



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

**MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
MAY 6, 2026
12:00 PM**

1. Call to Order

The meeting was called to order at 12:02 PM by Chairman Atkinson.

A. Roll Call

Attendee Name	Title	Status
David Atkinson	Chairman	Present
April McLaughlin	Vice-Chairman	Excused
Dale Franklin	Commissioner	Arrived at 12:06 PM
Amanda Stites	Commissioner	Present
Bing Schimmelpfenning	Commissioner	Present
Robert Wiseman	Commissioner	Present
Alderman Davidson	Alderman Liaison	Present

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

2. Approval of Minutes

A. Minutes from the April 1, 2026, meeting.

RESULT: **Approved**
MOVER: Robert Wiseman
SECONDER: Bing Schimmelpfenning
AYES: David Atkinson, Robert Wiseman, Amanda Stites, Bing Schimmelpfenning, Alderman Davidson
EXCUSED: April McLaughlin
Dale Franklin was not present at the time of the vote.

3. Discussion Items

A. Code Amendments to Division IV, Procedure for Designation of Property As A Landmark or Historic District, Article XVI

RESULT: APPROVED
MOVER: Bing Shimmelpfenning
SECONDER: Robert Wiseman
AYES: David Atkinson, Dale Franklin, Amanda Stites, Bing Schimmelpfenning, Robert Wiseman, Alderman Davidson
EXCUSED: April McLaughlin

Director Stanton presented the Staff Report for proposed Code Amendments to Division IV - Procedure for Designation of Property As A Landmark or Historic District. 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 comparison of the Model Ordinance from SHPO.

Within Division IV, a number of changes are proposed. She said that she would be asking for direction on some and going over the larger changes.

- Within Section 405.390, staff wants to know if the Commission wants to modify, retain, or remove the highlighted sentence (Packet Page 9.).

Director Stanton explained that HPC would not charge a fee, but Planning and Zoning and the Board of Alderman could.

Bing Schimmelpfenning said that he thought a fee would deter people from taking the steps to apply. Director Stanton said she would strike this sentence.

- Within Section 405.400, staff would like to know if it is the Commission's desire to retain the 120 days or change it to 180 (which is what is in the SHPO Model Ordinance and the ordinances for the Cities of Liberty and Troy — no other cities that were looked at appear to have language similar to this section).

Director Stanton explained that a regular rezoning application takes approximately 2 to 3 months and the 120 days would probably be fine.

- Staff is recommending the removal of the specific time limits from the language in most sections (405, 410, and 420) and merely specifying that the item(s) shall be heard at the next regularly scheduled HPC meeting that allows for proper notification as specified in Section 405.630.B.5., this would be in keeping with other Public Hearings.
- Changes to Section 405.405 originally only incorporated the proposed changes from the July 26, 1993, amendments; but then staff sought to better align with the SHPO Model Ordinance and the Cities of Chillicothe, Troy, Kirksville, and Warrensburg.

- Changes to Section 405.415 are proposed to better align with the SHPO Model Ordinance.

David Atkinson asked about SHPO time limits. Director Stanton said that SHPO does not require a time limit, but Federal applications do.

- Changes to Section 405.420 propose the removal of the specified time limit and includes language which clarifies when the final action of the Board of Aldermen is to be by resolution versus ordinance.

Director Stanton said rejection is by resolution and approval is by ordinance. Mr. Shimmelfenning asked what documentation was needed for archeological significance. Director Stanton said that the Commission doesn't really deal with that, but the definition is there and can be referred back to SHPO.

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

- In June, Division 5 and 6 (COA's and Design Guidelines).
- And in July, Divisions 7–10 (Maintenance of Properties, Appeals, Fees and Penalties, and Guidelines for Landmarks and Preservation Districts).
- Also, the sum of these amendments will go to the Planning and Zoning Commission and Board of Aldermen for review and approval in August/September.

Director Stanton thanked the Commissioners that participated in the scoring for Phase 3. The Board of Alderman approved the contract for Intergrated Environmental Solutions, LLC, at the Board meeting on Monday. She also told them that the proclamation for National Preservation Month was made at the April 20, 2026, meeting. She mentioned the scavenger hunt that was put together.

4. Adjourn

With nothing further to come before the Commission, Bing Schimmelfenning made a motion to adjourn. Dale Franklin seconded. The meeting was adjourned at 12:29 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary