



**AGENDA
CITY OF HARRISONVILLE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
CITY HALL
AUGUST 20, 2026
6:00 PM**

- 1. Call to Order**
 - A. Roll Call**
- 2. Approval of Minutes**
 - A. Minutes from the November 20, 2025 Meeting.**
- 3. Agenda Items**
 - A. Appl. #RZ/PDP-26-001 – A REZONING of approximately 5.28-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District for 15 Duplex Lots Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision - PUBLIC HEARING**
 - B. Appl. #RZ/PDP-26-001 – A REZONING of approximately 5.28-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District for 15 Duplex Lots Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision - CONSIDERATION**
 - C. Appl. #PP-26-001—A PRELIMINARY PLAT for Emerald Estates, Lots 1-15 Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision - PUBLIC HEARING**
 - D. Appl. #PP-26-001—A PRELIMINARY PLAT for Emerald Estates, Lots 1-15 Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision - CONSIDERATION**
 - E. Code Amendments to Article XVI—“H-1” Historic Preservation District - PUBLIC HEARING**

**F. Code Amendments to Article XVI—"H-1" Historic Preservation District -
CONSIDERATION**

4. Discussion Items

5. Adjourn

Posted on City Hall Bulletin Board this 13th day of August, 2026.

Daniel Barnett, City Clerk



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

**MINUTES
CITY OF HARRISONVILLE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
CITY HALL
NOVEMBER 20, 2025
6:00 PM**

1. Call to Order

A. Roll Call

Attendee Name	Title	Status	Arrived
Cheryl Bush	Commissioner	Present	
Kevin Wood	Chairman	Present	
Joseph Parkhurst	Commissioner	Present	
Chris Chiodini	Vice-Chairman	Excused	
Milton Sigenthaler	Commissioner	Present	
Brian Pulliam	Commissioner	Present	
Scott Milner	Commissioner	Present	
Mayor Zaring	Commissioner	Present	

Others present: Bryan Bechler, Applicants Representative; Clint Miller, Resident; Daniel Stone, Three Stone Homes; Christina Stanton, Community Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Approval of Minutes from the October 16, 2025, meeting.

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

3. Agenda Items

A. Appl. #PP-25-002/FP-25-004 - A PRELIMINARY/FINAL PLAT for *Washington Place, Lots 1 - 4* located north of E. Washington Street and west of Highland Drive - PUBLIC HEARING

Director Stanton presented the Staff Report. She said the applicant is seeking approval for the Preliminary and Final Plat of *Washington Place, Lots 1-4* located north of E. Washington Street and west of Highland Drive.

Previous Actions include:

- May 13, 1991 - The Board of Aldermen approved Zoning Ordinance #1825, which established most of our current zoning districts.
- January 11, 1993 - The Board of Aldermen approved Ordinance #1930, which amended the commercial districts from the 1825 Ordinance and created the current commercial districts.
- June 8, 2021 - The Board of Zoning Adjustments heard an application, #VAR-21-005, requesting a variance to the maximum residential density limits of 4.5 dwelling units per acre in Section 405.295.A.3 of the Downtown Fringe Business (CBD-2) District to allow construction of four single-family residences on an .82-acre tract of land located at 400 E. Washington Street. Although the variance was approved, staff can not find that any further action was ever taken after this approval.
- September 19, 2022 - The Board of Aldermen approved Ordinance #3602, which included changes to Section 405.295.A.3. and 4.
- November 21, 2022 - The Board of Aldermen approved Ordinance #3616, which established Appendix A - Land Use Table, and removed the density language for the downtown commercial districts where it should be more dense.

Under the Key Issues section it is stated that:

- This property is currently zoned Downtown Fringe Business (CBD-2) District.
- The applicant is proposing to Preliminary and Final Plat the four lots as shown on the attached exhibits.
- The City's 2040 Comprehensive Plan shows the property and surrounding area as Traditional Neighborhood, which "are predominantly residential areas established around the original gridded street network of Harrisonville, adjacent to the downtown core". One of the "Key Priorities" for this place type includes the "development of new, complementary buildings on existing vacant lots".

Under the Analysis section of the Staff Report:

- It is stated that all of the utilities are located within the alley or street rights-of-way as shown on the Preliminary Plat, which is why the typical easements are not being required on the proposed plat.
- Additionally, it is stated that the CBD-2 District does not require a front yard setback,

but since the properties located south across E. Washington Street are zoned R-2B and that District requires a 25-foot setback, staff recommended that the applicant mimic the lots to the south. The Final Plat shows this change.

- The final sub-section under the Analysis section pertains to the Comprehensive Plan and includes a bulleted list of the identified "Key Priorities" for the "Traditional Neighborhood" place type.

Director Stanton said that the Procedure section of the staff report lays out the recommendation options of the Planning and Zoning Commission, approval, conditional approval, or disapproval. The three key criteria for recommendation of approval, and staff's professional opinion on these 3 items that are listed.

Staff recommends approval of the requested Preliminary and Final Plat for *Washington Place, Lots 1-4*.

With no questions or comments from the public, the Public Hearing was closed at 6:06 PM.

B. Appl. #PP-25-002/FP-25-004 - A PRELIMINARY/FINAL PLAT for Washington Place, Lots 1 - 4 located north of E. Washington Street and west of Highland Drive - CONSIDERATION

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

Cheryl Bush made a motion to recommend approval to the Board of Aldermen. Brian Pulliam seconded. The motion passed unanimously.

C. Continued Code Amendments Pertaining to Complete Streets - PUBLIC HEARING

Director Stanton presented the Staff Report. This item was continued from the:

- October 16, 2025 - The Planning and Zoning Commission. Staff was asked to take a closer look at the listed regulatory agencies, consider reducing traffic lane widths, and reach out to counterparts in other cities that have implemented Complete Streets.
- October 20, 2025 - The Board of Aldermen continued the noticed public hearing for this item to December 1, 2025, Board of Aldermen meeting.

She said that Staff is proposing Code Amendments that seek to implement the City's Complete Streets Policy, which was adopted on November 18, 2024.

- Staff attempted to reach out to a local traffic engineer and discuss more with Public Works.

- The Street Department Supervisor recommended lowering the minimum width of traffic lanes for local streets from 12 feet to 10 feet and caught a few other items in Section 410.490.C and D that needed to be corrected. He also recommended changing the minimum design speed for materials from 40 mph to 35 mph.
- This morning, staff received comments from the Director of Engineering. He stated that "the street widths are to be in accordance with the Kansas City Metropolitan Chapter of the American Public Works Association (APWA) Section 5200, latest edition, which defines the minimum width of travel one lane, excluding curb and gutter, to be 12 feet for Residential Local; and the minimum width of travel one lane, excluding curb and gutter, to be 10.5 to 12 feet for Residential Access". We do not have Residential Access on the table.
- He referenced a Table P-1: General Street Design Criteria; however, this table appears to be from the City of Peculiar's Design and Construction Manual that was copied from the City of Lee's Summit's Design & Construction Manual in 2016.
- Additionally, staff has found that Section 5200 of the Kansas City Metropolitan Chapter of the American Public Works Association was eliminated by a vote of their membership on December 14, 2018.
- The previous version was last updated in 1996. Staff has concluded that this is likely why many of the surrounding communities have adopted portions of these standards within their own Design & Construction Manuals or City Codes.
- After comparing the 1996 KC APWA, Peculiar's 2016 Design & Construction Manual, and Lee's Summit's Section 5200 of their Design & Construction Manual, that was last updated September 2023, staff is proposing the following corrections to page 6 of the Staff Commentary & Marks-ups.
 - Changing the Arterial width to 11'-12',
 - Keeping the Local width at 12',
 - Number of Parking Lanes on Local 0-2
 - Number of Parking Lanes on Arterial 0
 - Minimum Right-of-Way Width 80' on Arterial
 - Design Speed on Arterial 35-40
 - Design Speed on Local 20-25
 - Sidewalk minimum 5'

Staff does note, under the Key Issues section of the staff report, that a good next step would be the development of design and construction manual that could better address the myriad of design considerations involved with complete streets.

Under the Analysis section of the staff report, the changes included in this amendment are discussed:

- The addition of various definitions pertaining to complete streets, some from the policy,
- The addition of requirements, under both the design standards article and the public improvements article of the subdivision regulations, for developments with new streets to include complete streets, including defining the ADA brick paver to be "dark brick red" in color,

- manufactured by Access Tile Tactile Systems, model No. "Colonial Red", or equal,
- The addition of exceptions for the requirement of complete streets elements from the policy,
 - The correction of a code reference, and
 - Changing the required minimum sidewalk width from 4 feet to 5 feet.

Staff recommends approval of the proposed Code Amendments.

With no questions or comments from the public, the Public Hearing was closed at 6:20 PM.

**D. Continued Code Amendments Pertaining to Complete Streets -
CONSIDERATION**

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

Mayor Zaring made a motion to recommend approval to the Board of Aldermen. Scott Milner seconded. The motion passed unanimously.

**E. Code Amendments to Section 405.565.E.3 – Improvement of Parking Areas;
Section 405.570 – Residential Design Standards; and Appendix A – Land Use
Table - PUBLIC HEARING**

Director Stanton presented the Staff Report. Staff is proposing Code Amendments that seek to:

- Provide an alternative hard surface for industrially zoned properties only and only for those areas utilized as storage - not including the entry/exit drives and any required customer/employee parking areas;
- Create minimum design standards for the construction of one- and two-family residential dwellings; and
- Allow a "Modular Home" to be utilized in any zoning district that allows a "Single-Family Dwelling", provided that it is on a permanent foundation.

Director Stanton did not go through the Previous Actions section of the Staff Report. She said under the Key Issues Section of the Staff Report:

- Staff has received several inquiries for development on industrially zoned properties for storage associated with various industrial use-related items. The "hard surface requirement" has deterred these potential developments. Staff is trying to help with this.
- Several of our existing industrial users have gravel on their lots, despite the fact that the "hard surface requirement" has been in the City's Municipal Code since 1978.
- Harrisonville's current Municipal Code only allows modular homes to be placed on property zoned Estate (E) and Manufactured Home Park (R-1M) Districts.
- Most other communities allow modular homes to be placed in any district that allows

single-family, provided the structure is on a permanent foundation.

Under the Analysis Section of the staff report:

- It is reiterated that the amendments seek to:
 - Address concerns pertaining to industrial development and the "hard surface requirement";
 - Create minimum design standards for construction of one- and two-family residential dwellings; and
 - Allow for a "Modular Home" to be utilized in any zoning district that allows a "Single-Family Dwelling", provided that it is on a permanent foundation.
- Specifically, the change to the "hard surface requirement" is only for industrially zoned properties and only for storage areas. It does not include the required entry/exit drives(s) and the required customer/employee parking areas-those would still be required to utilize the "hard surface requirement" specified in Section 405.565.E.3.a.
- Additionally, the proposed residential design standards are based upon staff's review of approximately 170 one- and two-family residential permits that were issued between October 1, 2015, and October 1, 2025, see the attached "1-2 Family Dwellings" images from Google Street View and the Cass County Assessor. Staff did receive immediate feedback from the Kansas City Regional Association of Realtors and truly appreciates their interests and willingness to work together to assure that the design standards proposed will encourage the use of durable materials, allow for facade articulation and differentiation, and enhance the overall aesthetics of our neighborhoods while allowing flexibility in design.

Staff recommends approval of the proposed Code Amendments.

Joseph Parkhurst asked if a permanent foundation meant slab, basement, or crawl space. Director Stanton said that in Section 405.030 the definition for permanent foundation says "The foundation must either be a slab or contain a solid perimeter wall in all installations in which the finished floor is more than six inches above the finished grade at any point. The phrase "without a permanent foundation", when used in this Zoning Ordinance, indicates that the support system for the manufactured home, modular home or mobile home is constructed with the intent that the manufactured home, modular home or mobile home placed thereon may be moved from time to time at the convenience of the owner." A permanent foundation will not allow the last sentence. Brian Pulliam asked if the pictures were representative of modular homes or all types. Director Stanton said that there was 1 modular picture, on page 66, that was permitted in 2018. Mr. Pulliam asked about the home values. Cheryl Bush said that the good ones are so good you wouldn't know they are modulars and that does not change the home value. Mr. Parkhurst said that if these changes open the door for affordable housing options to bring people in, it is a no-brainer. Kevin Wood agreed with Mr. Parkhurst.

Daniel Stone, of Three Stone Homes, spoke to the Commission. He said that people confuse manufactured homes and modular homes. He said that modular homes have to meet the IRC code, they are built in an enclosed structure. The foundation has to be in compliance with standards and the State. Modular homes are not designed to be moved, no transport is left under the house. Modular homes are not titleable like manufactured homes and there is no difference in financing than a site-built home.

With no further questions or comments from the public, the Public Hearing was closed at 6:43 PM.

**F. Code Amendments to Section 405.565.E.3 – Improvement of Parking Areas;
Section 405.570 – Residential Design Standards; and Appendix A – Land Use
Table - CONSIDERATION**

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

Mayor Zaring made a motion to recommend approval to the Board of Aldermen. Joseph Parkhurst seconded. The motion passed unanimously.

4. Discussion Items

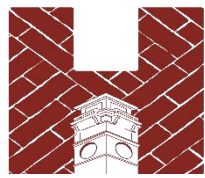
There were no discussion items.

5. Adjourn

With nothing further to come before the Commission, Mayor Zaring made a motion to adjourn. Joseph Parkhurst seconded. The meeting was adjourned at 6:44 PM.

Respectfully Submitted:

Jamie Martin, Recording Secretary



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

To: Planning and Zoning Commission

From: Christina Stanton, AICP, Community Development Director

Date: August 20, 2026

Re: Appl. #RZ/PDP-26-001 – A REZONING of approximately 5.28-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District for 15 Duplex Lots Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision

GENERAL INFORMATION

Applicant: Chris Derry, Corwood Homes

Requested Actions: Approval of Requested Rezoning and Preliminary Development Plan

Date of Application: July 21, 2026

PROPOSAL

Mr. Chris Derry is seeking approval of a rezoning from Single-Family Residential (R-1) District to Cluster or Garden Type Residential (R-3) for 5.28-acres of land located north of Delmar Street, east of M-291 Highway, and west of the *Prairie View* Subdivision. The proposed rezoning is to allow for the subdivision of the land for 15 duplex lots. Staff is recommending that the property be rezoned to Planned Cluster or Garden Type Residential (RP-3) District as the portion of the *Prairie View* Subdivision that is adjacent to the property in question is zoned RP-3.

The applicant has submitted a Preliminary Plat for the fifteen (15) lots, which is being reviewed concurrently and is another item in this packet.

