

Harpers Ferry Board of Zoning Appeals

Administrative Meeting June 19, 2024

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, 2027): 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, 2027): VACANT

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

ALTERNATE 3 (term ends March 1, 2027): VACANT

**Call to Order** – The administrative meeting was called to order by Chair David Simmons at 6:30 pm.

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

**Approval of minutes** – Ed Wheelless moved to accept the minutes of the hearing on February 27, 2024. Bart Wheatley seconded. Motion passed unanimously.

**Structure Definition** – The board reviewed the revised “structure” definition proposed by the Ordinance Review Committee and approved by Town Council.

**Schedule Next Hearing** – The board set the date for a hearing on ZCPA2024-0018 for July 16, 2024, at 6:30pm.

**Adjournment** – At 6:37 pm David Simmons moved to adjourn, seconded by Ed Wheelless; approved unanimously.

Minutes submitted by Lynn Pechuekonis.