

Scheduled: Wednesday, August 12, 2026, 9:00 a.m.

Location: City Hall, Council Chambers

Members:	Present	Absent
Patricia Reynolds, Director of Planning and Development	x	
Robert Schultz, Director of Utilities		x
Brad Ward, Building Official		x
Rebecca Trefethen, City Planner	x	
Nicholas Armour, Zoning Officer	x	
Jillian Chin, Preservation Planner	x	
William Boardman, Public Services - City Engineer	x	
Charlie Ridolf, Public Services - Parks, Grounds & Forestry	x	
Justin DeWolf, Fire Department - Fire Marshal	x	
Jason Head, Police Department - Police Sergeant		x

A. Determination of Quorum

The meeting began at 9:03 am.

B. Approval of Minutes

June 10, 2026 Meeting Minutes

TRC entertained a motion to approve the June 10, 2026 minutes. The motion was moved by Bill Boardman, seconded by Jill Chin, and approved with Nicholas Armour abstaining.

C. Technical Review

1. Principal Structure Demolition Application

App. No. 2026-Demo-05

15 Parker Ave, TAP 34, Lot 36

R-20 Residential

Application of Nicole Wood Lazer, Trustee, applicant and owner, to demolish a cape-style, single-family residential structure constructed in 1962 to provide for the construction of a new single-family residence.

Technical Review Committee review of demolition applications for principal structures outside of the historic district is required by Code of Ordinances Chapter 17.88. TRC's recommendation is advisory to the Building Official.

The application was presented by the applicant's authorized attorney, J. Russell Jackson, Esq., who provided an overview of the existing structure at 15 Parker Avenue, and the applicant's intention to build a new, single-family residence. Staff asked when the new construction was anticipated to occur, which the project attorney stated as the next couple of months; clarifying that demolition would not begin until the new, proposed construction is approved. City Engineer Bill Boardman stated that physical alteration permits would be required should the new plans proposed changes within the City's R.O.W, including the potential need for a curb cut application should the footprint of the existing driveway be altered.

TRC entertained a motion to forward a positive recommendation for approval of the demolition permit to the Building Official, subject to the condition that any proposed plans for new construction submitted to the Building Official for approval are also reviewed and approved by the Zoning Officer.

D. Adjournment

The meeting was adjourned at 9:11 am.