



**THE CITY OF
HARRISONVILLE**
WHERE TRADITION MEETS INNOVATION

**MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
APRIL 1, 2026
12:00 PM**

1. Call to Order

The meeting was called to order at 12:03 PM by Chairman Atkinson.

A. Roll Call

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

Others present: Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Minutes from the March 4, 2026, meeting.

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

3. Discussion Items

A. Code Amendments to Divisions 2 and 3, Article XVI

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

Director Stanton presented the Staff Report for the discussion of Code Amendments pertaining to Divisions 2 and 3 of the City's Historic Preservation Regulations. She said the amendments proposed seek to review, update, and add consistency and clarity.

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

The amendments proposed come from a review of the historic preservation regulations of ten other jurisdictions with a historic downtown square, and a comparison of the Model Ordinance from SHPO. Additionally, staff figured out the prior confusion of dates and ordinances from 1993 that were talked about last month.

- The original Historic Preservation Regulations were approved by the Board of Aldermen on January 11, 1993, by Ordinance #1928.
- Approximately 6 months later, on July 26, 1993, the Board of Aldermen approved amendments to Ordinance #1928. Those amendments were approved by Ordinance #1989. However, it does not appear that these amendments were ever actually incorporated into the regulations as they were intended to have been. Staff did find two versions of Ordinance #1928 — the original one and one that had incorporated the amendments from Ordinance #1989. It is likely that whoever incorporated the amendments into ordinance form and left it labeled as Ordinance #1928 created confusion that resulted in the amendments not being incorporated. Regardless, there are a number of changes proposed based upon the 1993 amendments and several ordinance number corrections.

Within Division 2—Historic Preservation Commission, the following changes are proposed:

- Changes to Section 405.350 are from the intent behind Ordinance #3437, which reduced the number of commissioners required for quorum and added an alternate voting member, and also from SHPO's Model Ordinance;
- Changes to Section 405.360 are a combination of those from Ordinance #1989, and staff's attempt to provide additional clarity and consistency with current practices.

Director Stanton noted that the amendments from July 26, 1993, added "the Planning and Zoning Commission and the Board of Aldermen" to those that would be provided copied of minutes, reports and decisions of the HPC. Staff is not recommending that change for the following reasons:

- HPC's normal review of Certificates of Appropriateness are not typically reviewed by either of those bodies.
- Staff does share regular updates with the Board of Aldermen through the City's internal

weekly report.

- Any items other than COA's, which are more likely to come to those bodies will be shared with them in a timely fashion.
- Additionally, all agendas and minutes are posted on the City's website.

The change to Section 405.365 is to make this Section consistent with Section 405.350; and changes to Section 405.370 are a combination of those from Ordinance #1989, and additions from the SHPO Model Ordinance.

Director Stanton noted that subpart J is highlighted and portions are underlined. The amendments from July 26, 1993, included the addition of subpart J to read as "To conduct an ongoing survey and register of local landmarks and districts." The underlined portion comes from the SHPO Model Ordinance.

Within Division 3—Designation of Historic Landmarks:

- No other community's language matched, or even closely matched, with our Section 405.375 which is why staff is proposing striking the existing language and replacing it with the language from the SHPO Model Ordinance (with the exception of #4 that focuses on archeological resources — Sedalia's ordinance does not include this item either); and
- Staff is recommending changing the order of present-day Sections 405.380 and 385, so that the first of these two Sections discusses "Nominations of Landmarks or Districts" at a high level and then is followed by the Section containing "Criteria for Designation of Landmarks and Historic Districts". Additionally, changes are proposed to the Criteria that largely align with SHPO's Model Ordinance.

Director Stanton reminded the Commission that they will review the remaining divisions as follows"

- In May, Division 4 (Procedure for Designation).
- In June, Divisions 5 and 6 (COA's and Design Guidelines).
- In July, Divisions 7 through 10 (Maintenance of Properties, Appeals, Fees and Penalties, and Guidelines for Landmarks and Preservation Districts).

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

Commissioners commended Director Stanton for her hard work and said that the changes made more sense than what was there.

There was discussion on whether the HPC would like to do anything for Historic Preservation month in May and reaching out to other organizations in the City to see if they were participating.

4. Adjourn

With nothing further to come before the Commission, April McLaughlin made a motion to adjourn. Robert Wiseman seconded. The meeting adjourned at 12:27 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary