

Planning and Zoning Board

Meeting Minutes

City Hall – 5 N. Vine Street

May 16, 2024

The Planning and Zoning Board met on Wednesday, May 16, 2024 at 5:00 PM at the city council chambers. Dick Davis called the meeting to order with the following members present: Dick Davis, Susan Schenck, John Bueltel, Tracy Bolte, and Holly Jackson from SWIPCO. Fire Chief Matt Gray, Ed Bogard, and Richard Crouch were absent.

Motion Schenck/2nd Bueltel to approve the agenda; roll call 4-Ayes, 0-Nays, motion carried.

Motion Bolte/2nd Schenck to approve minutes from the April 17, 2024 meeting; roll call 4-Ayes, 0-Nays, motion carried.

No visitors were present to address the board.

Holly Jackson, SWIPCO, presented information on changes to the sign ordinance section of the Land Development Ordinance. Board discussion focused on how to appropriately address murals and wall signs, specifically how to properly differentiate them. Board members asked Holly how constituents would seek approval for such instances – would it be a formal process through the Planning & Zoning Board or via a staff application for a permit. A permit process was considered the most appropriate. Additional discussion centered on the topic of damaged and/or obsolete signs. Board members agreed that the community needed to take some action in this space as some had gone without a remedy for many years. Regarding the overall topic of signs (apart from the previous discussion on murals and wall signs) Board members considered the question of the approval process. Should these items be presented to Board of Zoning Adjustment or go through a more simplified administrative approval.

Holly Jackson asked the Board members to review the sections she provided in preparation for the meeting scheduled for May 22nd.

Board member Bolte asked if anyone had heard any news about the topic, mentioned by Chief Gray in April, regarding actions needed at the Runa/Pizza hut location. Some discussion occurred but no clear details were available at the time.

Motion to adjourn- Motion Bolte/2nd Bueltel.



Chairperson, Ralph (Dick) Davis



Fire Chief Matt Gray