



# AGENDA

Planning, Zoning, and Historic Preservation Commission

Monday, April 6, 2026 5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

## Call to Order

**Minutes of Previous Meeting:** Monday, March 2, 2026

**AMENDED**

## 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. To consider a request for a Certificate of Appropriateness to remove a house located at 807 Grant.
2. To consider a request for a Certificate of Appropriateness for the demolition of the structure located at 300 Howard.

## New Business

1. Discuss a Preliminary Plat for a new subdivision located at the NE corner of Fairview and Buena Vista.
2. Discuss a Preliminary Plat for a new subdivision located at Fir Road and Chapel Road (1310 W Fir Road).

## Old Business

## Staff Report

**Next Meeting:** Monday, May 4, 2026

## Adjourn

### Commission Members

<b>Voting Members:</b>	Chairman	Joshua Anderson	1205 S Main	417-793-2196
	Vice Chairman	Philip Brown	2533 Theo	417-793-8065
	Secretary	Torie Bounous	12522 Dogwood Road	417-310-0124
	Member	Robyn Peterson	1131 Grand Ave	417-439-5694
	Member	Rick Stuart	1118 Belle Aire	816-804-2933
	Member	Vacant	Vacant	Vacant
	Member	Matt Smith	1022 E Chestnut	417-437-2281

<b>Non-Voting Members:</b>	Mayor	Bren Flanigan	City Hall	417-237-7003
	City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Derek Peterson	1141 Sheila Ann Drive	417-674-0144

<b>Staff:</b>	Public Works Director	Josiah Bayless	Public Works Department	417-237-7010
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# Meeting Minutes

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March 02, 2026/ 5:30 PM / City Hall Council Chambers

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

Staff & Council: Mayor Bren Flanigan, City Admin. Traci Cox, Public Works Admin. Julie Tilley, Councilman Derek Peterson, & Public Works Director Josiah Bayless

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

## Approval of Previous Meeting Minutes

- Motion by Torie Bounous to approve the minutes from the February 2, 2026 meeting. Second by Rick Stuart, however, Mr. Stuart asked that the minutes be amended under the public hearing section; Certificate of Appropriateness for a new parking area; to reflect that Ms. Bounous actually suggested adding a speed table instead of a speed bump. The minutes were amended and the motion carried.

## Public Hearings

1. *To consider a request for a Certificate of Appropriateness to remove a house located at 807 Grant.*
  - a. Seeing as there was no representative for the applicant present at the meeting, it is the standard practice of the commission to table the request.
  - b. Josh Anderson moved to table the request until the next meeting, seconded by Robyn Peterson. The motion carried.
2. *To consider a request for Annexation of property known as Lot 13 in Breckenwood 3rd Addition.*
  - a. Mr. Stephen Carlton; 1436 Highland Ave. Carthage, MO, spoke in favor of the annexation and his intent for the property to be annexed in as zoning group 'A' which is consistent with the abutting and/or adjacent properties.
  - b. Josh Anderson noted that this would fill in a "hole" that is currently not a part of the city, however, it is surrounded by parcels within city limits.
  - c. Philip Brown asked if there would be any deed restrictions on the lot since it would be annexed into a development governed by a covenant - the restrictions would be the same as the rest of the development.
  - d. Josh Anderson moved to approve the annexation, seconded by Rick Sturat. The motion carried.
3. *To Consider a request for Annexation of a 24 acre parcel on E Fir Road.*
  - a. Dan Hill, Carthage R-9 School District representative; 709 W Centennial Ave. Carthage, MO, spoke about the future plans for the site and the school district.
  - b. Philip Brown asked if there were existing utilities already located at the site or if they would need to be extended - several utilities already available, however, some would need to be extended.
  - c. Matt Smith moved to approve the annexation, seconded by Robyn Peterson. The motion carried.

## New Business

1. *Consider and discuss the replat of Blackberry Briar Subdivision*
  - a. Chris Wright; 11351 Amelia Ln., Joplin , MO, spoke about the replat request and the reasoning behind the decision to revise the parcels. He notes that Zanevan Engineering drew the received lots.
  - b. Rick Stuart moved to approve the replat, seconded by Philip Brown. The motion carried.

## Old Business

1. *Select a Secretary*
  - a. Josh Anderson said that after reviewing the ordinance for PZ&HP it was decided that the Secretary needed to be a commission member. After much discussion Torie Bounous volunteered to be Secretary.
  - b. Josh Anderson moved to approve Ms. Bounous as the Secretary, seconded by Philip Brown. The motion carried.

## Staff Report

Josiah Bayless gave a brief overview of the status of the current city projects going on around town.

## Next Meeting

1. The next work session meeting for the new Design Guidelines will be Tuesday, March 17th at 5:30pm in Council Chambers
2. The next PZ&HP meeting will be Monday, April 6th at 5:30pm in Council Chambers.

Rick Stuart moved to adjourn the meeting, seconded by Toris Bounous - The motion carried. The meeting was adjourned at 6:00 PM.

# CERTIFICATE OF APPROPRIATENESS

(Complete and return to Public Works Department. Write 'n/a' if not applicable to the request)



Date: 01/22/2026

Property Address: 807 Grant

Applicant: The Bridge Christian Church

Telephone: (417) 359-6933

Mailing Address: 800 S. Main

City: Carthage

State: MO

Zip: 64836

Email: randeekaiser@gmail.com

Relationship to Owner: Church elder

Name of current Property Owner: The Bridge Christian Church

Telephone: (417) 358-4044

(If other than the Applicant)

Mailing Address: 800 S. Main

City: Carthage

State: MO

Zip: 64836

Email: kerry@bridgecarthage.com

Legal Description of Property:

(Attach separate sheet if necessary)

Project Description:

The Bridge Christian Church would like to remove the house located at 807 Grant. This house has been used as a parsonage for at least the past 30 years. It is the intention to level the ground there and utilize it for future growth at a later time.

Owner's Signature

Applicant's Signature

Office Use Only:

Date Received: 1/22/26

Historic District: YES

Filing Fee: NA

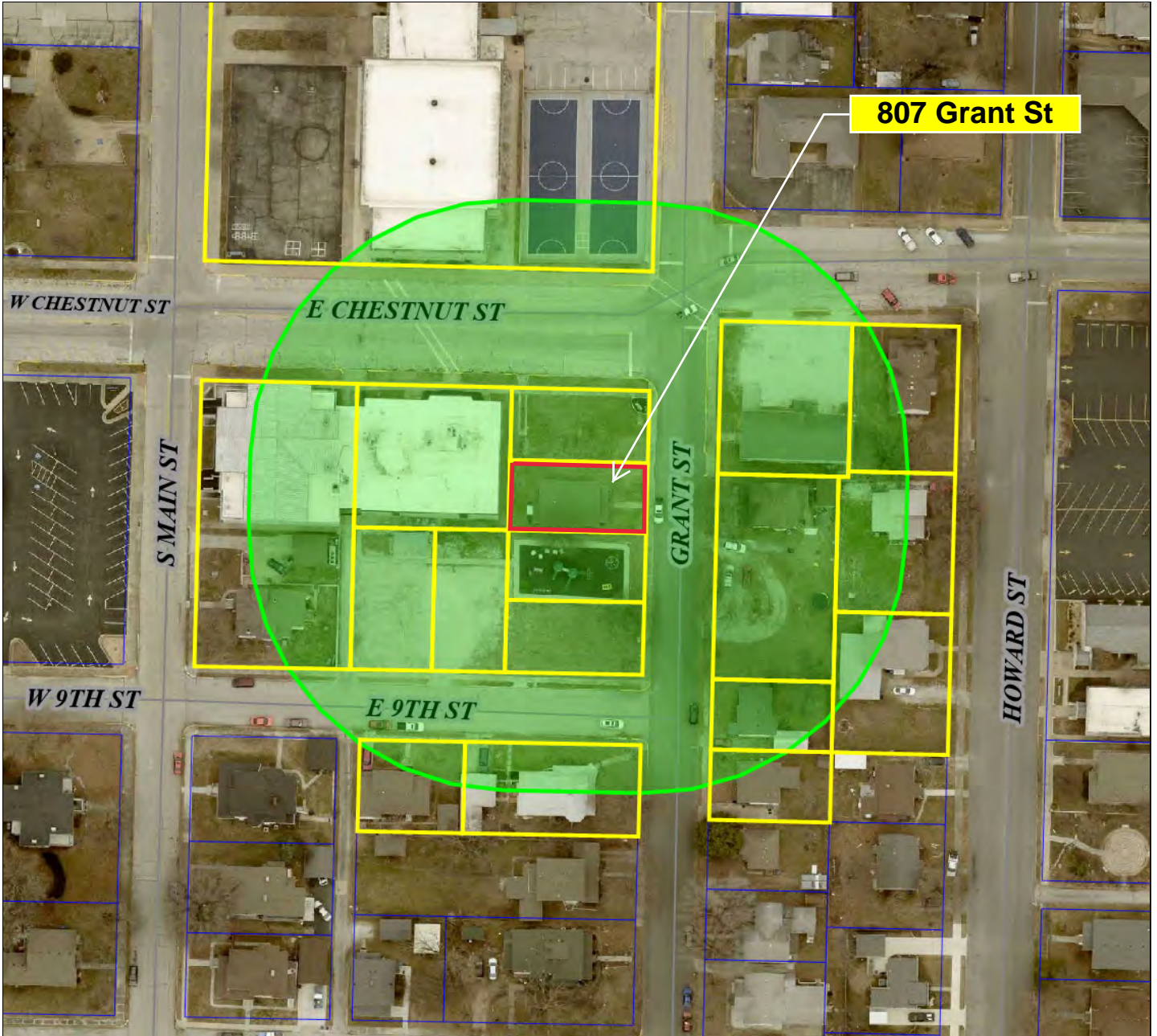
Date for City Staff Review:

Date Application is Complete:

Planning & Zoning Commission Meeting Date: 3/2/26

Ruling:

# 185' Property Ownership Map 807 Grant St



Date created: 2/10/2026  
Last Data Uploaded: 2/10/2026 1:38:40 AM

# 807 Grant St



# Planning, Zoning & Historic Preservation

## Staff Report

The Bridge Christian Church has applied for a Certificate of Appropriateness to remove a house located at 807 Grant St. This house is requested to be moved to utilize the area for future growth.

