

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