



**MINUTES
CITY OF HARRISONVILLE
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
CITY HALL
JUNE 3, 2026
12:00 PM**

1. Call to Order

The meeting was called to order at 12:01 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 Schimmelpfenning	Commissioner	Excused
Robert Wiseman	Commissioner	Present
Cameron Chenoweth	Commissioner	Present
Aldermen Davidson	Aldermen Liaison	Excused

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

2. Approval of Minutes

A. Minutes from the May 6, 2026, meeting.

RESULT: Approved
MOVER: Dale Franklin
SECONDER: Robert Wiseman
AYES: David Atkinson, April McLaughlin, Dale Franklin, Robert Wiseman
EXCUSED: Amanda Stites, Bing Schimmelpfenning, Cameron Chenoweth (new to Commission), and Aldermen Davidson

3. Discussion Items

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

RESULT: **Approved**
AYES: David Atkinson, April McLaughlin, Dale Franklin, Robert Wiseman, Cameron Chenoweth
EXCUSED: Amanda Stites, Bing Schimmelpfenning, Aldermen Davidson
The Commission did not take an official vote, but all agreed to changes after the discussion.

Director Stanton presented the Staff Report for proposed Code Amendments to Division V- Certificates of Appropriateness; and Division VI- Design Guidelines. 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.

- Initial changes to Sections 405.430, 440, and 450 were primarily from the July 1993 amendments that were not previously captured and minor adjustments to provide additional clarity. Staff has added a clarifying purpose statement under Section 405.430, that primarily comes from the City of Liberty with minor adjustments.
- Additional clarifications regarding potential submittal materials has been added to Section 405.435.
- The last sentence that has been added to Section 405.440, Stop Work Order, was originally in Section 405.445. This change is consistent with the SHPO Model Ordinance and many of the other communities that staff reviewed. Additional changes to this Section are to provide clarity to the process and better align with both the SHPO Model Ordinance and the city's current Stop Work Order process in Section 510.050.
- Staff is recommending the removal of the specific time limits from the language in Section 405.445, consistent with the recommendation from last month's meeting for Division IV's Sections 405, 410, and 420. Additionally, staff has added a subpart C that provides an option for an applicant of an approved COA the ability to request an extension of the time limit.
- Changes to Section 405.455 and 460 are largely to better align with the SHPO Model Ordinance.
 - a. Changes to subpart A, in Section 405.455, includes a blending of the SHPO Model Ordinance and language from the City of Liberty.
 - b. Staff would like to asked the HPC's opinion regarding the language in subpart C, Section 405.455, "All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged." The corresponding

language from the SHPO Model Ordinance reads: "Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."

Director Stanton asked if the HPC had a preference over the two versions or recommended any changes. She said that the other communities mirrored SHPO.

Robert Wiseman said that the differences are the words undertaken and discouraged. Director Stanton said that the sentences have similar meanings but the SHPO version is clearer.

David Atkinson asked if this had ever been an issue. Director Stanton said that as far she knows, it has not been. But it would give stronger teeth to the review process.

April McLaughlin said that the SHPO version is more definitive and better than the current language.

David Atkinson asked if she knew where the current language came from. Director Stanton said that she did not know.

The Commissioners agreed to strike the current language and use the SHPO language.

There was some discussion about the Design Guidelines and small changes and cleanup items that need to be made. Director Stanton said that the two sections that need attention are signage and maintenance.

Robert Wiseman asked about new work and how someone would be able to differentiate new and old. Director Stanton said that there are sometimes markings that reviewers of the building would see or know that would not be seen by the naked eye.

Mr. Wiseman asked what should be done if work is being done that should go through the review process. Director Stanton said to notify staff to handle it.

There was some discussion about minimum maintenance and signage.

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

- 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 & Zoning Commission and Board of Aldermen for review and approval in August/September. August 20th for P&Z; September 7th for BOA, with the second reading and adoption being September 21st.

The Commission asked about the Scavenger Hunt for Historic Preservation Month. I told them we had seven participants and that all would receive a prize from the donations.

Chairman Atkinson welcomed Cameron Chenoweth to the Commission.

4. Adjourn

With nothing further to come before the Commission, April McLaughlin made a motion to adjourn. Dale Franklin seconded. The meeting was adjourned at 12:41 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary