

## **Planning Zoning & Historic Preservation**

# **Meeting Minutes**

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**September 4<sup>th</sup>, 2025/ City Hall Council Chambers**

**Members Present: Josh Anderson (Chairman), Philip Brown, Matt Smith, Robyn Peterson, Rick Stuart**

**Staff & Council: Mayor -Bren Flanigan, Council Member-Derek Peterson, Julie Tilley & Josiah Bayless-Public Works, and City Administrator Traci Cox**

**Absent: Heather Collier(resigned) Dr. Torie Soriano-Bounous(appointed)**

**The meeting was called to order at 5:30 PM by Josh Anderson, Chairman**

### **Approval of Previous Meeting Minutes:**

**Motion by Chairman Anderson to approve the previous minutes, seconded by Mr. Smith – All present voted in favor, minutes were approved.**

**Motion by Chairman Anderson to change subsequent meeting from the 1<sup>st</sup> Thursdays to the 1<sup>st</sup> Mondays of each month, seconded by Mr. Smith-All present voted in favor, motion was approved.**

**Motion by Chairman Anderson to postpone discussion regarding “middle - market housing” until January 2026. Ms. Peterson seconded the motion – All Present voted in favor, motion was approved.**

**Motion by Chairman Anderson to schedule the next meeting of the Planning, Zoning and Historic Preservation Commission on September 24<sup>th</sup>, 2025 in Chambers. The intent being to introduce the Historic District Design Guidelines(draft) and encourage input from City Council and the Carthage Citizens. Motion seconded by Mr. Smith-All present voted in favor, motion was approved. Chairman made note to include the September 24<sup>th</sup>, 2025 on City Agenda.**

**Motion by Mr. Stuart that bimonthly meetings be scheduled in consideration of the Historic District Design Guideline and the review of the document. Motion second by Mr. Brown-All present voted in favor, motion was approved. Note September 24<sup>th</sup>, 2025 meeting scheduled. Note: Bimonthly meeting to begin in October.**

**Old Business- N/A**

**Adjournment: There being no further business, Chairman Anderson motion to adjourn the meeting, seconded by Mr. Smith-All present voted in favor, the meeting was adjourned at 6:27 PM.**

**The next meeting is scheduled for Wednesday September 24<sup>th</sup>, 2025 at 5:30 PM in the City Council Chambers**