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MINUTES  
AVOCA PLANNING COMMISSION  
SPECIAL MEETING  
DECEMBER 4, 2024

**Pledge of Allegiance**

**Moment of Silence**

**Public Forum:**  
**None**

**Call to Order – 6:30 pm:**  
Meeting was called to order by Chairman Alvarenga

**Commission Members; Roll Call:**  
Oscar Alvarenga, Chairman – Present  
Kim Whitehorn, Co-Chairmen - Present  
Jordan Dinoffria – Present  
Shelly DePue - Present  
Bob Brush - Present

**Planning Commission Staff:**  
Robert Whitehorn, Mayor – Present  
Nanette Barnes, Recorder/Treasurer – Present  
Tim DePue, Zoning Official – Present

**Guests:**  
Franklin Miller            Ryan Carrigan  
Jeannie Rollins           Heather Carrigan

**Declaration of Quorum**  
Chairman Alvarenga declared a quorum was present

**Consent of Agenda:**  
Co-Chairman Whitehorn made a motion for consent of agenda. Seconded by Shelly DePue. Discussion; none. All approved. Motion carried.

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**Business to be addressed:**

1. Franklin Miller: Hidden Forrest; Phase II – Final Plat; A motion was made by Co-chairman Whitehorn to have Mr. Miller place a \$15,000.00 (fifteen, thousand dollar) bond guaranteeing at his cost, that his engineering firm will get the water flow/run issues corrected off of Prairie Creek Road and all the trees that have been dumped in the holler behind lots #38 through 43 cleaned out. He has 60 days from December 4<sup>th</sup>, 2024; to have this completed to the town’s satisfaction or he forfeits the bond. Seconded by Shelly DePue. Discussion: None. Roll call: Shelly DePue; yes, Jordan Dinoffria; yes, Chairman Alvarenga; yes, and Co-Chairman Whitehorn; yes. Motion passed. Mr. Miller will give Recorder/Treasurer Barnes a check at the end of the meeting. A motion was made by Bob Brush to pass the final plat for Hidden Forrest; Phase II, on the contingency, Mr. Miller completes the water flow issue and cleans the downed trees. Seconded by Jordan Dinoffria. Discussion: None. Roll call: Jordan Dinoffria; yes, Chairman Alvarenga; yes, Co-Chairman Whitehorn; yes, and Shelly DePue; yes. Motion passed.
2. Franklin Miller: Tall Trees; Phase III – Preliminary Plat Subdivision; Planning members were unable to consider this issue. The plans that were presented were not complete.

**Adjournment**

A motion was made by Shelly DePue and seconded by Jordan Dinoffria to adjourn meeting at 6:48 pm. Discussion: none. All approved. Motion carried.

Respectfully submitted,

Nanette Barnes  
Recorder/Treasurer

Approved \_\_\_\_\_

Oscar Alvarenga, Chairman

Attested \_\_\_\_\_

Nanette Barnes, Recorder/Treasurer