



CITY OF KETCHUM  
MEETING MINUTES OF THE  
HISTORIC PRESERVATION COMMISSION  
Tuesday July 2, 2024

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**CALL TO ORDER:**

Clyde Holt called to order at 6:33 p.m. (00:00:38 in video)

**Roll Call:**

Wendolyn Holland \*absent  
Jakub Galczynski \*absent  
Melissa Rivelo  
Clyde Holt  
Matthew McGraw

**Also Present:**

Morgan Landers – Director of Planning and Building  
Abby Rivin – Senior Planner  
Adam Crutcher – Associate Planner  
Paige Nied – Associate Planner  
Heather Nicolai – Office Administrator  
Genoa Beiser – Zoning Technician

**COMMUNICATIONS FROM THE COMMISSIONERS:** (00:01:18 in video)

- None

**CONSENT AGENDA:** (00:01:25 in video)

1. ACTION ITEM: Approval of the June 12, 2024 Minutes

**Motion made by Matthew McGraw to approve the June 12, 2024 Minutes; Seconded by Melissa Rivelo.** (00:01:46 in video)

**MOVER:** Matthew McGraw

**SECONDER:** Melissa Rivelo

**AYES:** Clyde Holt, Melissa Rivelo, & Matthew McGraw

**NAYS:** None

**RESULT: UNANIMOUSLY ADOPTED**

**PUBLIC HEARING:**

None

**NEW BUSINESS:** (00:01:58 in video)

2. DISCUSSION ITEM: Code Update - Decision Making and Design Review-Public Hearing/Administrative (00:01:58 in video)
- Staff Summary of City Council's discussion on the Historic Preservation Commission: Adam Crutcher, Associate Planner & Morgan Landers, Director of Planning & Building (00:02:09 in video)
  - Commission questions for Staff and Staff Responses (00:10:19 in video)
  - Staff Presentation: Adam Crutcher, Associate Planner (00:13:01 in video)
  - Commission questions for Staff and Staff responses (00:17:45 in video)
  - Dan Everhart – State Historic Preservation Office (00:23:10 in video)
  - Commission questions and comments for Dan Everhart and Staff, Dan Everhart and Staff responses (00:30:10 in video)

**ADJOURNMENT:** (01:03:58 in video)

Motion to adjourn the meeting at 5:36 p.m.

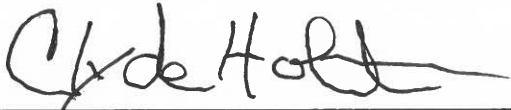
**MOVER:** Matthew McGraw

**SECONDER:** Melissa Rivelo

**AYES:** Melissa Rivelo, Clyde Holt & Matthew McGraw

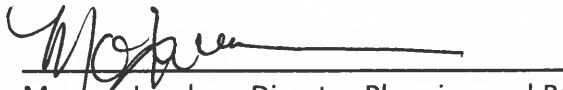
**NAYS:** None

**RESULT: UNANIMOUSLY ADOPTED**



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Clyde Holt  
Historic Preservation Commission Chairperson



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Morgan Landers, Director Planning and Building  
City of Ketchum