

1. Planning And Zoning Agenda June 6th, 2022

Documents:

[PLANNING AND ZONING AGENDA 06 06 22.PDF](#)

2. Planning And Zoning Packet June 6th, 2022

Documents:

[PLANNING AND ZONING PACKET 06 06 22.PDF](#)

3. Planning & Zoning Minutes June 6, 2022

Documents:

[PLANNING AND ZONING MINUTES 06 06 22.PDF](#)



AGENDA

Planning, Zoning, and Historic Preservation Commission
Monday, June 6, 2022 5:30 pm
City Hall Chambers
326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting Monday, May 23, 2022

Public Hearing

1. Certificate of Appropriateness for Exterior signage located at 423 S Main.
2. Certificate of Appropriateness for Exterior signage located at 1250 S Garrison.

Staff Report

New Business

Old Business

1. 353 Tax Abatement Discussion

Next Meeting:

Adjourn

Commission Members

Voting Members:	Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Vice Chairman	Jim Swatsenbarg	601 Howard	417-358-1690
	Secretary	Harry Rogers	1350 S Main St	417-358-4527
	Member	Jim Hunter	1514 S River	417-850-5355
	Member	Alan Bull	614 E Centennial	417-388-2309
	Member	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Joshua Anderson	1205 S Main	417-793-2196

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator	Greg Dagnan	City Hall	417-237-7003
	Asst. City Administrator	Traci Cox	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



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Draft Copy of 5/23/22 Minutes
Subject to Approval at the Next Meeting

Planning, Zoning, and Historic Preservation Commission
May 23, 2022

The Planning, Zoning, and Historic Preservation Commission consist of eleven members: Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Jim Hunter, Harry Rogers, Alan Bull, and Josh Anderson are voting members appointed by the Mayor.

Non-Voting Members include Mayor Dan Rife, City Administrator Greg Dagnan, and Council Liaison Ed Barlow. Staff includes Public Works Director Zeb Carney.

The May meeting was a *special* meeting called by Vice Chair, Abi Almandinger. It was held in City Council Chambers.

Commission Members Present: Abi Almandinger, Jim Swatsenbarg, Jim Hunter, Harry Rogers, Alan Bull, Josh Anderson, Greg Dagnan, Ed Barlow, Zeb Carney.
Also present was Julie Tilley and former Chair, Mark Elliff. Good luck Mark on your newest undertaking as City Councilman.

A quorum was present.

Vice Chair Abi Almandinger called the meeting to order at 5:30 p.m.

First order of business was to approve the minutes of the April 4, 2022 meeting. Minutes were included in the meeting packet. A motion to approve the minutes as written was made by Jim Hunter and seconded by Harry Rogers. The motion passed by unanimous vote.

Second order of business was to elect new Commission Officers due to the vacancy created by Mark Elliff being elected to the City Council.

Harry Rogers nominated Abi Almandinger as Chair, Alan Bull seconded. Abi was elected by unanimous vote.

Jim Hunter nominated Jim Swatsenbarg as Vice Chair, Harry Rogers seconded. Jim was elected by unanimous vote.

Harry Rogers volunteered to act as Secretary for one year, no longer. Alan Bull seconded. Harry was elected by unanimous vote.

The third order of business was to further discuss progress toward adopting Section 353 Tax Abatement for the City.

Greg Dagnan explained that since the Commission's recommendation to the Council to adopt Sec. 353, the Council has appointed the Commission to act as lead on the project. There are two primary steps to be undertaken by the Commission:

1. Adopt a "blight" zone (area in need of restoration or repair) within the City to present to the Council for codification. Zeb Carney and staff selected a proposed area and provided a map of the area. Greg Dagnan provided sample ordinances and clarification.

2. In order to qualify for Sec. 353 a property owner must turn his property over to a for-profit Urban Redevelopment and Renewal Corporation that is to hold title until all promised work has been completed. The Commission is charged with recommending to the City Council a path to creating/operating/funding such a corporation.

