

Planning/Zoning Board
Public Meeting Minutes
Litchfield, Illinois 62056
February 9, 2026

Chairman Larry Pence called the Public Meeting of the Planning/Zoning Board to order at 6:00 P.M. on February 9, 2026. Members present were Larry Pence, Judy Dalhaus, Kent Wolff, Ben Schwab, Dennis Billiter, Carol Stuttle, Lee Hyde, and Lon Bathurst. Members absent were, Richard Weiss, Julie Elizondo, Kevin Brumm, Mike Elmore, and Bill Burke. Chairman Pence declared a quorum present. Others in attendance were Doug Ratermann of HMG Engineers, Matt Pfund of Jack Matthews Development, Justin Venvertloh of TWM, City Council Liaison Sara Zumwalt, City Administrator Breann Vazquez, Mayor Jacob Fleming, City Attorney Trent Carriger, Building Official Gary Baker, Zoning Official Bob Sneed, and City Secretary Dawn Ashby.

Judy Dalhaus made a motion, seconded by Lee Hyde to approve the December 8, 2025 Public Meeting Minutes as written. All members present voted in favor of the motion. The motion carried.

Matt Pfund was sworn in to discuss the Wildflower Subdivision Final Plat. Mr. Pfund discussed the how the subdivision layout would restrict access from East Clark Street. Lon Bathurst asked if there would be room for a sidewalk along Clark Street. Mr. Pfund answered that there would be room for a sidewalk on the city side. City Attorney, Trent Carriger recommended approving the final plat with contingencies as the Board should vote on what was presented.

Carol Stuttle made a motion, seconded by Lee Hyde to accept, and recommend the Final Plat for Wildflower Subdivision to the City Council upon addressing the recommendations of the City Engineer.

A Roll Call Vote was taken.

Larry Pence – Yes
Judy Dalhaus – Yes
Kent Wolff - Yes
Ben Schwab- Yes
Carol Stuttle – Yes
Dennis Billiter – Yes
Richard Weiss – Absent
Julie Elizondo – Absent
Kevin Brumm – Absent
Mike Elmore – Absent
Bill Burke – Absent
Lee Hyde – Yes
Lon Bathurst – Yes

The motion carried with eight yes votes and five members absent.

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Other Business – Sign Ordinance

The City Administrator started the discussion on changes to the Sign Ordinance. She stated that restriction must be content neutral to be constitutional. Larry Pence stated that 2x2 are standard size for a temporary sign.

Lon Bathurst made a motion, seconded by Kent Wolff to recommend to City Council an Ordinance amending City Code Title XV-Land Usage, by repealing and replacing Chapter 153. – Signs as provided herein. The Planning & Zoning Board recommends approval of the revised sign code with an amendment capping temporary sign at 4 square feet rather than 4'x3'.

A Roll Call Vote was taken.

Larry Pence – Yes
Judy Dalhaus – Yes
Kent Wolff - Yes
Ben Schwab- Yes
Carol Stuttle – Yes
Dennis Billiter – Yes
Richard Weiss – Absent
Julie Elizondo – Absent
Kevin Brumm – Absent
Mike Elmore – Absent
Bill Burke – Absent
Lee Hyde – Yes
Lon Bathurst – Yes

The motion carried with eight yes votes and five members absent.

Bob Sneed, Zoning Official, reminded the Planning and Zoning Board Members that a special meeting will be held next Monday regarding the Russell School building.

There being no other business, Lon Bathurst made a motion, seconded by Lee Hyde to adjourn the February 9, 2026, Public Meeting. All members present were in favor of the motion. The motion carried. The February 9, 2026 Public Meeting of the Planning /Zoning Board adjourned at 6:49 P.M.

Submitted by Dawn Ashby.