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**MEMORANDUM TO THE MAYOR AND MEMBERS OF CITY COUNCIL**

**FROM:** Daryl Hennessy  
**SUBJECT:** City Administrator’s Report  
**DATE:** August 16, 2023

**ADMINISTRATION**

**59 S. Columbus Demolition.** The demolition of 59 S. Columbus Street started earlier this week and will be completed before this weekend’s Sunbury Sizzle and Sounds festival. The demolition of this building will complete the removal of three buildings at the corner of Granville and Columbus Streets and making way for additional, permanent parking near the Square. A more thorough plan for renovating the space will be developed for future Council consideration.

**PLANNING AND DEVELOPMENT**

**Board of Zoning Appeals.** A request to split an existing lot and construct a new home on Otis Street has been postponed and rescheduled for the Board of Zoning Appeals meeting in September. The request proposes the creation of a lot that will be smaller than generally permitted in the neighborhood and will require variances to allow for any new construction.

**COMMUNITY DEVELOPMENT**

**Sunbury Sizzle and Sounds.** The 2023 Sunbury Sizzle and Sounds festival will be held this weekend and planning is well underway. Parking around the Square will be restricted beginning at noon on Friday and staggered street closures will begin around mid-afternoon on Friday with the arrival of rides for the kids’ zone (Columbus), food vendors (Granville), and the installation of fencing and the performance stage (Vernon). Parking for the event downtown is limited, and shuttles will be provided by the event organizers to assist attendees. Additional details about parking, road closures, and pick-up and drop-off locations for the shuttles are being shared by the city and event organizers via social media.