



Natural Features Protection Review
Board Minutes
May 7, 2026, 4:00p.m.
City Hall, Commission Chambers

MEMBERS PRESENT: Director Hollander, Director Bassett, Director Stemple, Director Munchow, Director Rowe

MEMBERS ABSENT: Directors Murgia and Fredrickson

CITY STAFF PRESENT: Nolan Bergstrom

A. CALL TO ORDER/ROLL CALL

Director Stemple called the meeting to order at 4:01p.m.

DIRECTOR STEMPLER MADE A MOTION TO EXCUSE ABSENT MEMBERS, MOTION MOVED BY DIRECTOR BASSETT, SUPPORTED BY DIRECTOR HOLLANDER. MOTION PASSED UNANIMOUSLY.

B. ADOPTION OF AGENDA

DIRECTOR STEMPLER MADE A MOTION TO ADOPT THE AGENDA, MOTION MOVED BY DIRECTOR BASSETT, SUPPORTED BY DIRECTOR STEMPLER MOTION PASSED UNANIMOUSLY.

C. APPROVAL OF MEETING MINUTES FROM MAY 7TH, 2026

DIRECTOR STEMPLER MADE A MOTION TO APPROVE THE MINUTES FROM MAY 7TH, 2026, NATURAL FEATURES PROTECTION REVIEW BOARD, SUPPORTED BY DIRECTOR BASSETT. MOTION PASSED.

D. PUBLIC COMMENTS

None.

E. BOARD COMMENTS

None.

F. NEW BUSINESS

1. 132 West Cork Street

- Nolan provided background on parcels 112, 114, 120, 126, and 132 West Cork within the NFP overlay district due to protected slopes and woodland complexes.
- Applicant Jeremy Cole (Statewide Rentals, LLC) proposed building duplexes with a shared driveway access anchored at 132 West Cork. This design represents a 46% reduction in slope disturbance since a previous January meeting by consolidating access into a single driveway.
- The board discussed the use of temporary tree protection fencing and native seed mix for slope stabilization. Director Rowe suggested amending the conditions to include more shade-tolerant species in the seed mix due to the woodland canopy.

DIRECTOR STEMPLE MADE A MOTION TO RECOMMEND APPROVAL TO THE ZONING BAORDS OF APPEALS FOR RELIEF FROM PROTECTED SLOPE AND SLOPE SETBACK STANDARDS TO IMPACT 27.78% OF SLOPES AND 21.2% OF SETBACKS. MOTION WAS PASSED UNANIMOUSLY VIA ROLL CALL WITH THE FOLLOWING CONDITIONS

- A. FULL SITE PLAN REVIEW APPROVAL IF REQUIRED**
- B. TREE PROTECTION FENCING MUST REMAIN DURING WORK**
- C. SUBSTITUTION OF SHADE-TOLERANT SPECIES IN THE SEED MIX**

2. 112 West Cork Street

- A resident on Ash Street expressed concern regarding the driveway's proximity to their property. The applicant clarified the driveway is code-compliant and set back 10 feet from the property line.

DIRECTOR STEMPLE MADE A MOTION TO RECOMMEND APPROVAL TO THE ZBA FOR RELIEF TO IMPACT 50 SQUARE FEET OF PROTECTED SLOPES AND 240 SQUARE FEET OF SETBACKS. MOTION PASSED UNANIMOUSLY WITH THE FOLLOWING CONDITIONS.

- A. FULL SITE PLAN REVIEW**
- B. TREE PROTECTION FENCING**
- C. SHADE-TOERLANT SEED MIX**

3. 114 West Cork Street

- This parcel is adjacent to 112 West Cork and requested similar relief

STEMPLE MADE A MOTION TO RECOMMEND APPROVAL TO THE ZBA FOR RELIEF TO IMPACT 292 SQUARE FEET OF PROTECTED SLOPES AND 316 SQUARE FEET OF SETBACKS. MOTION PASSED UBABIMOUSLY WITH THE FOLLOWING CONDITIONS.

- A. FULL SITE PLAN REVIEW**

B. TREE PROTECTION FENCING

C. SHADE-TOLERANT SEED MIX

4. 607 East Kilgore Road – Milham Park

- Rachel Hughes Neilson (OCBA Landscape Architects) and Patrick McVerry (Parks and Recreation) presented a phase-one improvement plan for Milham Park. The project focuses on improving accessibility, replacing crumbling parking lots, and adding an overlook deck at Portage Creek. The project will reduce total impervious coverage. While 566 protected trees exist on-site, only 19 are slated for removal (mostly in poor condition), and these will be replaced with 19 new trees along Kilgore Road.
- The board emphasized the importance of using a certified arborist not just for tree protection but also for the installation of new trees to ensure long-term survival.

DIRECTOR HOLLANDER MADE A MOTION TO APPROVE THE MILHAM PARK IMPROVEMENT PROJECT, MOTION PASSED UNANIMOUSLY WITH THE FOLLOWING CONDITIONS.

A. FULL SITE PLAN REVIEW APPROVAL

B. TREE PROTECTION FENCING

C. IMPLEMENTATION OF CONSERVATION MEASURES FROM THE US FISH AND WILDLIFE SERVICE VERIFICATION LETTER

D. APPROVAL FROM THE CITY STORMWATER ENGINEER

G. UNFINISHED BUSINESS

G. STAFF REPORTS AND ANNOUNCEMENTS

1. ADJOURNMENT

Director Stemple adjourned the meeting at 5:31 p.m.