

1. Planning And Zoning Agenda

Documents:

[PLANNING AND ZONING AGENDA 11-1-2021.PDF](#)

2. Planning And Zoning Meeting Minutes

Documents:

[PLANNING AND ZONING MINUTES 11-1-2021.PDF](#)

3. Planning And Zoning Meeting Packet

Documents:

[PLANNING AND ZONING PACKET NOVEMBER 1, 2021.PDF](#)



AGENDA

Planning, Zoning, and Historic Preservation Commission
Monday, November 1, 2021 5:30 pm
City Hall Chambers
326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting: Monday, October 4, 2021

Public Hearing

1. 1422 W Macon - A Request for a Special Use Permit for the operation of a one licensed operator beauty shop

New Business

1. Discuss establishing time limits on temporary banners in the Historic District

Old Business

Staff Report

Next Meeting: Monday, December 6, 2021

Adjourn

Commission Members

Voting Members:	Chairman	Mark Elliff	1511 Grand	417-358-3613
	Vice Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Harry Rogers	1350 S Main St	417-358-4527
	Member	Jim Hunter	1514 S River	417-850-5355
	Member	Vacant	Vacant	Vacant
	Member	Jim Swatsenbarg	601 Howard	417-358-1690

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator	Tom Short	City Hall	417-237-7003
	Asst. City Administrator	Greg Dagnan	City Hall	417-237-7003
	Councilmember	Ed Barlow		

Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
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Public Works Department 623 E Seventh Carthage MO 64836 Tele: (417) 237-7010 Fax: (417) 237-7011 Email: pwd@carthagemo.gov

Draft Copy of Minutes Subject to Approval at The Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 1 November 2021

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Mark Elliff, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Jim Hunter, and Harry Rogers. 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 November meeting was held in City Council Chambers.

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

Also, present: Julie Tilley, Greg Dagnan, David Armstrong, Alan Snow, Lacey Hensley, Kim Plew and Bren Flanigan.

A quorum was present.

Chairman Mark Elliff called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the October 4, 2021, meeting. Minutes were available for review in the packet prior to the meeting. A motion to approve the minutes as written was made by Abi Almandinger and was seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Second order of business was a request for a Special Use Permit for the operation of a one licensed operator beauty shop at 1422 W. Macon. Staff recommended allowing the Special Use Permit with restriction of hours from 7:00 a.m. to 7:00 p.m. and no “advertising” signs be allowed on property. A small Open sign near the entrance of the door is appropriate and a yard sign in the dimensions of a “Garage Sale” sign would be appropriate. A motion to approve the Special Use Permit with the before mentioned restrictions was made by Abi Almandinger and seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Third order of business was discussion of time limits on temporary banners and signs in the Historic District. Public Works Director Carney proposed that authority be given to the Public Works Department to approve a temporary banner/sign while a business is working on getting their business established and being able to promote their business between Planning, Zoning and Historic Preservation meetings when a permanent sign will be presented for approval. A motion to give authority to the Public Works Department to approve a temporary banner/sign for up to 60 days in the Historic District was made by Jim Swatsenbarg and seconded by Abi Almandinger. On a voice vote, all ayes, the motion passed.

Discussion was held regarding the CLG training and the date of November 10, 2021, noon in City Council Chambers was agreeable with the members of the Commission.

There were no further items on the agenda.

The next meeting is scheduled for Wednesday December 8, 2021 as the Christmas Parade is scheduled for Monday December 6th.

Harry Rogers made a motion to adjourn. That motion was seconded by Jim Hunter. Motion passed and the meeting adjourned.

Respectfully submitted,
Mark Elliff



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Draft Copy of Minutes Subject to Approval at The Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 4 October 2021

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Mark Elliff, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Jim Hunter, and Harry Rogers. 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 October meeting was held in City Council Chambers.

Commission Members Present: Mark Elliff, Abi Almandinger, Jim Swatsenbarg, Jim Hunter, Zeb Carney, Tom Short, Ed Barlow, and Harry Rogers.

Also, present: Julie Tilley, Greg Dagnan and Bren Flanigan.

A quorum was present.

