



PLANNING BOARD

Tuesday, January 20, 2026 at 6:00 PM

Landis Board Room

AGENDA

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

- 1.1 Call Meeting to Order
- 1.2 Determination of Quorum
- 1.3 Pledge of Allegiance
- 1.4 Recognitions and Acknowledgements
- 1.5 Adoption of Agenda

2. APPROVAL OF MINUTES FOR MEETING(S):

- [2.1](#) Consider Approval of December 16, 2025, Meeting Minutes

3. NEW BUSINESS:

- 3.1 Swearing In of Planning Board / Board of Adjustment Member Scott Faw, and Alternates Jade Bittle, and Beryl Alston

4. REPORTS:

- [4.1](#) Planning & Zoning Reports (Included in Packet)
- [4.2](#) Code Enforcement Report

5. CLOSING:

- 5.1 Adjournment



PLANNING BOARD

Tuesday, December 16, 2025 at 6:00 PM
Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

1.1 Call Meeting to Order

Madam Chair Drumm called the Meeting to Order at 6:00 PM.

1.2 Determination of Quorum

Members Present: Madam Chair Catherine Drumm, Member Glenn Corriher, Member Jade Bittle

Members Absent: Member Deborah Cox, Member Beryl Alston

Staff Present: Planning Director Phil Collins, Town Manager Michael Ambrose, Deputy Clerk/Assistant to Town Manager Jessica McPherson, Planning Technician/Deputy Clerk Angie Sands

Others Present: Alderman Tony Corriher

1.3 Pledge of Allegiance

Madam Chair Drumm led those in Attendance to the Pledge of Allegiance

1.4 Recognitions and Acknowledgements

Town Manager Ambrose introduced Deputy Clerk/Assistant to Town Manager Jessica McPherson and welcomed her to Landis.

1.5 Adoption of Agenda

Madam Drumm Recommended to add item 3.3 Consider Discussion of LDO Changes.

A MOTION WAS MADE TO ADD ITEM 3.3 CONSIDER DISCUSSION OF LDO CHANGES BY MEMBER JADE BITTLE, SECONDED BY MEMBER GLENN CORRIHER, MOTION PASSED (3-0).

A MOTION WAS MADE BY MEMBER JADE BITTLE, SECONDED BY MEMBER GLENN CORRIHER TO ADOPT THE AGENDA AS PRESENTED, MOTION PASSED (3-0).

2. APPROVAL OF MINUTES FOR MEETING(S):

2.1 Consider Approval of November 18, 2025, Meeting Minutes

A MOTION WAS MADE BY MEMBER GLENN CORRIHER, SECONDED BY MEMBER JADE BITTLE TO APPROVE THE NOVEMBER 18, 2025, MEETING MINUTES. MOTION PASSED (3-0).

3. NEW BUSINESS:

3.1 Consider Discussion of Planning Board Members Expiring Terms

Deputy Town Clerk Angie Sands gave a brief overview of the Planning Board Members whose oaths will be expiring, those members are Scott Faw, Beryl Alston, and Jade Bittle. If those members want to remain on the Planning Board, a motion will be needed to recommend to the Board of Alderman for reappointment.

3.2 Consider Discussion of Adding a New Alternate Member

Town Manager Ambrose gave a brief overview of the process of adding an Alternate Member. We have had some interest in that position. Member Jade Bittle asked if she could step down to Alternate Member due to her children and sports activities.

A MOTION WAS MADE TO ACCEPT MEMBER JADE BITTLES REQUEST TO STEP DOWN TO ALTERNATE BY MEMBER GLENN CORRIHER SECONDED BY MEMBER JADE BITTLE. MOTION PASSED (3-0).

3.3 Consider Discussion of LDO Changes

Madam Chair Drumm would like to have the LDO be reviewed. She asked that the other Planning Board Members review the LDO so that we can discuss anything that may need to be amended. Town Manager Ambrose stated that it was prudent to have a review done. His recommendation would be to recommend to the Board of Alderman to have a full review of the LDO by an outside firm.

