

Oct/Nov 2025

Shepherdstown
WEST VIRGINIA

TOWN HALL NEWSLETTER



Hello neighbors,

With October in the books and November upon us, Shepherdstown is sliding into the holiday season in the best possible way. Last month brought a spirited and successful BooFest and Halloween, a lively Shepherd University Homecoming, and a peaceful No Kings rally that drew well over 2,000 people to downtown. Thanks to everyone who helped keep our streets welcoming and safe throughout the month.

Inside Town Hall, we kept momentum on key priorities. We continue to advance implementation of the Comprehensive Plan, and we began the process of recodifying the Town Charter and ordinances so that our local laws are clearer, more consistent, and easier to access.

These steps—along with ongoing committee work—position us well for the busy weeks ahead as we move toward Thanksgiving, Christmas, and the traditions that make this season special in Shepherdstown.

As always, we look forward to seeing you around town this month and continuing to build on the progress we're making together.

— **James Gatz** | jgatz@shepherdstown.gov

Fall Clean-Up Week: Through Nov. 14

The current Town Fall Cleanup has been extended through November 14th. Pickup applies to Town residents only and is limited to one pickup truck load per residence household.



All items should be placed at your regular trash collection site, with metal materials separated. The bi-annual event also happens in the spring.

Complete information can be [found here](#).

If you have questions, contact Town Hall at 304-876-2398.



CORPORATION OF SHEPHERDSTOWN FALL CLEAN-UP NOVEMBER 3-14, 2025

*****Pick-up applies to Town residents only! *****

One pickup truck load per residence. All items are to be placed at the regular pick-up site. Please separate metal materials.

- Items with Freon, such as refrigerators, air conditioners and dehumidifiers will be collected at a cost of \$50.00 per item.
- Passenger tires (under 15") will be collected at a cost of \$20.00 per tire. Tires (over 15") will be collected at a cost of \$25.00 per tire.
- Televisions will be collected at a cost of \$40.00.
Notice: the above-mentioned items must be reported and paid to the Utilities Clerk at Town Hall at 104 N. King Street prior to pick-up.
- Prohibited materials: Building materials, concrete, dirt/rock/sod, paint, batteries, hazardous or dangerous materials, propane/oil/gas tanks, medical/commercial waste, fluorescent light bulbs and computers.

If you have any questions, please contact Town Hall at 876-2312.



New Bike Route Enhances Safety and Access

Residents and visitors may have noticed new road markings around town—white arrows with a bike symbol called sharrows (“share the road” arrows).

These markings help alert cyclists and drivers that the road is shared space, improving visibility and guiding riders along safer, scenic corridors.

The sharrows currently run along High Street, with additional markings at Mill, College, and King Streets to direct cyclists into town and toward town parks.

Made from durable, reflective thermoplastic, they’re designed to last for years while enhancing safety for anyone traveling through town.

The project, led by the Age-Friendly Shepherdstown Committee in partnership with the Public Works Committee, aims to create safer transportation connections between parks, neighborhoods, and Shepherd University—in keeping with a key goal in the Town’s 2025 Comprehensive Plan.

Together, these improvements promote safety, recreation, and accessibility—core values of a connected and active Shepherdstown.

You May Have Noticed

Shepherdstown’s downtown streets are looking more festive this year as seasonal banners return for the holidays.

Following the BooFest display in October, holiday banners will go up after Thanksgiving—expanding beyond German Street to include Princess and other streets downtown.

When seasonal banners come down, the Hometown Heroes banners rotate in, honoring local veterans and service members around national holidays.



Fourteen new banners were added to town this fall, each purchased by residents or families for about \$150–\$170.

The town assists with display and maintenance, using hardware originally donated by Cheryl Brown and others—equipment now shared across all banner programs.

As Veteran’s Day lands this month, the initiative is a true community collaboration, bringing color, recognition, and pride to Shepherdstown’s streets.

Residents interested in purchasing a Hometown Heroes banner for display next year are encouraged to reach out for details at 304-876-2312.



CLARIFYING ANNEXATION

What It Means and Why It Matters

The owners of two parcels of land just beyond Ray Street have formally requested annexation into the Town of Shepherdstown. Annexation is the process by which property outside town limits becomes officially part of the Town.

Once that occurs, the owners and any residents of the annexed property become eligible for full Town services.

At this stage, the owners of the two parcels have only requested annexation; no development plans have been submitted. The town does not officially review or influence potential designs, density, or aesthetics until annexation is complete.

Once annexed, the owners may bring forward a formal subdivision proposal, which will undergo the full review and approval process by the Town.

While annexation benefits property owners and residents of the annexed parcels, it also benefits the entire community by enabling the town to have input and manage growth responsibly—evaluating factors such as water capacity, infrastructure, and traffic impact.

It ensures any future development, aligns with the town character and vision, contributes to the local tax base, and is built to town standards rather than County requirements.

In short, annexation is the first step in a transparent, deliberate process that gives Shepherdstown a seat at the table as our community continues to evolve.

Town Issues Request for Bids for Town Ordinance Recodification

Last month, Town announced that it is accepting proposals from qualified firms to assist with the recodification of the Town ordinances, as well as online hosting and ongoing maintenance services.

The recodification effort will update, reorganize, and modernize the text of our ordinances, where needed.

As a result, Town ordinances will be more transparent and accessible for residents.

Firms must demonstrate experience in municipal codification and provide references from comparable projects within West Virginia, Virginia, or Maryland.