### Adjacent Land Use/Zoning

This property is Zoned "C" Apartment and does reside within the Historic District. Refer to Sec. 17-56, *b* in the code of ordinances. This zoning is consistent with the surrounding area.

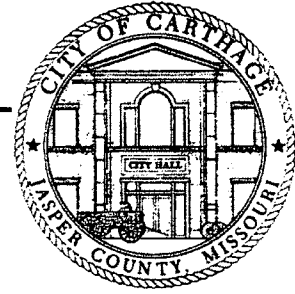
### Staff Recommendation

Staff have spoken with applicants to get more information on the plans to remove the structure. The goal at this time is to have the structure moved to a different location to save the structure and provide a home for a family in need. This would also allow for property owners to fully utilize the extra space for future growth.

It is the Staff's recommendation that the commission approve the Certificate of Appropriateness.

# 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: 3/5/26

Owner: Juan Merida  
Address: 804 Clinton St Tele: \_\_\_\_\_  
City: Carthage State: MO Zip Code: 64836  
Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant: Teolinda Merida Relationship to Owner: Daughter  
*(person to whom all correspondence will be sent)*  
Address: 1125 Clinton St Tele: 214-668-1438  
City: Carthage State: MO Zip Code: 64836  
Email Address: meridaincometax@gmail.com Fax: \_\_\_\_\_

Property Location: 306 Howard St Carthage MO 64836

Legal Description:

All of lot numbered thirty-three (33) in the original town, now City of Carthage, Jasper county, Missouri, according to the recorded Plat Thereof. (attach separate sheet if necessary)

Project Description: =want to demoi'sh Due that it will take a lot of money to repair and don't have the capital. They are requiring engenir and Archtek, mecanical engenir, and don't have the capital to do a full Remodel. so I want to demo to do something better

