



Draft Minutes

Present:

Commission Members Present: Terry Fulton; Jim Auxer, Mayor; Roger Munro; Ebonee Helmick; Rebecca Parmesano; Madge Morningstar

Commission Members Absent: Leah Rampy

Planning & Zoning Staff: Andy Beall

Visitors: Phil Baker-Shenk; Jim Gatz; Sean Walker; Chris Hill; Steve Pearson; Caitlin Degenfeld

Call to Order: 5:30 P.M.

Approval of Minutes: **4/22/2024** **Motion:** Approved

Discussion:

Conflicts of Interest: N/A

Applications:

Previous Applications:		Project Description
24-13	James and Linda Walker	Replacement of rear pergola-roofed porch and concrete foundation with new covered porch on 6 x 6 pressure treated posts, shingle roof, stamped concrete foundation, skylights, gutters, and downspouts.
	204 S. King Street	
<i>The applicant and contractor are present and describe the proposed porch replacement. Staff presents the HLC findings and confirms all lot requirements of §9-508 of the Planning and Zoning Ordinance have been satisfied.</i>		
HLC Motion:	Approved Certificate of Appropriateness	
Motion:	<i>T. Fulton motions to approve application 24-13 as submitted. M. Morningstar seconds the motion; no objections and motion passed unanimously.</i>	

Previous Applications:		Project Description
24-15	Caitlin Degenfeld	Display a (5) square foot hanging business sign from decorative iron bracket.
	109 S. Princess Street	
The applicant is present and describes the proposed sign. Staff confirms compliance with the requirements of the Planning and Zoning Ordinance for signage.		



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HLC Motion:	N/A
Motion:	<i>M. Morningstar motions to approve application 24-15 as submitted. E. Helmick seconds the motion, no objections and motion passed unanimously.</i>

Previous Applications:		Project Description
24-16	James Gatz	Installation of a 70' of stone retaining wall (18" - 24" in height) along Back alley and S. Duke Street and approximately 90' of 6' H picket fence along same w/ rear gate adjacent to Back Alley.
	215 W. New Street	
<i>The applicant is present and describes the proposed fence and retaining wall. Staff confirms compliance with the requirements of the Planning and Zoning Ordinance for retaining walls and fences.</i>		
HLC Motion:	Approved Certificate of Appropriateness	
Motion:	<i>E. Helmick motions to approve application 24-16 as submitted. T. Fulton seconds the motion; no objections and motion passed unanimously.</i>	

Continuing Business: Commission will split into committees of (2) to review the Land Use and Community Character goals as submitted by the steering committee. E. Helmick volunteered to create a Google Live Share document of the review spreadsheet created by staff.

New Business: N/A

Administrative Matters: N/A

Adjournment: MOTION TO ADJOURN: 6:10 P.M.