



CORPORATION OF HARPERS FERRY

Planning Commission

AGENDA

Special Meeting

May 28, 2024

7:00 p.m.

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

- 1. Call to Order.**
- 2. Approval of Agenda.**
- 3. Public Comment.**
Public Comments on agenda items only. Public Comments shall be limited to 3 minutes per speaker.
- 4. President's Announcements.**
- 5. Old Business.**
 - a. Discussion and Action on the 2023 Comprehensive Plan
 - i. Discussion and Action on Community Involvement Focus Area
 - ii. Discussion and Action on Historic Preservation Focus Area
 - iii. Locate Copy of 2004 Traffic and Parking Management Survey (p.23 Comp Plan)
 - iv. Identify 2004 Study (p.23 Comp Plan) Done by Town Park Service and West Virginia Main Street
 - v. Rewrite or Update Details of Sections:
 1. Water Treatment and Distribution (p.24)
 2. Sanitary Sewer System (p.25)
 3. Storm Water Management (p.26)
 - b. Update, Discussion and Action on Signage Related to Parking Adjacent to Driveways and Intersections Along Washington Street
 - c. Nomination of Planning Commission Member for Town Council Consideration to Serve on the New Town Dark Sky Committee
 - i. Nomination of Primary Member
 - ii. Nomination of Alternate
 - d. Discussion and Action on Developing a Step-By-Step Guide for Adjudicating Major and Minor Subdivision Requests
 - e. Discussion and Debrief on Procedure for Completed Lot Line Adjustment Request for Lots 4, 5, 8, & 9, Filmore Street

- f. Discussion and Action on Timeline Related to Request for Subdivision of Lot 6, Boundary Street (First presented 11/21/23)
 - i. Discussion of Timeline of Events
 - ii. Discussion of Timeline of Communications
- g. Discussion and Action on Adoption & Recording of Harpers Ferry Housing Study
- h. Discussion and Action on Identifying Previous Planning Commission Meeting Records
 - i. Audio Recordings
 - ii. Written Minutes.
- i. Discussion and Action on Planning Commission Records Procedure, Access, and Location

6. New Business.

- a. Discussion and Action on Lot Line Adjustment Request for Lots 4, 5, & 6, Block B, Washington Street.
- b. Discussion and Action on securing a good print of the S. Howell Brown Survey Map of 1869 for Planning Commission Records
- c. Discussion and Action on Developing Language for Planning Commission Membership and Terms of Service (133.02 (a): (1), (2), and (5))

7. Reports & Announcements

- a) Other reports and plans for upcoming meetings

8. Adjournment.

Reposted
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