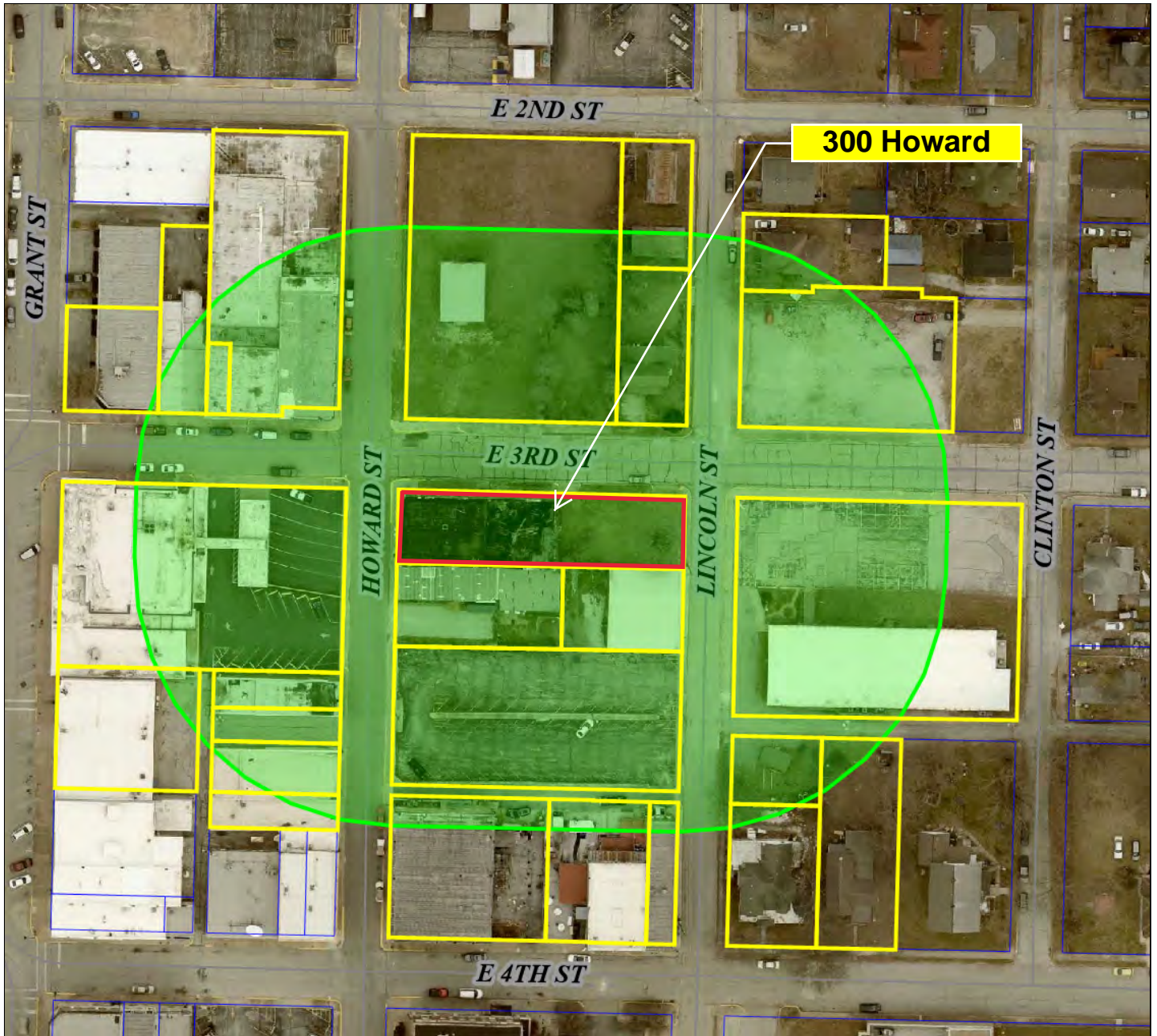
[Signature]  
Owner's Signature

[Signature]  
Applicant's Signature

Return Form to: Public Works Department

Office Use Only:	Date Received: _____	Hearing date: _____	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Permit Required:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Permit type: _____	(if applicable)

# 185' Property Ownership Map 300 Howard



Date created: 3/13/2026  
Last Data Uploaded: 3/13/2026 1:35:09 AM

# 300 Howard



# Planning, Zoning & Historical Preservation

## Staff Report

The property owner, Juan Merida, and applicant, Teolinda Merida, has requested a Certificate of Appropriateness for demolition of the structure at 300 Howard. This property is located on the Southeast corner of 3<sup>rd</sup> and Howard and does reside within the Historic District.

### Adjacent Land Use/Zoning

This property is zoned "F – Light Industrial" and is within the Historic District. Ref- Sec. 17-56 (d) within the Municipal Codes.

### Staff Recommendation

The structure at 300 Howard has been posted as condemned by the City for an extended period and has changed ownership multiple times, with each owner informed of its condition. The current owners have worked with City staff and explored repair options; however, those efforts have not resulted in a feasible path forward. With alternatives exhausted, the owners are requesting demolition.

Given that the structure is more than 60% deteriorated, staff recommends the Commission consider approval of demolition. If approved, staff will coordinate with the property owner, in consultation with the City Engineer, to ensure all required permits are obtained and recommend demolition is performed by qualified, licensed professionals to protect public safety throughout the process.

# PRE-DEVELOPMENT APPLICATION

(Complete and return to Public Works Department. Write 'n/a' if not applicable to the project)



*Plat. Ct. # 3011*

Date: 12-12-25 Filing Fee: \$200

Preliminary Plat  
 Re-Plat  
 Final Plat  
*(fee may be waived)*

Property Owner's Name: J Builders Telephone: 417-793-1430  
Mailing Address: 2300 Grand Ave City: Carthage State: MO Zip: 64836  
Email: JBuildersLLC@yq500.com

Applicant: Justin Holowantk Telephone: \_\_\_\_\_  
*(if not owner)*  
Mailing Address: 2300 Grand Ave City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

Location of Property: NE CORNER OF FAIRVIEW & BUENA VISTA

Present Use of Property: Land (VACANT)  
Proposed Use of Property: House & Duplex

Name of Subdivision: South Rolling Creek  
Total Acres: \_\_\_\_\_ Total Lots: \_\_\_\_\_

Design Professional who Prepared the Plat: Stewart Neence **STEWART : NEECE**  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Engineer's Name: Dust Wenzel / ZANEVAN ENGINEERING Telephone: \_\_\_\_\_  
Mailing Address: 1221 OAK City: CARTHAGE State: MO Zip: 64836  
Email: \_\_\_\_\_

Surveyor's Name: Stewart Neence **STEWART : NEECE** Telephone: \_\_\_\_\_  
Mailing Address: 1201 E. 15th St. City: JOPLIN State: MO Zip: 64801  
Email: \_\_\_\_\_

Zoning of Property: "D" - LOCAL BUSINESS

Land Use and Zoning abutting or adjacent to site:

North RESIDENTIAL  
South OUT OF CITY  
East VACANT  
West RESIDENTIAL

Zoning:

"C"  
"D"  
"A"

  
\_\_\_\_\_  
*Owner's Signature*  
\_\_\_\_\_  
*Applicant's Signature*

# Proposed 'South Rollins Creek Subdivision'



Date created: 3/23/2026  
Last Data Uploaded: 3/23/2026 1:38:06 AM



# Planning, Zoning & Historical Preservation

## Staff Report

The property owner, J Builders, has turned in a Pre-Development application for property located at the NE corner of Fairview and Buena Vista. This is a Preliminary Plat of South Rollins Creek Subdivision.

