

Draft Copy of Minutes Subject to Approval at the Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 04 May 2020

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Harry Rogers, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Levi Utter, and Mark Elliff. Non-Voting Members include Mayor Dan Rife, City Administrator Tom Short and Council Member Liaison Ed Barlow. Staff includes Public Works Director Zeb Carney. There is currently one vacancy on the board.

In response to the coronavirus pandemic and pursuant to the Declaration of Emergency within the City of Carthage, this meeting was held by On-line video conferencing.

Commission Members Present: Harry Rogers, Abi Almandinger, Jim Swatsenbarg, Zeb Carney, Mark Elliff, Tom Short, and Bill Barksdale.

Also, present Julie Tilley, Jake Vaughn, Todd McDonald, Dan Mitchell, Joshua Oathout, Micah Souder, Kevin Kinsey, and Trent Walker.

A quorum was present.

Chairman Harry Rogers called the meeting to order at 5:34 p.m.

First order of business involved the minutes of the January 2020 meeting. Minutes were available for review in the packet prior to the meeting. Abi Almandinger made a motion to accept the minutes as presented. Mark Elliff gave a second to that motion. Motion passed on a voice vote.

Second order of business was a Request for Annexation located on East Airport Drive. Anna Wisdom notified Julie Tilley on Friday, May 1 that due to COVID issues, they have been delayed in getting documentation ready, so she asked to be removed from the Agenda. The project is still moving forward just delayed.

Third order of business was a request for annexation of 19.55 acres located at 3012 S. Chapel Road. The request was made by Jake Vaughn / Vaughn Company Inc. Abi Almandinger made a motion to approve the request for annexation and forward it to City Council for approval. Jim Swatsenbarg gave the motion a second. On a voice vote, the motion passed.

The fourth order of business was a request for a Preliminary Plat for a proposed Single-Family Subdivision. The request was made by Jake Vaughn / Vaughn Company Inc. It involves the property at 3012 South Chapel Road. A motion to approve the Preliminary Plat for Single Family Subdivision and forward to City Council for approval was made by Jim Swatsenbarg. It was given a second by Abi Almandinger. On a voice vote, the motion passed.

The fifth order of business was a request for a Special Use Permit made by the Carthage Chamber of Commerce. This permit would be for the operation of a Carnival in conjunction with the annual Maple Leaf Celebration. The location would be at the Fair Acres Parking Lot (West lot next to YMCA). Bill Barksdale made a motion to approve the Special Use Permit. That motion was given a second by Abi Almandinger. On a voice vote, the motion passed. Board Member Mark Elliff abstained from voting.

The sixth order of business was for a Certificate of Appropriateness for the construction of a 24' X 28' room addition at 1101 Grand Avenue. The request was made by Caleb and Stacey Stiles. A motion to approve the Certificate of Appropriateness was made by Abi Almandinger. The motion was given a second by Jim Swatsenbarg. On a voice vote, the motion passes.

The seventh order of business was a request for a Certificate of Appropriateness for exterior improvements and the construction of an 18' X 15' addition. The request was made by Jeffry Hodkin for property located at 800 S Garrison. A motion to approve the Certificate of Appropriateness was made by Abi Almandinger. Jim Swatsenbarg gave that motion a second. On a voice vote, the motion passed.

There were no further items on the agenda.

Jim Swatsenbarg made a motion to adjourn. Mark Elliff seconded that motion. Motion passed and meeting adjourned.

Respectfully submitted,
Bill Barksdale