A MOTION WAS MADE TO RECOMMEND TO THE BOARD OF ALDERMAN, THAT AN OUTSIDE FIRM REVIEW THE LANDIS DEVELOPMENT ORDINANCE BY MEMBER JADE BITTLE, SECONDED BY MEMBER GLENN CORRIHER, MOTIONS PASSED (3-0).

REPORTS:

Planning & Zoning Reports (Included in Packet)

Code Enforcement Board Report

CLOSING:

Adjournment

A MOTION WAS MADE TO ADJOURN MEETING AT 6:12 PM, BY MEMBER GLENN CORRIHER, SECONDED BY MEMBER JADE BITTLE, MOTION PASSED (3-0).

Respectfully Submitted,

Deputy Town Clerk Angie Sands



Permits Issued Report

11/26/2025 - 12/26/2025

City Permit #	Permit Date	Permit Type	Site Address	Main Status	Project Name	Owner	Stage of Construction
ZN-26-132	12/1/2025	Demolition	303 W. HOKE ST	6. COMPLETE	N/A	CONNER, LOUISE	Complete

Total Records: 1

12/31/2025



Active Permit Report

01/01/2025 - 12/26/2025

City Permit #	Permit Date	Permit Type	Site Address	Main Status	Project Name	Owner	Stage of Construction
SP-26-116	7/17/2025	Site Plan	1600 PINNACLE WAY DR	3. SITE DEVELOPMENT REVIEW	PINNACLE CORRUGATED LOT 9	PINNACLE CORRUGATED	
ZMA-26-117	9/9/2025	Zoning Map Amendment	0 W HOKE ST	1. NEW	N/A	BROWN, DAVE	
ZN-25-12	2/13/2025	Fence	1055 WOODFIELD DR	5. CONSTRUCTION ADMINISTRATION	N/A	ADNER, TAMMY	Building Construction
ZN-25-19	3/17/2025	Industrial	1400 ARMSTRONG ST	5. CONSTRUCTION ADMINISTRATION	LANDIS RIDGE - BEACON	1400 ARMSTRONG LANDIS, LLC	Building Construction
ZN-25-49	4/24/2025	Accessory Building	120 W GARDEN ST	5. CONSTRUCTION ADMINISTRATION	RACE TEAM	REAUME, JOSH	Building Construction
ZN-25-57	5/5/2025	Residential Addition	514 BLUME ST	5. CONSTRUCTION ADMINISTRATION	N/A	Garcia, Juan	Building Construction
ZN-25-58	5/15/2025	Pond	ARMSTRONG ST	5. CONSTRUCTION ADMINISTRATION	LANDIS RIDGE - POND 3	JSC-CCI LANDIS II, LLC	Building Construction
ZN-25-60	5/15/2025	Residential Addition	904 S. MAIN ST	5. CONSTRUCTION ADMINISTRATION	N/A	MORENO, RAFAEL G	Building Construction
ZN-25-69	6/5/2025	Residential	820 IRISH CREEK DR	5. CONSTRUCTION ADMINISTRATION	IRISH CREEK	NIBLOCK HOMES	Building Construction
ZN-25-70	6/3/2025	Residential	2400 CALLAGHAN CT	5. CONSTRUCTION ADMINISTRATION	IRISH CREEK	NIBLOCK HOMES	Building Construction
ZN-26-101	8/29/2025	Residential	508 PINE ST	5. CONSTRUCTION ADMINISTRATION	N/A	WISE 1 LLC	Building Construction
ZN-26-102	9/12/2025	Residential	135 S. BEAVER ST	5. CONSTRUCTION ADMINISTRATION	N/A	SHIFA 1 LLC	Clearing/Grubbing
ZN-26-103	9/12/2025	Residential	127 S. BEAVER ST	5. CONSTRUCTION ADMINISTRATION	N/A	SHIFA 1 LLC	Clearing/Grubbing
ZN-26-104	9/12/2025	Residential	125 S. BEAVER ST	5. CONSTRUCTION ADMINISTRATION	N/A	SHIFA 1 LLC	Clearing/Grubbing
ZN-26-105	9/18/2025	Sign	1205 RIDGEVIEW ST	5. CONSTRUCTION ADMINISTRATION	LANDIS RIDGE	JSC-CCI LANDIS 1 LLC	Building Construction

