



AGENDA

Planning, Zoning, and Historic Preservation Commission

Thursday, November 7, 2024 5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting Thursday, October 3, 2024

Public Participation

Each person who wishes to address the commission must put their name and address on the sign-up sheet and shall state their name prior to speaking. Each person is limited to two (2) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer further questions by the commission or the chair.

Public Hearing

1. Request a Special Use Permit for the operation of a restaurant that sells liquor by the drink at property located at 910 S Garrison

Staff Report

New Business

Old Business

1. Discuss RFQ status for grant

Next Meeting: Thursday, December 5, 2024

Adjourn

Commission Members

Voting Members:	Chairman	Jim Hunter	1514 S River	417-850-5355
	Vice Chairman	Jim Swatsenbarg	601 Howard	417-358-1690
	Secretary	Joshua Anderson	1205 S Main	417-793-2196
	Member	Philip Brown	2533 Theo	417-793-8065
	Member	Vacant	Vacant	Vacant
	Member	Robin Harrison	721 E 10th	417-483-8835
	Member	Matt Smith	1022 E Chestnut	417-437-2281

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator		City Hall	417-237-7003
	Asst. City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Terri Heckmaster	1155 Grand	417-310-6178

Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
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Meeting Minutes

October 03, 2024/ 5:30 PM / City Hall Council Chambers

Members Present: Jim Swatsenbarg, Philip Brown, Matt Smith, & Josh Anderson

Members Absent: Robin Harrison, Jim Hunter

Staff & Council: Zeb Carney, Julie Tilley, & Terri Heckmaster

Staff Absent: Traci Cox

The meeting was called to order at 5:30 PM by Jim Swatsonbarg, Vice Chairman

Approval of Previous Meeting Minutes

- Motion by Josh Anderson to approve the previous meeting minutes, seconded by Matt Smith - All present voted in favor, minutes were approved

Public Hearings

1. *Discuss a Preliminary Plat for a single family subdivision on property located west of River St. between Wendy Lane & Gene Taylor Drive*
 - Zeb Carney started by giving a staff overview of the property and project - all parties involved with the project had met with city staff, CWEP, and the Public Works to make sure all city codes and requirements were met.
 - There will be 31 single family homes
 - All CWEP utilities are available
 - Sidewalks will be installed in the new development
 - Curb and gutter will be installed along the streets
 - The city will install a crosswalk crossing River St.
 - Jeff Hallmark (property developer) stated the homes would range from 1,600sf to 2,000 sq and range from \$250,000 to \$350,000 each
 - Several audience members had minor questions about the development but generally approved overall.

Motion by Philip Brown to approve the Preliminary Plat, seconded by Josh Anderson - All present voted in favor, the motion passed.

- Zeb Carney stated that if there were no further changes expected to the preliminary plat and the P,Z, & HP board felt the Plat meets all the requirements then it could move forward with a motion to approve the final plat.
 - The commission had no further discussion

Motion by Josh Anderson to approve the Final Plat, seconded by Matt Smith - All present voted in favor, the motion passed

Staff Reports

- Zeb C. talked about various ongoing projects around the city and asked if anyone had any questions or comments.

New Business

- n/a

Old Business

1. *Discuss CLG Training*

- Josh A. reported that everyone on the board needs to watch the CLG videos before the end of the month so it can be included in the annual CLG report.
- It is required by the state that all P, Z, & HP members get one (1) hour of CLG education credits each year. These may be done in person or by video.

2. *Discuss the grant application status*

- Josh A. reported that the Request for Qualifications for the CLG grant had been finalized and sent to three different firms to review and also be posted on the city website. He has heard back from one person who is not able to submit a request. The RFQ's are due back by October 23rd so the responses can be reviewed at the next meeting.
- We are currently working on a shortened timeline since we are way into the milestone.

General

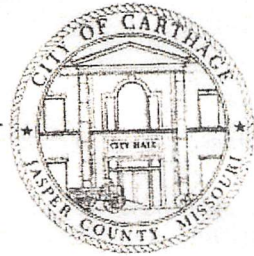
- Jim S. said he has been leading an effort to put a new roof on the house at 610 Grant St. The effort is ongoing and any help would be much appreciated.

Matt Smith moved to adjourn the meeting, seconded by Philip Brown - All present voted in favor, the meeting was adjourned at 6:00 PM.

The next meeting is scheduled for Thursday, November 7, 2024 at 5:30pm in the City Council Chambers

SPECIAL USE PERMIT PETITION

You must provide all requested information on the application. Blanks may delay processing of your petition. (write 'n/a' if information is not applicable to proposal).



Date: Sep. 18, 2024

Filing Fee: \$100.00

Type of Special Use: (be as specific as possible and cite Zoning Ordinance provision listing use as permitted special use)

OPERATE SIT DOWN RESTAURANT, SERVING LIQUOR BY DRINK
WHICH GENERATES IN ARES OF SIXTY+ PERCENT REVENUE
FROM PREPARED MEALS

Note: The City's Zoning Ordinance and Comprehensive Plan may be viewed at the City Clerk's Office or the Public Works Department

Modification of previously issued Special Use Permit:

☐ Yes

☒ No

Property Address: 906-910 S. GARRISON AVE, CARTHAGE MO, 64836

Location/Legal description: CAR MISC N 80' LOT 18
CAR MISC N 74' LOT 18

Total site area: 24'000 sq. ft.

Zoning District(s) and land area within each: A+D

Present Land Use(s): CAR LOT

Owner: Faik Bilalli + Emrula Beftini

Address: 745 SHERIDAN ST + 2005 BEAU DR

Tele: CO OWNERS

City: CARTHAGE

State: MO

Zip Code: 64836

Email Address: FBILALLI7@HOTMAIL.COM

Fax: _____

Petitioner: Faik Bilalli + Emrula Beftini

(person to whom all correspondence will be sent)

Relationship to Owner: CO OWNERS

847-224-8876

Tele: 417-438-5079

Address: _____

State: _____

Zip Code: _____

City: _____

Email Address: _____

Fax: _____

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Proposal:

(Attach Special Use Permit Petition Statement of Justification)

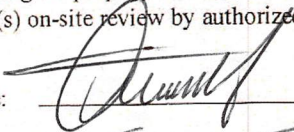
Other information:

(additional relevant information about the site or proposal you wish to note or cite)

WE WOULD LIKE TO THANK THE COMMITTEE FOR THE OPPORTUNITY
TO PRESENT OUR VISION FOR THIS PROPERTY.
WE BELIEVE IT WILL BE WELCOME ADDITION TO THE
CITY OF CARTHAGE, RT 66 VISITORS AND THE
SURROUNDING AREA

The undersigned property owner(s) hereby authorize the filing of this petition (and any subsequent revisions thereto), and authorize(s) on-site review by authorized staff

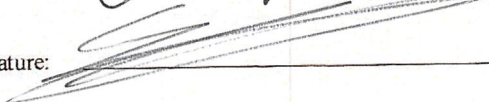
Signature:



Date:

SEP 18. 2024

Signature:



Date:

09-20-24

Signature:

Date:

The undersigned petitioner hereby certifies that, to the best of his or her knowledge and belief, all information supplied with this application is true and accurate.

Signature:

Date:

Return form to: Public Works Department

Office Use Only:	Date Received: 9/20/24	Hearing date:	Approved: ☐ Yes ☐ No
Permit Required:	☐ Yes ☐ No	Permit type:	(if applicable)

SPECIAL USE PERMIT PETITION

STATEMENT OF JUSTIFICATION

For each of the five criteria listed below, provide a statement that explains how any existing conditions, proposed development features, or other relevant facts would allow the Planning, Zoning and Historic Preservation Commission to reach a recommendation, and attach any additional documents or materials that provide supporting factual evidence. The considerations listed under each required criteria are simply suggestions. Applicant should address any additional considerations potentially raised by the proposed development.

Important: Applicant bears the burden of presenting sufficient factual evidence to support findings of fact that allow the Commission to reasonably reach a recommendation. If the applicant fails to meet that burden, the Commission has no choice but to recommend denying the petition.

1. The proposed development will not materially endanger the public health or safety.

Considerations:

- Traffic conditions in the vicinity, including the effect of additional traffic on streets and street intersections, and sight lines at street intersection and curb cuts.
 - Provision of services and utilities, including sewer, water, electrical, garbage collection, and fire protection.
 - Soil erosion and sedimentation.
 - Protection of public, community, or private water supplies, including possible adverse effects on surface waters or groundwater
2. The proposed development will comply with all regulations and standards generally applicable within the zoning district and specifically applicable to the particular type of special use or class of special uses.

3. The proposed development will not substantially injure the value of adjoining property, or is a public necessity.

Considerations:

- The relationship of the proposed use and the character of development to surrounding uses and development, including possible conflicts between them and how these conflicts will be resolved.
- Whether the proposed development is so necessary to the public health, safety, and general welfare of the community as a whole as to justify it regardless of its impact on the value of adjoining property.

4. The proposed development will be in harmony with the area in which it is located.

Considerations:

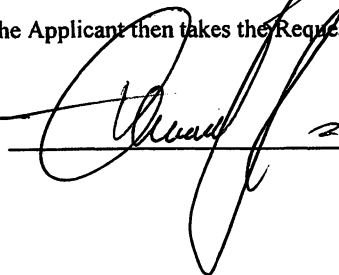
- The relationship of the proposed use and the character of development to surrounding uses and development, including possible conflicts between them and how these conflicts will be resolved.

