

Planning, Zoning & Historic Preservation Commission

Meeting Minutes

August 1, 2024 / 5:30 PM / City Hall Council Chambers

Members Present: Jim Hunter, Jim Swatsenbarg, Matt Smith, Robin Harrison.

Members Absent: Josh Anderson.

Staff & Council: Julie Tilley, Terri Heckmaster.

Staff Absent: Traci Cox, Zeb Carney.

The meeting was called to order at 5:35 PM by Jim Hunter, Chair.

Approval of Previous Meeting Minutes

Motion by Jim S. to approve the previous meeting minutes, seconded by Matt Smith – all present voted in favor, minutes were approved.

Public Hearings

None.

Staff Reports

Julie Tilley reported on contacts she has had with the owners and contractor of 420 South Main concerning the requirements of repairing the facade of their historic building. Jeff Neal, the contractor, was present and requested to speak even though the discussion was not a “public hearing”. He told the Commission of some of the difficulties he was facing with the project. After some discussion Julie advised him of a letter she had previously prepared for the owners that had never been picked up.

Jim S. made a motion to provide a copy of Julie’s letter to the contractor. The motion was seconded by Matt. Since the information in the letter was not site-specific, the motion passed unanimously, and Julie provided the contractor with a copy. No further discussion was had.

New Business

None.

Old Business.

Discussion was had concerning zoning of Town Houses. Some general information gathered by members of the Commission was distributed. A motion was made by Robin to table further discussion to allow for further research. Her motion was seconded by Matt and was unanimously approved.

Jim S. made a motion to adjourn the meeting, seconded by Robin, and unanimously approved.

The next meeting is scheduled for Thursday, September 5, 2024, at 5:30pm in the City Council Chambers.