ZN-26-106	9/18/2025	Sign	619 OLD BEATTY FORD RD	5. CONSTRUCTION ADMINISTRATION	LANDIS RIDGE	JSC-CCI 1 LANDIS LLC	Construction
ZN-26-110	9/19/2025	Fence	1055 KIMBALL RD	5. CONSTRUCTION ADMINISTRATION	N/A	SELLERS, LYNN	Clearing/Grubbing
ZN-26-113	9/29/2025	Fence	818 GEORGIA OAK LN	5. CONSTRUCTION ADMINISTRATION	N/A	JON ROBINSON	Building Construction
ZN-26-114	9/29/2025	Accessory Building	702 W MILL ST	5. CONSTRUCTION ADMINISTRATION	N/A	HERNANDEZ, JULIAN	Building Construction
ZN-26-121	10/14/2025	Residential	325 N CHAPEL ST	5. CONSTRUCTION ADMINISTRATION	N/A	MARK PROPST	Building Construction
ZN-26-124	10/21/2025	Residential	205 E RICE ST	5. CONSTRUCTION ADMINISTRATION	N/A	RBM PROPERTY INVESTMENTS LLC	Building Construction
ZN-26-125	10/21/2025	Residential	201 E. RICE ST	5. CONSTRUCTION ADMINISTRATION	N/A	RBM PROPERTY INVESTMENTS LLC	Building Construction
ZN-26-127	10/27/2025	Residential	314 N. CENTRAL AVE	5. CONSTRUCTION ADMINISTRATION	N/A	PROPST, MARK	Building Construction
ZN-26-130	11/20/2025	Residential	209 S. CHAPEL ST	1. NEW	N/A	PRESPRO LLC	
ZN-26-131	11/20/2025	Residential	211 S. CHAPEL ST	1. NEW	N/A	PRESPRO LLC	
ZN-26-75	7/7/2025	Accessory Building	304 E TAYLOR ST	5. CONSTRUCTION ADMINISTRATION	N/A	ELZABETH, MASON	Building Construction
ZN-26-76	7/8/2025	Residential Addition	514 W. BLUME ST.	5. CONSTRUCTION ADMINISTRATION	N/A	H4F INVESTMENTS, LLC	Building Construction
ZN-26-81	7/16/2025	Accessory Building	608 S. VALLEY ST	5. CONSTRUCTION ADMINISTRATION	N/A	MERCEDEZ MELENDEZ	Building Construction
ZN-26-85	7/23/2025	Residential	839 TAMARY WAY	5. CONSTRUCTION ADMINISTRATION	IRISH CREEK PHASE I	GIBBONS, MATTHEW	Building Construction
ZN-26-86	7/28/2025	Pool	317 W. DAVIS ST	5. CONSTRUCTION ADMINISTRATION	N/A	LAMBERT, ERIC & LORI	Building Construction
ZN-26-88	8/1/2025	Residential		2. WAITING ON PAYMENT/CONTRACTOR	LANDIS MULTIFAMILY	DYNAMIC DEVELOPERS	Building Construction
ZN-26-95	8/7/2025	Residential	619 N. MAIN ST	5. CONSTRUCTION ADMINISTRATION	N/A	CASTRO PROPERTIES, LLC	Building Construction
ZN-26-96	8/19/2025	Residential	407 W. RYDER AVE	5. CONSTRUCTION ADMINISTRATION	N/A	BDM BUILDERS LLC	Building Construction
ZN-26-98	8/13/2025	Residential Addition	411 S. BEAVER ST.	2. WAITING ON PAYMENT/CONTRACTOR	N/A	OROS, ROBERT	
ZN-26-99	8/15/2025	Accessory Building	709 W. RIDGE AVE	5. CONSTRUCTION ADMINISTRATION	N/A	HUIZAR, BERNARDO	Building Construction



