



# CORPORATION OF HARPERS FERRY

## Ordinance Review Committee

### AGENDA

**Special Meeting**

**January 26, 2024**

**2:00 p.m.**

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

*NOTE: The meeting will take place in the Harpers Ferry Town Hall Conference Room.*

*Please continue to practice COVID restrictions and social distancing, if you are more comfortable. Masks may be required.*

*To make a public comment on the agenda items posted below, please arrive a few minutes early to sign up. Public comments will be limited to three minutes per speaker. Topics are limited to agenda items only. The total public comment period is limited to no more than 15 minutes of the meeting's time.*

#### Confirmation of Quorum.

#### Call to Order.

#### Approval of Agenda.

##### 1. Order of Business.

- a. Approval of Meeting Minutes – none at this time.
- b. Transition Report by Chair.
  - i. Current and historical records of ORC - updates
  - ii. Status of items before previous ORC Members – updates

##### 2. Unfinished Business.

- a. Discussion and Action – to continue progress regarding recommendations to review several of the Codified Ordinances of Harpers Ferry relative to commission and committee membership nominations, appointments, and confirmations of members, and filling of vacancies. Request is to review and develop a unified, consistent method and process, and recommend ordinance changes to the following Articles 131, 133, 134, 135, 140, 901, 1104.
- b. Discussion and Action – updates on progress to Codified Ordinances Part Seven, Article 735, Section 735.39-Temporary Special Event Vendor License.
- c. Discussion and Action – updates on progress to Develop and/amend definition for "Short-Term Rental".
- d. Discussion and Action – updates on Develop a definition for a "Permanent Structure".
- e. Discussion and Action – update on ORC "Mission Statement".
- f. Discussion and Action – Draft Ordinance for Light Pollution and Dark Sky

##### 3. New Business.

- a. Discussion and Action – Mayor Vaughn to introduce concerns regarding Article 130, and requests ORC to examine and develop improvements and possible text amendment.
- b. Discussion and Action – Prepare Agenda and Item Requests and Motions for Town Council Special Meeting to be scheduled prior to February's Town Council Regular Meeting regarding ORC Report #4 motions needed to continue ORC work on Commission and Committee appointments and membership. Date(s) to be selected. Agenda Item Requests (AIR) due ASAP.
- c. Discussion and Action – Request from Planning Commission to review Article 1722, Section 1722.02 (b) and prepare possible text amendment.
- d. Discussion and Action – Request from Planning Commission to prepare an ordinance regarding screening of solid waste from right-of way.

- e. Discussion and Action – Administrative Policy # 2024-02 - Procedural Guidelines Governing Discussion/Debate
  - f. Discussion and Action – Prepare Agenda Item Requests for Town Council Regular Meeting on February 12, 2024. Agenda Item Requests (AIR) due noon by February 02, 2024.
- 4. Open discussion for future agenda items. (allow approx. 10 minutes)**
- a. Discussion and Action – Prepare Agenda Item Requests for ORC Special Meeting on date TBD.
- 5. Additional Meeting Schedule.**
- a. Discussion and Action – Schedule dates for series of Special Meetings.
  - b. Discussion and Action – Schedule date for monthly meetings for February, March, April, May.

**Adjournment.**

This Agenda Posted On: <u>1-23-24</u>
Posted By: <u>PM</u>