

Committee: Shepherdstown Historic Landmarks Commission

Meeting Date: April 14, 2025

In Attendance: Carmen Slater (CS), Rebecca Bicker (RB), Tom Mayes (TM), Ashley Reynolds (AR)

In Absentia: Keith Alexander, Chair

In Audience: Jim Auxer- former mayor of Shepherdstown
Matthew Brinkley- 109 N Princess St
Karene Motivans- 213 W High St

1. **Call to Order:** Call to order by Carmen Slater at 6:00PM
2. **Approval of Prior Month's Minutes:** No minutes presented for HLC approval.
3. **Visitor's comments:**
 - a. Karene discussed that she is selling her property. The retaining wall facing Duke St is not within the property lines and there are at least 2 mill wheels on the property that the HLC should ensure stay on the property. Karene proposed the HLC keep an inventory of items such as the mill wheels in Shepherdstown. Karene also discussed May being Historic Preservation month as well as the HLC's "Demolition by Neglect" policy in the Guidelines.
4. **Conflicts of Interest:** None noted.
5. **Applications:**
 - a. **25-06 109 N Princess St-** Applicant discussed the plan and that 2 trees have been removed to date. Key requests include removal of ponds and trees and adding a playground (temporary structure) and shed (permanent structure). AR questioned if there are any fountains in the ponds to be removed, noting none. CS inquired on the shed's wood material, applicant noted that it is LP SmartSide. TM inquired of the shed's foundation material, noting it will be gravel. TM inquired about the shed's roof material, applicant noted he was not sure. Motion by RB to table the application until the May 2025 meeting where material samples can be presented. TM seconded. No comment. All in favor. None opposed.
 - b. **25-07 126 W German St-** Applicant not in attendance.
 - c. **25-08 115 E German St-** Applicant not in attendance.
 - d. **25-10 407 E German St-** Applicant noted that due to a waste line leak the exterior decking was damaged and requires replacement. The footprint will match the existing but the key components requested for approval include 1) Replace 8'5" x 12' deck, back stairs, seating plus privacy screen with Trex or similar product. Deck will be raised 12" from grade and 2) two posts will be added to backdoor roof for support.
 - a. Awning posts- TM moved to approve the wood awning posts with or without decoration in accordance with page 40 of the Guidelines. RB seconded. No comment. All in favor. None opposed.
 - b. Deck, steps, and privacy screen- TM noted that the use of Trex decking is unapproved. The Applicant inquired about the appeals process. TM moved to approve the use of wood materials in accordance with page 39 of the Guidelines. RB seconded. RB seconded. No comment. All in favor. None opposed.
6. **Workshop Sessions:** none.
7. **Ongoing business:** CS to resend Community Engagement & Public Support presentation to HLC.
8. **New Business:** To be discussed in May 2025 meeting with the HLC Chair in attendance.
9. **Adjournment:** Meeting adjourned at 6:49PM.