



# AGENDA

Planning, Zoning, and Historic Preservation Commission

Monday, July 6, 2026

5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

## Call to Order

**Minutes of Previous Meeting:** Monday, June 1, 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 request a Certificate of Appropriateness for façade restoration on property located at 116 - 118 W 4th.

## New Business

1. To consider a blight request for property located at 103 E 3rd.

## Old Business

1. Discuss Historic District Guidelines

## Staff Report

**Next Meeting:** Monday, August 3, 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	Robin Harrison	721 E 10th	417-483-8835

<b>Staff:</b>	Public Works Director	Josiah Bayless	Public Works Department	417-237-7010
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Meeting Minutes  
Planning Zoning and Historic Preservation Committee

Date June 1, 2026

Time 5:30pm

Location: City Hall Council Chambers

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

Staff + Council:

- Council Member Liaison: Robin Harrison: Present
- Public Works: Josiah Bayless: Present
- Public Works: Julie Tilley: Present
- City Administrator: Traci Cox: Absent
- Mayor: Bren Flanigan: Present

The meeting was called to order at 5:30pm by Chairman Josh Anderson.

Approval of previous minutes:

- Motion to approve: Rick Stewart
- Second: Robyn Peterson
- Motion carried, no opposition

Public Hearing:

1. To consider a request for a Certificate of Appropriateness for the placement of exterior signage at 423 S Main Street
  - a. Applicant: Dr. Kyle Klinginsmith
  - b. Address: 1505 Cherry Street Lamar MO
  - c. Motion to approve: Rick Stewart
  - d. Second: Robyn Peterson
  - e. Motion carried. None opposed

New Business:

1. Discuss the 1st Replat of the Creekside Division Lots 42,43,44
  - a. Applicant: OWN Inc / Owner: Schuber Mitchell
  - b. Address: 811 E 3rd Street
  - c. Motion to approve: Matthew Smith
  - d. Second: Rick Stewart
  - e. Motion carried. None opposed

#### Old Business: Discuss Historic District Guidelines

- Josh comments that we will send mailers to everyone in the district to notify them of new guidelines. There are still details that need to be decided on considering what Public Works can approve vs. what needs to come before the P&Z committee. It was decided that the Major vs. Minor work in the matrix needs to be looked at again.
- The other thing that needs to be looked at is whether there needs to be an application fee. Josiah says there probably should be some fee but they aren't sure, considering adjusting their whole fee schedule at this time.
- Josh will send the draft ordinance out again so we can start trying to get the mailers started.

#### Staff Report:

- Josiah says they're looking at their fee structure for permits. There is also a new development in discussion south of town in the Peachtree Development area. There was discussion about street layouts, road width, and proposed street extensions to surrounding property, in particular adjacent to the fire department, etc. There are ongoing discussions.
- Mayor Flanigan: no comments

#### Adjournment: There being no further business, there was a motion to adjourn the meeting

- Motion by: Josh Anderson
- Second by: Rick Stewart
- Motion carried, no opposition
- Meeting adjourned at: 6:25pm

The next meeting will be at city council chambers on: Monday July 6 at 5:30pm

# Request

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**Applicant:** Bruton & Co., LLC

**Date of Meeting:** 7/6/2026

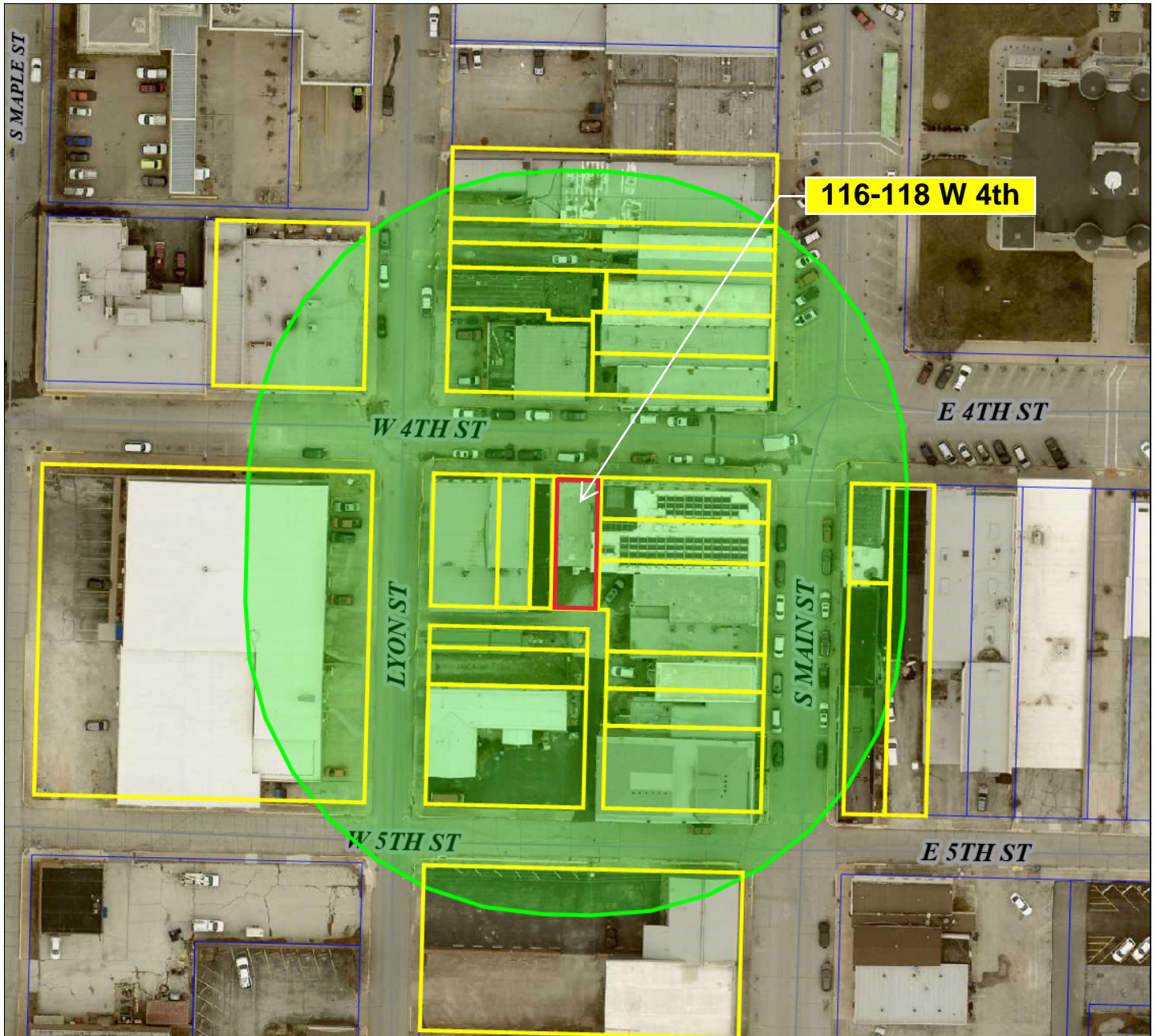
**Committee:** Planning & Zoning

**Request:** Certificate of Appropriateness

**Reason for Hearing:** To request a Certificate of Appropriateness for a façade restoration.

**Project Location:** 116 - 118 W 4th

# 185' Property Ownership Map 116-118 W 4th





116—118 W 4th











# Request

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**Applicant:** Leo & Jonie Montalbano

**Date of Meeting:** 7/6/2026

**Committee:** Planning & Zoning

**Request:** Other

**Reason for Hearing:** To consider a Blight Request for property located at 103 E 3rd.

**Project Location:** 103 E 3rd

103 E 3rd