After several minutes of discussion Jim Swatsenbarg made a motion that each member drive the proposed blight area and advise Zeb Carney of any suggested changes. Zeb will then prepare versions of the map with the suggested changes and have them available at our next meeting. Harry Rogers seconded. The motion passed unanimously.

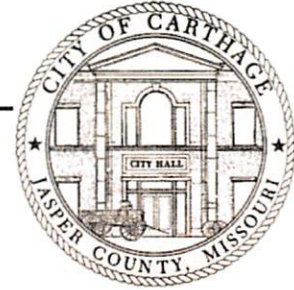
There were no further items on the agenda. The next meeting is scheduled for Monday June 6, 2022.

Alan motioned to adjourn; Jim Hunter seconded; the motion passed and the meeting adjourned.

Respectfully submitted,
Jim Swatsenbarg

CERTIFICATE OF APPROPRIATENESS

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



Date: 05/16/2022

Owner: Crosby Dayton Land Company

Address: 33974 S Coves Dr Tele: 9705854143

City: Cleora State: OK Zip Code: 74331

Email Address: Crosbydaytonlandcompany@yahoo.com Fax: _____

Applicant: Brittany Parrish Relationship to Owner: Tenant

(person to whom all correspondence will be sent)

Address: 423 S Main St, Carthage, MO 64836 Tele: 4177583185

City: Carthage State: MO Zip Code: 64836

Email Address: swagnail7@gmail.com Fax: _____

Property Location: 423 S Main St, Carthage, MO 64836

Legal Description:

n/a

(attach separate sheet if necessary)

Project Description:

Apply a yellow vinyl graphic that says the business name 'Downtown Nails' with a printed 'glitter' effect to the building's exterior windows.

[Signature] 16, 2022 17:39 MDT

Owner's Signature

[Signature]

Brittany Parrish (May 16, 2022 15:10 CDT)

Applicant's Signature

Return Form to: Public Works Department

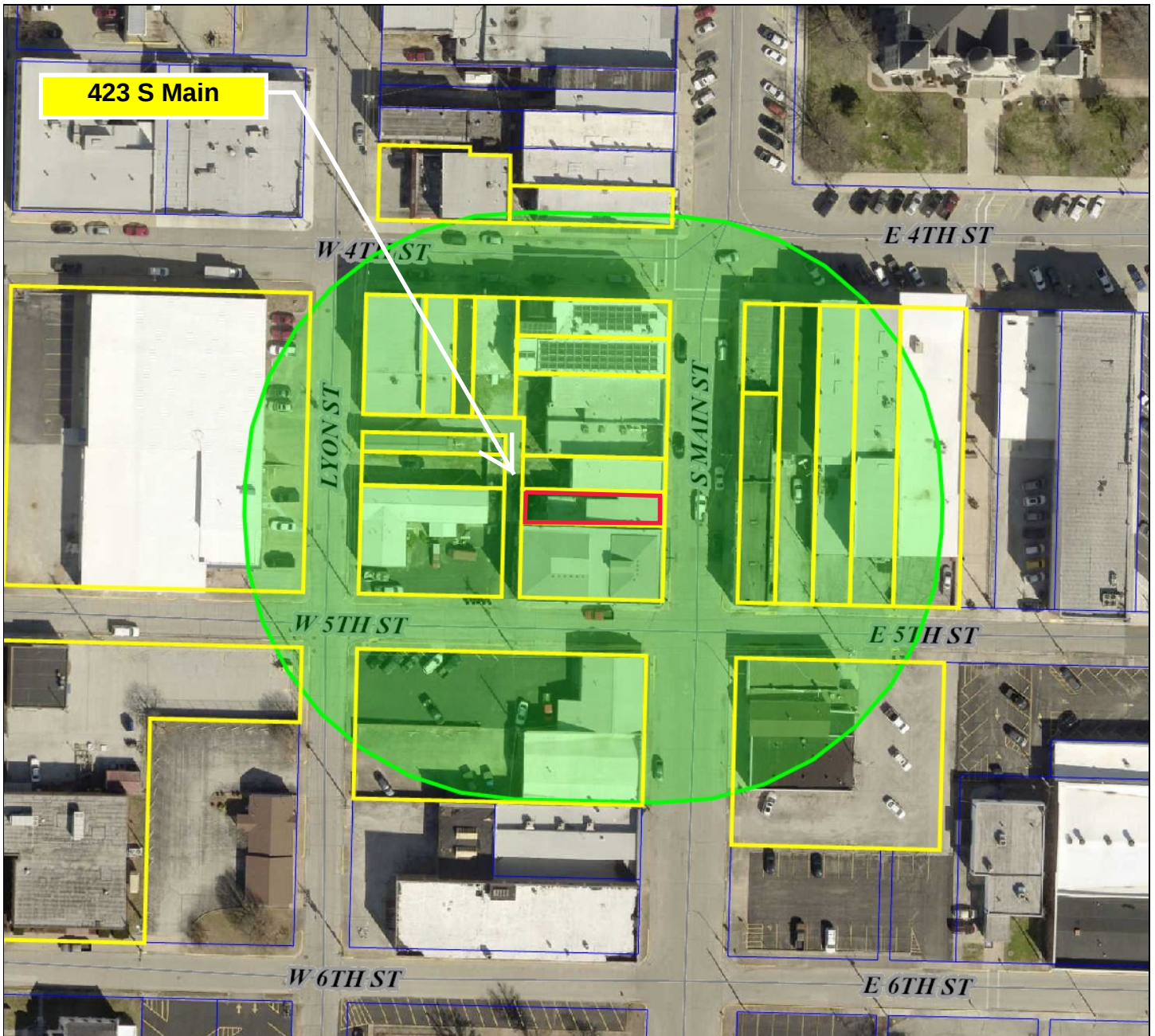
Office Use Only: Date Received: _____ Hearing date: _____ Approved: ☐ Yes ☐ No

Permit Required: ☐ Yes ☐ No

Permit type: _____

(if applicable)

185' Property Ownership Map / 423 S Main



Any split parcels recorded after the middle of May will not display until the next tax year.

Date created: 5/31/2022

Last Data Uploaded: 5/31/2022 1:41:50 AM

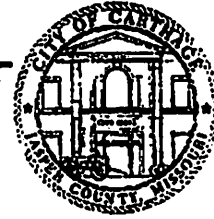
Developed by  **Schneider**
GEOSPATIAL

423 S Main
Proposed Vinyl Signage



SIGN PERMIT APPLICATION

(Each sign must have a separate application. Permit fees are to be paid prior to installation)



DATE: 05/21/2022

ESTIMATED COST: \$300

PROJECT ADDRESS: 423 S Main St, Carthage, MO 64836 HISTORIC DISTRICT: YES X NO

BUSINESS NAME: Downtown Nails

BUSINESS OWNER: Brittany Parrish

ADDRESS: 423 S Main St

CITY: Carthage

STATE: MO

ZIP: 64836

TELE: 417-758-3185

SIGN CONTRACTOR: netfishes

CITY CONTRACTOR LICENSE: YES NO X

ADDRESS: PO Box 179

CITY: Carthage

STATE: MO

ZIP: 64836

TELE: 417-501-9785

LICENSED ELECTRICIAN:

(Required if illuminated, flashing lights, or any wiring is being done. Separate Electrical permit may be required by building official.)

SIGN TYPE	DESCRIPTION
☐ WALL SIGN	Sign mounted to wall, parallel with wall; includes painted on, etched on
☐ GROUND SIGN	Freestanding sign advertising service or product located on the same property
☐ PROJECTION SIGN	Attached to wall and projects perpendicular from face of wall
☐ ROOF SIGN	Attached to and located above roof
☒ Other	Window Vinyl to go on exterior windows

TYPE OF WORK

SIGN IS:	SIGN DETAILS:
☒ NEW	☐ SIZE IN SQUARE FEET 48in X 28in DIMENSIONS
☐ ALTERATION	☐ HEIGHT ABOVE GRADE OF LOWEST PART OF SIGN
☐ REPAIR	☐ HEIGHT ABOVE GRADE OF HIGHEST PART OF SIGN
	☐ PROJECTION BEYOND BUILDING LINE
	TYPES OF MATERIALS Printed vinyl only
	TYPES OF ILLUMINATION

ARE THERE EXISTING SIGNS ON PREMISES?

☐ GROUND SIGN SIZE

☐ WALL SIGN SIZE

☐ OTHER SIGN SIZE

REMARKS:

REQUIRED ATTACHMENTS

- ☒ A drawing indicating the location on the building, the height and width of the building face that the sign will be attached on, and the location on the site.
- ☐ Footing detail and/or attachment detail may be required

* All ground signs require a footing inspection prior to the concrete being poured. Call 417-237-7010 for scheduling.

I hereby certify the owner of record authorizes the proposed sign, and I have been authorized by owner to make this application as their agent, and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant

BUILDING OFFICIAL:

PERMIT FEE:

DATE:

CERTIFICATE OF APPROPRIATENESS REVIEW PROCESS

Certificates of Appropriateness are issued to owners of property located in the Historical District who are requesting to either make certain repairs to structures, additions to structures, additions to property, or to demolish a structure within the district. The Carthage City Code lists work that may be done by any person without constraint. (See Sec. 17-56(a)).

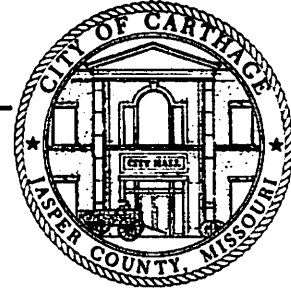
It is strongly recommended that any person considering a project in the Historical District should first contact the Public Works Department staff, who will explain the Certificate of Appropriateness Review Process, applicable requirements and standards, potential issues, and provide the necessary forms.

Review for Certificate of Appropriateness 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 Certificate of Appropriateness 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 request is placed on the next Planning, Zoning and Historic Preservation Commission agenda
- The Public Works Department notifies property owners within 185' of property requesting the Certificate of Appropriateness of the public hearing
- Applicant is notified of hearing date
- City Clerk posts agenda no less than 24 hours prior to meeting
- Planning, Zoning and Historic Preservation Commission conducts hearing and votes regarding approval or denial of request
- City Clerk issues a Certificate of Appropriateness letter noting the ruling of the Planning, Zoning and Preservation Commission to the applicant/owner

CERTIFICATE OF APPROPRIATENESS

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



Date: 5-20-2022

Owner: Valenda Moore / Shane Moore
Address: 1208 S. Garrison Ave Tele: 417-358-2222
City: Carthage State: MO Zip Code: 64836
Email Address: ulmerfh@gmail.com Fax: 417-358-5511

Applicant: Valenda Moore Relationship to Owner: self
(person to whom all correspondence will be sent)
Address: 1208 S. Garrison Ave Tele: 417-358-2222
City: Carthage State: MO Zip Code: 64836
Email Address: ulmerfh@gmail.com Fax: 417-358-5511

Property Location: 1250 / 1248 S. Garrison Ave, Carthage, MO

Legal Description:

old BOOK STORE

(attach separate sheet if necessary)
Project Description: - updating sign with new name - "The Garrison House"
using same shape - just putting a new front -
- inside - adding 2 new bathrooms, updating walls, air conditioning, paint
adding 3rd door to south side = main entrance - apartment - paint and
update kitchen - replace back porch add
railing to front porch - paint & fix places
needed outside

