

**VILLAGE OF TOLONO  
PLANNING & ZONING BOARD  
March 13th, 2024**

The Village of Tolono Planning & Zoning Board met on March 13th, 2024, in the public meeting room at the Tolono Police Department, located at 205 E. Main St., Tolono, IL. Kennedy called the meeting to order at 6:03PM. Roll call found the following members present: Kennedy Potempa, Jamie Snodgrass, and Nate Harden. Sean Talbott was absent.

All stood for the Pledge of Allegiance.

**PUBLIC COMMENTS** – None.

**REPORTS, COMMENTS, ANNOUNCEMENTS** – Potempa informed everyone she would be unavailable for the April 10<sup>th</sup> meeting, so it was decided that the April 10<sup>th</sup> meeting would be skipped since more time would also be needed to work on the Annexation Project and Grant Project.

**APPROVAL OF PRIOR MINUTES** – Motion by Harden, seconded by Snodgrass. Motion passed.

**OLD BUSINESS** – No updates on filling open vacancies on the P&Z board. Grants are waiting on DCEO status change (see February 14<sup>th</sup> P&Z Meeting Minutes for more information).

**NEW BUSINESS** – Everyone collaborated on an Annexation Interest Letter/Template which Harden will present (along with a list of potential parcels to send letters to) to the Village Board at the March 19<sup>th</sup> board meeting on behalf of the P&Z board to get feedback/approval before we discuss sending out letters at the May 8<sup>th</sup> P&Z Meeting.

**ADJOURNMENT** – Motion by Snodgrass, seconded by Potempa to adjourn the meeting at 6:40PM. Roll call: Harden, aye; Kennedy, aye. Motion passed.

Respectfully Submitted,  
Kennedy Potempa  
P&Z Board Member