## PLANNING COMMISSION MEETING MINUTES (DRAFT)

## Monday, July 15, 2024 5:30 p.m. TOWN HALL 104 NORTH KING STREET, SHEPHERDSTOWN

1. Call to Order: 5:30 p.m.

**Commissioners Present:** 

Ebonee Helmick; Rebecca Parmesano; Terry Fulton; Roger Munro; James Gatz (Mayor)

Staff Present: Andy Beall

2. Approval of Previous Months' Minutes: 6/17/24 Approved

3. **Vistors:** Steve Pearson; Jim Auxer

4. Conflicts of Interest: None

5. Applications:

24-19 Applicant: Corporation of Shepherdstown

Address: Municipal Water Plant (N. Princess Street)

Description: Construction of a street-facing 20' x 20' accessory structure with

Hardi Board siding and metal roof.

Staff.describes.the.project?relays.the.Historic.Landmarks.Commission's.motion.to. approve.a.Certificate.of.Appropriateness.and.confirms.the.projects".compliance. with.Title.**@**lot.requirements.for.lot.coverage.and.setbacks;

R. Munro motions to approve application 24-19 as submitted; T. Fulton seconds the motion to approve. There are no objections, and the motion passes unanimously.

## 6. Continuing Business:

Comprehensive Plan Goal Review

J. Gatz supports and encourages the commissioners in their efforts to review, crosscheck and consolidate the comp plan goals as submitted by the Review Steering Committee. Some discussion ensues regarding the comp plan update process moving forward including the engagement of an outside contractor to assist in facilitating public workshops. There will be a concerted effort to schedule several special PC workshops by the end of August to finalize goal crosscheck and consolidation.

7. New Business: N/A

8. Administrative Reports: N/A

**10. Adjournment:** 6:42 p.m.