



MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
MARCH 4, 2026
12:00 PM

1. Call to Order

The meeting was called to order at 11:57 AM by Chairman Atkinson.

A. Roll Call

| Attendee Name | Title | Status |
|----------------------|------------------|---------------|
| David Atkinson | Chairman | Present |
| April McLaughlin | Vice-Chairman | Excused |
| Dale Franklin | Commissioner | Present |
| Amanda Stites | Commissioner | Present |
| Bing Schimmelfenning | Commissioner | Present |
| Robert Wiseman | Commissioner | Present |
| Alderman Davidson | Alderman Liaison | Absent |

Others present: Casey Hofer, Building and Codes Supervisor; Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Minutes from the January 7, 2026, meeting.

RESULT: **Approved**
MOVER: Robert Wiseman
SECONDER: Dale Franklin
AYES: David Atkinson, Dale Franklin, Amanda Stites, Bing Schimmelfenning,
 Robert Wiseman
EXCUSED: April McLaughlin

3. Action Items

A. Resolution in Support of Phase 4 Survey

RESULT: Approved
MOVER: Bing Schimmelfenning
SECONDER: Amanda Stites
AYES: David Atkinson, Dale Franklin, Amanda Stites, Bing Schimmelfenning, Robert Wiseman
EXCUSED: April McLaughlin

Director Stanton told the Commission that staff has drafted a Resolution Supporting the City's Intent to Seek Funding Through SHPO for Phase IV. Previously, staff sent a letter to Commission members to sign to show support. She said we just need to document and reiterate that the HPC is still supportive of the survey work and grant application.

4. Discussion Items

A. Discussion on Historic Preservation Code Updates

RESULT: Approved
MOVER: Bing Schimmelfenning
SECONDER: Amanda Stites
AYES: David Atkinson, Dale Franklin, Amanda Stites, Bing Schimmelfenning, Robert Wiseman
EXCUSED: April McLaughlin

Director Stanton presented the Staff Report for the discussion of Code Amendments pertaining to Division 1 of the General Provisions section for the Historic Preservation Regulations. Staff has decided to break the comprehensive review of the Historic Preservation Regulations into more manageable "bite-sizes", which is stated under the Analysis section of the staff report.

- Today, we are reviewing Division 1, which contains the purpose and definitions.
- In April, we'll tackle Division 2 and 3 (HPC composition, terms, powers & duties and Designation of Historic Districts and Landmarks).
- In May, Division 4 (Procedure for Designation).
- In June, Divisions 7-10 (Maintenance of Properties, Appeals, Fees and Penalties, and Guidelines for Landmarks and Preservation Districts).

The review and update of our regulations is recommended by the SHPO, the 2021 Historic Preservation Plan, and as a general best practice.

The sum of these amendments will go to the Planning & Zoning Commission and Board of Aldermen for review and approval in August/September.

The amendments proposed come from a review of the historic preservation regulation of ten other jurisdictions with a historic downtown square. Additionally, staff did find a model ordinance on the SHPO website and compared the proposed changes with it as well.

The changes are listed in the Staff Report.

Bing Schimmelfenning asked what "Overlay" meant. Director Stanton said that the Historic District is not a true Zoning District and that it is an overlay.

Amanda Stites stated that she liked that demolition by neglect was added. Mr. Schimmelfenning asked if these changes would allow things to be done differently. Director Stanton said that the changes just define items that were referenced and this is just clean up. Ms. Stites added that changing the "Stop Work Order" from the HPC to the City was also a good change. Robert Wiseman asked if the surveys were the way to change a property from non-contributing to contributing. Director Stanton said yes. Director Stanton said that she found contradictions and will have to go back through minutes to find when things happened.

Director Stanton also gave the Commission updates on the Phase II survey work. She said the consultants are halfway through the process and the 1st check request was submitted. Phase III's RFP is out and closes at 3:00 PM on March 23rd. The Phase IV pre-application has been completed and she expects comments at the end of the month.

Director Stanton reminded the Commission about the Boards and Commission Appreciation Dinner in April and encouraged everyone to RSVP.

5. Adjourn

With nothing further to come before the Commission, Bing Schimmelfenning made a motion to adjourn. Dale Franklin seconded. The meeting was adjourned at 12:19 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary