



## REGULAR MEETING MINUTES

Thursday, August 21, 2025, 11:00 A.M.  
City Hall at One Technology Center, 175 East 2nd Street  
10th Floor, North Conference Room

### A. Opening Matters

1. Call to Order and Verification of Quorum  
Commissioner Hood called the regular meeting to order at 11:00 a.m.

#### Members Present

Shane Hood, Chair  
Royce Ellington, Vice-Chair  
Peter Grant, Secretary  
Mark Sanders  
Geoffery Evans, PLA, ASLA  
Mary Lee Townsend, Ph.D.

#### Members Absent

Katelyn Parker, RA  
Jackie Price Johannsen  
Susan McKee, MFA  
James E. Turner, AIA

#### Staff Present

Audrey Blank, Rebecca Cantu, Skylar Marlow-Fuson, Caleb Rocha

#### Others Present

Austin Chapman, Seth Ford, John Spillyards

2. Review and Approval of Minutes – Regular Meeting, July 17, 2025. Motion made by Commissioner Evans to approve the minutes as presented. The motion was seconded by Commissioner Ellington. The motion passed.

#### **Vote: Minutes – Regular Meeting, July 17, 2025**

	<b>In Favor</b>	<b>Opposed</b>	<b>Abstaining</b>	<b>Not Present</b>
1.	Sanders		Hood	McKee
2.	Ellington			Turner
3.	Evans			Johannsen
4.	Grant			Parker
5.	Townsend			

3. Review and Approval of Minutes – Regular Meeting, August 7, 2025. Motion made by Commissioner Sanders to approve the minutes as presented. The motion was seconded by Commissioner Evans. The motion passed.

**Vote: Minutes – Regular Meeting, August 7, 2025**

	<b>In Favor</b>	<b>Opposed</b>	<b>Abstaining</b>	<b>Not Present</b>
1.	Hood		Townsend	McKee
2.	Sanders			Turner
3.	Ellington			Johannsen
4.	Evans			Parker
5.	Grant			

**Actionable Items**

1. **HP-0694-2025 / 1909 S. Yorktown Ave. (Yorktown)**

Applicant: Darci & Jay Bryant/ Rep: Seth Ford - Windows by Jeff

Proposals:

1. Replacement of storm door
2. Replacement of (2) windows

Commissioner Ellington reported that the windows the applicant wishes to replace were already replacement windows. He noted that the proposed windows would be consistent with the historical appearance of the home. He mentioned that they recommended the approval of the replacement of the windows and storm door. Mr. Ford remarked that the sole modification suggested by the subcommittee was to replace the traditional handle set with a modern handle set. He stated that the homeowners concurred that the modern handle set would be equally aesthetically pleasing.

**1909 S. Yorktown Ave. (Yorktown)**

Commissioner Evans made a motion to approve the application with the condition that the modern handle be used on the storm door. The motion was seconded by Commissioner Townsend. The motion passed unanimously.

Cited Guideline (s): A.1.3, A.3.5 and A.4.5

	<b>In Favor</b>	<b>Opposed</b>	<b>Abstaining</b>	<b>Not Present</b>
1.	Hood			McKee
2.	Sanders			Turner
3.	Ellington			Johannsen
4.	Evans			Parker
5.	Grant			
6.	Townsend			

**C. Reports**

1. Staff Report  
None
2. Chair Report  
None

**D. New Business**

None

**E. Announcements and Future Agenda Items**

None

**F. Public Comment**

None

**G. Adjournment**

Commissioner Hood adjourned the regular meeting at 11:10 a.m.