Chairman Mark Elliff called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the September 23, 2021, meeting. Minutes were available for review in the packet prior to the meeting. A motion to approve the minutes as written was made by Abi Almandinger and was seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Second order of business was to select material and a time and date for the annual CLG training which needs to occur before November 30, 2021. Chair Elliff suggested a noon meeting at Council Chambers where members of the Commission would bring their own lunch and view a training video entitled "Historic Preservation Funding in Your Community." Commissioners agreed and a date and time will be set before November 30th, 2021.

Third order of business was a review of the City Charter, Article XV and the various sub-sections of the Ordinance pertaining to the duties of the Planning, Zoning and Historic Preservation Commission. Questions were asked by Commissioners as well as discussion pertaining to the Ordinance.

Chair Mark Elliff asked that an item be added to the next meeting Agenda for the Commission to review regarding Banners in the Historic District, setting a time limit that they could be used and approved by the Public Works staff. This would allow a new business opening to promote themselves and not have to wait for approval from the Commission if it occurs between meetings of the Commission.

Fourth order of business was to amend Section 17-56 of the Carthage City Code to include Solar Panels as the 21st exception. Motion was made by Abi Almandinger to approve the draft language with a second by Harry Rogers. There was discussion regarding the language and the intent of enforcement. An Amended motion was offered by Abi Almandinger that the language read as follows:

"Solar panels must be installed on rear slopes or other locations not highly visible from the public right-of-way. Panels must be installed flat and not alter the slope of the roof. Installation of panels must be reversible." Jim Swatsenbarg second the motion. After discussion, on a voice vote, all ayes, the amended motion passed.

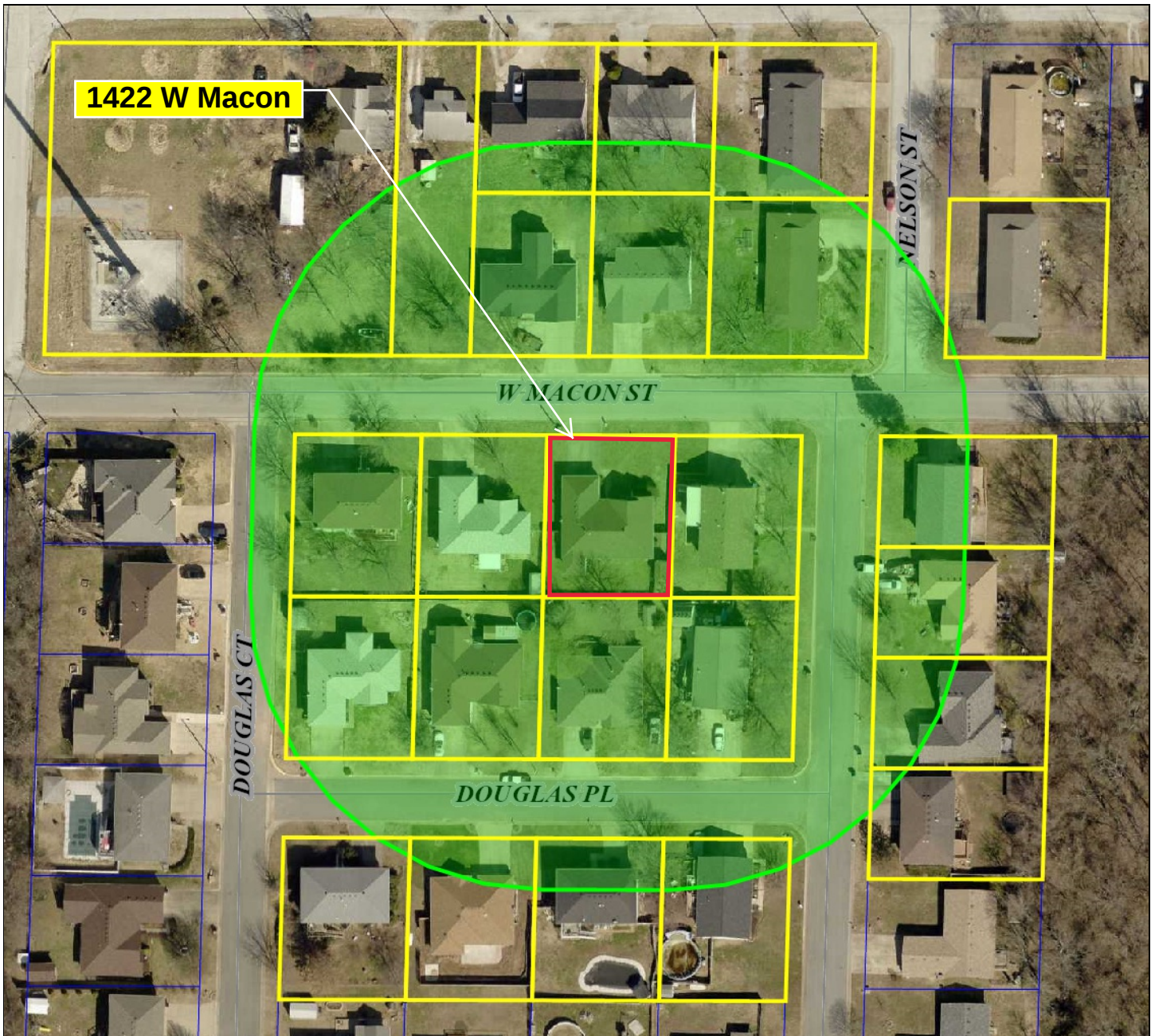
There were no further items on the agenda.