### Adjacent Land Use/Zoning

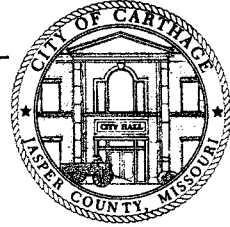
This property is zoned "D – Local Business. Land adjacent to the North is zoned "C – Residential and to the East is vacant, Zoned "D" as well and South of the road is not within the city limits.

### Staff Recommendation

With "D" zoning, this property could be utilized for many things. This being stated, staff supports the concept of residential expansion for this property to remain consistent to the adjacent properties.

# PRE-DEVELOPMENT APPLICATION

(Complete and return to Public Works Department. Write 'n/a' if not applicable to the project)



Date: 03/18/2026 Filing Fee: \$200

- Preliminary Plat       Final Plat  
 Re-Plat      *(fee may be waived)*

Property Owner's Name: Hicks Family Properties Telephone: \_\_\_\_\_  
Mailing Address: 203 RONALDSBY DR City: Cary State: NC Zip: 27511  
Email: \_\_\_\_\_

Applicant: Flintrock Residential Holdings Telephone: (417) 719-5064  
*(If not owner)*  
Mailing Address: 2755 Route 2 City: Seymour State: Mo Zip: 65746  
Email: travis@flintrockrealestate.com

Location of Property: Intersection of Fir Road and Chapel Road

Present Use of Property: Agriculture  
Proposed Use of Property: Single Family Residential

Name of Subdivision: Barnwood Estates Subdivision  
Total Acres: 14.96 Total Lots: 99 Lots

Design Professional who Prepared the Plat: M.E. Stalzer LLC  
Telephone: (417) 849-9427 Email: jsayre11@gmail.com

Engineer's Name: Mike Stalzer Telephone: (417) 860-9697  
Mailing Address: 5216 S. Farm Road 137 City: Springfield State: Mo Zip: 65810  
Email: mestalzer@gmail.com

Surveyor's Name: O&M Surveying Telephone: (417) 830-1171  
Mailing Address: 472 Trout Road City: Ozark State: MO Zip: 65721  
Email: wesbdm2020@gmail.com

Zoning of Property: Agriculture

Land Use and Zoning abutting or adjacent to site:

Zoning:

North Fir Road

\_\_\_\_\_

South Residential

\_\_\_\_\_

East Agriculture

\_\_\_\_\_

West Exempt (School)

\_\_\_\_\_

Signed by:

*Nancy Signore*

4D982245447B461...

\_\_\_\_\_  
Owner's Signature

Signed by:

*Travis Little, Member*

240FA28FB5594E0...

\_\_\_\_\_  
Applicant's Signature

**Office Use Only:**

Date Received:

Filing Fee:

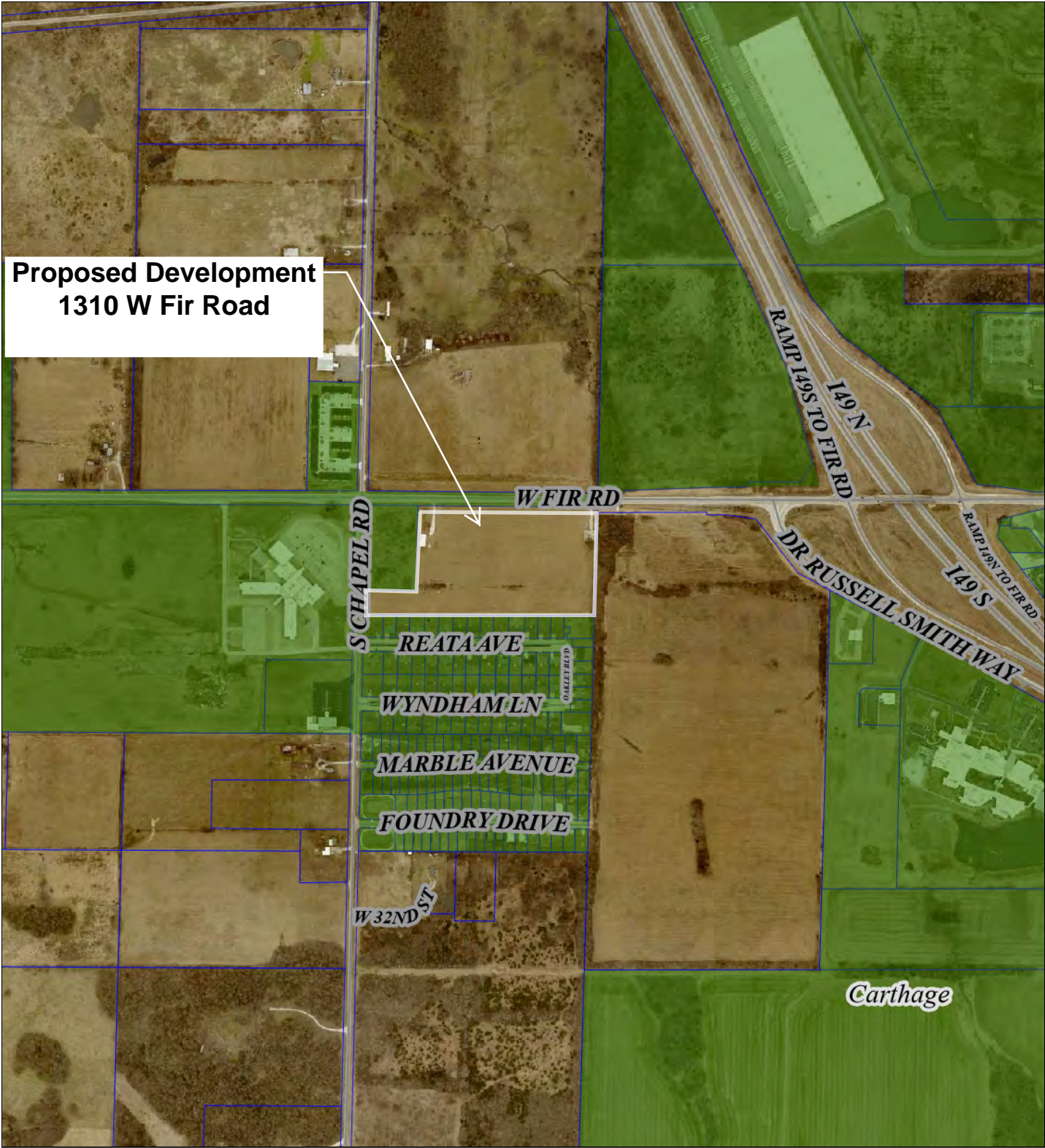
Date for City Staff Review:

Date Application is Complete:

Planning & Zoning Commission Meeting Date:

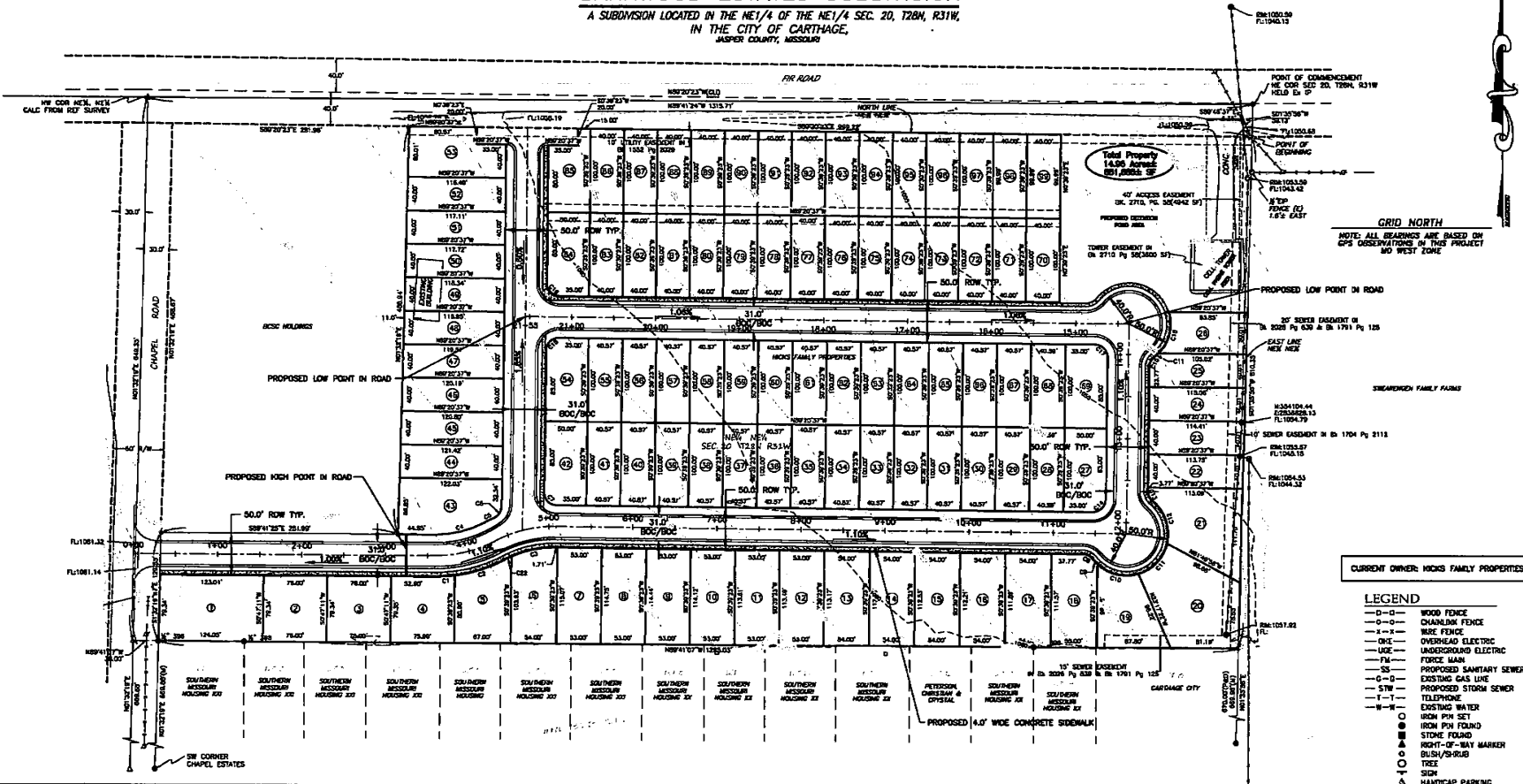
Ruling:

