

Harpers Ferry Board of Zoning Appeals
Administrative Meeting November 21, 2023
Third Quarter

Meeting Minutes

Location: Town Hall

Call to order and attendees - The meeting was called to order by Chair Dave Simmons at 7:00 pm.

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

SEAT 2 (term ends January 1, 2025): Bart Wheatley - PRESENT

SEAT 3 (term ends January 1, 2025): Lynn Pechuekonis, Secretary – ABSENT

SEAT 4 (term ends January 1, 2026): Ed Wheelless, Vice Chair – PRESENT, recording minutes

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

ALTERNATE 1 (term ends March 1, 2024): Chad Gauthier – ABSENT

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

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

Call to Order – The administrative meeting was called to order by Chair David Simmons at 7:00 pm.

Approval of agenda – Ed Wheelless moved to approve the agenda; Bart Wheatley seconded; unanimously approved.

Approval of minutes – Ed Wheelless moved to accept the minutes of the hearing on August 7, 2023. David Simmons seconded. Motion passed with Bart Wheatley abstaining.

Approval of minutes – David Simmons noted that the page header contained the wrong meeting date. Ed Wheelless moved to accept the minutes of the administrative meeting on September 12, 2023 as amended with a corrected date. Bart Wheatley seconded. Motion passed with David Simmons abstaining.

New Business – Bart Wheatley received his new BZA binder and David Simmons stepped through its contents.

Adjournment – At 7:50 pm Ed Wheelless moved to adjourn, seconded by David Simmons; approved unanimously.

Minutes submitted by Ed Wheelless.