



AGENDA

Planning, Zoning, and Historic Preservation Commission

Monday, June 1, 2026 5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting: Monday, May 4, 2026

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 for the placement of exterior signage at 423 S Main Street.

New Business

1. Discuss the 1st Replat of Creekside Subdivision Lots 42, 43, 44

Old Business

1. Discuss Historic District Guidelines

Staff Report

Next Meeting: Monday, July 6, 2026

Adjourn

Commission Members

Voting Members:	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

Non-Voting Members:	Mayor	Bren Flanigan	City Hall	417-237-7003
	City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Robin Harrison	721 E 10th	417-483-8835

Staff:	Public Works Director	Josiah Bayless	Public Works Department	417-237-7010
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Planning Zoning & Historic Preservation

Meeting Minutes

May 4th, 2026 City Hall Council Chambers

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

Staff & Council: Council Member-Robin Harrison-Present, Josiah Bayless- Public Works, Present-Julie Tilley-Public Works, Present-City Administrator-Traci Cox, Present-Mayor-Bren Flannigan.

Absent: Torie Soriano-Bounous

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

Approval of Previous Meeting Minutes: Motion by Rick, second by Matt, motion carried. No opposition.

Public Hearings- To consider:

1. To consider a request for a Certificate of Appropriateness for the placement of exterior signage at 116-118 W 4th Street. Applicant- Gilbert Ruiz appeared. Motion to approve request by Rick, second by Matt, Motion carried. No opposition.

2. To consider a request for a Certificate of Appropriateness for the placement of exterior signage at 115 W Chestnut. Applicants-James Ziler and Josh Hickerson appeared. Motion to approve request by Matt. Second by Rick. Motion carried. No opposition.

3. To consider a request for a Certificate of Appropriateness for the rehabilitation of the property located at 136 E 4th Street. Applicant-Alyssa Heisten appeared. Motion to approve request by Rick and seconded by Matt. Motion Carried. No opposition. Josh abstained.

4. To consider a request for a Certificate of Appropriateness for the placement of exterior signage at 423 S Main Street. Applicant was not present. Rick made a motion to table the request and seconded by Matt, Philip opposed, Motion carried.

Staff Report-None

New Business

Discussed a proposed Short Term Rental Ordinance: Traci Cox presented ordinance changes relevant to Short Term Rentals. Items with the Ordinance were discussed. Josh made a motion to accept the Short Term Rental Ordinance and forward to City Council for their consideration and approval. Rick seconded the motion. Philip opposed motion, motion carried.

Old Business-

- 1. Discuss a Preliminary Plat for a new subdivision located at the NE corner of Fairview and Buena Vista. Justin Holzwarth appeared on behalf of J Builders LLC. Discussion entailed. The plat satisfied City of Carthage Code Requirement. Josh called for a Motion to approve the Preliminary Plat, with a side yard setback waiver for shared wall construction on interior lots. Rick motioned to approve the Preliminary Plat, Matt seconded. Motion carried. No opposition. Josh called for a motion to accept the Plat as Final Plat for City Council consideration since the Plat had met all requirements of Public Works. Rick seconded the Final Plat approval. Motion Carried. No Opposition.**
- 2. Review of current and proposed Historic District Ordinance. No action.**

Public Participation

- 1. Justin Holzwarth- J Builders spoke briefly regarding future development. No action.**

Adjournment: There being no further business, Josh motioned to adjourn the meeting, seconded by Rick. All present voted in favor; the meeting was adjourned at 6:30 PM.

The next regular meeting is scheduled for Monday, June 1st, 2026 at 5:30 PM in the City Council Chambers.

Request

Applicant: Dr. Kyle Klinginsmith

Date of Meeting: 06/01/2026

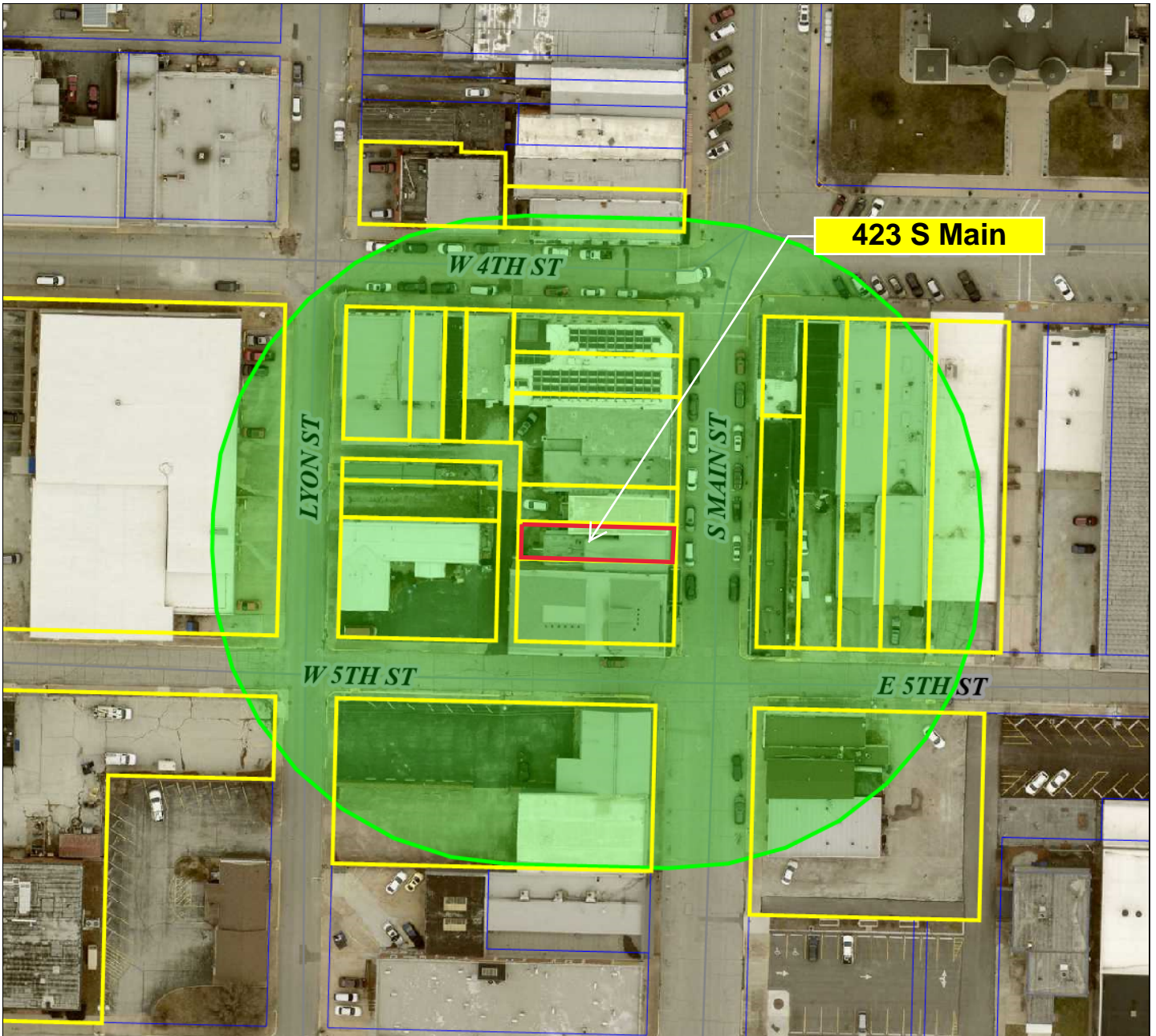
Committee: Planning & Zoning

Request: Certificate of Appropriateness

Reason for Hearing: To consider a request for a Certificate of Appropriateness for the placement of exterior signage.

Project Location: 423 S Main

185' Property Ownership Map 423 S Main



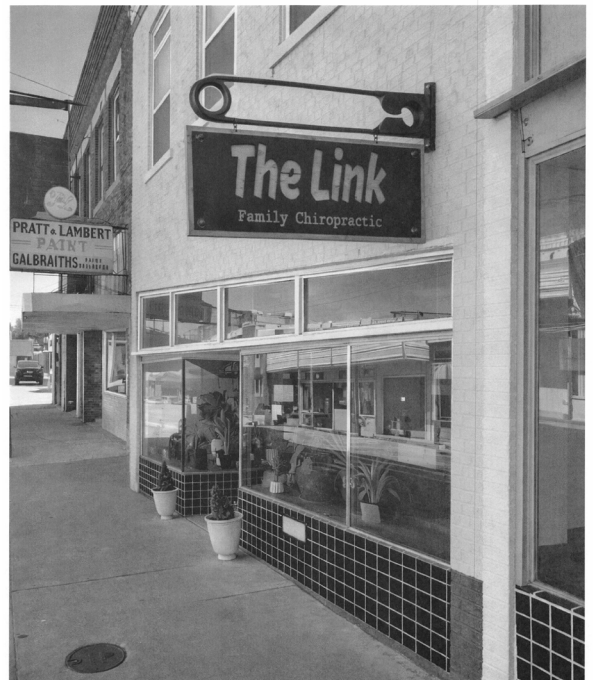
Date created: 4/10/2026
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423 S Main



Proposed sign design

Proposed sign location



Request

Applicant: Own, Inc / Ashlynn Gonzalez

Date of Meeting: 6/1/2026

Committee: Planning & Zoning

Request: Re-plat

Reason for Hearing: To discuss a Re-plat of Creekside Subdivision of Lots 42, 43 and 44

Project Location: Chapel Road and Marble Avenue

Proposed 1st Replat Creekside Subdivision

Vacate the existing twenty-foot (20') Storm Drainage and Utility Easement located between Lots 43 and 44 and establish a ten-foot (10') Storm Drainage and Utility Easement along the common property line of Lots 42 and 43, consisting of ten feet (10') on each adjoining lot.