The surrounding properties are currently zoned as follows:

North: Service Business (C-2) District—New Castle Homes' manufactured and modular homes lot
East: Planned Cluster or Garden Type (RP-3) District—Single-family residential and duplexes
South (across Delmar Street): Single-Family Residential (R-1) District—Single-family residential
West: Single-Family Residential (R-1) District and Service Business (C-2) District—Douglas Station self-storage and VF Anderson offices

PREVIOUS ACTIONS

- June 13, 1959—The Final Plat of *Hillcrest Resurvey* was recorded with the Cass County Recorder of Deeds' Office in Plat Book 1, Page 101 by Instrument #97979.
- February 17, 1967—The Board of Aldermen approved a subdivision of land known as *Thunderbird Park, Lots 1 & 2*. This plat was recorded with the Cass County Recorder of Deeds' Office the same date in Plat Book 4, Page 1 by Instrument #5791.
- August 28, 1985—The Planning & Zoning Commission voted to recommend denial of a requested Rezoning (Appl. #113) from Single-Family Residential (R-1B) District (now R-1) to Service

- Business (C-3) District (now C-2) for Lots 1 – 13 of *Hillcrest Resurvey*. Staff has searched minutes from the 1985 Board of Aldermen meetings and can find no further action.
- September 4, 1985—Another application (#134) for Rezoning from Single-Family Residential (R-1B) District (now R-1) to Local Business (C-1) District for Lots 1 – 13 of *Hillcrest Resurvey* was submitted and noticed for the September 25, 1985, Planning & Zoning Commission meeting for public hearing but was never heard.
 - May 28, 1986—The Planning & Zoning Commission heard a continued Rezoning (Appl. #149) from Single-Family Residential (R-1B) District (now R-1) to Retail Business (C-2) District for Lots 1 – 13 of *Hillcrest Resurvey*. The applicant had changed his request to Local Business (C-1) District but was still denied. Staff cannot find that this request ever came to the Board of Aldermen.
 - August 10, 1987—The Board of Aldermen approved a Final Plat (Appl. #176) for *Hillcrest Resurvey, Lots 87 – 91* by Ordinance #1608.
 - March 8, 1988—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #184) for *Hillcrest 2nd, Lots 1 – 7*. Staff cannot find that this application was ever before the Board of Aldermen.
 - August 22, 1988—The Board of Aldermen approved a Special Use Permit (Appl. #187) for the use as an outdoor assembly area, park and recreation area for John Murray Evangelistic Association by Ordinance #1665. The property was zoned R-1A (Low Density Single-Family Residential).
 - February 13, 1989—The Board of Aldermen approved a Final Plat (Appl. #193) for *Hillcrest 2nd, Lots 1 – 7* by Ordinance #1684. The Planning & Zoning Commission had recommended approval of this application at their January 25, 1989, meeting.
 - February 16, 1989—The Final Plat of *Hillcrest 2nd, Lots 1 – 7* was recorded with the Cass County Recorder of Deeds' Office in Plat Book 12, Page 59 by Instrument #1492.
 - April 12, 1995—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #PP9506) for *Prairie View, Lots 1 – 16*.
 - February 12, 1996—The Board of Aldermen approved a Rezoning (Appl. #RZ9520) from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District on approximately 4.37-acres located north of *Hillcrest 2nd* for use as 48 senior citizen housing units by Ordinance #2201.
 - April 16, 1998—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #PP9812) for *Prairie View, Lots 1 – 16*. Staff cannot find that this item was ever brought to the Board of Aldermen.
 - April 20, 1998—A Final Plat (Appl. #FP9813) was submitted for the 4.59-acre *Prairie View, Lots 1 -16*, but was withdrawn by the applicant on May 11, 1998.
 - June 18, 1998—The Planning & Zoning Commission voted to recommend approval of a new Preliminary Plat (Appl. #PP9816) for *Prairie View, Lots 1 – 24*, in which the number of lots was increased from 16 to 24 and were intended to be single-family homes for citizens 55+. Staff cannot find that this item was ever brought to the Board of Aldermen.
 - July 28, 1998—The Board of Aldermen approved a Final Plat (Appl. #FP9818) for *Prairie View, Lots 1 – 24* by Ordinance #2521.
 - November 15, 1999—The Board of Aldermen approved a Final Plat (Appl. #FP9915) for *Prairie View Replat, Lots 1A - 3A & 6 - 24* by Ordinance #2618.
 - January 6, 2000—The Board of Aldermen approved a Rezoning (Appl. #RZ9913) for approximately 5-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District located west of the existing *Prairie View, Lots 1 – 24*, and north of *Hillcrest, Lots 1 – 7* by Ordinance #2623. The Board of Aldermen also approved a Preliminary Plat (Appl. #PP9914) for *Prairie View, Lots 25 – 50* by Resolution #R-00-2.
 - December 18, 2000—The Board of Aldermen approved a Rezoning (Appl. #RZ0026) from Single-Family Residential (R-1) District to Planned Medium Density Apartment (RP-4) District for the 3-acres comprised of *Prairie View, Lots 51 - 57* by Ordinance #2680. The Board of Aldermen also approved a Preliminary Plat (Appl. #PP0027) for approximately 3-acres for *Prairie View, Lots 51 – 57* by Resolution #R-00-25. Lots 51 – 56 were to continue single-family homes similar to those from the first two phases of the *Prairie View* development, and Lot 57 was originally going to be developed as eight fourplexes consisting of 2-bedroom apartments for senior housing. Lot 57 was built out as six tri-plexes.

- December 3, 2001—The Board of Aldermen approved a Final Plat (Appl. #FP0127) for *Prairie View, Lots 25 – 57* by Ordinance #2739.
- December 18, 2025—The Minor Plat (Appl. #MINOR-25-012) for *Lots 2A & 3A, Thunderbird Park* was recorded with the Cass County Recorder of Deeds’ Office in Book 27, Page 75 by Instrument #777305.

KEY ISSUES

- This property is currently zoned Single-Family Residential (R-1) District. The applicant is proposing to rezone 5.28-acres from Single-Family Residential (R-1) District to Cluster or Garden Type Residential (R-3) District to allow for the property to be developed with 15 duplex (two-family residential) lots. Staff is recommending the property be rezoned as a planned district as the adjacent portion of the *Prairie View* Subdivision is zoned RP-3.
- The City’s 2040 Comprehensive Plan shows the property and areas to the north and west as Community Mixed-Use, which “are suburban hubs intended to accommodate daily needs for residents of the city”.

ANALYSIS

Proposed Zoning. The property is currently zoned Single-Family Residential (R-1) District. The applicant proposes to rezone 5.28-acres located north of Delmar Street, east of M-291 Highway, and west of the *Prairie View* Subdivision to Cluster or Garden Type Residential (R-3) District. Staff is recommending that the property be rezoned to Planned Cluster or Garden Type Residential (RP-3) District since the adjacent *Prairie View* subdivision is zoned RP-3. The proposed Rezone is being reviewed concurrently with a Preliminary Plat for 15 lots.

Comprehensive Plan. The City’s 2040 Comprehensive Plan shows this area as “Community Mixed-Use”. According to page 42 of the City’s Comprehensive Plan, “These places should be arranged to integrate a broad range [of] retail, service, office and residential uses together in a town center format.” While this specific development does not include retail, service, or office uses those uses are existing in the vicinity. The identified “Key Priorities” for this place type include:

- “Integration of modernized and revamped residential uses into existing community mixed-use areas.
- Integration of office employers and larger-scale experiential destinations (i.e. movie theatre, arcade/gaming complex, bowling alley).
- Improve pedestrian, ADA, and bicycle facilities for both access and circulation.”



Rezoning Criteria. Section 405.630.D.1 list review criteria a-q as that may be considered, to the extent they are pertinent to the particular application, by both the Planning & Zoning Commission and the Board of Aldermen. Among the review criteria listed a-g, j, k, m, and q seem the most appropriate to consider.

- a) The character of the neighborhood.
 - The overall character of the neighborhood includes office and commercial uses along M-291 Highway, single-family residential to the south and east, and tri-plexes further to the northeast. The *Prairie View* subdivision is comprised of 56 dense single-family residential lots and six tri-plexes that are all age-restricted (55+).
- b) The existing and any proposed zoning and uses of adjacent properties, and the extent to which the proposed use is compatible with the adjacent zoning and uses.
 - The existing adjacent zoning and uses are predominantly single-family, with some tri-plex buildings located further northeast along Waters Road. The proposed lots are of equal or greater size than the abutting lots in the *Prairie View* subdivision and are compatible with the proposed rezoning.
- c) The extent to which the proposed use facilitates the adequate provision of transportation, water, sewerage, schools, parks and other public requirements.
 - The development is providing the necessary public improvements—streets, sidewalks, water and sewer lines—to provide for the proposed residences.
- d) The suitability of the property for the uses to which it has been restricted under the applicable zoning district regulations.
 - The property is currently zoned Single-Family Residential (R-1) District and is undeveloped. The applicant is proposing to rezone the property to Cluster or Garden Type Residential (R-3) District.
- e) The length of the time, if any, the property has remained vacant.
 - This property has remained undeveloped since at least 1959.
- f) The extent to which the proposed use will seriously injure the appropriate use of, or detrimentally affect, neighboring property.
 - Staff contends that the development of this property as duplex lots will not seriously injure the appropriate use of, or detrimentally affect, neighboring properties as this property is planned to be owned and maintained by the developer.
- g) The extent to which the proposed use will adversely affect the capacity of or safety of the portions of the street network impacted by the use, or present parking problems in the vicinity of the property.

- The proposed Rezoning will allow for the 5.28-acres to be platted and developed for the proposed duplex lot development.
- It is not anticipated that the proposed use will negatively affect the values of the property or neighboring properties in the area.
- j) The extent to which there is a need for the use in the community.
 - It is well known that there is a need for more housing within both Harrisonville and the Kansas City metropolitan area.
- k) The economic impact of the proposed use on the community.
 - Additional residential housing units will help drive the need for additional commercial development within the community.
- m) The extent to which public facilities and services are available and adequate to meet the demand for facilities and services generated by the proposed use.
 - The question of whether our public facilities and services are adequate to meet the demand generated by the proposed use was brought to the Public Works Department. The Public Works Director confirmed that the City has adequate infrastructure to support the proposed duplex lots. The developer is responsible for extending the necessary sanitary sewer and water lines.
- q) The consistency of the proposed use with the permitted uses and the uses subject to conditions in the district in which the proposed rezoning or special use is located.
 - The proposed use is consistent with the permitted uses for the district proposed and the surrounding properties.

Preliminary Development Plan. The applicant has stated that the planned duplex floor plans will be ranch with 1 and 2 car garages. The units are planned to be 1,500+ sqft., wood frame, maintenance free siding, shingle roof, and utilize neutral colors. The applicant has stated that he is considering making the units age-restricted (55+), but has not formally committed to this at this time.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Rezoning of 5.28-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District with the following conditions:

- 1) Sidewalks shall have handicapped access at all intersections in accordance with Section 410.530.B and shall normally be separated from the edge of the street by a grassy strip twenty-four (24) inches wide. Sidewalks shall comply with the ADA requirements in place at the time of construction, and all non—paved right-of-way shall be either sodded or seeded.
- 2) A Final Plat shall be submitted, reviewed, and approved prior to the issuance of any development related (building or infrastructure) permits.

ATTACHMENTS

1. Application
2. Emerald Estates Preliminary Plat
3. Landscape Plan
4. Floor Plan
5. Elevation
6. Applicant Responses to Section 405.630.D-Review Criteria
7. Zoning Map
8. Aerial Map



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

LAND USE – ZONING APPLICATION

Application Type

☒ Rezoning (Fee \$300.00 + \$65 Notice Fee) ☒ Preliminary Development Plan (Fee \$300.00 + \$65 Notice Fee)

☐ Special Use Permit (Fee \$300.00 + \$65 Notice Fee) ☐ *Final Development Plan (Fee \$200.00)

* Staff-only approval required

Applicant and Owner Information

Applicant (Print): CHRIS DERRY **Signature:** [Signature]
Company Name: Corwood Homes LLC
Street Address: PO Box 336 **City:** Raymore **State:** MO **Zip:** 64083
Phone: 816 896 5250 **Email:** csderry@yahoo.com

Property Owner Authorization (Provide contact information and signatures of all property owners.)

Property Owner Name (print): Chris Derry **Signature:** _____
Street Address: P.O. Box 336 **City:** Raymore **State:** MO **Zip:** 64083
Phone: (816) 896-5250 **Email:** csderry@yahoo.com

Firm Preparing Application: Atlas Land Consulting
Contact: Clint Loumaster, PE
Street Address: 14500 Parallel Rd. **City:** Basehor **State:** KS **Zip:** 66007
Phone: (913) 449-5002 **Email:** ClintL@alconsult-llc.com

*All correspondence should be sent to: **Applicant** _____ **Property Owner** _____ **Firm** _____

Project Information

General Location or Address: Leewood Rd & Delmar St.
Project Description: Small Duplex development
Acres or Sq. Ft. 3.5 ac.
Current Zoning: R-1 **Proposed Zoning:** R-3

Items to be Submitted 30 Days Before Planning Commission Meeting

- ___ 1) **Application**
- ___ 2) **Filing Fee** – Payable to City of Harrisonville or contact the Community Development Office to pay by phone.
- ___ 3) **Site Plan drawn to scale and showing adjacent tracts within 185 ft. and current ownership. Four (4) copies of 24"x36" plans and one (1) electronic copy emailed to the planner. (Section 405.630.C)**
- ___ 4) **Email full legal description in WORD to planner (not assessor's abbreviated description).**

City Staff may modify submittal requirements as necessary.

For Office Use Only

Case No: RZ-26-001 **Filing Fee: Amount Paid \$** 300.00 **Date Application Received:** 4/14/2026

Staff-only approval: N/A **P&Z meeting:** 5/21/2026 **BOA Meeting:** 6/1/2026

PDP 26-001 \$300.00

The information concerning locations of underground utilities shown hereon which may or may not be visible from the surface, has been based on the best information available to ALC. These locations are not to be interpreted as complete or exact and shall be verified by the Contractor prior to construction.

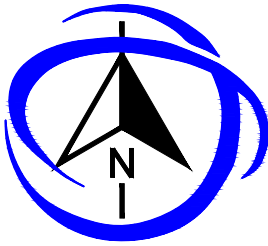
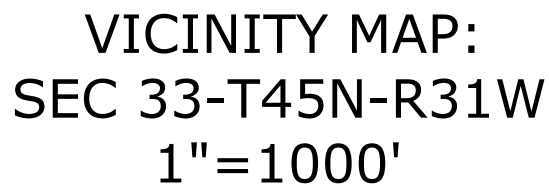
Site lies within "Zone X" defined as areas of minimal flood hazard per FEMA Flood Insurance Rate Map (FIRM) panel number 29037C0186F, effective date 1/2/2013

MISSOURI STATE PLANE COORDINATE SYSTEM, NAD 83 WEST ZONE.

All of lot 3A as platted in Thunderbird Park, A subdivision in Harrisonville, Cass County, Missouri according to the recorded Plat thereof, Filed in Plat Book 27, Page 75.

And Also:

Beginning at the Northwest corner of said Lot 3A, Thence North 87 Degrees, 50 minutes, 41 Seconds West, a distance of 40.06'; thence North 06 degrees, 16 minutes, 24 Seconds East, a distance of 149.95'; thence South 87 degrees, 43 minutes, 11 seconds East, a distance of 501.02' to a point on the westerly line of the Plat of "Prairie View", thence southerly, along the west line thereof, South 01 degrees, 52 minutes, 07 Seconds West, a distance of 149.59'; thence departing said west line, South 87 Degrees, 42 Minutes, 34 Seconds East, (South 87 Degrees, 37 minutes, 31 Seconds East Plotted), along the north line of said Lot 3A, a distance of 472.48' (472.33 Plotted Distance) to the POINT OF BEGINNING.



ELECTRIC – MATT BECKMAN,
CITY OF HARRISONVILLE –
816-380-8962

POLICE – 816-380-8946

DIG-RITE – 1-800-DIG-RITE

SPIRE
800-582-1234

AT&T
800-288-2020

COMCAST/XFINITY –
844-322-2524

SOCKET INTERNET –
573-823-2917 / 800-762-5383

FIRE DEPARTMENT -
816-380-8956

WATER SEWER/STORM WATER
- KENNY HALL, CITY OF
HARRISONVILLE - 816-380-8964



1	Cover Sheet
2	Ex. Conditions
3	Preliminary Plat

CP#1 N-912940.4030' E-2827602.5048' ELV-953.533'
1/2" MAG NAIL 10.92 FEET +/- NORTH OF CENTER OF DELMAR ST AND 34.6 FEET +/- WEST OF CENTER OF LEEWOOD ST.

CP#2 N-912983.3979' E-2827840.3471' ELV-956.408'
1/2" MAG NAIL 63.87 FEET +/- NORTH OF CENTER OF INTERSECTION OF DELMAR AND LEEWOOD ST AND
201.23 FEET EAST.

CP#3 N-913053.3631' E-2827848.5034' ELV-957.827'
1/2" MAG NAIL 134.12 FEET +/- NORTH OF CENTER OF INTERSECTION OF DELMAR AND LEEWOOD ST AND
206.44 FEET EAST.

CP#4 N-913494.4330' E-2827439.9367' ELV-977.513'
1/2" MAG NAIL, HARRISONVILLE SURVEY 6-4-2026. 566.83 FEET +/- NORTH OF CENTER OF INTERSECTION
OF DELMAR AND LEEWOOD ST AND 203.23 FEET WEST

CP#5 N-913450.6816' E-2827950.5389' ELV-975.590'
1/2" MAG NAIL, HARRISONVILLE SURVEY 6-4-2026. 523.07 FEET +/- NORTH OF CENTER OF INTERSECTION
OF DELMAR AND LEEWOOD ST AND 307.37 FEET EAST

REVIEWED BY:

CITY ENGINEER

ENGINEER OF RECORD

CLINT LOUMASTER, P.E.

EMERALD ESTATES
PRELIMINARY PLAT

LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

[illegible]

PREPARED FOR:

CHRIS DERRY
CORWOOD HOMES, LLC
816.896.5250
CSDERRY@YAHOO.COM

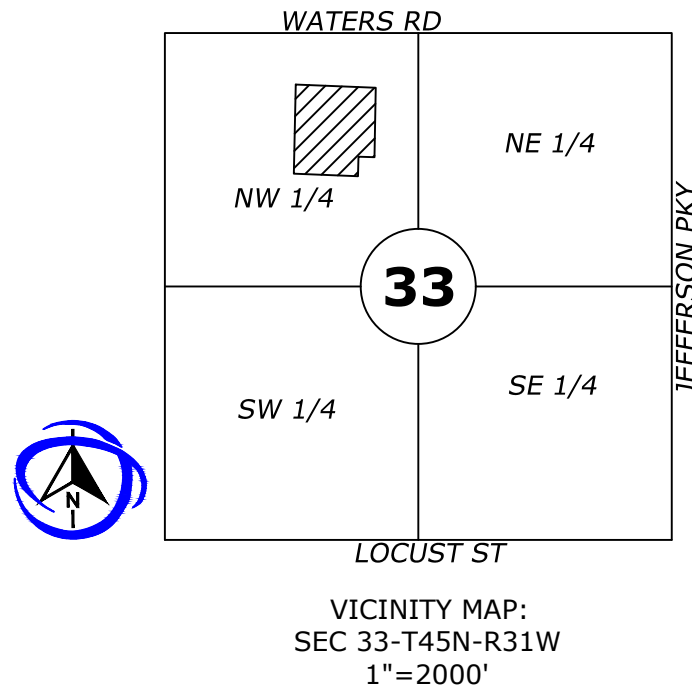
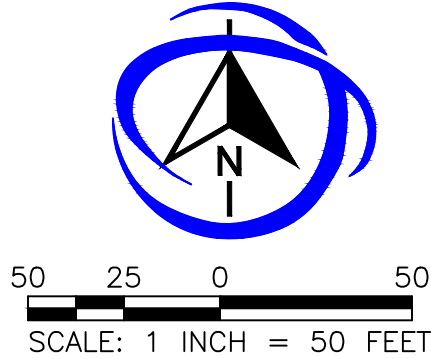
PROJECT #: 26-077

ISSUE DATE: 07/30/2026

SHEET NAME

Cover Sheet

1 of 3



LEGEND

- | | | | |
|--|---------------------------|--|-----------------------|
| | Cable TV Pedestal | | Barbed Wire Fence |
| | Power Pole | | Centerline |
| | Guy Anchor | | Fiber Optic Line |
| | Electrical Manhole | | Gas Line |
| | Electric Meter | | Over Head Electric |
| | Electrical Transformer | | Underground Electric |
| | Electric Pedestal | | Underground Telecom |
| | Bollard/Guard Post | | Water Line |
| | Existing Gas Meter | | Sanitary Sewer Line |
| | Existing Curb Inlet | | Proposed Storm Sewers |
| | Existing Light Pole | | Ex. Storm Sewers |
| | Existing Sign | | Ex. Sanitary Sewer |
| | Existing Telecom Pedestal | | Proposed Contours |
| | Existing Fire Hydrant | | Existing Contour |
| | Existing Water Meter | | |
| | Right of Way | | |



CLINT LOUMASTER, P.E.

EMERALD ESTATES
PRELIMINARY PLAT

LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

NOT FOR CONSTRUCTION

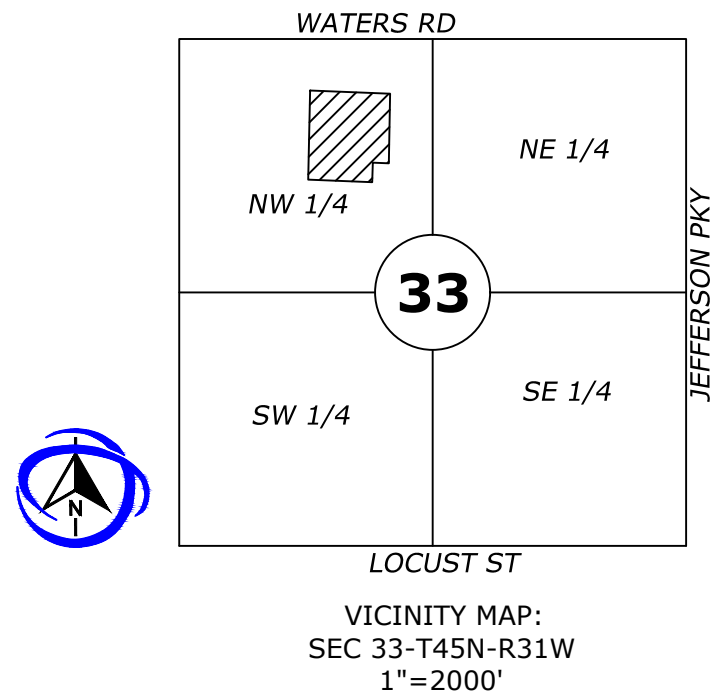
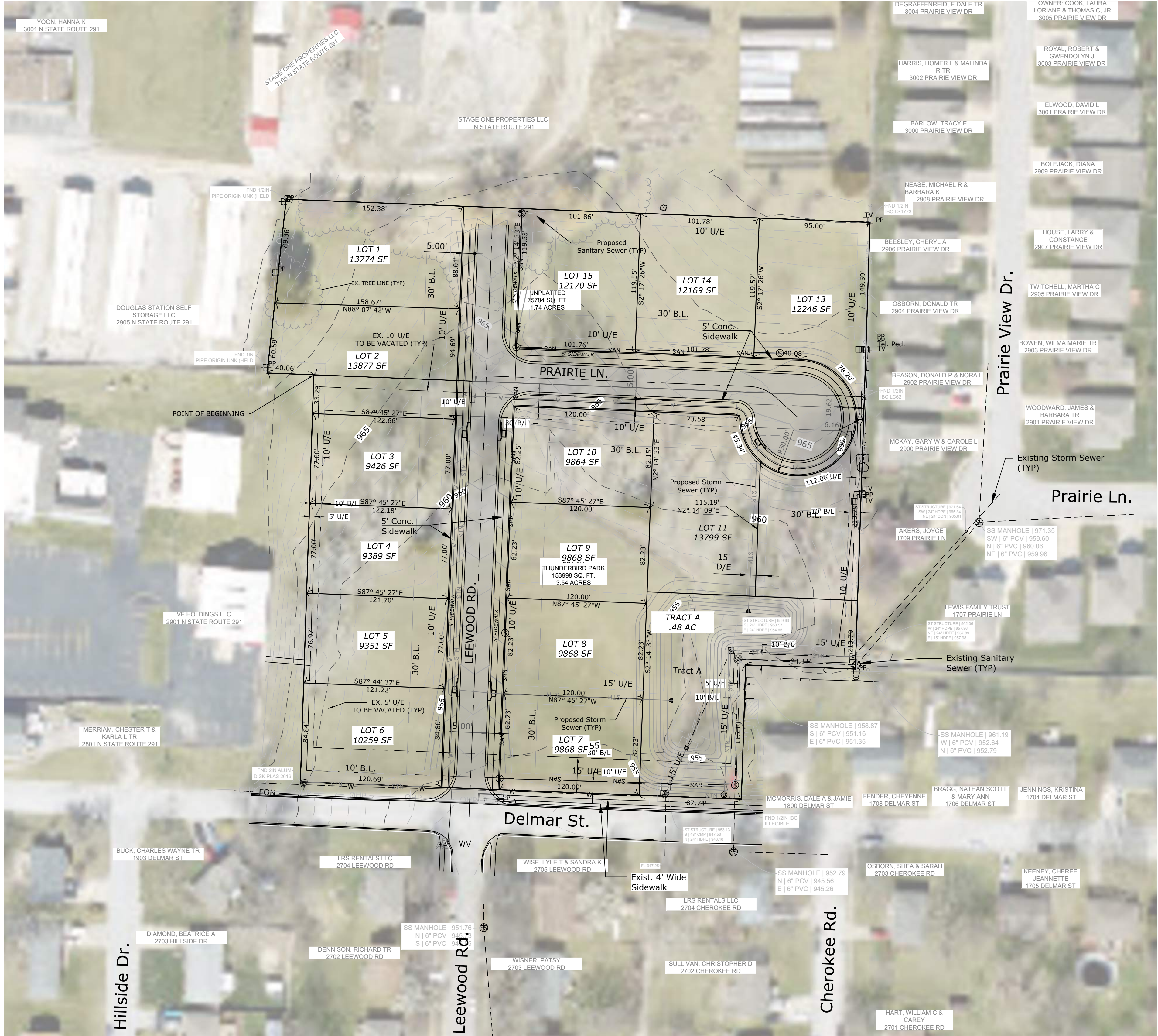
PREPARED FOR:
CHRIS DERRY
CORWOOD HOMES, LLC
816.896.5250
CSDERRY@YAHOO.COM

PROJECT #: 26-077
ISSUE DATE: 07/30/2026

SHEET NAME
Ex. Conditions

2 of 3

EMERALD ESTATES
N STATE ROUTE 291
NE $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ SECTION 33, TOWNSHIP 45N, RANGE 31W
HARRISONVILLE, CASS COUNTY, MISSOURI
PRELIMINARY PLAT

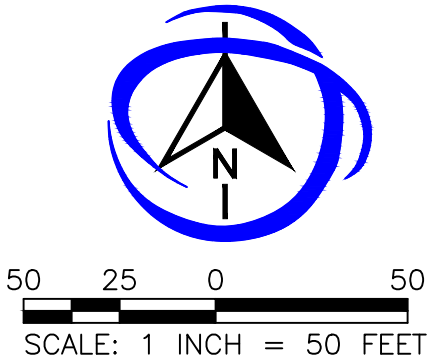


- LEGEND**
- Cable TV Pedestal
 - Power Pole
 - Guy Anchor
 - Electrical Manhole
 - Electric Meter
 - Electrical Transformer
 - Electric Pedestal
 - Bollard/Guard Post
 - Existing Gas Meter
 - Existing Curb Inlet
 - Existing Light Pole
 - Existing Sign
 - Existing Telecom Pedestal
 - Existing Fire Hydrant
 - Existing Water Meter
 - Right of Way
 - Barbed Wire Fence
 - Centerline
 - Fiber Optic Line
 - Gas Line
 - Over Head Electric
 - Underground Electric
 - Underground Telecom
 - Water Line
 - Sanitary Sewer Line
 - Proposed Storm Sewers
 - Ex. Storm Sewers
 - Ex. Sanitary Sewer
 - Proposed Contours
 - Existing Contour

SITE DATA TABLE

TRACT A - .48 AC
RIGHT-OF-WAY - 42995 SF
LOTS - 66058 SF

- Notes:**
- All thoroughfares shown on this plat and not heretofore dedicated to Public Use shall be dedicated to the City of Harrisonville.
 - Street and utility infrastructure is to be constructed by the developer in a single Phase.
 - Tract A shall be dedicated for stormwater management and shall be owned and maintained by the Homeowners Association.



CLINT LOUMASTER, P.E.