The next meeting is scheduled for November 1, 2021

Harry Rogers made a motion to adjourn. That motion was seconded by Jim Hunter. Motion passed and the meeting adjourned.

Respectfully submitted,
Mark Elliff

185' Property Ownership Map / 1422 W Macon



Any split parcels recorded after April 15th, 2020 will not display until tax year 2021.

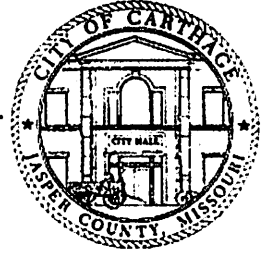
Date created: 10/14/2021

Last Data Uploaded: 10/13/2021 6:52:23 PM

Developed by  **Schneider**
GEOSPATIAL

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: 10-8-21

Filing Fee: \$100.00

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

Nail Salon SEC. 25-251 (16) ONE (1) LICENSED OPERATOR BEAUTY
SHOP.

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: 1422 W Macon St Carthage, mo 64836

Location/Legal description: Carthage Heights Addition lot 30

Total site area: LOT 8200 sq. ft. / DWELLING: 1786 sq. ft.

Zoning District(s) and land area within each: "A" FIRST DWELLING

Present Land Use(s): NEIGHBORHOOD RESIDENTIAL

Owner: Lacey M. Hensley
Address: 1422 W Macon St Tele: 417 396 5530
City: Carthage State: MO Zip Code: 64836
Email Address: morgan1990@iide.com Fax: _____

Petitioner: LACEY M HENSLEY Relationship to Owner: _____
(person to whom all correspondence will be sent)

Address: _____ Tele: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____ Fax: _____

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)

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: _____

Lacey Hensley

Date: _____

10-8-21

Signature: _____

Date: _____

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: _____

Lacey Hensley

Date: _____

10-8-21

Return form to: Public Works Department

Office Use Only:

Date Received: _____

10/13/21

Hearing date: _____

11/1/21

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.

Signature: Jacey Hunsley

Date: 10-8-21

STATEMENT OF JUSTIFICATION

Will not endanger public health or safety ★

1. I will not schedule more than one client at a time so my driveway will have adequate parking.
 - Will have things done professionally, legally & up to code.
 - N/A
 - Will be done professionally, will comply with State safety regulations.
2. Checked all laws, regulations, permits, research before any work will be done.
3. There will be no work done to injure any property.
 - Will be considerate of any oncoming conflicts or concerns
 - I would like to run a business out of my home. I am a working mom but also needing to be available for my child. Daycare has become unaffordable for my husband and I as well as booth renting at a Salon.
4. I would not be doing any of this against any laws, rules or regulations to ruin my success.
 - Will be considerate of oncoming conflicts with the location

5. I would not want to go against code because I don't want to hurt my business in the long run. I want to do things right from the beginning for the safety of everyone & everything surrounding my business. as well as being successful with no fears or obstacles of doing things incorrectly or by trying to hide things.

SPECIAL USE PERMIT PETITION REVIEW PROCESS

It is strongly recommended that any person considering seeking a Special Use Permit first contact the Public Works Department staff, who will explain the review process, applicable requirements and standards, potential issues, and provide the necessary forms.