# Fir Road and Chapel Road (1310 W Fir Road)



# PRELIMINARY PLAT BARNWOOD ESTATES SUBDIVISION

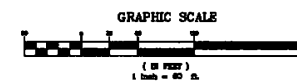
A SUBDIVISION LOCATED IN THE NE 1/4 OF THE NE 1/4 SEC. 20, T28N, R31W,  
IN THE CITY OF CARTHAGE,  
JASPER COUNTY, MISSOURI



**GRID NORTH**  
NOTE: ALL BEARINGS ARE BASED ON  
GPS OBSERVATIONS THIS PROJECT  
MO WEST ZONE

CURRENT OWNER: HOOKS FAMILY PROPERTIES

- LEGEND**
- D-O-WOOD FENCE
  - C-O-C-CHALKLINE FENCE
  - X-X-WIRE FENCE
  - ONE-OVERHEAD ELECTRIC
  - USE-UNDERGROUND ELECTRIC
  - FM-FORCE MAIN
  - SS-PROPOSED SANITARY SEWER
  - C-G-C-EXISTING GAS LINE
  - S-W-PROPOSED STORM SEWER
  - T-T-TELEPHONE
  - R-R-EXISTING WATER
  - O-IRON PIP SET
  - RO-IRON PIN FOUND
  - ST-STONE FOUND
  - W-K-NIGHT-OF-WAY MARKER
  - B-B-BUSH/SR-GRUB
  - O-TREE
  - SID-SIDING
  - HP-HANDICAP PARKING
  - PO-POWER POLE
  - G-GUT WIRE
  - TR-TRANSFORMER
  - E-ELECTRIC METER
  - L-LIGHT POLE
  - S-SAN. SEWER MANHOLE
  - CLEANSUIT-CLEANSUIT
  - TW-TEST WELL
  - G-GAS METER
  - OP-OROP PILET
  - TELEPHONE RISER
  - W-WATER METER
  - E-ELECTRIC METER
  - L-LIGHT POLE
  - MA-MAILBOX
  - C/P-CONCRETE PAD
  - CW-CONCRETE WALK
  - CS-OK 8" SEWER MAIN
  - EX-OK 6" WATER MAIN
  - G/W-PROPOSED GAS & WATER LINE
  - TC-TOP OF CURB
  - BC-BACK OF CURB



**O & M SURVEYING, LLC**  
LAND SURVEYORS, PLANNERS, & CONSTRUCTION STAKING  
472 TROUT ROAD  
GLAUC, MISSOURI 65721

PROFESSIONAL LAND SURVEYOR  
REG. NUMBER: PLS-200707955  
CORPORATION# 2022004477

CURVE TABLE					
CURVE NUMBER	LENGTH	RADIUS	DELTA	CHORD DIR.	CHORD LENGTH
C1	23.29'	173.00'	7°37'28"	S88°29'31"W	23.27'
C2	82.97'	175.00'	20°37'08"	S72°22'54"W	62.64'
C3	33.82'	123.00'	2°43'54"	S78°17'31"W	33.53'
C4	81.82'	123.00'	28°14'54"	N76°11'18"E	60.89'
C5	11.98'	173.00'	3°52'28"	N64°01'44"E	11.68'
C6	17.10'	13.00'	65°20'04"	N37°10'25"E	16.19'
C7	23.56'	15.00'	90°00'00"	S44°20'37"E	21.21'
C8	13.62'	15.00'	52°01'12"	N63°20'01"W	13.16'
C9	8.01'	50.00'	9°10'35"	N41°54'42"W	8.00'
C10	52.35'	50.00'	60°00'00"	N76°30'00"W	50.00'
C11	52.35'	50.00'	60°00'00"	S43°30'00"W	50.00'

