**Shepherdstown Planning Commission – REVISED Agenda**

**Regular Meeting – *Application #13-45 put on hold***

**October 21, 2013**

**7:00 p.m. – Town Hall**

1. Call to Order:

President’s Remarks regarding Meeting Procedure.

1. Approval of Minutes:
* September 16, 2013 – Regular Meeting and Public Hearing – copy in packets *(Copies were e-mailed 9-26-13). Note these minutes were prepared from the Z.O.’s notes.*
1. Conflicts of Interest.
2. Visitors:
3. Applications for Consideration: Information in packets.

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| **Application** | **Name** | **Address** | **Description of Work** |
| **Applications from Previous Meetings for Reconsideration:** None this meeting. |
| 13-17 | John and Pat Egle | 1. King St.
 | 1. Remove A/C unit and patch siding, 2) replace front storm door, and 3) replace rear porch canopy.
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|  | The original approval was based on plans to repair the porch canopy (#3). That is not possible. The Applicants have now submitted documentation of their plans to replace the canopy. |
| **New Applications** |
| 13-45 | Application determined to be incomplete because no site plan submitted and, therefore, put on hold. |
| 13-46 | Riccardo Accurso | 125 W. German St. | Construct a carport/canopy at the rear of the lot. |
| 13-47 | Jennifer Ewing Allen | 204 W. New St. | 1. Replace an existing brick stoop with a new wood stoop and 2) replace existing metal cellar doors with new wooden ones.
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1. Historic Landmarks Commission:
2. The HLC met on 10-14-13. Their recommendations are summarized in the partial draft minutes. Draft minutes of the HLC meeting will be distributed by e-mail on or before Saturday, 10-19-13. If that is not convenient, please contact the Zoning Officer or the Town Clerk. Please refer to the draft minutes to fill in blank HLC related information on the memos with each application.
3. *Shepherdstown Presbyterian Church:* Note the HLC’s generally positive reaction to the possible installation of a large solar collector array on the south facing metal roof of the annex building.
4. Committee reports: *Items of continuing committee business that will not be discussed are not listed on this agenda. The Zoning Office will maintain a running list of unresolved continuing committee business for future agendas.*
5. Comprehensive Plan Committee: Report on the process of up-dating the Comprehensive Plan, the stakeholders’ meetings held on 9-24-13, and the Committee meeting planned for 10-24-13 with Benchmark.
6. Rumsey Green Committee: Report on PlaceMakers’ version 3 documents.
7. Continuing Business: *Items of continuing business that will not be discussed are not listed on this agenda. The Zoning Office will maintain a running list of unresolved continuing business for future agendas.*

29. Appeals Process – Revisions to Title 9 to bring it into compliance with WV State Code § 8A-8-9: In September, the PC recommended revisions suggested by the Town’s Attorney to the Town Council. Council found that recommendation difficult to understand and has sent it back to the PC with comments for reconsideration.

Matters Requiring Variances: Zoning Office report on the Town Attorney’s recommendation for how the PC should deal with these matters when they come up in the course of business before the Commission.

1. New Business: *No items at the time this agenda prepared.*
2. Administrative Matters: *No items at the time this agenda prepared.*
3. Adjournment