

Harpers Ferry Board of Zoning Appeals
Administrative Meeting November 21, 2024

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, 2026): Ed Wheelless, Vice Chair – PRESENT

SEAT 2 (term ends January 1, 2026): Bart Wheatley - PRESENT

SEAT 3 (term ends January 1, 2027): David Simmons, Chair – PRESENT

SEAT 4 (term ends January 1, 2025): Lynn Pechuekonis, Secretary – PRESENT, recording minutes

SEAT 5 (term ends January 1, 2025): Kurt Christensen - PRESENT

ALTERNATE 1 (term ends January 1, 2027): VACANT

ALTERNATE 2 (term ends January 1, 2025): Chad Gauthier

ALTERNATE 3 (term ends January 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 July 16, 2024. David seconded. Motion passed unanimously.

Discuss upcoming BZA budget requests. David will talk with Zach Morse of the Planning Commission about connecting with the West Virginia University specialists who are consulting with the Town to see if they are available to provide training to the BZA on relevant state law. If training is available, David will submit a budget requests to the Town.

Discuss expiring terms. Lynn's term is expiring as of December 31, 2024, as is either Kurt Christensen's or Bart Wheatley's. The term dates need to be clarified for these two members. Expiring members will submit letters to the Town offering to serve an additional term.

Adjournment – At 6:40 pm David Simmons moved to adjourn, seconded by Ed Wheelless; approved unanimously.

Minutes submitted by Lynn Pechuekonis.