



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	
<i>The applicant is present and describes the proposed sign. Staff confirms compliance with the requirements of the Planning and Zoning Ordinance for signage.</i>		



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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.