

# STAFF REPORT SPECIAL MEETING

**AGENDA DATE:** November 18, 2025

**DEPARTMENT:** City Commission

**TITLE:**

Historic Resources Preservation (HRPB) and Planning & Zoning (PZB) Advisory Board interviews

**SUMMARY:**

Interviews to fill vacancies on the HRPB & PZB Advisory Boards

**BACKGROUND AND JUSTIFICATION:**

The Historic Resources Preservation Board's function is to consider historic preservation issues. Members are sought from the disciplines of architecture, architectural history, planning, archeology, real estate sales, land development, banking, law or related fields.

The Planning and Zoning Board's function is to review and approve site plans for three units or more of residential development and all commercial development. This Board also reviews community appearance and can grant variances from the Zoning Code. Members are needed from the disciplines of architecture, landscape architecture, planning, real estate sales, land development, banking, law or related fields.

HRPB has two (2) vacancies to be filled and PZB has three (3) vacancies. Applications were accepted until midnight on November 11. Appointments will follow the interviews. Applicants must be residents of or property owners in the City.

HRPB meetings are held on the second Wednesday of the month in the Commission Chambers at 6 pm. Members must file financial disclosure forms annually. PZB meetings are held on the first Wednesday of the month in the Commission Chambers at 6 pm. Members must file financial disclosure forms annually.

**MOTION:**

Move to appoint \_\_\_\_\_ as a member of the HRPB Board.

Move to appoint \_\_\_\_\_ and \_\_\_\_\_ as members of the PZB Board.

**ATTACHMENT(S):**

Current HRPB & PZB Board logs  
Applications