Valenda Moore

Owner's Signature

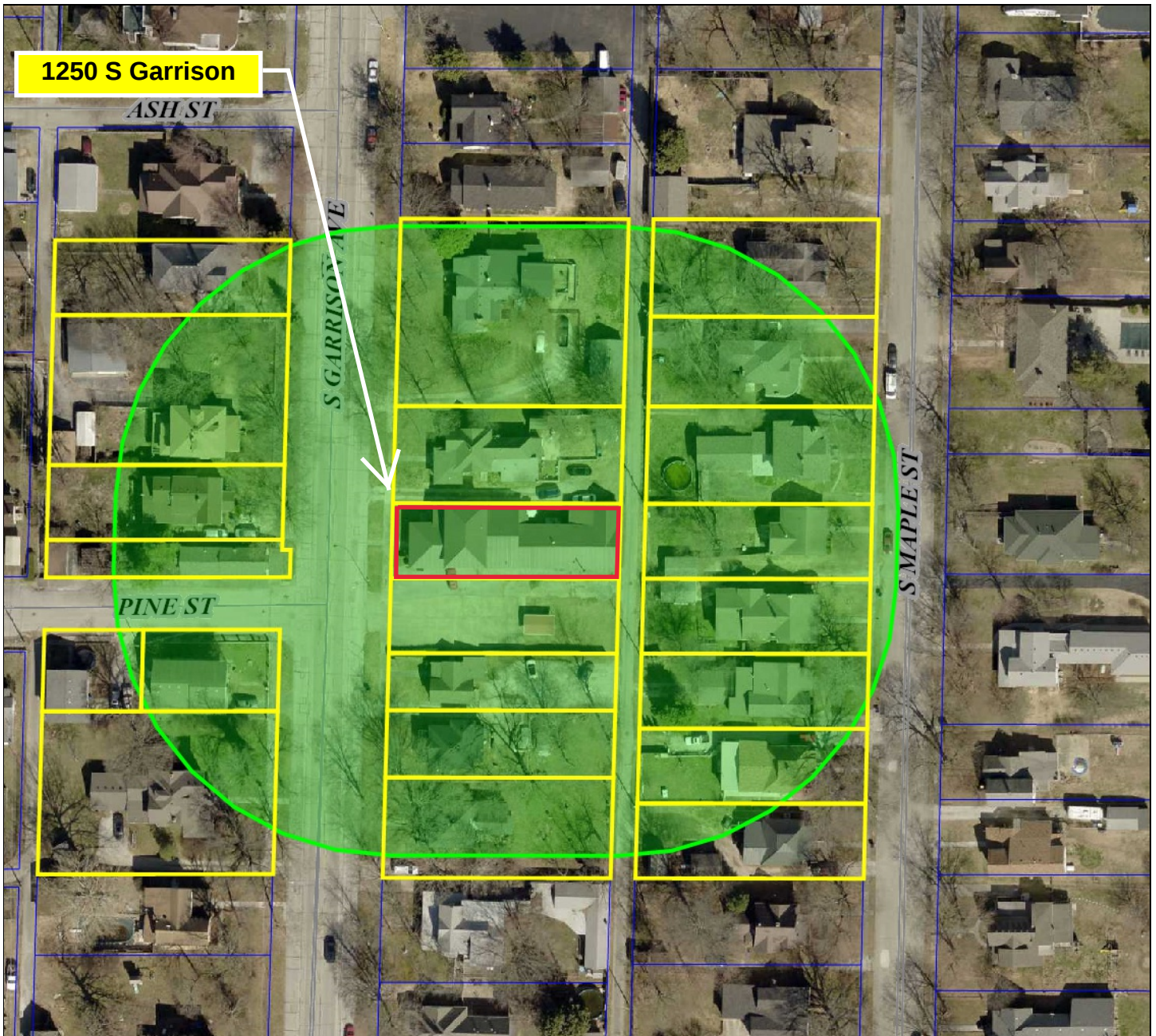
Valenda Moore

Applicant's Signature

Return Form to: Public Works Department

Office Use Only: Date Received: _____ Hearing date: _____ Approved: ☐ Yes ☐ No
Permit Required: ☐ Yes ☐ No Permit type: _____
(if applicable)

185' Property Ownership Map / 1250 S Garrison



Any split parcels recorded after the middle of May will not display until the next tax year.

Date created: 5/23/2022

Last Data Uploaded: 5/23/2022 1:51:16 AM

Developed by  **Schneider**
GEOSPATIAL

1250 S Garrison

Current Signage



1250 S Garrison

Proposed Signage



DATE: 5/20/2022 ESTIMATED COST: \$542.07

BUSINESS NAME: Wilmer Funeral Home **BUSINESS OWNER:** Valenda Moore
ADDRESS: 1708 S. Garrison **CITY:** Carthage **STATE:** MO **ZIP:** 64836
TELE: 417-358-2222 **cell:** 417-825-1416

SIGN CONTRACTOR: All Seasons CITY CONTRACTOR LICENSE: YES NO
ADDRESS: 3801 E. 7th ST CITY: Joplin Joplin STATE: MO ZIP: 64801
TELE: 417-782-0714 DUKESNE

SIGN TYPE	DESCRIPTION
 WALL SIGN	Sign mounted to wall, parallel with wall; Includes painted on, etched on
GROUND SIGN	Freestanding sign advertising service or product located on the same property
PROJECTION SIGN	Attached to wall and projects perpendicular from face of wall
ROOF SIGN	Attached to and located above roof

TYPE OF WORK		SIGN DETAILS:	
SIGN IS:		SIGN DETAILS:	
_____ NEW		<u>1132</u> _____ SIZE IN SQUARE FEET	_____ DIMENSIONS
<u>/</u> _____ ALTERATION		_____ HEIGHT ABOVE GRADE OF LOWEST PART OF SIGN	
_____ REPAIR		_____ HEIGHT ABOVE GRADE OF HIGHEST PART OF SIGN	
		_____ PROJECTION BEYOND BUILDING LINE	
		TYPES OF MATERIALS	_____
		TYPES OF ILLUMINATION	_____

ARE THERE EXISTING SIGNS ON PREMISES?

GROUND SIGN SIZE	✓	WALL SIGN SIZE	OTHER SIGN SIZE
1			
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REMARKS: _____

REQUIRED ATTACHMENTS	
✓	A drawing indicating the location on the building, the height and width of the building face that the sign will be attached on, and the location on the site. Footing detail and/or attachment detail may be required

* All ground signs require a footing inspection prior to the concrete being poured. Call 417-237-7010 for scheduling.

I hereby certify the owner of record authorizes the proposed sign, and I have been authorized by owner to make this application as their agent, and we agree to conform to all applicable laws of this jurisdiction.

Valencia Moore
Signature of Applicant

BUILDING OFFICIAL: _____ PERMIT FEE: _____ DATE: _____

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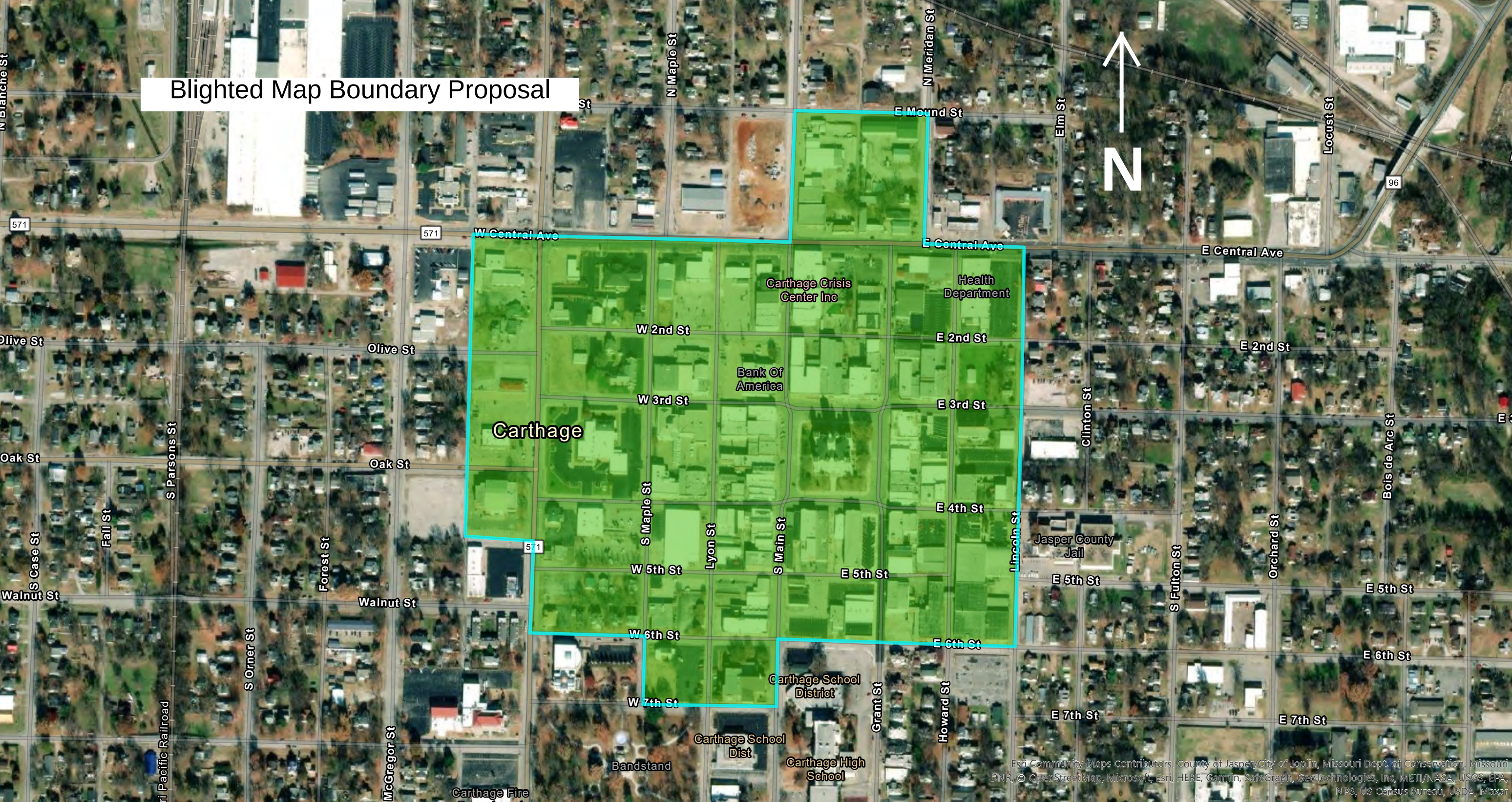
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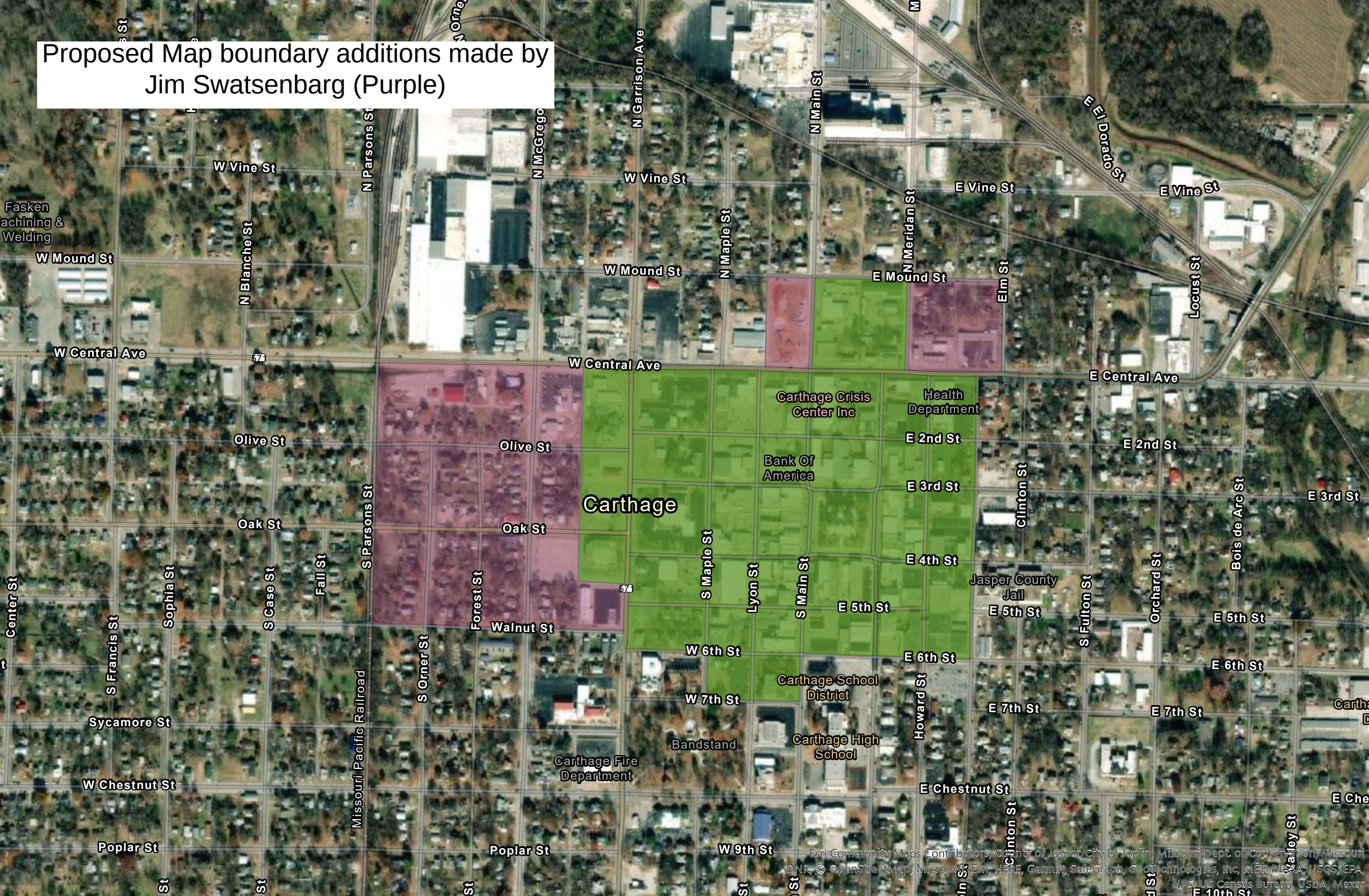
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Blighted Map Boundary Proposal



Proposed Map boundary additions made by
Jim Swatsenbarg (Purple)



To Whom it may Concern:

Minutes for the Planning and Zoning/Historical Preservation Committee for the City of Carthage.

Date: June 6, 2022

The meeting was called to Order at 5:30 pm on June 6th, by Jim Swatsenbarg, Vice-Chairman: The Chair was not available for the meeting.

Minutes were approved on a Motion by Allen Bull and a Second by Josh Anderson. All present voted in favor of approval.

The First item on the agenda was the Certificate of Appropriateness for Exterior Signage at 423 S. Main Street.

A motion was made by Harry Rogers and seconded by Jim Hunter to allow the signage. All present voted in favor of approval.

The Second item on the agenda was the Certificate of Appropriateness for Exterior Signage at 1250 S. Garrison.

A motion was made by Jim Hunter and seconded by Josh Anderson to allow the signage. All present voted in favor of the approval.

Under Old Business:

Discussion of the Tax Abatement proposal was continued. Staff relayed information that the 353 requirements were more flexible than previously presented. It is possible to use 353 funds on a "Spot Blighted" basis. This would simplify the process and allow the City to deal with properties that were willing to participate, also would not demand a Zone or Area be created. It does still require a City Tax Abatement Committee for these projects.

A motion was made by Harry Rogers and seconded by Josh Anderson to create a City Ordinance similar to the City of Joplin that would allow the 353 Tax Abatement on a "Spot Blighted" basis be recommended by the Planning and Zoning/Historic Preservation Committee. All present voted to approve.

It was suggested that the Ordinance be submitted to the Committee for review prior to its submission to the Council.

A motion to adjourn was made by Jim Hunter and seconded by Harry Rogers.

Members in Attendance: Jim Swatsenbarg, Harry Rogers, Jim Hunter, Alan Bull, Joshua Anderson.

Staff in Attendance: Greg Dagnan, Ed Barlow, Zeb Carney, Julie Tilley

Sincerely,

Harry Rogers, Secretary