



# CORPORATION OF HARPERS FERRY

## Ordinance Review Committee

### AGENDA

**Special Meeting**

**June 25, 2025**

**2:00 pm**

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

*NOTE: Meeting will have ability of virtual format for all members to attend.*

*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. Review, discussion and action of DRAFT of Meeting Minutes –
  - i. May 22, 2025

**2. Unfinished Business.**

- a. Discussion – Regarding FEMA Floodplain Ordinance Update announced at Town Council January 13, 2025, meeting. Discussion and review and action of floodplain ordinance draft renumbered and formatted to the Harpers Ferry ordinance format. Document will be forwarded to Planning Commission for their review.
  - i. Discussion and action to send to the Planning Commission, per their request, the DRAFT of ARTICLE 1711- Floodplain Ordinance, with proposed changes per FEMA Template, once ORC is completed with the DRAFT Changes.
  - ii. Discussion and action to follow through with appropriate process to codify these changes and updates with next administration and ORC.
- b. Discussion and Action regarding Harpers Ferry Code of Ordinances, WV State Code text changes to code references that need to be updated to align with WV State Code. Text amendments to correct typos and changes from the WV State Code presented as ORD# 2025-01 at the June 09, 2025, Town Council Regular Meeting.
  - i. Discussion and action regarding meeting with Town Attorney regarding request for legal review regarding process for these changes.
  - ii. Discussion and action to follow through with appropriate process to codify these changes and updates with next administration and ORC.
- c. Discussion and Action – regarding request from Administration and OCO regarding garage sales, and how Article 735, may be revised and amended to accommodate the use of garage sales or a new section created presented as ORD# 2024-02 at the June 09, 2025, Town Council Regular Meeting.
  - i. Review ORD# 2025-02 prepared for second reading.
  - ii. Discussion and action to follow through with appropriate process to codify these changes and updates with next administration and ORC.
- d. Discussion – Administration and OCO request regarding further language for garage sales and food trucks to be followed through with New Administration and New ORC.

**3. New Business.**

- a. Discussion and Action – request from Planning Commission to amend ARTICLE 133.
- b. Discussion and Action – Prepare Agenda Item Requests for Town Council Regular Meeting on July 14, 2025. Agenda Item Requests (AIR) due noon by June 30, 2025.

**4. Open discussion. (allow approx. 10 minutes)**

- a. Discussion and Action – Future items and old business.
- b. Close out and review, and possible action, of this ORC's work product, documents, and results.

**5. Additional Meeting Schedule.**

- a. Discussion and Action – This is the last meeting of this ORC under this Administration.

**Adjournment.**

This Agenda Posted On: 06/23/2025
Posted By: VB