CURVE TABLE					
CURVE NUMBER	LENGTH	RADIUS	DELTA	CHORD DIR.	CHORD LENGTH
C11	8.63'	50.00'	7°35'35"	S48°52'46"W	8.42'
C12	56.80'	50.00'	54°51'50"	S18°55'35"E	33.63'
C13	13.62'	15.00'	52°01'12"	S29°21'13"E	13.16'
C14	23.56'	15.00'	90°00'00"	N43°39'23"E	21.21'
C15	13.62'	15.00'	52°01'12"	S28°39'59"W	13.16'
C16	54.00'	50.00'	81°53'00"	S14°08'28"W	51.42'
C17	23.56'	15.00'	90°00'00"	N44°20'37"W	21.21'
C18	23.56'	15.00'	90°00'00"	S45°39'23"W	21.21'
C19	23.56'	15.00'	90°00'00"	S44°20'37"E	21.21'
C22	8.42'	125.00'	3°51'37"	S63°59'50"W	8.42'

RECORD DESCRIPTION: SOURCE OF TITLE: Bk 2119 Pg 1578

14.59 ACRES, LOCATED ON FIR ROAD, CARTHAGE, MO 64639 SECTION 20, TOWNSHIP 28, RANGE 31, JASPER COUNTY, MO NE 1/4 OF THE NE 1/4 EXCEPT .4334 Acre N SIDE FOR HWY & EX 31° E & N X 320' N & S NW COR & EX 5 070' NE 1/4 OF THE NE 1/4.

**SURVEY DESCRIPTION:**  
A TRACT OF LAND BEING A PART OF THE NORTHEAST QUARTER (NE 1/4) OF THE NORTHEAST QUARTER (NE 1/4) OF SECTION 20, TOWNSHIP 28 NORTH, RANGE 31 WEST OF THE 5TH P.M. IN JASPER COUNTY, MISSOURI, SAID LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING FROM AN IRON PIN AT THE NORTHEAST CORNER OF SAID NE 1/4 OF THE NE 1/4 OF SECTION 20, THENCE S01°35'50"W, ALONG THE EAST LINE OF SAID NE 1/4 OF THE NE 1/4, 39.13 FEET TO A POINT ON THE SOUTH LINE OF FIR ROAD FOR THE POINT OF BEGINNING; THENCE CONTINUING S07°35'50"W, ALONG SAID EAST LINE OF THE NE 1/4 OF THE NE 1/4, 610.35 FEET TO AN IRON PIN; THENCE N01°57'W, 1205.35 FEET TO AN IRON PIN ON THE EAST LINE OF CHAPEL ROAD (AS IT NOW EXISTS); THENCE N01°32'19"E, ALONG SAID EAST LINE OF ROAD, 129.35 FEET TO AN IRON PIN; THENCE S89°41'25", 281.89 FEET TO AN IRON PIN; THENCE N01°57'W, 485.94 FEET TO AN IRON PIN ON THE SOUTH LINE OF THE AFORESAID FIR ROAD; THENCE S89°20'23"E, ALONG SAID SOUTH LINE OF ROAD, 990.22 FEET TO AN EXISTING RIGHT OF WAY MARKER; THENCE S89°45'37"E, CONTINUING ALONG SAID SOUTH LINE OF FIR ROAD, 4.55 FEET TO THE POINT OF BEGINNING, SUBJECT TO ANY AND ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND COVENANTS OF RECORD; BEARINGS ARE BASED ON THE MISSOURI COORDINATE SYSTEM OF 1983, CENTRAL ZONE, SAID DESCRIPTION IS SHOWN ON JOB No. 250070 BY O&M SURVEYING, LLC, LS-2022004477 AND IS INCORPORATED FULLY HEREIN BY REFERENCE.

REVISED	BY

BARNWOOD ESTATES SUBDIVISION  
CARTHAGE, MISSOURI  
PRELIMINARY PLAT

**ME STALZER, LLC**  
CONSULTING CIVIL ENGINEER  
CIVIL & SURVEYING  
300 S. MAIN ST.  
SPRINGFIELD, MO. 65810  
(PHONE) 417-580-9587

DESIGNED	
MEAS	
DETAILED	
MS	
DATE	3-17-28
JOB NO.	2026-0318
SCALE	AS SHOWN
SHEET	

# Planning, Zoning & Historical Preservation

## Staff Report

The applicant, Flintrock Residential Homes, has turned in a Pre-Development application for property located at the SE corner of Fir Rd and Chapel Rd. This is a Preliminary Plat of Barnwood Estates Subdivision.

### Adjacent Land Use/Zoning

The property has not yet been fully annexed, as ownership is contingent upon approval of the preliminary plat. Upon approval and annexation, the property would be zoned **A – First Dwelling**. Adjacent land uses include Fir Road and property outside the city limits to the north, a school to the west, residential development to the south, and agricultural land to the east.

### Staff Recommendation

***At this time, staff has no recommendation as the lot sizes requested would create a reduced lot size that is substandard according to Municipal Code, Sec. 22-52. - Lot sizes.***

The minimum dimensions for residential lots shall be fifty (50) feet in width and generally not less than one hundred twenty (120) feet in depth, unless the council and commission, for special reasons, approve otherwise. In no case, however, shall rectangular or irregularly shaped lots contain less than six thousand (6,000) square feet. Corner lots shall have extra width especially in cases where they back on lots facing on the side streets.