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**VILLAGE OF HONOR
PLANNING COMMISSION
DRAFT MINUTES
December 3, 2025**

- I. Open Meeting with Roll Call: 5:28 pm
Present (Commission): J. Goldman (Chair), J. Theobald, H. Brushaber, B. Wildie, M. Smith (Recording Secretary)
Absent: A. Powers (excused)
- II. Pledge of Allegiance
- III. Approval of Minutes of November 5, 2025, Meeting
Motion to approve (with correction): Theobald
Second: Wildie
Motion approved unanimously.
- IV. Approval of Agenda
Motion to approve: Theobald
Second: Wildie
Motion approved unanimously.
- V. Public Input (limited to 3 minutes per speaker): None
- VI. Old Business
 - A. Personnel Update: Two applications have been received for the position of Zoning Administrator. Theobald distributed their resumes to the Commissioners. Goldman is serving on the selection committee, which will make recommendations to the Village Council. After examining the resumes, Commissioners suggested some questions for Goldman to ask in the candidate interviews.
 - B. Blight Ordinance: Discussion of the ordinance was tabled until a new Zoning Administrator is appointed.
 - C. Master Plan Update: Discussion was tabled until a new Zoning Administrator is appointed. Goldman noted that she has located the most recent version of the Plan in the Commission's records and she finds that the consultant had not yet incorporated the latest revisions requested by the Commission.
- VII. New Business
 - A. Annual Report: Goldman reported that it should be available to review at the Commission's January meeting. She is working with Jessica Roth, Village of Honor Clerk,

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to obtain the remaining information needed to complete the report (which the Zoning Administrator would ordinarily have provided).

- B. Attendance: It was noted that Powers (having also missed the November meeting) may be reaching the limit of unexcused absences from Commission meetings. Although he has not told the Commission why he has been absent, commissioners are aware of the relevant circumstances and agreed that both his November and December absences should be excused. In another personnel matter, it was agreed that all commissioners will confirm their primary residence addresses at the January meeting.
- C. Meeting Dates for 2026: The Commissioners agreed to the following schedule of meetings for 2026: January 7, February 4, March 4, April 1, May 6, June 3, July 1, August 5, September 2, October 7, November 4, December 2.
- D. Meeting Timing: There was a discussion of changing the Commission's meeting time. But Commissioners agreed that the current hour (5:30 pm) is still satisfactory.
- E. Ending Terms: Some of the Commissioner's terms end in 2025. Jessica will check to see who will need to be reappointed.

VIII. Correspondence: None.

IX. Public Input: None.

X. Motion to adjourn: Theobald
Second: Wildie
Motion approved unanimously.

XI. Meeting adjourned at 5:57 pm.

Respectfully submitted,
Michael F. Smith
Recording Secretary

Next Meeting Date: The next regular Planning Commission meeting is January 7, 2026, at 5:30 pm.

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