

Draft Minutes

Planning Commission

Town Hall, May 21, 2009

Agenda item 1: Call to order 7:05; Attending: Jim Auxer, Pam Berry, Harvey Heyser, Lori Robertson, Josh Stella. Absent: Erik Janus, Karene Motivans, Paul Welch, Catharine Wilson.

Agenda item 2: Approval of minutes of April 20, 2009; L. Robertson moved to accept; H. Heyser seconded; minutes approved unanimously.

Agenda item 3: Conflicts of interest; none,

Agenda item 4: Visitors: Tom and Linda Sanders, Richard Accurso, Ellen Hoffman, John Stillwagon.

Agenda item 5: Mayor's and Town Council's Report: The next meeting in which the PC discusses the blasting ordinance needs to be coordinated so that Town Attorney Chazz Printz can attend. Next PC work session date, June 1, 2009, is tentative depending on ability of Printz to attend.

Agenda item 6: Shepherdstown Historic Landmarks Commission Report, (next)

Agenda item 7: Zoning Officer Report:

1. Historic Survey Update: request for quote form and letters finished last week and sent to nine consultants recommended by the State Historic Preservation Office.
2. The Mayor spoke with Alice Chakmakian about being on the HLC; she expressed interest; she confirmed her interest, and it will be placed on the agenda for the next Town Council Session for approval.

Agenda item 8: Applications

09-06, *Tom and Linda Sanders, 331 W. High Street, renovation and addition.*

Application previously failed to get HLC approval; and during the March 2009 PC meeting applicants withdrew application to make changes. The primary issues of

HLC and PC concern were: removal of what are thought to be original logs in one portion of the structure, and the massing (size) of the addition.

Applicant Tom Sanders stated that after the first version of the application became a “flaming disaster,” they researched historic preservation Internet sites and found the National Park Service site the most helpful; applicants filled out an NPS questionnaire (included in packet) in an effort to conform to Town ordinances and historic guidelines. Applicants retained “log-house” consultant Doug Reed to evaluate the logs and the framing in general; Reed concluded there was no reason to remove the logs, to which the applicants agreed. A contractor was hired (as suggested by the PC) and contractor was present. Construction plan was reworked. Applicant and contractor reported that the contractor is working with an engineer, and the engineer worked with the architect on the final plan drawing.

On the back elevation, the rough draft drawings show brick, which was chosen to delineate between the old German siding portion and the new addition but there was an engineering problem: the weight of the brick on second story would require a steel beam. Applicant felt the German siding on the second level is more coherent with the rest of the house.

The primary zoning concern of PC was setbacks, which applicant believes are now being honored; PC concurred. Applicants agreed on amending application to change driveway surface to turf pavers or something similar (contractor suggested GO-Cell Grid).

J. Auxer moved to approve the application; J. Stella seconded. Discussion involved the rear setback; §9-208 states that a detached garage can be 12 (twelve) feet from boundary line, thus it implies that an attached garage can be the same distance. Motion as amended to approve application, unanimous. Ordinances cited: §9-207, §9-208, §9-902 I, II, IV (a), (b), V (a), §9-305, §9-503 (a) (b), §9-508

09-17, Arnold and Joanne Wright, 106 College Street, add two doors and two windows to basement level. Applicants are adding bedrooms into the lower level/basement—in the area they refer to on the drawing as “addition—and want the windows and doors for convenience and safety. J. Auxer motion to approve based on §9-902; J. Stella second. Discussion, submit a photo of location of windows and door, before letter of approval. Approved by unanimous vote.

09-18, *Richard Accurso, 125 W. German Street, replace windows with door, add deck, stairs to rear yard.* Applicant proposes removing side-by-side windows in rear of structure and replacing them with a French door; add a new wood deck and metal railing, and wood stairs from ground to deck with metal railing. Applicant amended application to rectify a wrong number, changing the width of the deck to 6 (six) feet; and to clarify that the previously stated metal rails would be made of IPE wood. H. Heyser moved to approve application as modified per §9-902; J. Auxer second; approved unanimously.

09-19, *Janice Offutt, 103 N. Duke Street, install brick patio in rear yard.* Applicant proposal stated the brick patio will match the current parking area surface. H. Heyser move to approve; L. Robertson seconded. Unanimously approved citing §9-902 I, III, IV, §9-508.

09-22, *Maria Allen, 111 W. German Street, sign.* As the application was submitted to Town Hall after the deadline, PC declined to review until next meeting.

J. Auxer moved to adjourn; J. Stella, second, unanimous. Adjourned at 8:03.