

PLANNING COMMISSION SPECIAL MEETING MINUTES (DRAFT)

Monday, October 7, 2024

6:00 p.m.

TOWN HALL

104 NORTH KING STREET, SHEPHERDSTOWN

1. Call to Order: 6:03 p.m.

Commissioners Present:

Linus Bicker; Shannon Thomas; Marcy Bartlett; James Gatz (Mayor); Ebonee Helmick; Rebecca Parmesano

Commissioners Absent:

Madge Morningstar; Roger Munro

Staff Present:

Andy Beall

2. Approval of Previous Months' Minutes: N/A

3. Visitors: Steve Pearson; Jim Auxer; Susanna Henderson; Marcus Carnegie

4. Conflicts of Interest: None

5. Applications: None

6. Continuing Business:

Comprehensive Plan Goal Review

1. Draft Vision Statement

Madge Morningstar collected and managed individual commissioner vision submittals for the future of Shepherdstown and uploaded them to the SharePoint folder. She also drafted a preliminary comprehensive vision statement melding those of the commissioners into a single statement. E. Helmick stated she favors the substance of what M. Morningstar has drafted.

2. Review of Previous 2014 Goal Updates

Mayor Gatz presents a timeline for the completion of the 2024 Comprehensive Plan to include a November 18, 2024, public input session and a draft submittal to Town Council by December 16, 2024. He states the mission is not to rewrite the plan but to update it. The commissioners agree there are too many "high" priority goals in the 2014 plan and that there are multiple cases of goal overlap. It is also agreed the 2024 plan needs to define responsibility and include components of accountability such as standardized progress report requirements. Marcus Carnegie from Thrasher and Susanna Henderson from Region 9 observe and feel the Planning Commission is doing the heavy lifting and should continue what they are doing. Mr. Carnegie also states, in his opinion, the timeline Mayor Gatz has set forth is appropriate and obtainable. E. Helmick states she was under the impression that the commission would review the work done earlier this year to consolidate and

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remove goals. Staff displays the formerly reviewed Land Use and Community Character goals, and the commission goes through them line by line and comes to a consensus as to what goals should be combined or removed. The commissioners will continue to individually review the “high” priority goals making comments on the SharePoint document and will regroup on Thursday, October 17, 2024, to discuss. Mr. Carnegie and Ms. Henderson will also be attending.

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| 7. New Business: | None |
| 8. Mayor’s Report | None |
| 9. Staff Report: | None |
| 10. Adjournment: | 8:30 p.m. |