

Draft Copy of Minutes Subject to Approval at The Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 2 September 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.

The September meeting was held in City Council Chambers.

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

Also, present: Julie Tilley.

A quorum was present.

Chairman Harry Rogers called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the August 2020 meeting. Minutes were available for review in the packet prior to the meeting. A motion to approve the minutes as written was made by Jim Swatsenbarg and was seconded by Abi Almandinger. On a voice vote, all ayes, the motion passed.

Prior to the agenda item, Chairman Rogers explained the definition of Conflict of Interest as the next item involved two of the Commission members related to Vision Carthage. Ms. Almandinger is the Executive Director of Vision Carthage and Mark Elliff is a board member of the organization. The Historic Planning and Zoning Commission members discussed the relationship and the members felt that there was not a conflict of interest, however Ms. Almandinger stated she will still abstain from voting.

Second order of business involved a Certificate of Appropriateness request. The request is for the placement of a temporary exterior sign at 146 E. 4th street from Vision Carthage. Ms. Almandinger stated that the sign presented in the packet was not a completed version and would contain a small change to it. The sign is a vinyl type banner. A motion to approve the Certificate of Appropriateness was made by Jim Swatsenbarg and was seconded by Mark Elliff. On a voice vote, 3 ayes and one abstention by Ms. Almandinger, the motion passed.

The question was asked if the final mural that was going to be attached to the building at 136 E. 4th would need to come before the Commission and Mr. Carney will check into that and pass that information on to Vision Carthage.

There were no further items on the agenda.

It was mentioned that we still have one vacancy to the Commission and that has been brought up with the Mayor.

The next meeting will be October 5, 2020 provided there are items for the Commission to act on.

Mark Elliff made a motion to adjourn. That motion was seconded by Jim Swatsenbarg. Motion passed

and the meeting adjourned.

Respectfully submitted,
Mark Elliff