 a - Planning Commission Operations/Agendas/Responsibilities

- Guest – Kin Sayre-Town Counsel, gave presentation of West Virginia Codes, Town of Harpers Ferry Ordinances which are relative to the Planning Commissions roles, responsibilities, powers, authority, and objectives. This was a review session for past members, but a training session for new members.
- West Virginia Code sections discussed – 8A-2-1, 8A-2-11
- HF Town Ordinances discussed – Article 133.
- Agenda Item Requests –
 - Requests shall follow new form, deadlines, and procedure.
 - Agenda items shall be germane to Planning Commissions purview.
 - Agenda items presented by Planning Commission Member(s) not placed on agenda by Chairman/President can be challenged by a vote at meeting. If ruling overturned, then, agenda item is placed on a future meeting; allowing for proper open meeting announcement time to occur.
- It was noted on the record that Jim Jenkins had departed from the meeting at 8:25 PM. Quorum was still present, so meeting continued.

Agenda Item #4 b - Traffic and Public Disturbances Putnam Street. (Recommendations to Town Council): discussion and action

- Members of Harpers Ferry Public and Residents were present and gave presentations and evidence to the traffic and public nuisances within their residential area.
 - L. Sagisi – Resident gave comments and presentation
 - K. Sagisi – Resident gave comments
 - S. Spriggs – Resident gave comments
 - Mayor Wayne Bishop – Resident – Letter was read by G. Owens into the record.
- After debate, actions in the form of five motions were presented as recommendations to Town Council to offer solutions for the Traffic Control concerns of the residential neighborhood.
- R. Meade-Curry placed on the record that the motions are in compliance with the following:
 - Harpers Ferry Comprehensive Plan –
 - Section V, Goal [Sec. V (c)], Objectives 2 and 3
 - Section V, Goal [Sec. V (d)], Objectives 1 and 6
 - Harpers Ferry Town Ordinances –
 - Article 133, Section 133.01(a)(3) and (4)
- PC Members agreed recommendations will be presented to Town Council at the June 07, 2021, meeting.

- The following actions were presented by Ken Dill to address Traffic Control Issues as follows:

Motion:	To request Christian Pechuekonis to ensure the ‘Welcome to Harpers Ferry’ sign (Sister-City Sign) at the corner of Washington Street and Franklin Street is removed from its current location no later than May 27, 2021, prior to the start of the Memorial Day weekend.			
Motion by:	K. Dill			
Seconded by:	R. Meade-Curry			
Vote:				
	Yes	5 - G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver, C. Pechuekonis	No	0
Abstain	n/a			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 5-0-2			

Motion:	To recommend to the Town Council that they have the signage at the exit from the Town Hall parking area modified such that the existing “One Way” sign faces inward towards the parking area. So that it’s more clearly indicates to the vehicles exiting the parking area that they should turn right rather than left when exiting the parking area.			
Motion by:	K. Dill			
Seconded by:	G. Owens			
Vote:				
	Yes	5 - G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver, C. Pechuekonis	No	0
Abstain	n/a			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 5-0-2			

Motion:	Planning Commission recommends that the Town Council add signs at the northeast corner of streets across West Ridge Street, particularly at the corner of Franklin Street: ADD "No River Access" signs, ADD "No Scenic Overlook" signs, ADD "Residential Traffic Only" signs.			
Motion by:	K. Dill			
Seconded by:	G. Owens			
Vote:				
	Yes	4- G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver	No	0
Abstain	1- C. Pechuekonis			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 4-0-1-2			

Motion:	Planning Commission recommends that the Town Council add signs at the northeast corner of Franklin Street and Putnam Street as follows: ADD "No Turn Around" signs, ADD "Dead End" signs, as amended.			
Motion by:	K. Dill			
Seconded by:	G. Owens			
Vote:				
	Yes	5 - G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver, C. Pechuekonis	No	0
Abstain	n/a			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 5-0-2			

- After debate it was determined there is already a “Dead End” sign installed at location recommended; therefore, motion was amended as follows:

Motion:	Planning Commission recommends that the Town Council add signs at the northeast corner of Franklin Street and Putnam Street as follows: ADD “No Turn Around” signs and MAINTAIN at least one “Dead End” signs.			
Motion by:	K. Dill			
Seconded by:	R. Meade-Curry			
Vote:				
	Yes	5 - G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver, C. Pechuekonis	No	0
Abstain	n/a			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 5-0-2			

Motion:	Planning Commission recommends that the Town Council add one or more movable barriers in the north-bound lane of Franklin Street at one or more of the following locations:			
	<ol style="list-style-type: none"> 1. At the crosswalk at the beginning of Franklin Street (at the corner of Washington Street), 2. Just north of the exit from the Town Hall parking area, 3. Just north of the intersection of West Ridge Street. 			
Motion by:	K. Dill			
Seconded by:	G. Owens			
Vote:				
	Yes	4- G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver	No	0
Abstain	1- C. Pechuekonis			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 4-0-1-2			

- After further debate regarding the Public Nuisance issues occurred, PC Members agreed, at this time, that these are enforcement issues, and shall be continually addressed and handled by the Town Police. PC Members agreed, if further action by the Planning Commission is warranted, this can be reinvestigated.

5. Old Business – Agenda Item # 3

Agenda Item # 3 a - Proposed amendments to the Town Ordinances - Tree Ordinance Article 1104 (recommendation to Town Council): discussion and action

Agenda Item # 3 b - Proposed changes to the Tree Plan (discussion and action)

- Due to time constraints, PC Members agreed these items to be postponed until next Planning Commission Regular Meeting. After further debate, the following action was taken:

Motion:	To table remaining agenda items until the next Planning Commission Regular Meeting, and these items be placed first on agenda.			
Motion by:	G. Owens			
Seconded by:	K. Dill			
Vote:				
	Yes	5 - G. Owens, R. Meade-Curry, K. Dill, T. Wisecarver, C. Pechuekonis	No	0
Abstain	n/a			
Absent	2 – J. Jenkins, P. Dessauer			
Action (roll call taken)	MOTION passed – 5-0-2			

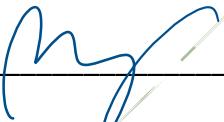
Adjournment

**T. Wisecarver made a motion to adjourn meeting, seconded by C. Pechuekonis.
Roll call vote resulted in Adjournment – Vote: Unanimous**

Meeting Adjourned at 10:15 PM

The above reflects to the best of my knowledge and summary of recorded meeting of the Corporation of Harpers Ferry – Planning Commission minutes of the May 18, 2021, meeting.

Respectfully Submitted,



**Roberta N. Meade-Curry, AICP
Planning Commission Secretary**

02-24-2022

date