

**Shepherdstown Planning Commission Agenda**  
**June 21, 2010**  
**Town Hall**  
**7:00 p.m.**

Note to Members of the Planning Commission from the Zoning Officer:

Please excuse the length of the agenda. The number of applications is especially large for a number of reasons:

- There are new and relocating businesses in Town.
- Mike Abshire's family responsibilities made it impossible for him to follow-up on conversations with property/business owners regarding their plans. Those follow-ups have taken place, and appropriate applications have been filed.
- Several projects were undertaken before applications were filed.

In the included list, I have provided thumbnail descriptions, any specific circumstances related to the application, and directions for access to the properties (where appropriate). Harvey Heyser

**1. Call to Order:**

**2. Approval of Minutes:** May 17, 2010, meeting

**3. Conflicts of Interest:**

**4. Visitors:**

**5. Administrative Reports:**

- The Historic Landmarks Commission met on 6-14-10. Its recommendations are summarized in the Zoning Officer's comments on each application. [Because of the length of the meeting and the detail of the deliberations, minutes of the HLC meeting will be distributed by e-mail on or before Friday, 6-18-10. If that is not convenient, please contact the Zoning Officer or the Town Clerk.]

**6. Applications for Consideration:**

<b>Application</b>	<b>Name</b>	<b>Address</b>	<b>Description of Work</b>
10-02	Jay Hurley	205 E. Washington St.	Construct new storage barn
	Please see memo attached to application in packet for reasons this application is back on the agenda.		
10-09	Christina Lewin	121 W. German	Hang a new sign from an existing bracket.

		Street	
10-10	Mark Cucuzzella	113 W. German Street	Hang a new sign from an existing bracket. Paint new sign on glass of transom window.
	See Application 10-18 below for a storm door also at this location.		
10-11	Rev. Mathew Rowgh	216 S. Duke St.	Add a wood deck to an existing stone patio. To view the site, enter the yard from the New St. gate and go through the gate at the east side of the rear yard.
10-12	Philip Masemer	201 N. Princess Street	Work already completed – Enclose a portion of the rear porch – Repair and modify the front porch, including new posts, door, and light fixtures. To view the back porch, enter the yard from the Princess St. gate and go around to the back.
10-13	Sandy Sponagle – Platinum PR	114 E. German Street	Move existing sign from 104 S. King St. and hang from existing bracket at German Street location.
<b><u>APP. WITH-DRAWN</u></b>	Mark Cucuzzella	113 W. German Street	Place a storage container in the rear yard.
	Application withdrawn at Applicant's request		
10-14	Andrew Singletary	100 E. New St.	Replace existing garage door with existing wood door salvaged from the Firehouse in a new wood and glass storefront complementary to the building – Add a new rear patio door using an existing opening. To view the rear door, enter the yard from the gate beside the Town Run.
10-15	Laura Lee Gordon	123 W. German Street	Work already completed – Re-letter existing sign for new business.
	From conversations with Town staff, the Applicant received the incorrect impression that a permit was not required for re-lettering a sign.		
10-16	Roger Munro	204 Bones Wright St. (formerly Rocky – off Princess)	Construct a new residence on a lot overlooking the Town Run and across from historic mills and foundations.
	To enter the site, walk beyond the paving and turn onto the relatively level area adjacent to the street. Be cautious – the grade is very uneven. The Applicant has taped off the approximate location of the proposed house. Color samples are available for examination at Town Hall		
	<b>Flood Plain Issues:</b> The Zoning Officer is working to identify and follow up on these issues. He will communicate his findings with members by e-mail.		
10-17	Stephen Mangus	112 E. New St.	Construct a new fence to block headlights from the adjacent bank drive-up area and provide a new parking place behind the existing shed.

10-18	Two Rivers Treads	113 W. German Street	Add a custom wood divided light storm door.
	At the time the packets were assembled the Applicant had not yet provided the details requested by the HLC for PC review.		
	See Application 10-10 above for a sign also at this location.		
10-19	Bank of Charles Town – Conservator for Dawn Beaumont	214 N. Princess Street (old Toll House overlooking the Potomac River)	Work already completed – Replace deteriorated existing plywood decking, rotted wood shingles (below decking), and leaking metal roof on main portion of the house with asphalt shingles (Autumn Brown). Replace existing gutters and downspouts. Paint garage roof new color (brown). Replace rotted porch floor with new painted/coated plywood floor.

**7. Continuing Business: Committee reports.**

- Tracking applications
- Signs
- Fences

**8. New Business:**

- Introduction of New Zoning Officer
- Brief review of Shepherdstown Library plans
- Notice form for application deadline and meeting times (Copy enclosed – for review only)