Review of Special Use Permit petitions occurs in accordance with defined cycles that accommodate comprehensive review by the City, a public hearing and review by the Planning, Zoning and Historic Preservation Commission, and public notice of hearing.

- Request a Special Use Permit Application from the Public Works Department
- Applicant completes the application and returns it to the Public Works Department
- Public Works Department staff reviews the application and directs any concerns to the applicant
- The applicant makes payment for the filing fee at Public Works Department
- The request is placed on the next Planning, Zoning and Historic Preservation Commission Agenda
- Applicant is notified of Hearing date. Notice of Public Hearing is published in the Carthage Press
- The Public Works Department notifies property owners within 185' of property requesting the Special Use Permit of the Public Hearing date.
- City Clerk posts agenda no less than 24 hours prior to the meeting
- Planning, Zoning and Historic Preservation Commission conducts hearing and votes on recommendation to City Council regarding approval or denial of request
- Upon an approval at Council, a Council Bill is prepared for first reading for the next Council meeting
- Council Bill goes through a second reading
- Special Use Permit is issued through City Clerk's office and permit is sent to Applicant

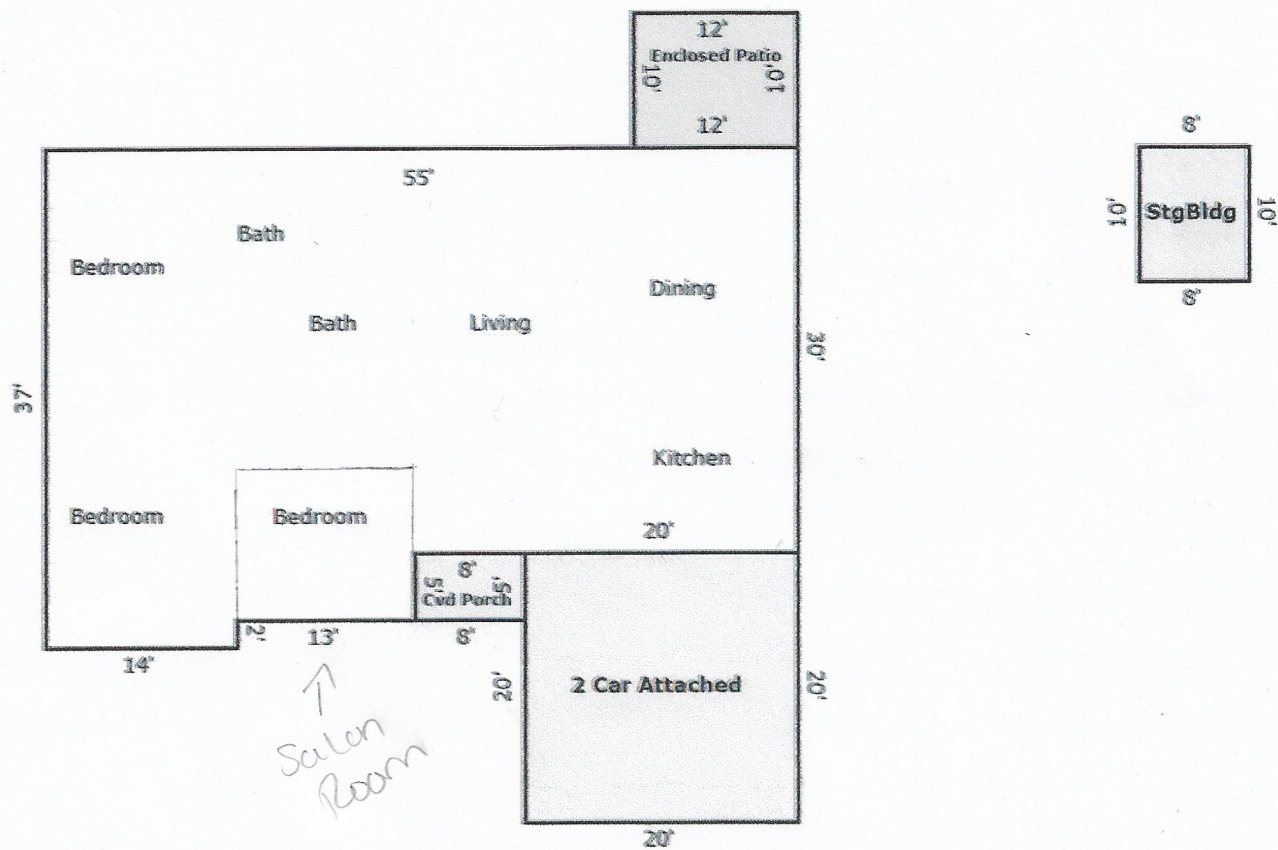
Note: The Planning, Zoning and Historic Preservation Commission meet on the first Monday of each month. The City Council meet on the second and fourth Tuesday of each month.

1422 W Macon

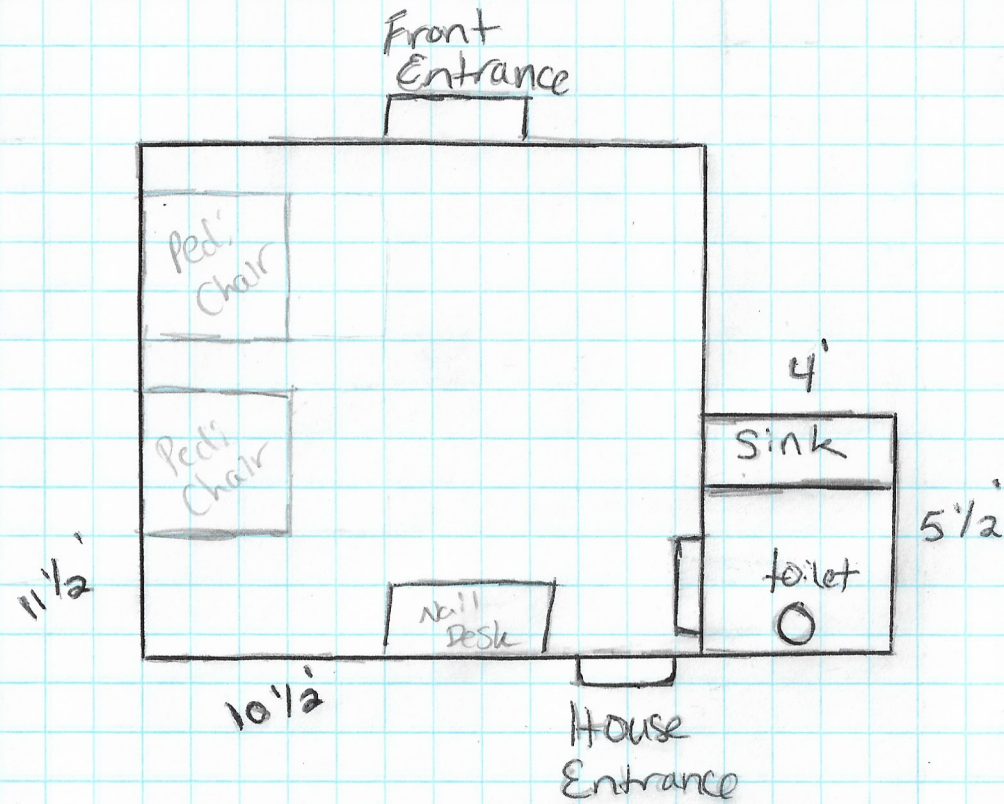


Building Sketch

Borrower	Hensley, Lacey M			
Property Address	1422 W Macon St			
City	Carthage	County	Jasper	State MO Zip Code 64836
Lender/Client	Flat Branch Mortgage, Inc.			



Macon Street



Staff Report

1422 W. Macon

The City of Carthage Comprehensive Plan future land use map identifies this property as neighborhood/residential.

It is currently zoned "A" residential. The City of Carthage Code allows the Planning and Zoning Commission the ability to grant Special Use Permits. A one (1) licensed operated beauty shop is one of the permitted uses.

Staff recommends allowing the Special Use Permit for a one (1) licensed operator beauty shop. Staff would also recommend that no signage be allowed on the property and the hours of operation be restricted to 7:00 AM through 7:00 PM.

Any Special Use Permit granted shall automatically be revoked if the real estate is not being used for the permitted use for a period of one year. Failure to purchase a merchants license or business license, for those businesses required to purchase such a license, shall be prima facia evidence of cessation of the permitted use.