Code Enforcement Report

01/01/2023 - 12/23/2025

Work Order #	Work Date	Work Type	Location of Issue	Business Name	Request Type	Notes/Comments	Work Date Closed
4022	12/17/2025	Code Enforcement - Other	2410 S US HWY 29	N/A	2. Citizen	DEBRIS AND JUNK AROUND THE PROPERTY NOTICE OF VIOLATION IS BEING PREPARED	
4020	12/17/2025	Code Enforcement - Other	510 EAST RYDER AVE	N/A	1. Internal	TRASH, JUNK, DEBRIS AND OPEN STORAGE ON THE PORCH AND TO THE RIGHT SIDE OF THE STRUCTURE. NOTICE OF HEARING PREPARED.	
4019	12/17/2025	Code Enforcement - Other	508 EAST RYDER AVE	N/A	1. Internal	TRASH, JUNK, DEBRIS AND OPEN STORAGE ON THE PORCH AND TO THE RIGHT AND LEFT SIDE OF THE STRUCTURE. NOTICE OF HEARING PREPARED.	
4018	12/17/2025	Code Enforcement - Other	507 EAST RYDER AVE	N/A	1. Internal	TRASH, JUNK, DEBRIS AND OPEN STORAGE ON THE PORCH. NOTICE OF HEARING PREPARED.	
4017	12/17/2025	Code Enforcement - Other	103 SOUTH MERIAH ST	N/A	1. Internal	TRASH, JUNK, DEBRIS AND OPEN STORAGE ON BACK PORCH AND TO THE LEFT SIDE OF STRUCTURE. NOTICE OF HEARING PREPARED.	
4016	12/17/2025	Code Enforcement - Other	107 NORTH MERIAH ST	N/A	2. Citizen	TRASH, JUNK, DEBRIS AND OPEN STORAGE ALL OVER THE PROPERTTY. NOTICE OF HEARING PREPARED.	
3869	11/26/2025	Code Enforcement - Other	320 BUFORD DR	N/A	1. Internal	JUNK PROPERTY STORED BESIDE OF HOUSE. NOTICE OF HEARING SCHEDULED FOR 1/14/26.	
3866	11/26/2025	Code	411 W MILL	N/A	1. Internal	MINIMUM HOUSING	

		Enforcement - Other	ST			COMPLAINIT. SIDING IS DETERIORATED/MISSING. SECONDARY STRUCTURE APPEARS TO BE UNSECURED AND FALLING IN ON ITSELF. JUNK VEHICLE ON PROPERTY. TRASH, DEBRIS, JUNK AND OPEN STORAGE ON PORCH. NOTICE OF VIOLATION PREPARED.	
3591	10/27/2025	Code Enforcement - Other	513 SOUTH VALLEY ST	N/A	1. Internal	HIGH GRASS, JUNK VEHICLES, JUNK PROPERTY ON FRONT PORCH. NEEDS FINDING OF FACT BEING PREPARED	
2690	7/29/2025	Minimum Housing Code Violation	402 E RYDER AVE	N/A	2. Citizen	MORE PROGRESS HAS BEEN MADE.	
1800	5/16/2025	Junk Vehicles	104 W ROUND ST	N/A	2. Citizen	PROGRESS CONTINUES TO BE MADE. HEARING SCHEDULED FINDING OF FACT PREPARED.	
1479	4/15/2025	Minimum Housing Code Violation	217 S BEAVER ST	N/A	2. Citizen	REINSPECTION, NO VISIBLE SIGNS OF CHANGE. SCHEULE A NEW NOTICE OF HEARING FINDING OF FACT PREPARED.	
9	9/23/2024	Minimum Housing Code Violation	2570 N CANNON BLVD	CORNER MART	1. Internal	MORE SIDING HAS BEEN REPLACED AND PROGRESS IS BEING MADE. REIINSPECTION, MORE SIDING HAS BEEN REPLACED. REINSPECTION, NO CHANGE. REACHED OUT TO THE OWNER'S ATTORNEY. AN ORDINACE IS PREPARED TO GO BEFORE THE BOARD OF ALDERMAN IN FEBRUARY	