



Draft Minutes

Members Present: Keith Alexander; Nicole Saunders-Meske; Tom Mayes; Carmen Slater; Rebecca Bicker

Members Not Present:

Staff: Andy Beall

Visitors: Jim King; Billy Grove; Alan Meske

Call to Order: 5:30 p.m.

Approval of Minutes: NONE

Conflicts of Interest:

Application Review:

New Applications:		Project Description
24-18	Allen Meske & Teresa Saunders-Meske 206 E. High Street	Repair sidewalk and steps. Install (2) recessed EV charging boxes in face of street-facing stone retaining wall.
<p><i>The applicant is present and describes the proposed installation of the EV charging boxes and sidewalk and step repair. The only change will be the addition of (1) step...4 steps instead of 3. The commissioners agree the proposed steps and sidewalk repair meet the requirements of pages 41(A) and 65 of the design guidelines respectively. As for the proposed EV charging boxes, it is suggested specific guidelines be drafted to address. The closest requirements would be on page 34 for mechanical systems.</i></p>		
Notes:		
Motion:		
<p><i>T. Mayes motioned to approve the addition of (2) EV charging boxes as proposed pursuant to page 34 of the historic district design guidelines and with the understanding that it would not be practical to locate them in the rear of the home. T. Mayes motions to approve the reconstruction of the steps and sidewalk pursuant to pages 41 and 65 of the historic district design guidelines. R. Bicker seconds the motions, no objections, and the motions passed unanimously.</i></p>		

New Applications:		Project Description
24-19	Corporation of Shepherdstown N. Princess Street (Water Plant)	Construction of a street-facing 20’ x 20’ accessory structure with horizontal Hardi Board siding and metal roof.
<p><i>The applicant is present and describes the proposed building. K. Alexander suggests the proposal does well to fuse mid-century modern with historic architecture. J. King adds that board and batten may be more appropriate than horizontal lap siding for this application as well as a steeper roof pitch. The commissioners agree.</i></p>		

Historic Landmark's Commission July 8, 2024 – Regular Meeting



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Notes:	
Motion:	<i>R. Bicker motions to approve application 24-19 pursuant to page 60 of the design guidelines and with amended board and batten siding, 6/12 or 8/12 roof pitch and 1"x4" trim around doors and windows. N. Saunders-Meske seconds the motion, no objections and the motion passed unanimously.</i>

- Workshop: N/A
- Continuing Business: The commission will schedule a special meeting for July 29th to review the Expressions of Interest for the Heritage Education grant project.
- New Business: N/A
- Administrative Matters: N/A
- Adjournment: Motion to adjourn at 6:26 p.m.; no objections and passed unanimously.