5. The proposed development will be consistent with the City's Comprehensive Plan.

Considerations:

- Consistency with the Plan's objectives for the various planning areas, its definitions of the various land use classifications and activity centers, and its locational standards.
- The Applicant then takes the Request form to City Hall and pays the filing fee at the City Clerk's Office

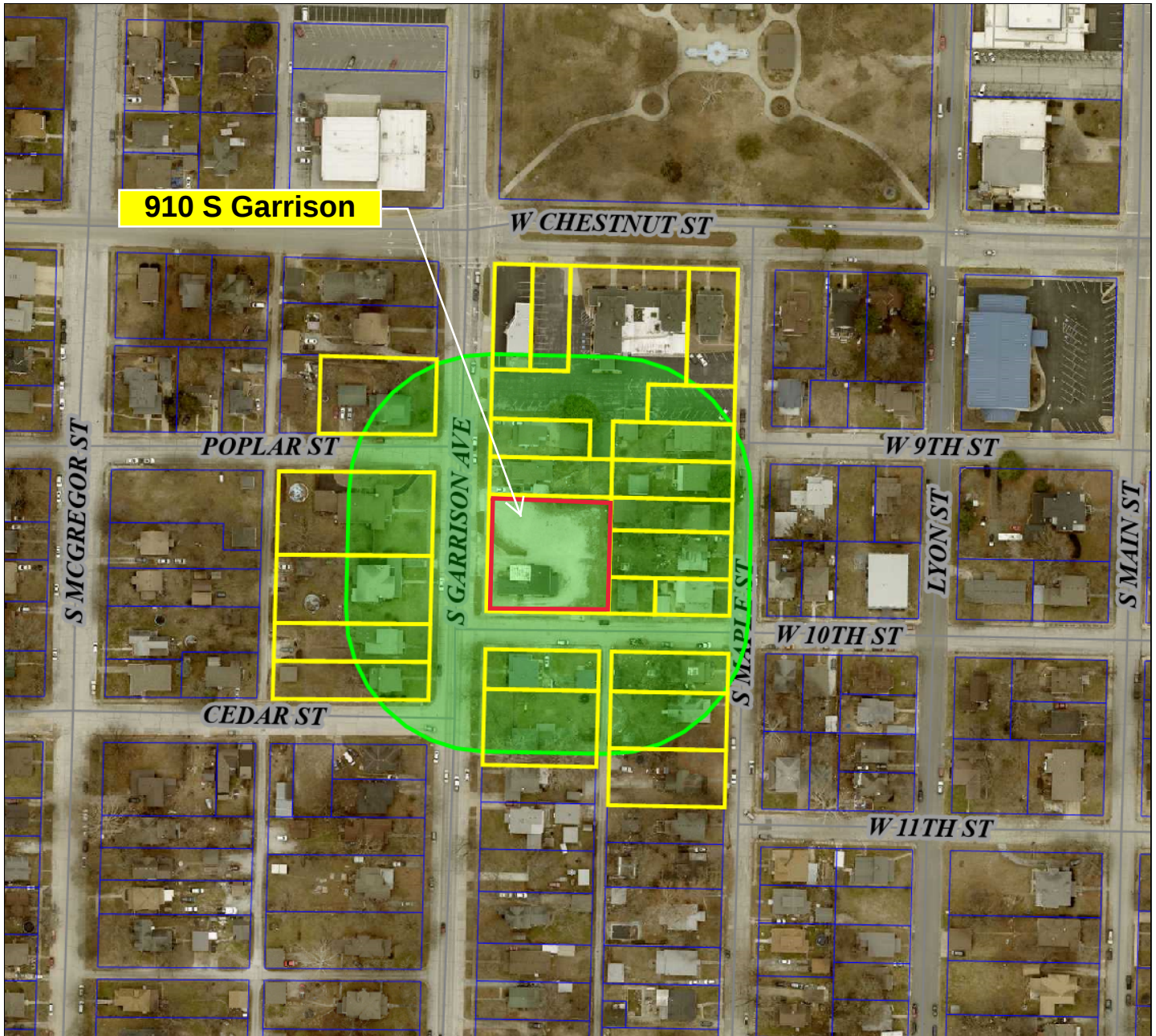
Signature: _____



Date: _____

SEP. 18. 2024

185' Property Ownership Map 910 S Garrison



Date created: 10/22/2024

Last Data Uploaded: 10/22/2024 2:28:27 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

Zoning Map / 910 S Garrison



Date created: 9/26/2024
Last Data Uploaded: 9/26/2024 2:40:44 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

Carthage Zoning

-  A - First Dwelling
-  B - Second Dwelling
-  C - Apartment
-  O - Non Retail
-  D - Local Business
-  E - General Business
-  F - Light Industrial