



**MINUTES
CITY OF HARRISONVILLE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
CITY HALL
JUNE 18, 2025
6:00 PM**

1. Call to Order

The meeting was called to order at 6:00 PM by Chairman Kevin Wood.

A. Roll Call

Present: Kevin Wood, Chris Chiodini, Scott Milner, Cheryl Bush, Joe Parkhurst, Brian Pulliam, Mayor Mike Zaring

Others Present: Cole and Courtney Putthoff, Applicants; April Nourse, Resident; Corina Nourse, Resident; Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Minutes from the May 15, 2025, Meeting

RESULT: Approved
MOVER: Chris Chiodini
SECONDER: Brian Pulliam
AYES: Cheryl Bush, Kevin Wood, Joseph Parkhurst, Chris Chiodini, Brian Pulliam, Scott Milner, Mayor Mike Zaring
EXCUSED: Dave Doerhoff

3. Agenda Items

A. Appl. #SUP-25-002--SPECIAL USE PERMIT for an Event Venue/Commercial Recreational Facility on property located at 101 & 103 S. Lexington Street - PUBLIC HEARING

Director Stanton presented the Staff Report for Special Use Permit Application 25-002. The applicant is proposing to rehab the existing buildings at 101 and 103 S. Lexington Street, creating four new loft apartment units, two for each building, office and retail spaces, and an event venue/commercial recreational facility space. This application is for the review of the proposed 938-square-foot event venue/commercial recreational facility space.

She said under the previous action section of the Staff Report it is important to note that both the Special Use Permits for the Davis (formerly Beck) Event Center and the newer event venue under construction on Commercial Street were approved for 20 years. Additionally:

- December 4, 2023- The Board of Aldermen approved various Code Amendments by Ordinance #3677, which included establishing a definition for "event venue" and changes to the Land Use Table that specified that an "event venue" is an allowed use with an approved Special Use Permit in Districts CBD-1, CBD-2, and C-2.
- August 19, 2024- The Board of Aldermen approved various Code Amendments by Ordinance #3702, which included establishing a definition for the uses "live entertainment" and "commercial recreational facility" and changes to the Land Use Table that specified that a "commercial recreational facility" is an allowed use with an approved Special Use Permit in Districts A, C-O, C-1, CBD-1, CBD-2, C-2, M-1, and M-2.

Under the Zoning Analysis Section of the Staff Report:

The zoning is identified as Downtown Core Business (CBD-1) District, and the uses of event venue and commercial recreational facility, which are both allowed with an approved Special Use Permit in the district, is discussed further: These uses are deemed appropriate for this district and this location. There are no additional requirements related to either of these types of special uses.

- Event Venue is defined as: "A facility that is used primarily for the purpose of leasing or renting for private functions on a temporary basis, such as meetings, banquets, weddings, anniversaries and similar celebrations."
- Commercial Recreational Facility is defined as: "An indoor and/or outdoor commercial establishment or place of business primarily engaged in the provision of sports, entertainment, or recreation for participants or spectators. Recreation as defined here does not include "adult entertainment".
- Live Entertainment is defined as: "A use which includes any or all of the following activities, either principally or as accessory uses: performances by musicians, dancers, stand-up comedians or other performance artists; karaoke; live bands or musical acts; or the amplification of recorded music/entertainment by live disc jockeys."

Next, parking is briefly touched on: Staff notes that Section 405.290 states "no off-street parking is required in this district" and that the City is currently in the process of working with consultants to study the parking and traffic in the downtown area (which includes reviewing existing and proposed uses to make sure there is adequate parking in the area to serve these uses). Additionally, City Staff and the consultant met with Focus Groups last week. The Business Owner group said that there is ample parking if staff for business's parked somewhere other than the square. The City's 2040 Comprehensive Plan shows this area as "Historic Downtown". The proposed uses are supported by this place type in the Comprehensive Plan by the following statements:

- "Continuation of a variety of uses is desired in the

Historic Downtown, especially encouraging "experiential" commercial uses on the first-floor or buildings that are directly located on the Square, such as restaurants, cultural/retail destinations, and event spaces."

- "Seasonal "Pop-up" retail is also strongly encouraged as a temporary use for vacant lots or parking lots." She added that while this says vacant lots or parking lots, this is similar to what the applicants are looking at doing.
- "Strategic coordination amongst business and building owners to promote tourism, placemaking, and continued growth.

Director Stanton said that Staff recommends approval of the proposed Special Use Permit for an event venue/commercial recreational facility with the following conditions:

1. All appropriate state and local liquor licensing requirements shall be met.
2. This Special Use Permit shall be granted for a period of twenty years from the date of approval. If the applicant wishes to transfer ownership to a second party, the applicant must resubmit the application for a Special Use Permit to the City prior to the transfer of ownership.

Director Stanton added that the standard 20 years is consistent with the other event venues.

Cole Putthoff spoke to the Commission. He introduced himself and his wife Courtney. He said that they have been in the area for 10 years, and they are very familiar with the Square. He said they are hoping to bring fun back to the square. They plan on having ticketed events for different holidays, the Superbowl, karaoke nights, Bunco nights, and different activities to bring life back to the square.

Brian Pulliam asked if they knew the capacity limits for the space. Mr. Putthoff said that he was meeting with the Codes Department the following day to determine that. The goal is to have 100 people for each event, so 130 people including staff. He added that he was working with the Building Official on not only capacity, but egress and fire suppression as well.

With no other questions or comments, the Public Hearing was closed at 6:15 PM.

B. Appl. #SUP-25-002--SPECIAL USE PERMIT for an Event Venue/Commercial Recreational Facility on property located at 101 & 103 S. Lexington Street - CONSIDERATION

RESULT: Passed
MOVER: Cheryl Bush
SECONDER: Mayor Mike Zaring
AYES: Cheryl Bush, Kevin Wood, Joseph Parkhurst, Chris Chiodini, Brian Pulliam, Scott Milner, Mayor Mike Zaring

EXCUSED: Dave Doerhoff

Chairman Wood reminded the Commission that if there was a motion to approve the Special Use Permit, they need to include Staff's recommendations, including the 20-year time limit. Chris Chiodini asked if, on a Special Use Permit that lasts this long, they are typically reviewed every five years. Director Stanton said that it is reviewed sooner than five years if there are complaints.

Cheryl Bush made a motion to recommend approval of the Special Use Permit to the Board of Aldermen with Staff's recommendations in the Staff Report and the addition of the period of twenty years from the date of approval. Mayor Zaring seconded the motion. The motion passed unanimously.

4. Discussion Items

There were no discussion items.

5. Adjourn

With nothing further to come before the Commission, Chris Chiodini made a motion to adjourn. Mayor Zaring seconded. The meeting was adjourned at 6:17 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary