

Harpers Ferry Board of Zoning Appeals

Administrative Meeting February 21, 2025

Meeting Minutes

Location: Town Hall

**Call to order and attendees** - The meeting was called to order by Chair Dave Simmons at 6:18 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, 2028): Lynn Pechuekonis, Secretary – PRESENT, recording minutes

SEAT 5 (term ends January 1, 2028): Kurt Christensen - PRESENT

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

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

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

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

**Approval of minutes** – Ed Wheelless moved to accept the minutes of the administrative meeting on November 21, 2024. Bart Wheatley seconded. Motion passed unanimously.

**Annual Election of Officers** – Officers were elected as follows:

Chair: Ed nominated David Simmons for Chair; Lynn Pechuekonis seconded.

Vice Chair: Lynn nominated Ed Wheelless for Vice Chair; David seconded.

Secretary: David nominated Lynn Pechuekonis for Secretary; Ed seconded

The vote on the slate of nominated officers passed unanimously.

**Budget Request** – As a follow-up to the November 21, 2024, administrative meeting, David reported that he had submitted a budget request from the Town for training by a land-use attorney associated with the WVU consultants currently helping the Town with its Comprehensive Plan.

**Adjournment** – At 6:25 pm David Simmons moved to adjourn, seconded by Ed Wheelless; approved unanimously.

Minutes submitted by Lynn Pechuekonis.

Harpers Ferry Board of Zoning Appeals  
Minutes for February 21, 2025, Hearings

**HEARING No. 1:** ZPCA 025-004 Variance Request – 898 Washington Street (former St Johns Episcopal Church) for installation of skylights that are a “proposed Exterior Architectural Feature that is not sufficiently similar to an Exterior Architectural Feature explicitly listed as permissible under [the Harpers Ferry] Zoning Ordinance.” (Article 1303.03(c)(2)D).

Location: Town Hall

**Call to order and attendees** - The hearing was called to order by Chair Dave Simmons at 6:31 pm.

SEAT 1: Ed Wheelless (term expires 1 Jan 2026) - PRESENT  
SEAT 2: Bart Wheatley (term expires 1 Jan 2026) - PRESENT  
SEAT 3: David Simmons, Chair (term expires 1 Jan 2027) - PRESENT  
SEAT 4: Lynn Pechuekonis (term expires 1 Jan 2028) – ABSENT  
SEAT 5: Kurt Christensen (term expires 1 Jan 2028) - PRESENT, recording minutes  
BZA Alternates  
ALT SEAT 1: (vacant) (term expires 1 Jan 2027)  
ALT SEAT 2: (vacant) (term expires 1 Jan 2028)  
ALT SEAT 3: (vacant) (term expires 1 Jan 2026)

**Presentation:** Applicant Christian Pecheukonis presented documentation and photos of proposed addition of four skylights to roof of former church at 898 Washington Street. Presentation included packet with photos of structure (historical and present day) and photos of skylights visible from right of ways in Harpers Ferry. Mr. Simmons asked if windows were considered as an alternative to skylights. Mr. Pecheukonis indicated that the former sanctuary has been divided into bedrooms and bathrooms where skylights are best option for additional light. They also considered using back of structure for bedrooms, but costs associated with those potential changes were prohibitive. Mr. Wheatley confirmed the sizes as presented in the application with Mr. Pecheukonis. Mr. Wheelless asked if the glass in the skylights would be reflective and Mr. Pecheukonis indicated they would not be. Presentation closed at 7:05 pm. Mr. Simmons moved that board move into private deliberations. Seconded by Mr. Wheelless and unanimously approved.

Board returned from private deliberation at ~7:35 pm. Mr. Wheelless moved to approve the request for variance; Mr. Wheatley seconded. Approved 3 to 1, Mr. Simmons dissenting.

Hearing was adjourned at ~7:40 pm.

**HEARING No. 2:** ZPCA 2025-002 Variance Request – 1030 West Ridge Street (former Zion Baptist Church) for installation of window and door that are a “proposed Exterior Architectural Feature that [are] not sufficiently similar to an Exterior Architectural Feature explicitly listed as permissible under [the Harpers Ferry] Zoning Ordinance.” (Article 1303.03(c)(2)D).

Location: Town Hall

**Call to order and attendees** - The hearing was called to order by Chair Dave Simmons at ~7:45 pm.

SEAT 1: Ed Wheelless (term expires 1 Jan 2026) - ABSENT  
SEAT 2: Bart Wheatley (term expires 1 Jan 2026) - PRESENT  
SEAT 3: David Simmons, Chair (term expires 1 Jan 2027) - PRESENT  
SEAT 4: Lynn Pechuekonis (term expires 1 Jan 2028) – ABSENT

SEAT 5: Kurt Christensen (term expires 1 Jan 2028) - PRESENT, recording minutes

BZA Alternates

ALT SEAT 1: (vacant) (term expires 1 Jan 2027)

ALT SEAT 2: (vacant) (term expires 1 Jan 2028)

ALT SEAT 3: (vacant) (term expires 1 Jan 2026)

**Presentation:** Bonnie Zampino provided information regarding the replacement of a church basement door and window on the contributing structure at 1030 W. Ridge Street. Ms. Zampino affirmed that the cover/awning showing to be associated with the new door is not included in this project (i.e. will not be constructed). Presentation completed at ~7:55 pm. Mr. Simmons moved to approve the request for variance. Mr. Wheatley seconded and motion was approved unanimously. .

**Adjournment** – At ~8:00 pm Mr. Simmons made a motion to adjourn the hearing. Motion was seconded by Mr. Wheatley and was approved unanimously.

Minutes submitted by Kurt Christensen.