



CORPORATION OF HARPERS FERRY
Planning Commission
APPROVED MINUTES

Regular Meeting

Tuesday, 16 November 2021

7:00 p.m.

Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425

Called to order at 7:00 p.m. by President Wisecarver. The Planning Commission met in the Town Hall. Due to the COVID-19 pandemic, no audience members were physically present. Ms. Deb Kelly, the Financial Officer was present to run the meeting. Member Mr. Ken Dill and the Ordinance Compliance Officer Mr. Kevin Hamilton attended via Zoom Webinar. There was an interruption of service about 75 minutes into the meeting. Then service was restored – after about 15 minutes. The meeting resumed and finished 30 minutes later. The meeting was conducted via Zoom and live-streamed for the public on YouTube in compliance with the State’s emergency guidance on the Open Governmental Meetings Act.

Member	Title	Status
Tim Wisecarver	President	Present
Roberta Meade-Curry	Secretary	Present
Ken Dill	Member	Present (via Zoom)
Jim Jenkins	Member	Present
Paul Mayhew	Member	Present
George Owens	Member	Present

Approval of the Agenda

Motion	Motion to approve the Agenda as posted.
Motion by	George Owens
Second	Jim Jenkins
Result	MOTION APPROVED UNANIMOUSLY

There were no public comments

1. President’s Announcements: none

2. Approval of Minutes

a. Regular Meeting 21 September 2021

Motion	Motion to approve the minutes as presented
Motion by	Jim Jenkins
Second	Tim Wisecarver
YES	3: Paul Mayhew, Jim Jenkins, Tim Wisecarver
NO	3: George Owens, Roberta Meade-Curry. Ken Dill
Result	MOTION NOT CARRIED (3-3)

b. Regular Meeting 19 October 2021

Motion	Motion to approve the minutes as presented
Motion by	Jim Jenkins
Second	Tim Wisecarver
YES	3: Paul Mayhew, Jim Jenkins, Tim Wisecarver
NO	3: George Owens, Roberta Meade-Curry. Ken Dill
Result	MOTION NOT CARRIED (3-3)

3. New Business

- a. **President's Report:** The President gave his report
- b. **Plat Approval: Mr. Tannen**
 - i. **Mr. Kevin Hamilton, Ordinance Control Office present at meeting**
 - ii. **A discussion took place and a motion to amend was made**

Motion	Motion to approve the application for plat approval for West Ridge Street
Motion by	Jim Jenkins
Second	Tim Wisecarver
YES	5: Roberta Meade-Curry, Ken Dill, Paul Mayhew, George Owens George Owens
NO	1: Jim Jenkins
Result	MOTION APPROVED (5-1)

The motion as amended

Motion to Amend	Motion to amend: to allow the applicant to present a preliminary plat and a final plat at our next meeting
Motion by	Roberta Meade-Curry
Second	George Owens
YES	5: Tim Wisecarver, Roberta Meade-Curry, Ken Dill, Paul Mayhew, George Owens
NO	1: Jim Jenkins
Result	MOTION APPROVED (5-1)

c. Zoning Compliance Permit and application (2021-0016) Mr. Velez

i. A discussion took place and a motion was made

Motion	The owner of lots 13, 14 and 15 does not require PC approval before a proposed addition is approved
Motion by	George Owens
Second	Tim Wisecarver
YES	6: Tim Wisecarver, Ken Dill, Jim Jenkins, Paul Mayhew, Roberta Meade-Curry, George Owens
NO	0
Result	MOTION APPROVED (6-0)

Meeting adjourned 9 p.m.

The above minutes are true and correct, as approved.

Secretary: _____ Date: _____

President: _____ Date: _____