

Draft Copy of Minutes Subject to Approval at The Next Meeting

Planning, Zoning, and Historic Preservation Commission
Meeting 4 April 2022

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Mark Elliff, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Jim Hunter, and Harry Rogers. Non-Voting Members include Mayor Dan Rife, City Administrator Greg Dagnan and Council Member Liaison Ed Barlow. Staff includes Public Works Director Zeb Carney. There is currently one vacancy on the board.

The April meeting was held in City Council Chambers.

Commission Members Present: Mark Elliff, Abi Almandinger, Jim Swatsenbarg, Jim Hunter, Harry Rogers, Zeb Carney.

Also, present: Julie Tilley, David Armstrong, Julie Reams, Betsy and Bren Flanigan.

A quorum was present.

Chairman Mark Elliff called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the March 7, 2022, meeting. Minutes were available for review in the packet prior to the meeting. A motion to approve the minutes as written was made by Abi Almandinger and was seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Second order of business was a Public Hearing regarding a Special Use Permit for the operation of a Carnival at the Fair Acres Parking Lot by the Chamber of Commerce in conjunction with the 2022 Maple Leaf Festival.

The Commission then discussed the request. A motion to approve the Special Use Permit and forward to the City Council for approval was made by Jim Swatsenbarg and seconded by Jim Hunter. On a voice vote, all ayes, the motion passed.

Third order of business was a Public Hearing regarding a Special Use Permit for the placement of an athletic field (soccer field) at 1525 Baker.

The Commission then discussed the request. A motion to deny the Special Use Permit was made by Abi Almandinger and seconded by Jim Swatsenbarg. On a voice vote, all ayes, the motion passed.

Fourth order of business was a Public Hearing and request from Carthage Historic Preservation to expand the City Historic District to include the Phelps House located at 1146 Grand Ave.

The Commission then discussed the request. A motion to approve the addition and forward to the City Council for approval was made by Abi Almandinger and seconded by Jim Swatsenbarg. On a voice vote, four ayes, and Mark Elliff abstaining, the motion passed.

Fifth item of business was to consider and discuss the 353 Tax Credit Program which would allow the city another tool to use for economic development. A motion to allow the city to further study the 353 Tax Credit Program and develop a process for implementing it was made by Jim Swatsenbarg and seconded by Harry Rogers. On a voice vote, all ayes, the motion passed.

There were no further items on the agenda.

The next meeting is scheduled for Tuesday May 2, 2022.

Abi Almandinger made a motion to adjourn. That motion was seconded by Jim Hunter. Motion passed and the meeting adjourned.

Respectfully submitted,
Mark Elliff