



## **HISTORIC PRESERVATION COMMISSION**

### **Regular Meeting Minutes**

Wednesday, August 13, 2025, 6:00 PM  
City Hall  
Board Chambers

#### **I. CALL TO ORDER**

The Historic Preservation Commission of the City of Grandview met on August 13, 2025 at City Hall. Chairperson Brewer called the meeting to order at 5:59 PM. Roll was called:

#### **II. ROLL CALL**

Members Present

Elaine Brewer, Chairperson  
JoAnn Immele, Vice Chairperson

Michele Green  
Annette Turnbaugh, BOA Member

Staff Present

Emily Spittler, Planner  
Randy Dunn, Director of Community Development

Members Absent

Amanda Dugan  
Mary Jones

#### **III. ANNOUNCEMENT OF A QUORUM**

Staff confirmed there is a quorum for the meeting.

#### **IV. ACCEPTANCE OF AGENDA**

Chairperson Brewer stated that the agenda is before the Commission and asked the Commission if there was a motion to approve the agenda as written. Commissioner Immele made a motion that the Historic Preservation Commission (HPC) accepts the agenda as written. Commissioner Turnbaugh seconded the motion. The agenda was approved unanimously.

In Favor:

Brewer  
Immele

Green  
Turnbaugh

Opposed:

Abstained:

Absent:

Dugan  
Jones

**V. APPROVAL OF MINUTES**

Commissioner Turnbaugh made a motion that the Historic Preservation Commission (HPC) accept the meeting minutes from July 9, 2025 with one correction. Commissioner Immele seconded the motion. The minutes were approved.

In Favor:

Brewer  
Immele

Opposed:

Abstained:

Absent:

Green  
Turnbaugh

Dugan  
Jones

**VI. PUBLIC DISCUSSION**

None.

**VII. PUBLIC HEARINGS**

None.

**VIII. OLD BUSINESS / HEARINGS CONTINUED FROM PREVIOUS MEETING**

Chairperson Brewer stated that the case HPC25-12: an application for a Certificate of Appropriateness (COA) for four replacement windows at 901 Highgrove Road is before the Commission as continued from the meeting on July 9, 2025.

Shanna Kaufman-Wilhite, the applicant, provided a background of the case.

Commissioner Immele asked if the windows would be built to fit the size of the current ones.

The applicant said yes.

There were no public comments.

Commissioner Immele made a motion that the Historic Preservation Commission (HPC) approve the COA. Commissioner Green seconded the motion. The COA application was approved unanimously.

In Favor:

Brewer  
Immele

Opposed:

Abstained:

Absent:

Green  
Turnbaugh

Dugan  
Jones

**IX. REGULAR BUSINESS FROM STAFF, PUBLIC**

None.

**X. REPORTS FROM SPECIAL COMMITTEES**

None.

**XI. RESOLUTIONS AND RECOMMENDATIONS BY THE COMMISSION**

None.

**XII. GENERAL DISCUSSION**

None.

**XIII. ADJOURNMENT**

Commissioner Immele moved to adjourn the meeting. Commissioner Turnbaugh seconded the motion, which was approved unanimously. The Commission adjourned at 6:06 PM.

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Chair

\_\_\_\_\_  
Executive Secretary

\_\_\_\_\_  
Recording Secretary

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Approved