Sealed proposals will be accepted **until 4pm (EST) on Friday, November 21, 2025.**

Complete details and submission requirements are [available here.](#)



WORTH ANOTHER LOOK:

Appalachian Heritage Festival Celebrates Culture and Collaboration

Earlier this fall, the Town and Shepherd University once again joined forces to host the 29th-Annual Appalachian Heritage Festival—a weekend-long celebration of regional music, art, dance, and storytelling that drew visitors from across the Eastern Panhandle and beyond.

The festival, held September 12–14, highlighted the best of Appalachian tradition while showcasing how partnerships between the Town and University enrich our shared community experience.

From performances on King Street to campus workshops and exhibits, the event invited residents, students, and visitors alike to explore the region's living heritage and vibrant creative spirit.

Experience Shepherdstown, with full financial support from the Town, was instrumental in collaborating with Shepherd to make this year's festival a great success.

Events like this remind us how special Shepherdstown is—a place where education, art, and community come together to create something worthwhile and long-lasting.



Strong Turnout for No Kings Rally on October 18

Downtown Shepherdstown saw an impressive turnout for the No Kings rally on October 18, which drew well over 2,000 people to German Street.

The event was organized and sponsored independently, with the Town providing logistical and safety support under its standard event policy.

As with all non-Town-sponsored events, organizers covered associated costs such as police presence, traffic control, and equipment setup.

The rally ran smoothly, with strong coordination between organizers, law enforcement, and Town staff—another example of how Shepherdstown balances vibrant community engagement with responsible public management.

Help Shape the Future of Shepherdstown!

Town Hall is always looking for volunteers to serve on committees and get involved. Your voice and time can make a real difference! Don't hesitate to contact us:

304-876-2312 |
clerk@shepherdstown.us

Helpful New Signage Around Town

Downtown visitors (and locals) now have more parking guidance thanks to new A-frame signs placed strategically throughout Shepherdstown. These signs help direct people to available parking in Shepherd University's Lot A, located just off High Street.



The lot is free after 6pm on weekdays and free all day on weekends, offering a convenient option for dining, shopping, and attending downtown events.

Additional signage has also been added to point visitors toward the public restroom inside Town Hall, which is open during events and select hours. Mobile signs are also now used to alert residents when Town Council is in session—making it easier for everyone to stay informed and engaged in community life.

Together, these small but meaningful efforts are improving accessibility and helping both residents and visitors make the most of their time downtown.

Board of Zoning Appeals Spotlight

The Board of Zoning Appeals (BZA) is made up of dedicated volunteer residents who help ensure Shepherdstown's zoning decisions are fair, transparent, and consistent.

The BZA reviews appeals, considers variances and special exceptions, and interprets zoning regulations to support balanced growth and preservation throughout town. Meetings are held as needed—at least once each quarter—at Town Hall at 6pm.

We extend our thanks to Chair Jonathan Wertman and members Carolyn Rodis, Nancy Stewart, Jack Childers, and Ashleigh Sanders for their service and commitment to the community.

Welcome Cheryl Brown to the Historic Landmarks Commission!

We'd also like to recognize Cheryl Brown, who was recently appointed to the Historic Landmarks Commission. Her involvement in the Commission is another great example of the valuable contributions made by residents who volunteer their time and expertise to help guide Shepherdstown's future. Shepherdstown thrives because of engaged citizens like these.

If you're interested in serving on a town committee, please contact Town Hall to learn about current and upcoming volunteer opportunities.



Keep an Eye Out For: New Art Benches

Earlier this year, Town Hall reintroduced the Shepherdstown Bench Initiative—a community art project aimed at blending creativity, function, and public space.

The program celebrates local artists while enhancing the charm of downtown with handcrafted benches that reflect the town's unique spirit.

Now, two new benches are in progress and expected to be installed by Thanksgiving along the wall at McMurran Hall. Local artists are currently painting the benches in a studio space rented by the Town.

These new additions will carry forward Shepherdstown's legacy of art, collaboration, and community pride.

Annual Halloween Event Continues to Thrive

Shepherdstown's annual Halloween celebration once again brought the community together for an evening full of energy, festivity, and small-town charm.

At least 2,500 residents and visitors filled downtown for trick-or-treating, live music, flash-mob dancing, and people-watching that carried well into the evening.



Thanks to careful coordination by Experience Shepherdstown, Town staff, Shepherdstown Police, many dedicated volunteers, and local businesses, the event went off smoothly and safely—showcasing the spirit of community that continues to make Shepherdstown such a special place to live, visit, and celebrate for everyone.

Upcoming Dates/Times for Town Council and Committee Meetings (Town Hall)

All meetings are typically convened in-person at Town Hall and broadcast via Zoom, with the exception of Age-Friendly Shepherdstown—which is held only via [Zoom here](#).

For all meetings, if a Zoom link is available for that meeting, it can be found [on this page](#) by clicking on the respective meeting and "2025"—and then the Video link within the "Resources" column that coincides with that date/time.

Meetings:

- Town Council: Wednesday, November 12, 6:30pm.
- Age-Friendly Shepherdstown: Wednesday, November 19, 1:30pm.
- Finance Committee: Wednesday, November 5, 6:30pm.
- Grants Committee: Wednesday November 4, 6:15pm
- Parks and Recreation Committee: Tuesday, November 25, 6pm.
- Planning Commission: Monday, November 17, 6pm.
- Public Works Committee: Monday, November 24, 6pm.
- Special Personnel Committee: Friday, November 7, 6:30pm
- Special Town Council: Thursday November 6, 7pm
- Tree Commission: Thursday, November 13, 6pm.



Mayor's Office Hours:

Fourth Wednesday of every month at 6:30pm, Town Hall.
Email jgatz@shepherdstown.gov with any questions.

Municipal Court hours: Third Wednesday of every month starting at 5:30pm, Town Hall.
[Click here](#) for more information.
