



## AGENDA

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*This agenda is subject to revisions. All revisions will be underlined.*

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**CALL TO ORDER:** By Chairman Clyde Holt

**ROLL CALL:** Pursuant to Idaho Code 74-204(4), all agenda items are action items, and a vote may be taken on these items.

**COMMUNICATIONS FROM COMMISSIONERS:**

**CONSENT AGENDA:**

*ALL ACTION ITEMS - The Commission is asked to approve the following listed items by a single vote, except for any items that a commissioner asks to be removed from the Consent Agenda and considered separately*

1. ACTION ITEM: Approval of the January 8, 2025 Minutes

**NEW BUSINESS:**

2. Discussion of 2025 Work Plan.

**ADJOURNMENT:**



CITY OF KETCHUM  
MEETING MINUTES OF THE  
HISTORIC PRESERVATION COMMISSION  
Wednesday January 8, 2025

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**CALL TO ORDER:**

Clyde Holt called to order at 14:31 p.m. *(00:00:19 in video)*

**Roll Call:**

Wendolyn Holland  
Melissa Ravelo  
Clyde Holt  
Matthew McGraw  
Jakub Galczynski

**Also Present:**

Abby Rivin – Senior Planner

**CONSENT AGENDA:** *(00:0:50 in video)*

1. ACTION ITEM: Approval of the December 4, 2024 Minutes

**Motion made by Melissa Ravelo to approve the December 4, 2024 Minutes; Seconded by Matthew McGraw** *(00:02:30 in video)*

**MOVER:** Melissa Ravelo

**SECONDER:** Matthew McGraw

**AYES:** Clyde Holt, Matthew McGraw, Wendolyn Holland, & Jakub Galczynski

**NAYS:** None

**RESULT: UNANIMOUSLY ADOPTED**

**NEW BUSINESS:** *(00:02:40 in video)*

2. Recommendation to adopt the HPC Bylaws, Resolution 25-004. *(00:02:45 in video)*
  - Motion to approve HPC Bylaws as they have been presented. *(00:03:40 in video)*
  - Motion from Melissa Ravelo, seconded by Matthew McGraw *(00:03:50 in video)*
3. Recommendation to review and provide feedback on the draft Comprehensive Plan. *(00:06:10 in video)*
  - Commission questions for Staff and Staff responses regarding next steps in comment process, and details of commenting process: Melissa Ravelo, Abby Rivin *(00:06:30 in video)*
  - Staff Presentation regarding the Konveio platform and particulars of use: Abby Rivin

*(00:08:15 in video)*

- Staff Presentation regarding the scheduled Open House to discuss the draft Comprehensive House on Wednesday, January 15<sup>th</sup>, at the Limelight Hotel, noting the time change from 5:30pm to 4:30pm: Abby Rivin *(00:10:00 in video)*
- Staff Presentation regarding the Konveio platform and particulars of use: Abby Rivin *(00:11:30 in video)*
- Commission questions for Staff and Staff responses regarding verbiage/phrasing on Ketchum Timeline section of draft Comprehensive Plan: Wendolyn Holland, Jakub Galczynski, Abby Rivin *(00:13:00 in video)*
- Commission questions for Staff and Staff responses regarding placeholder GIS within draft Comprehensive Plan: Wendolyn Holland, Abby Rivin *(00:15:30 in video)*
- Commission question for Staff and Staff responses regarding placing historic buildings on a map, and adding captions on pictures within the draft Comprehensive Plan: Jakub Galczynski, Melissa Ravelo, Wendolyn Holland, Abby Rivin *(00:16:30 in video)*
- Commission questions for Staff and Staff responses regarding potential formatting / readability improvements to Implementation Matrix section: Melissa Ravelo, Jakub Galczynski, Abby Rivin *(00:21:30 in video)*
- Commission questions for Staff and Staff responses regarding HPC Commissioners being allowed to submit individual comments online via Konveio platform. Staff confirmation that Commissioners are allowed to do so: Clyde Holt, Jakub Galczynski, Matthew McGraw, Melissa Ravelo, Abby Rivin *(00:29:35 in video)*

**ADJOURNMENT:** *(00:41:45 in video)*

Motion to adjourn the meeting at 5:13 p.m.

**MOVER:** Clyde Holt

**SECONDER:** Melissa Ravelo,

**AYES:** Matthew McGraw, Melissa Ravelo, Wendolyn Holland, & Jakub Galczynski

**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