EMERALD ESTATES
PRELIMINARY PLAT

LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

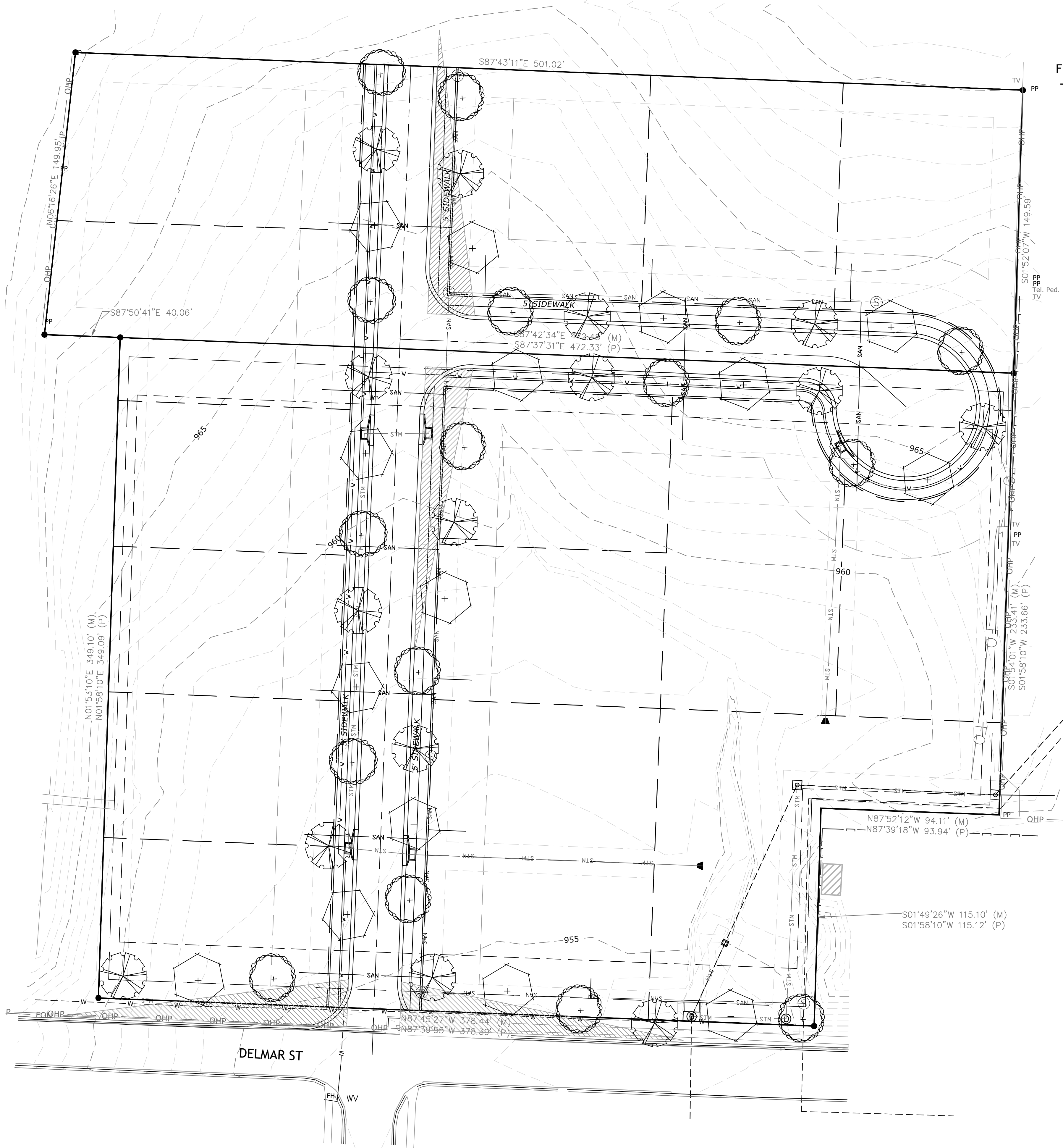
NOT FOR CONSTRUCTION

PREPARED FOR:
CHRIS DERRY
CORWOOD HOMES, LLC
816.896.5250
CSDERRY@YAHOO.COM

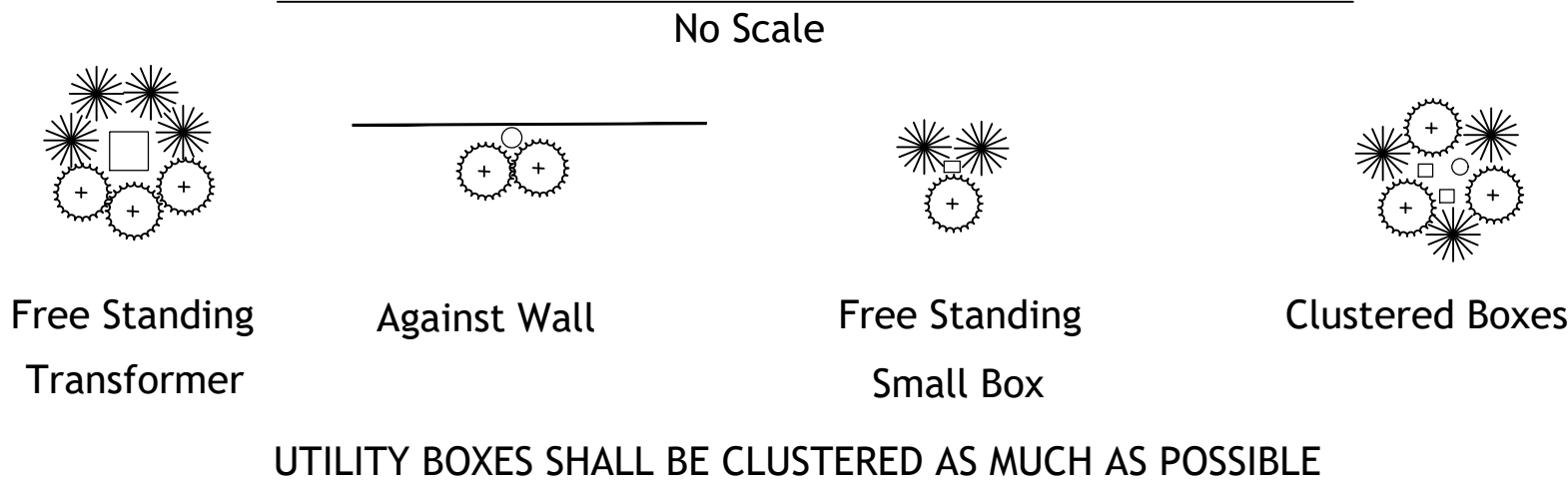
PROJECT #: 26-077
ISSUE DATE: 07/30/2026

SHEET NAME
Preliminary Plat

3 of 3



Typical Utility Box Screening Details



LANDSCAPE NOTES

CONTRACTOR REQUIRED TO LOCATE ALL UTILITIES BEFORE INSTALLATION TO BEGIN.

Contractor shall verify all landscape material quantities and shall report any discrepancies to the Landscape Architect prior to installation.

No plant material substitutions are allow without Landscape Architect or Owners approval.

Contractor shall guarantee all landscape work and plant material for a period of one year from date of acceptance of the work by the Owner. Any plant material which dies during the one year guarantee period shall be replaced by the contractor during normal planting seasons.

Contractor shall be responsible for maintenance of the plants until completion of the job and acceptance by the Owner.

Successful landscape contractor shall be responsible for design that complies with minimum irrigation requirements, and installation of an irrigation system. Irrigation system to be approved by the owner before starting any installation.

All plant material shall be specimen quality stock as determined in the "American Standards For Nursery Stock" published by The American Association of Nurseryman, free of plant diseases and pest, of typical growth of the species and having a healthy, normal root system.

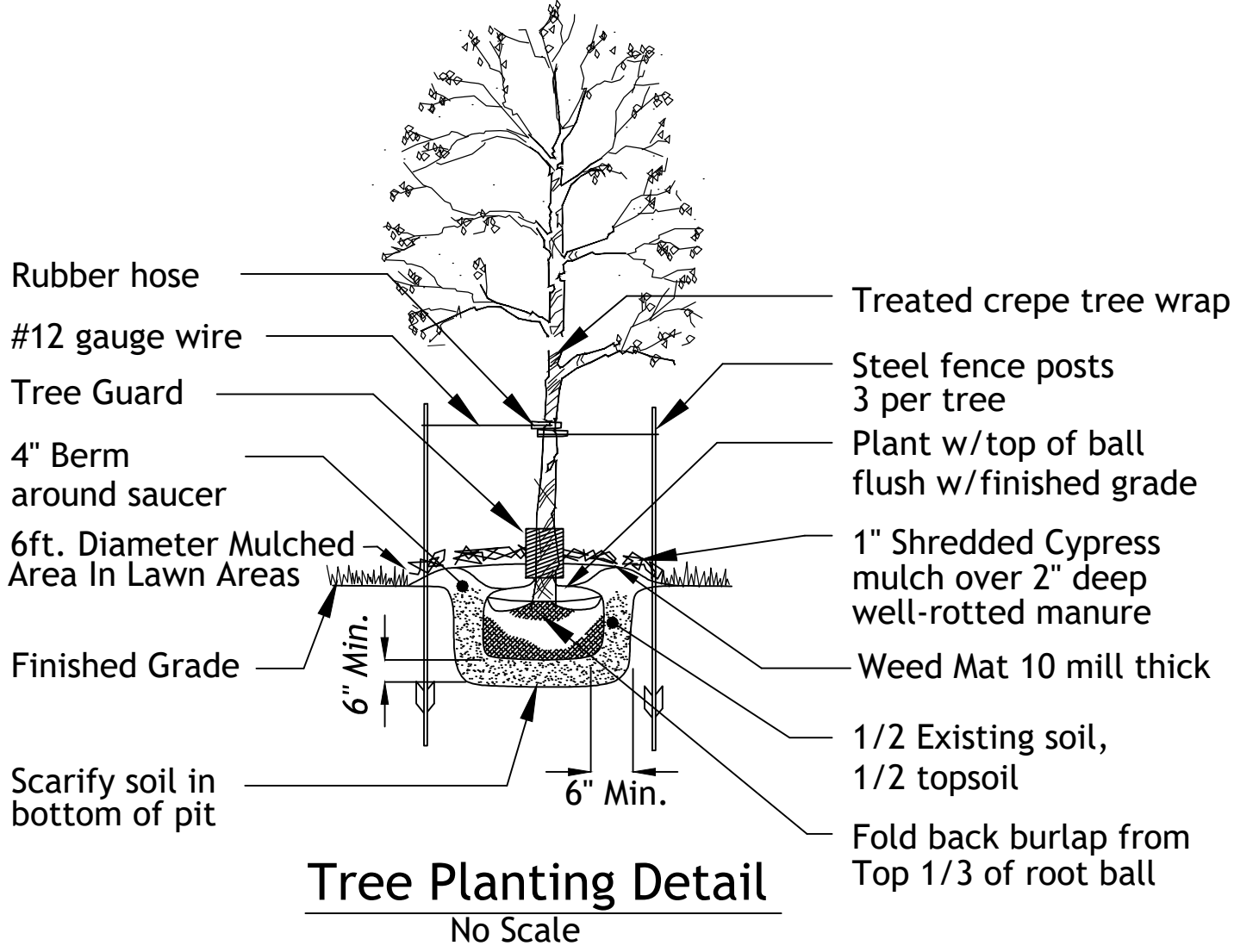
Sizes indicated on the plant list are the minimum, acceptable size. In no case will sizes less than specified be accepted.

All shrub beds within lawn areas to receive a manicured edge.

All shrub beds shall be mulched with 3" of shredded cedar mulch.

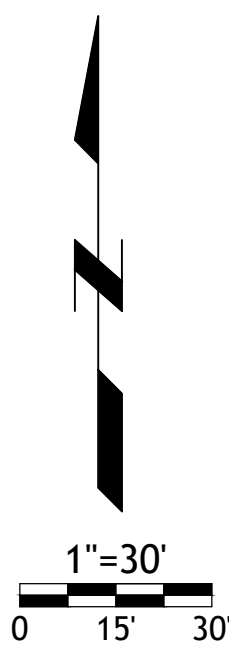
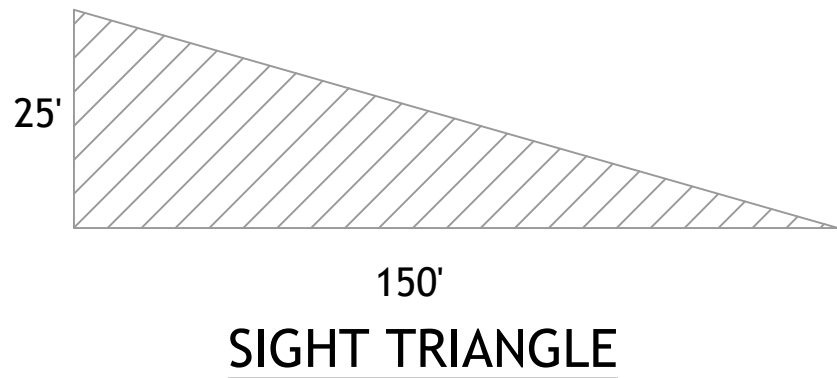
All sod areas to be fertilized & sodded with a Turf-Type-Tall Fescue seed blend.

All seed areas shall be hydro-seeded with a Turf-Type-Tall Fescue seed blend.



Tree List

Symbol	Quantity	Common Name	Botanical Name	Size	Condition	Spacing
	15	Swamp White Oak	Quercus Bicolor	2" cal	BB	As Shown
	15	Skyline Honeylocust	Gleditsia Triacanthos 'Skyline'	2" cal	BB	As Shown
	16	October Glory Maple	Acer Rubrum 'October Glory'	2" cal	BB	As Shown



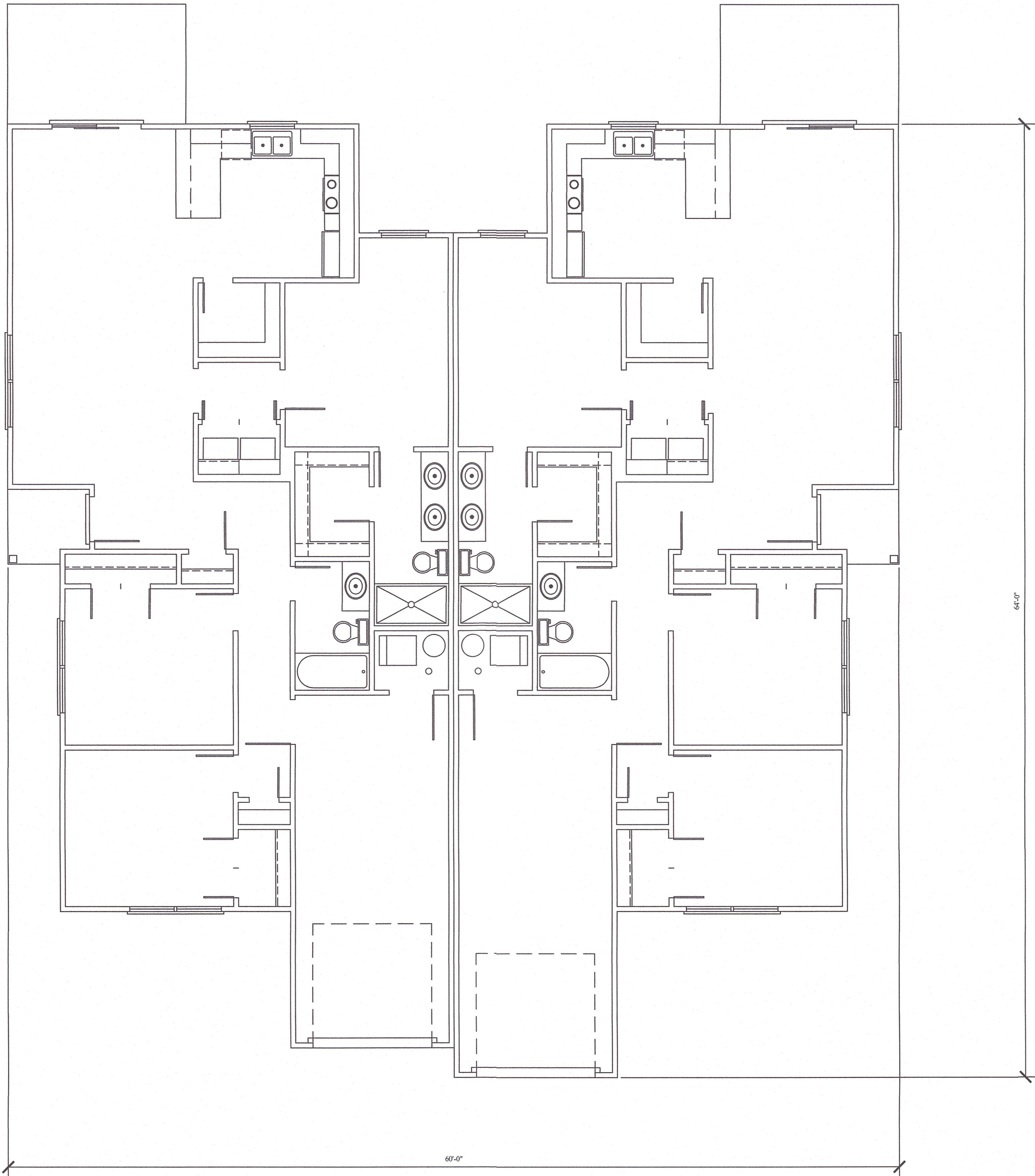
DATE: 8-12-26

DUPLEX HARRISONVILLE
HARRISONVILLE, MO

LANDSCAPE PLAN

OCHS LAND PLANNING
533 LAKE FOREST
BONNER SPRINGS, KS 66012
913-961-6578 garrettochs@gmail.com

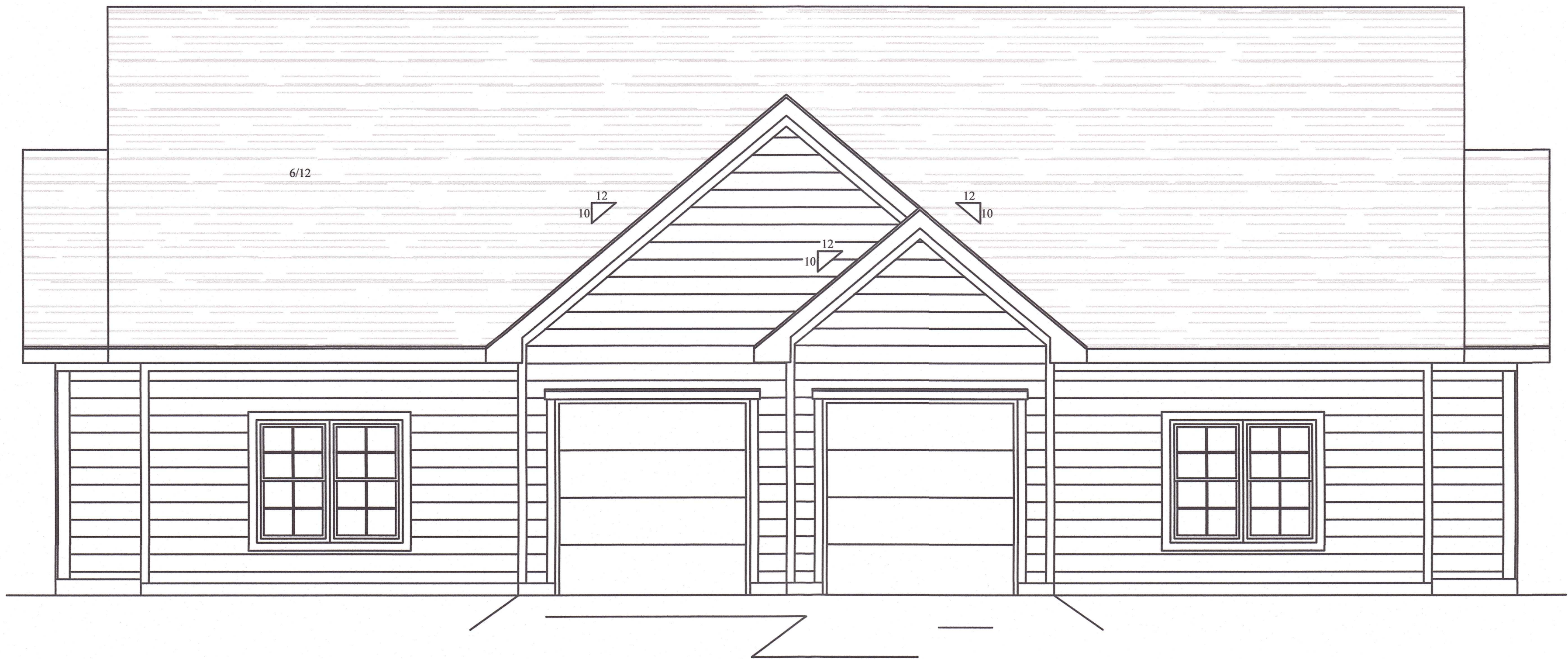
SHEET L1



RECEIVED

AUG 12 2026

City of Harrisonville



RECEIVED

AUG 12 2026

City of Harrisonville

Review Criteria.

1.

In considering any application for rezoning or special use permit, the Planning and Zoning Commission and Board of Aldermen may give consideration to the criteria stated below, to the extent they are pertinent to the particular application. The Planning and Zoning Commission and Board of Aldermen may also consider other factors that may be relevant to a particular application.

a. The character of the neighborhood.

The proposed development will provide an appropriate transition from the single family development to the east to the commercial property to the west and north.

b. The existing and any proposed zoning and uses of adjacent properties, and the extent to which the proposed use is compatible with the adjacent zoning and uses.

See answer to a.

c. The extent to which the proposed use facilitates the adequate provision of transportation, water, sewerage, schools, parks and other public requirements.

All relevant public utilities, along with streets, are proposed to be extended within the development.

d. The suitability of the property for the uses to which it has been restricted under the applicable zoning district regulations.

Current Zoning is R-1, the proposed use is similar in nature, and transitions better to the surrounding C-2 uses.

e. The length of time, if any, the property has remained vacant as zoned.

Property has not been previously developed.

f. The extent to which the proposed use will seriously injure the appropriate use of, or detrimentally affect, neighboring property.

No Detrimental effects to the neighboring property is anticipated.

g. The extent to which the proposed use will adversely affect the capacity or safety of the portions of the street network impacted by the use, or present parking problems in the vicinity of the property.

No detrimental effects to the street network are anticipated.

h. The extent to which the proposed use will create excessive storm water runoff, air pollution, water pollution, noise pollution or other environmental harm.

Stormwater will be managed per city criteria. No environmental effects are proposed.

i. The extent to which the proposed use will negatively affect the values of the property or neighboring properties.

It is not anticipated that the project will adversely affect property values.

j. The extent to which there is a need for the use in the community.

Housing is needed in the community.

k. The economic impact of the proposed use on the community.

Additional residents in the community will add to the local economy.

l. The ability of the applicant to satisfy any requirements applicable to the specific uses imposed pursuant to this Chapter.

The developer is able to construct the improvements proposed.

m. The extent to which public facilities and services are available and adequate to meet the demand for facilities and services generated by the proposed use.

No constraints to public facilities have been identified.

n. The gain, if any, to the public health, safety and welfare due to approval of the application as compared to the hardship imposed upon the landowner, if any, as a result of denial of the application.

The development would add to the available housing market of the area. Denial would cause a hardship to the landowner.

o. The conformance of the proposed use to the Comprehensive Plan, the Capital Improvements Plan, and other adopted planning policies.

The use is generally in conformance with the comprehensive plan and other reviewed plans.

p. The recommendation of professional staff.

It is hoped that staff will support.

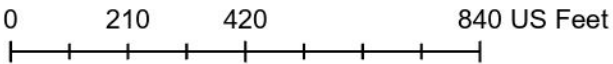
q. The consistency of the proposed use with the permitted uses and the uses subject to conditions in the district in which the proposed rezoning or special use is located.

The project is proposed to conform to the uses outlined in the rezoned district.

Zoning Map

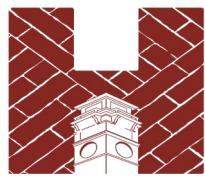


MARC/local jurisdictions, MO911ServiceBoard, MDC, Microsoft, Vantor



Aerial Map





THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

To: Planning & Zoning Commission

From: Christina Stanton, AICP, Community Development Director

Date: August 20, 2026

Re: Appl. #PP-26-001—A PRELIMINARY PLAT for *Emerald Estates, Lots 1-15* Located North of Delmar Street, East of M-291 Highway, and West of the *Prairie View* Subdivision

GENERAL INFORMATION

Applicant: Chris Derry

Requested Actions: Approval of Preliminary Plat

Date of Application: August 20, 2026

PROPOSAL

Mr. Chris Derry is seeking approval of the attached preliminary plat of *Emerald Estates, Lots 1 – 15*.

The surrounding properties are currently zoned as follows:

North: Service Business (C-2) District—New Castle Homes' manufactured and modular homes lot
East: Planned Cluster or Garden Type (RP-3) District—Single-family residential and duplexes
South (across Delmar Street): Single-Family Residential (R-1) District—Single-family residential
West: Single-Family Residential (R-1) District and Service Business (C-2) District—Douglas Station self-storage and VF Anderson offices

PREVIOUS ACTIONS

- June 13, 1959—The Final Plat of *Hillcrest Resurvey* was recorded with the Cass County Recorder of Deeds' Office in Plat Book 1, Page 101 by Instrument #97979.
- February 17, 1967—The Board of Aldermen approved a subdivision of land known as *Thunderbird Park, Lots 1 & 2*. This plat was recorded with the Cass County Recorder of Deeds' Office the same date in Plat Book 4, Page 1 by Instrument #5791.
- August 28, 1985—The Planning & Zoning Commission voted to recommend denial of a requested Rezoning (Appl. #113) from Single-Family Residential (R-1B) District (now R-1) to Service Business (C-3) District (now C-2) for Lots 1 – 13 of *Hillcrest Resurvey*. Staff has searched minutes from the 1985 Board of Aldermen meetings and can find no further action.
- September 4, 1985—Another application (#134) for Rezoning from Single-Family Residential (R-1B) District (now R-1) to Local Business (C-1) District for Lots 1 – 13 of *Hillcrest Resurvey* was submitted and noticed for the September 25, 1985, Planning & Zoning Commission meeting for public hearing but was never heard.
- May 28, 1986—The Planning & Zoning Commission heard a continued Rezoning (Appl. #149) from Single-Family Residential (R-1B) District (now R-1) to Retail Business (C-2) District for Lots 1 – 13 of *Hillcrest Resurvey*. The applicant had changed his request to Local Business (C-1)

District but was still denied. Staff cannot find that this request ever came to the Board of Aldermen.

- August 10, 1987—The Board of Aldermen approved a Final Plat (Appl. #176) for *Hillcrest Resurvey, Lots 87 – 91* by Ordinance #1608.
- March 8, 1988—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #184) for *Hillcrest 2nd, Lots 1 – 7*. Staff cannot find that this application was ever before the Board of Aldermen.
- August 22, 1988—The Board of Aldermen approved a Special Use Permit (Appl. #187) for the use as an outdoor assembly area, park and recreation area for John Murray Evangelistic Association by Ordinance #1665. The property was zoned R-1A (Low Density Single-Family Residential).
- February 13, 1989—The Board of Aldermen approved a Final Plat (Appl. #193) for *Hillcrest 2nd, Lots 1 – 7* by Ordinance #1684. The Planning & Zoning Commission had recommended approval of this application at their January 25, 1989, meeting.
- February 16, 1989—The Final Plat of *Hillcrest 2nd, Lots 1 – 7* was recorded with the Cass County Recorder of Deeds' Office in Plat Book 12, Page 59 by Instrument #1492.
- April 12, 1995—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #PP9506) for *Prairie View, Lots 1 – 16*.
- February 12, 1996—The Board of Aldermen approved a Rezoning (Appl. #RZ9520) from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District on approximately 4.37-acres located north of *Hillcrest 2nd* for use as 48 senior citizen housing units by Ordinance #2201.
- April 16, 1998—The Planning & Zoning Commission voted to recommend approval of a Preliminary Plat (Appl. #PP9812) for *Prairie View, Lots 1 – 16*. Staff cannot find that this item was ever brought to the Board of Aldermen.
- April 20, 1998—A Final Plat (Appl. #FP9813) was submitted for the 4.59-acre *Prairie View, Lots 1 -16*, but was withdrawn by the applicant on May 11, 1998.
- June 18, 1998—The Planning & Zoning Commission voted to recommend approval of a new Preliminary Plat (Appl. #PP9816) for *Prairie View, Lots 1 – 24*, in which the number of lots was increased from 16 to 24 and were intended to be single-family homes for citizens 55+. Staff cannot find that this item was ever brought to the Board of Aldermen.
- July 28, 1998—The Board of Aldermen approved a Final Plat (Appl. #FP9818) for *Prairie View, Lots 1 – 24* by Ordinance #2521.
- November 15, 1999—The Board of Aldermen approved a Final Plat (Appl. #FP9915) for *Prairie View Replat, Lots 1A - 3A & 6 - 24* by Ordinance #2618.
- January 6, 2000—The Board of Aldermen approved a Rezoning (Appl. #RZ9913) for approximately 5-acres from Single-Family Residential (R-1) District to Planned Cluster or Garden Type Residential (RP-3) District located west of the existing *Prairie View, Lots 1 – 24*, and north of *Hillcrest, Lots 1 – 7* by Ordinance #2623. The Board of Aldermen also approved a Preliminary Plat (Appl. #PP9914) for *Prairie View, Lots 25 – 50* by Resolution #R-00-2.
- December 18, 2000—The Board of Aldermen approved a Rezoning (Appl. #RZ0026) from Single-Family Residential (R-1) District to Planned Medium Density Apartment (RP-4) District for the 3-acres comprised of *Prairie View, Lots 51 - 57* by Ordinance #2680. The Board of Aldermen also approved a Preliminary Plat (Appl. #PP0027) for approximately 3-acres for *Prairie View, Lots 51 – 57* by Resolution #R-00-25. Lots 51 – 56 were to continue single-family homes similar to those from the first two phases of the *Prairie View* development, and Lot 57 was originally going to be developed as eight fourplexes consisting of 2-bedroom apartments for senior housing. Lot 57 was built out as six tri-plexes.
- December 3, 2001—The Board of Aldermen approved a Final Plat (Appl. #FP0127) for *Prairie View, Lots 25 – 57* by Ordinance #2739.
- December 18, 2025—The Minor Plat (Appl. #MINOR-25-012) for *Lots 2A & 3A, Thunderbird Park* was recorded with the Cass County Recorder of Deeds' Office in Book 27, Page 75 by Instrument #777305.

KEY ISSUES

- The applicant is proposing to extend Leewood Road to the north and is proposing a cul-de sac (Prairie Lane).
- The property to the north of the proposed project is owned by Stage One Properties, LLC (d/b/a New Castle Homes). Staff knows of no plans for the sale and redevelopment of this property, meaning that there are no immediate plans for any sort of connection to the north.

ANALYSIS

This preliminary plat consisted of fifteen (15) lots. Sidewalks are proposed for both sides off all streets.

Street Names. Section 410.350 and 515.110 both state that “the names of new streets shall not duplicate existing or platted street names unless a new street is a continuation of an existing or platted street...” Staff recommends that the name of the proposed cul-de sac be changed to a name that does not duplicate or closely resemble the name of another street already existing within the City.

Cash-In-Lieu Payment for Parkland. Section 410.630 of the City’s Municipal Code provides criteria for dedication of park sites and cash-in-lieu payments. This section of code explains that the cash-in-lieu payment is calculated as the number of units (20) times 2 persons times 0.006 (of an acre per person), which equates to 0.24 and is then multiplied by the per acre price calculated utilizing the current year’s CPI (which is calculated at \$11,384.12). The acres to be dedicated (0.24) times the per acre price (\$11,384.12) yields a value of \$2,732.19 which is the amount required to fulfill the cash-in-lieu payment for parkland. This is required to be collected prior to approval of the Final Plat but after approval of the Preliminary Plat per Section 410.420.

PROCEDURE

In accordance with Section 410.260.F.1: “The Planning and Zoning Commission shall determine, based on the evidence before it, whether the preliminary plat meets the design standards and requirements of these Subdivision Regulations and conforms to the requirements of the zoning regulations and other applicable provisions of the policies and standards of the City of Harrisonville.” Subparts a, b, and c state the action the Planning and Zoning Commission is to take if the preliminary plat complies with all requirements, if the preliminary plat is in general compliance but not complete compliance, and if the preliminary plat is not in compliance with all requirements (respectively). After staff’s thorough review of the proposed preliminary plat staff’s professional opinion is that the preliminary plat is in compliance with the design standards and Subdivision Regulations and is recommending that the Planning and Zoning Commission recommend conditional acceptance of the preliminary plat as stated below.

STAFF RECOMMENDATION

Staff recommends approval of the requested preliminary plat with the following condition:

1. Hammerhead the northern portion of Leewood Road and provide the right-of-way necessary for possible future connection.
2. Propose a different street name for the proposed cul-de sac that does not duplicate or closely resemble the name of another street already existing within the City.
3. Sidewalks shall have handicapped access at all intersections in accordance with Section 410.530.B and shall normally be separated from the edge of the street by a grassy strip twenty-four (24) inches wide. Sidewalks shall comply with the ADA requirements in place at the time of construction, and all non—paved right-of-way shall be either sodded or seeded.
4. A Final Plat shall be submitted, reviewed, and approved prior to the issuance of any development related (building or infrastructure) permits.
5. The cash-in-lieu payment for parkland shall be payable as a condition of Final Plat approval per Section 410.630.C.

ATTACHMENTS

1. Application and Preliminary Plat of *Emerald Estates, Lots 1 – 15*
2. Zoning Map
3. Aerial Map



THE CITY OF
HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

PLATTING APPLICATION

Application Type

- ☒ Preliminary Plat (Fee \$300.00 + \$5/per lot + \$65 Notice Fee)
☐ Final Plat (Fee \$150.00 + \$5.00/per lot + \$65 Notice Fee)
☐ *Minor Plat (Fee \$200.00)
*Staff-only approval required

Applicant and Owner Information

Applicant (Print): CHRIS DERRY Signature: [Signature]
Company Name: Corwood Homes LLC
Street Address: PO BOX 336 City: Raymore State: MO Zip: 64083
Phone: 816 896 5250 Email: csderry@yahoo.com

Property Owner Authorization (Provide contact information and signatures of all property owners)

Property Owner Name (print): Chris Derry Signature: [Signature]
Street Address: PO BOX 336 City: Raymore State: MO Zip: 64083
Phone: 816 896 5250 Email: csderry@yahoo.com

Firm Preparing Application: ATLAS Land Consulting
Contact: Clint Loumaster PE
Street Address: 14500 Parrellel Rd City: Basehor State: KS Zip: 66007
Phone: 913 449 5002 Email: clint@alconsult-llc.com

*All correspondence should be sent to: Applicant _____ Property Owner _____ Firm _____

Project Information

General Location or Address: LEAWOOD + Delmar
Project Description: Small Duplex Development
Acres or Sq. Ft. 5.28 ac
Current Zoning: R-1 Proposed Zoning: R-3

For Office Use Only

Case No: PP 216-001 Filing Fee: Amount Paid \$ 4114/26 Date Application Received: 7/21/26
Staff-only approval: N/A P&Z meeting: 8/20 BOA Meeting: 9/8

The information concerning locations of underground utilities shown hereon which may or may not be visible from the surface, has been based on the best information available to ALC. These locations are not to be interpreted as complete or exact and shall be verified by the Contractor prior to construction.

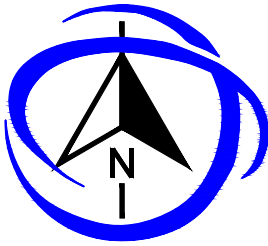
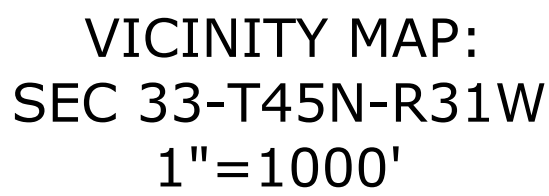
Site lies within "Zone X" defined as areas of minimal flood hazard per FEMA Flood Insurance Rate Map (FIRM) panel number 29037C0186F, effective date 1/2/2013

MISSOURI STATE PLANE COORDINATE SYSTEM, NAD 83 WEST ZONE.

All of lot 3A as platted in Thunderbird Park, A subdivision in Harrisonville, Cass County, Missouri according to the recorded Plat thereof, Filed in Plat Book 27, Page 75.

And Also:

Beginning at the Northwest corner of said Lot 3A, Thence North 87 Degrees, 50 minutes, 41 Seconds West, a distance o 40.06'; thence North 06 degrees, 16 minutes, 24 Seconds East, a distance of 149.95'; thence South 87 degrees, 43 minutes, 11 seconds East, a distance of 501.02' to a point on the westerly line of the Plat of "Prairie View"; thence southerly, along the west line thereof, South 01 degrees, 52 minutes, 07 Seconds West, a distance of 149.59'; thence departing said west line, South 87 Degrees, 42 Minutes, 34 Seconds East, (South 87 Degrees, 37 minutes, 31 Seconds East Platted), along the north line of said Lot 3A, a distance of 472.48' (472.33 Platted Distance) to the POINT OF BEGINNING.



ELECTRIC – MATT BECKMAN,
CITY OF HARRISONVILLE –
816-380-8962

POLICE – 816-380-8946

DIG-RITE – 1-800-DIG-RITE

SPIRE
800-582-1234

AT&T
800-288-2020

COMCAST/XFINITY –
844-322-2524

SOCKET INTERNET –
573-823-2917 / 800-762-5383

FIRE DEPARTMENT -
816-380-8956

WATER SEWER/STORM WATER
- KENNY HALL, CITY OF
HARRISONVILLE - 816-380-8964



1	Cover Sheet
2	Ex. Conditions
3	Preliminary Plat

CP#1 N-912940.4030' E-2827602.5048' ELV-953.533'
1/2" MAG NAIL 10.92 FEET +/- NORTH OF CENTER OF DELMAR ST AND 34.6 FEET +/- WEST OF CENTER OF LEEWOOD ST.

CP#2 N-912983.3979' E-2827840.3471' ELV-956.408'
1/2" MAG NAIL 63.87 FEET +/- NORTH OF CENTER OF INTERSECTION OF DELMAR AND LEEWOOD ST AND
201.23 FEET EAST.

CP#3 N-913053.3631' E-2827848.5034' ELV-957.827'
1/2" MAG NAIL 134.12 FEET +/- NORTH OF CENTER OF INTERSECTION OF DELMAR AND LEEWOOD ST AND
206.44 FEET EAST.

CP#4 N-913494.4330' E-2827439.9367' ELV-977.513'
1/2" MAG NAIL, HARRISONVILLE SURVEY 6-4-2026. 566.83 FEET +/- NORTH OF CENTER OF INTERSECTION
OF DELMAR AND LEEWOOD ST AND 203.23 FEET WEST

CP#5 N-913450.6816' E-2827950.5389' ELV-975.590'
1/2" MAG NAIL, HARRISONVILLE SURVEY 6-4-2026. 523.07 FEET +/- NORTH OF CENTER OF INTERSECTION
OF DELMAR AND LEEWOOD ST AND 307.37 FEET EAST

REVIEWED BY:

CITY ENGINEER

ENGINEER OF RECORD

CLINT LOUMASTER, P.E.

EMERALD ESTATES
PRELIMINARY PLAT

LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

[illegible]

PREPARED FOR:

CHRIS DERRY
CORWOOD HOMES, LLC
816.896.5250
CSDERRY@YAHOO.COM

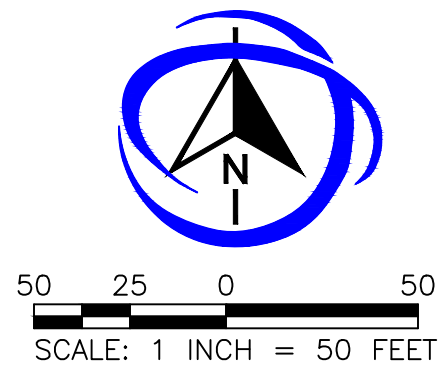
PROJECT #: 26-077

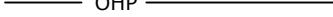
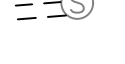
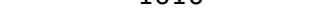
ISSUE DATE: 07/30/2026

SHEET NAME

Cover Sheet

1 of 3



- | | |
|---|-----------------------|
|  | Barbed Wire Fence |
|  | Centerline |
|  | Fiber Optic Line |
|  | Gas Line |
|  | Over Head Electric |
|  | Underground Electric |
|  | Underground Telecom |
|  | Water Line |
|  | Sanitary Sewer Line |
|  | Proposed Storm Sewers |
|  | Ex. Storm Sewers |
|  | Ex. Sanitary Sewer |
|  | Proposed Contours |
|  | Existing Contour |



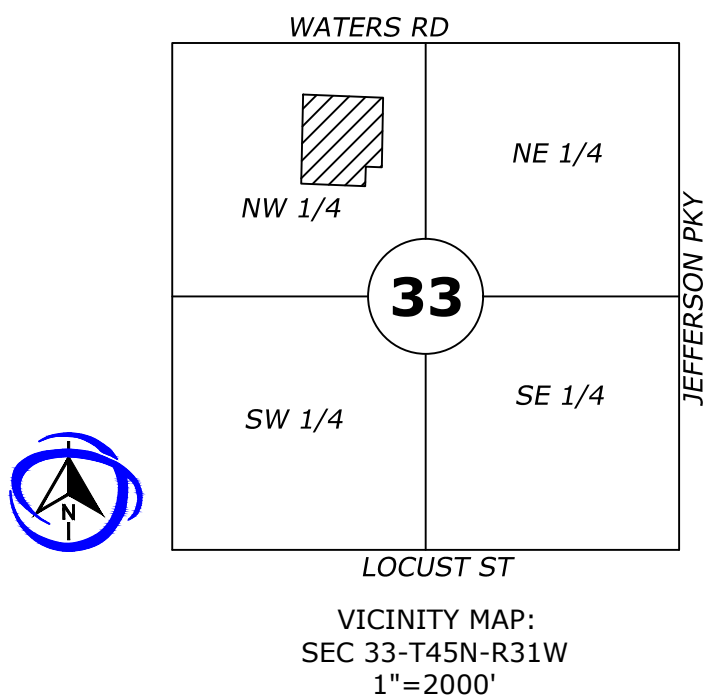
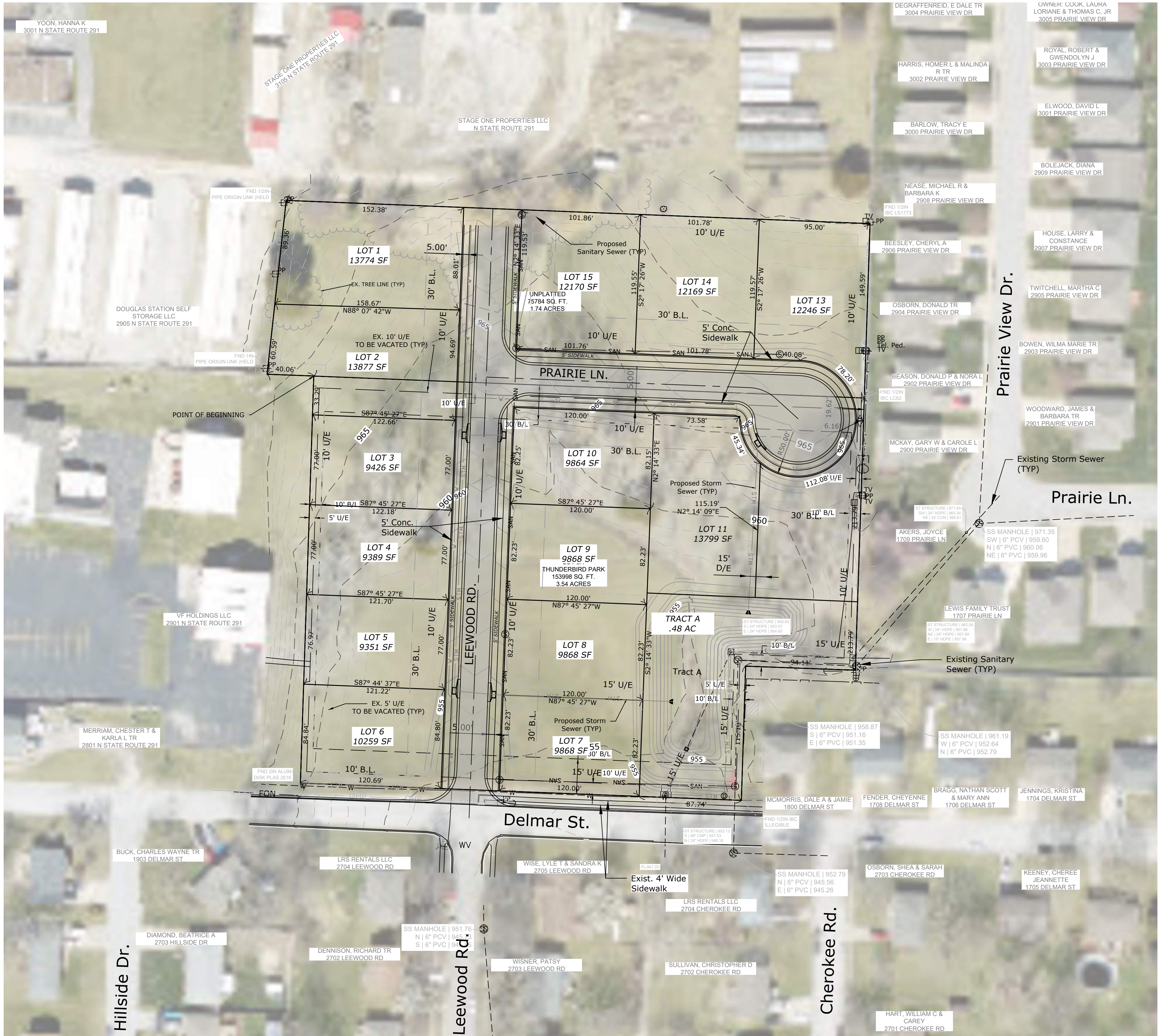
LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

NOT FOR CONSTRUCTION

2 of 3

N STATE ROUTE 291

HARRISONVILLE, CASS COUNTY, MISSOURI



LEGEND

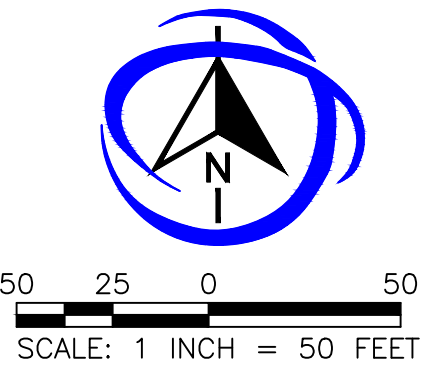
- | | |
|-----|---------------------------|
| | Cable TV Pedestal |
| | Power Pole |
| | Guy Anchor |
| | Electrical Manhole |
| | Electric Meter |
| | Electrical Transformer |
| | Electric Pedestal |
| | Bollard/Guard Post |
| | Existing Gas Meter |
| | Existing Curb Inlet |
| | Existing Light Pole |
| | Existing Sign |
| | Existing Telecom Pedestal |
| | Existing Fire Hydrant |
| | Existing Water Meter |
| R/W | Right of Way |
| | Barbed Wire Fence |
| | Centerline |
| | Fiber Optic Line |
| | Gas Line |
| | Over Head Electric |
| | Underground Electric |
| | Underground Telecom |
| | Water Line |
| | Sanitary Sewer Line |
| | Proposed Storm Sewers |
| | Ex. Storm Sewers |
| | Ex. Sanitary Sewer |
| | Proposed Contours |
| | Existing Contour |

SITE DATA TABLE

TRACT A - .48 AC
RIGHT-OF-WAY - 42995 SF
LOTS - 66058 SF

Notes:

1. All thoroughfares shown on this plat and not heretofore dedicated to Public Use shall be dedicated to the City of Harrisonville.
2. Street and utility infrastructure is to be constructed by the developer in a single Phase.
3. Tract A shall be dedicated for stormwater management and shall be owned and maintained by the Homeowners Association.



KS ENG.COA.#3315
KS SUPR.COA.#363
AND ENG.COA.#202014084
MD SUPR.COA.#420214231

ALC

ATLAS LAND CONSULTING
ENGINEERING & ARCHITECTURE
atlaslandconsulting.com
14500 Parallel Road, Unit K, Houston, TX 77060

CLINT LOUMASTER, P.E.

EMERALD ESTATES

PRELIMINARY PLAT

LEEWOOD RD & DELMAR ST.
HARRISONVILLE, MO

NOT FOR CONSTRUCTION

[illegible]

PREPARED FOR:
CHRIS DERRY
CORWOOD HOMES, LLC
816.896.5250
CSDERRY@YAHOO.COM

PROJECT #: 26-077
ISSUE DATE: 07/30/2026

SHEET NAME
Preliminary Plat

3 of 3

Zoning Map

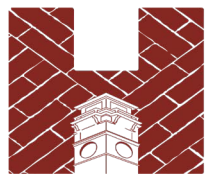


MARC/local jurisdictions, MO911ServiceBoard, MDC, Microsoft, Vantor

0 210 420 840 US Feet

Aerial Map





THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

To: Planning & Zoning Commission

From: Christina Stanton, AICP, Community Development Director

Date: August 20, 2026

Re: Code Amendments to Article XVI—"H-1" Historic Preservation District

GENERAL INFORMATION

Requested Actions: Approval of the proposed Code Amendments

PROPOSAL

The following proposed Code Amendments seek to:

- Review, update, and provide clarity to the Divisions within Article XVI.
-

PREVIOUS ACTIONS

- January 11, 1993—The Board of Aldermen approved Ordinance #1928, which established the Historic Preservation Regulations.
- July 26, 1993—The Board of Aldermen approved Ordinance #1989, which amended certain parts of the Historic Preservation Regulations; however, after thoroughly researching the matter staff cannot find that these amendments were ever actually incorporated into the Historic Preservation Regulations and as such are referenced in this review.
- May 7, 2018—The Board of Aldermen approved Ordinance #3437, which reduced the number of Commissioners required for quorum from five (5) to four (4) and added an alternate voting member.
- July 5, 2022—The Board of Aldermen approved Ordinance #3592, which amended the residency requirement to allow Commission members to either be residents of the City of Harrisonville or reside within the 64071-zip code.
- May 1, 2023—The Board of Aldermen approved Ordinance #3650, which removed specific fees, fines, and penalty amounts from City Code.
- March 4, 2024—The Board of Aldermen approved Ordinance #3685, which included several Code Amendments many removing "Code Enforcement" and replacing with "Community Development".
- March 4, 2026—The Historic Preservation Commission reviewed the proposed Code Amendments to Division 1—General Provisions.
- April 1, 2026—The Historic Preservation Commission reviewed the proposed Code Amendments to Divisions 2—Historic Preservation Commission and 3—Designation of Historic Districts and Landmarks.
- May 6, 2026—The Historic Preservation Commission reviewed the proposed Code Amendments to Division 4—Procedure for Designation of Property as a Landmark or Historic District.
- June 3, 2026—The Historic Preservation Commission reviewed the proposed Code Amendments to Divisions 5—Certificates of Appropriateness and 6—Design Guidelines.

- **July 1, 2026—The Historic Preservation Commission reviewed the proposed Code Amendments to Divisions 7—Maintenance of Properties; 8—Appeals; 9—Fees and Penalties; and 10—Guidelines for Landmarks and Preservation Districts.**

KEY ISSUES

- **The SHPO has recommended that HPC and staff review and update our Historic Preservation Regulations as appropriate.**
- **The 2021 Historic Preservation Plan recommends the districtwide Design-Review Guidelines be reviewed and updated as necessary. The update of the Regulations is an obvious place to start.**
- **Additionally, regularly reviewing our regulations to determine whether any amendments are warranted is considered as a general best practice.**

ANALYSIS

Staff brought the proposed Code Amendments to the Historic Preservation District Regulations to the Historic Preservation Commission (HPC) a chunk at a time from March through July. The changes proposed seek to add clarity to these regulations. The proposed Code Amendments are based upon a thorough review of the historic preservation regulations of ten (10) other Missouri jurisdictions with a historic downtown square and the Model Ordinance from the State Historic Preservation Office (SHPO) as well as changes that were approved in July of 1993, that didn't make it into the Codes (See attached Changes Approved by Ordinance #1989 (7/26/1993) Table).

The history pertaining to prior Ordinances and dates, needs corrected for all sections of this Article as this Article was not part of the 1991 Zoning Ordinance and was not adopted until 1993. Additionally, all changes are further notated within the attached Staff Commentary.

Within Division 1—General Provisions, are Sections 405.340—Purpose and 405.345—Definitions Relating to Article XVI. Within the Purpose section, the proposed amendments clarify that the historic preservation district is an overlay district. Proposed Code Amendments within the Definitions Section add several new definitions and provide revisions to other that provide further clarity.

Within Division 2—Historic Preservation Commission, Staff is proposing changes that:

- **Clarify and solidify the intent behind Ordinance #3437,**
- **Incorporate changes that were proposed in Ordinance #1989,**
- **Provide additional clarity and consistency with current practices,**
- **Retain consistency across these regulations, and**
- **Better align with the SHPO Model Ordinance.**

Within Division 3—Designation of Historic Districts and Landmarks, most changes are to better align with the SHPO Model Ordinance.

Within Division 4—Procedure for Designation of Property as a Landmark or Historic District, Staff is recommending the removal of the specific time limits from the language in most sections 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. Most other changes are for the purposes of clean-up and clarification, and seek to better align with the SHPO Model Ordinance and those of the comparative communities.

Within Division 5—Certificates of Appropriateness, initial changes to Sections 405.430, 435, 440, 450, and 460 were primarily from the July 1993, amendments with minor adjustments to provide additional clarity. Staff is also proposing the addition of a clarifying purpose statement and providing a better list of potential submittal materials. Additional changes are included in Section 405.440, which clarifies the process and better aligns with both the SHPO Model Ordinance and the city's current Stop Work Order process (in Section 510.050). Additionally, the HPC recommends removing the current language in

Subpart C, Section 405.455, and replacing it with the recommended language from the SHPO Model Ordinance.

Within Division 6—Design Guidelines, initial changes were primarily from the July 1993, amendments and minor adjustments to provide additional clarity. Other changes proposed are to better align with the SHPO Model Ordinance.

Within Division 7—Maintenance of Properties, Staff is recommending the removal of Subpart B, as the definition for Ordinary Maintenance was added to the Definitions Section (405.345) in Division I—this change eliminates redundancy. Additionally, Staff is recommending striking the current list of defects for the “Minimum Maintenance Requirement” and replacing the list with those recommended in the SHPO Model Ordinance, which is mirrored in the ordinances for Kirksville and Warrensburg, and moving present-day Section 405.465.E up under the language for “Minimum Maintenance Requirement” to better align with the SHPO Model Ordinance.

Within Division 8—Appeals, Staff recommends minimal changes that seek to better align with the other communities reviewed and the SHPO Model Ordinance.

Within Division 9—Fees and Penalties, no changes are proposed other than correcting the Ordinance and approval date.

Within Division 10—Guidelines for Landmarks and Preservation Districts, Staff is proposing minor adjustments that clarify that “Harrisonville’s Guidebook for Landmarks and Preservation Districts” is an Appendix to this Article.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Code Amendments.

ATTACHMENTS

1. Staff Commentary and Mark-ups
2. Table Summarizing Changes Approved by Ordinance #1989 (7/26/1993)



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

300 E. Pearl Street, P.O. Box 367 • Harrisonville, MO 64701 • Tel: 816-380-8900 • Fax: 816-380-8906

Existing Municipal Code in black.

~~Removals in red.~~

Additions in green.

Highlights = Discussion.

CS commentary in blue.

Staff Commentary

Staff brought the proposed Code Amendments to the Historic Preservation District Regulations to the Historic Preservation Commission (HPC) a chunk at a time from March through July. The changes proposed seek to add clarity and consistency to these regulations. The proposed code amendments are based upon a review of the historic preservation regulations of ten (10) other Missouri jurisdictions with a historic downtown square (Liberty, Pleasant Hill, Chillicothe, Troy, Kirksville, Warrensburg, Fulton, Sedalia, Clinton, and Ozark) and the Model Ordinance from the State Historic Preservation Office (SHPO) as well as changes that were approved in July of 1993, that didn't make it into the Code (See attached Changes Approved by Ordinance #1989 (7/26/1993) Table).

The history, pertaining to prior Ordinances and dates, needs corrected for all sections of this Article as this Article was not part of the 1991 Zoning Ordinance and was not adopted until 1993.

Division 1—General Provisions:

- Within the Purpose Section staff is proposing fairly minor additions and corrections.
 - The addition of the word “evaluate” in Subpart A is from Kirksville;
 - The addition of the words “home owners, residents” in Subpart E is also from Kirksville;
 - The addition of the words “landmarks or” in Subpart F is from Kirksville, Chillicothe, Pleasant Hill, and the SHPO Model Ordinance;
 - The addition of the words “and adaptive reuse” in Subpart G is from Liberty; and
 - The addition of Subpart H is from Troy.
- Within the Definitions Section staff proposes adding or modifying the following terms.
 - Added definitions:
 - Cultural Resources;
 - Demolition by Neglect;
 - Exterior Alteration;
 - Historic Significance;
 - Non-Contributing Structure;
 - Ordinary Maintenance;
 - Secretary of the Interior's Standards;
 - Significant Modification or Significantly Modified;
 - Site; and
 - Survey.
 - Revised definitions:
 - Demolition;
 - Exterior Architectural Appearance;
 - Historic District;
 - Repair; and
 - Stop Work Order.

Division 2—Historic Preservation Commission:

- Changes to Section 405.350 are from the intent behind Ordinance #3437 and 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;
- 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.
- Note 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.

Division 3—Designation of Historic Districts and 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 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.

Division 4—Procedure for Designation of Property as a Landmark or Historic District:

- Initial changes are primarily clean-up and clarification.
- Staff is recommending the removal of the specific time limits from the language in most sections 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.
- Changes to Section 405.405 originally only incorporated the proposed changes from July 26, 1993; 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.
- Changes to Section 405.420 propose the removal of the specified time limit and include language which clarifies when the final action of the Board of Aldermen is to be by resolution versus ordinance.

Division 5—Certificates of Appropriateness:

- Initial changes to Sections 405.430, 435, 440, 450, and 460 were primarily from the July 1993, amendments with minor adjustments to provide additional clarity.
- Staff has added a clarifying purpose statement under Section 405.430, largely from the City of Liberty with minor adjustments.
- Additional clarifications regarding potential submittal materials have been added to Section 405.435 after thoroughly reviewing the SHPO Model Ordinance and the other communities.
- The last sentence that has been added to Section 405.440, Stop Work Order, was originally in Section 405.445, which is consistent with the SHPO Model Ordinance and many of the other communities. Additional changes are included to Section 405.440 which clarifies the process and better aligns with both the SHPO Model Ordinance and the city's current Stop Work Order process (in Section 510.050).
- Staff is recommending removal of the specific time limits within Section 405.445, consistent with changes in other sections. 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 Subpart A, in Section 405.455, includes a blending of the SHPO Model Ordinance and language from the City of Liberty.
- HPC recommends removing the current language in Subpart C, Section 405.455, and replacing it with the recommended language from the SHPO Model Ordinance.

Division 6—Design Guidelines:

- Initial changes were primarily from the July 1993, amendments and minor adjustments to provide additional clarity.
- Additional changes proposed are to better align with the SHPO Model Ordinance.

Division 7—Maintenance of Properties:

- The July 1993, Code Amendments proposed changing “Preservation Commission” to “Codes Enforcement Department” in the first sentence of present-day Section 405.465.E, staff is recommending a similar change.
- Staff recommends removal of Subpart B, as the definition for Ordinary Maintenance was added to the Definitions Section, 405.345, in Division I. This change eliminates redundancy.
- Staff also recommends striking the current list of defects for the “Minimum Maintenance Requirement” and replacing the list with those recommended in the SHPO Model Ordinance, which is mirrored in the ordinances for Kirksville and Warrensburg.
- Additionally, staff recommends moving present-day Section 405.465.E up under the language for “Minimum Maintenance Requirement” to better align with the SHPO Model Ordinance.

Division 8—Appeals:

- Staff recommends minimal changes that better align with the other communities reviewed and the SHPO Model Ordinance.

Division 9—Fees and Penalties:

- No changes are proposed other than correcting the Ordinance and approval date thereof.

Division 10—Guidelines for Landmarks and Preservation Districts:

- Staff is proposing minor adjustments that clarify that “Harrisonville’s Guidebook for Landmarks and Preservation Districts” is an Appendix to this Article.

Article XVI. “H-1” Historic Preservation **Overlay** District

Division 1. General Provisions

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

Section 405.340. Purpose.

The purpose of this Article is to promote the protection and enhancement of buildings, structures or land improvements of special historic, aesthetic or architectural significance in the interest of promoting the educational, cultural, economic and general welfare of the community by:

- Providing a mechanism to identify, **evaluate**, and preserve the distinctive historic and architectural characteristics of Harrisonville which represent elements of the City's cultural, social, economic, political and architectural history;
- Safeguarding the City's historic, aesthetic and cultural heritage as reflected in such buildings, sites, structures or land improvements and landmarks;

- C. Fostering civic pride in the beauty and noble accomplishments of the past, as represented in Harrisonville's landmarks and historic districts;
- D. Promoting the use of landmarks and historic districts as an educational and cultural resource of the City;
- E. Protecting and enhancing the attractiveness of the City to home buyers, homeowners, residents, tourists, visitors and shoppers thereby supporting and promoting business, commerce, industry and economic benefit to the City;
- F. Conserving and improving the value of property or areas designated as landmarks or within historic districts; and
- G. Encouraging preservation, restoration and rehabilitation , and adaptive reuse of structures, areas and neighborhoods thereby preventing future blight.
- H. Preserve and encourage harmonious architectural styles, reflecting the City's distinct phases of its history.

Section 405.345. Definitions Relating to Article XVI.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

CULTURAL RESOURCES

Districts, buildings, sites, structures, objects and evidence of some importance to a culture, a subculture, or a community for scientific, engineering, art, tradition, religious or other reasons, significant in providing resource and environmental data necessary for the study and interpretation of past lifeways and for interpreting human behavior.

DEMOLITION

Any act or process which destroys, in part or in whole, or which threatens to destroy, a landmark or a structure within a historic district or which threatens to destroy a landmark or a structure within a historic district or a potentially significant property or structure by failure to maintain it in a condition of good repair and maintenance.

DEMOLITION BY NEGLECT

Neglect in the maintenance or deterioration of any structure characterized by any of the following conditions:

- a. Structures with attached parts subject to fall, resulting in injury to persons or property;
- b. Deteriorated or inadequate foundation;
- c. Defective or deteriorated floor supports, or floor supports insufficient to carry imposed loads with safety;
- d. Members of walls or other vertical supports that split, lean or buckle due to defective material or deterioration, or members of walls or vertical supports insufficient to carry imposed loads with safety; and
- e. Any deterioration of a structure to the extent that it creates or permits a hazardous or unsafe condition as determined by the Building Official.

EXTERIOR ALTERATION

Any alteration, act, or process that changes one (1) or more of the features of the exterior architectural appearance of a structure, or part of any structure including, but not limited to, the erection, construction, reconstruction, demolition or removal of any structure or part of any structure.

EXTERIOR ARCHITECTURAL APPEARANCE

The architectural character and general composition of the exterior of a structure including, but not limited to, the kind, color and texture of the building material and the type, design and character of all windows, doors, light fixtures and signs, and appurtenant elements.

HISTORIC DISTRICT

An overlay area designated as a "Historic Overlay District" by ordinance of the Board of Aldermen and which may contain within definable geographical boundaries one (1) or more historic structures or landmarks and which may have within its boundaries other properties or structures which, while not of such historical and/or architectural significance to be designated as a historical structure landmarks, nevertheless contribute to the overall visual characteristics of the landmark or landmarks located within the historic district.

HISTORIC SIGNIFICANCE

Character, interest, or value as part of the development, heritage, or culture of the community, county, state, or country; as the location of an important local, county, state, or national event; or through identification with a person or persons who made an important contribution to the development of the community, county, state or country.

NON-CONTRIBUTING STRUCTURE

Buildings, landmarks, or other similar constructions which are not integral components of the Historic Overlay District because it does not date from a time period for which the Historic Overlay District is significant, nor does it represent an architectural style, period, or construction method for which the Historic Overlay District is significant that are located within the Historic Overlay District and do not contribute to the overall aesthetic appeal of the Historic Overlay District.

ORDINARY MAINTENANCE

Any work for which a building permit is not required by the City, where the purpose and effect of such work is to correct any deterioration or decay of, or damage to, a structure or any part thereof and to restore the same, as nearly as

may be practical, to its condition prior to the occurrence of such deterioration, decay or damage, and does not involve change of materials nor form.

REPAIR

Any change that is not construction, ~~removal or alteration~~, demolition or removal and is necessary or useful for continuing normal maintenance and upkeep.

SECRETARY OF THE INTERIOR'S STANDARDS

The Secretary of the Interior's Standards for the treatment of historic properties are sets of treatment standards intended to assist users in making sound historic preservation decisions for the preservation, rehabilitation, restoration, or reconstruction of historic properties. The standard is codified as 36 CFR Part 68 in the July 12, 1995, Federal Register (Vol. 60, No. 133) and as the same may hereafter be amended. The most current version of The Standards should always be used.

SIGNIFICANT MODIFICATION OR SIGNIFICANTLY MODIFIED

Any change of use or physical change to a landmark, property or structure in a historic district, when such change of use or physical change is readily recognizable to a normal and reasonable observer, and when the same is not a minimal, minor, or slight alteration of the structure, site, landmark or property, or the prior use.

SITE

The traditional, documented or legendary location of an event, occurrence, action or structure significant in the life of a person(s), group, or tribe, or any place with evidence of past human activity. Sites include, but are not limited to, cemeteries, burial grounds, occupation and work areas, evidence of farming or hunting and gathering, battlefields, settlements, estates, gardens, groves, river crossings, routes and trails, caves, quarries, mines or significant trees or other plant life.

STOP WORK ORDER

An order issued by the City ~~of Harrisonville Historical Preservation Commission~~ directing an owner, occupant, contractor or subcontractor to halt an action for which a certificate of appropriateness is required and notifying the owner, occupant, contractor or subcontractor of the application process for a certificate of appropriateness.

SURVEY

The systematic gathering of information on the architectural, historic, scenic, and archaeological significance of buildings, sites, landmarks, structures, lots, areas, or landscapes, through visual assessment in the field and historical

research for the purpose of identifying landmarks or historic districts worthy of preservation.

Division 2. Historic Preservation Commission

Section 405.350. Composition of Historic Preservation Commission.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993; Ord. No. 3437, 5-7-2018; Ord. No. 3592, 7-5-2022]

The Harrisonville Historic Preservation Commission shall consist of seven (7) members who are residents of Harrisonville or those who reside in the 64701 Zip Code plus one (1) alternate who is the Board of Aldermen liaison for the HPC **and a voting member**, all of whom shall be appointed by the Mayor and approved by the Board of Aldermen. Every effort shall be made to appoint persons with a demonstrated interest in the historical preservation of the City of Harrisonville. To the extent available, the Commission shall include professional members representing such disciplines as architecture, **architectural history, planning, urban design, cultural geography, cultural anthropology, folklore, curation, conservation, landscape architecture**, law, real estate **brokerage, banking**, history, construction or any other field related to historic preservation, **and residents of historic districts or potential historic districts**. A quorum shall consist of four (4) members. Members must attend seventy-five percent (75%) of the meetings or not miss more than three (3) consecutive regularly scheduled meetings. The alternate must attend at least four (4) meetings a year, one (1) in each quarter. Failure to meet these requirements could be cause for removal by the Mayor and Board of Aldermen.

Section 405.355. Terms.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

The terms of office of the members shall be for three (3) years, except the terms of the first (1st) appointed Commission shall be one (1) Commissioner shall serve for one (1) year, two (2) for two (2) years and two (2) for three (3) years. Vacancies shall be filled for the unexpired term only. The term set forth herein shall not be construed as preventing a member from serving more than one (1) consecutive term. Vacancies, to include expired terms, shall be filled in the manner stated herein within sixty (60) days.

Section 405.360. Officers.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

Officers shall consist of a Chairman, and Vice Chairman **and Secretary** elected by the Preservation Commission and shall serve a term of one (1) year and shall be eligible for re-election. The Chairman shall preside over meetings. In the absence of the Chairman, the Vice Chairman shall perform the duties of the Chairman. If both are

absent, a temporary Chairman shall be elected by those present. **Each Commission member shall attend one (1) informational or educational meeting each year. The Secretary shall be appointed by Community Development Department Director and ~~The officers of the Preservation Commission~~ shall assure that have the following duties ~~of the Commission are performed:~~**

- A. Preparation of minutes of each Harrisonville Preservation Commission meeting;
- B. Publication and distribution of copies of the minutes, reports and decisions of the Commission to other Commission members;
- C. Provisions of notice as required herein or by law for all public hearings conducted by the Commission;
- D. Notification to the Mayor of vacancies on the Commission and expiring terms of members; **and**
- E. Preparation and submission to the Board of Aldermen of a complete record and votes of the proceedings before the Preservation Commission on any matter requiring Board consideration.; **and**
- ~~F. Each Commission member attends one (1) informational or educational meeting during the first (1st) year of their term of office approved or conducted by the State Historic Preservation Officer pertinent to historic preservation.~~

Section 405.365. Meetings.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

All decisions or actions of the Preservation Commission shall be made by a majority vote of those members present and voting at any meeting where a quorum exists. ~~Five~~ **Four (54)** members shall constitute a quorum. Meetings shall be held at regularly scheduled times to be established by resolution of the Preservation Commission, but not less than quarterly, of each calendar year or at any time upon the call of the Commission Chairman. No member of the Preservation Commission shall vote on any matter which may materially or apparently affect the property, income or business interest of that member. No action shall be taken by the Commission which could in any manner deprive or restrict the owner of a property in its use, modification, maintenance, disposition or demolition until such owner shall first have the opportunity to be heard at public meeting of the Harrisonville Historic Preservation Commission as provided herein. All meetings of the Preservation Commission shall be open to the public. The Commission shall keep minutes of its proceedings, showing the vote, indicating such fact and shall be immediately filed with Harrisonville City offices and be a public record.

Section 405.370. Powers and Duties.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

The Preservation Commission shall act in an advisory capacity to the Board of Aldermen and the Planning and Zoning Commission in carrying out activities required

by the City ordinances relating to the administration of this Article and shall have the following powers and duties:

- A. To adopt its own procedural regulations;
- B. To initiate and recommend property and/or properties for proposed designations as a historic landmark and/or historic district;
- C. To review applications for construction, alteration or reconstruction of landmarks or structures within a historic district ~~and make recommendations concerning such applications to Planning and Zoning Commission and the Board of Aldermen;~~
- D. To review proposed changes to buildings, structures, street furniture, City parks, civic areas, public facilities or environmental features of a historic landmark or within a historic district ~~and make recommendations concerning such to the Planning and Zoning Commission and the Board of Aldermen;~~
- E. To review applications for demolition permits to demolish buildings or structures designated as landmarks or those within a historic district ~~and make recommendations concerning such to the Planning and Zoning Commission and the Board of Aldermen;~~
- F. To review applications for special use permits, proposed zoning amendments or applications for zoning variances for a historic landmark or within a historic district ~~and to make recommendations concerning such requests to the Planning and Zoning Commission or Board of Adjustment as indicated by the nature of the request;~~
- G. To initiate from time to time a comprehensive review of the provisions of this Article or any part thereof;
- H. To disseminate to owners or occupants of landmarks or within historic districts or to the general public information concerning the preservation of landmarks or historic districts; ~~and~~
- I. To support the nomination to the National Register of Historic Places of local history landmarks and districts which the Commission members believe fill the standards herein set forth and have contributed to the history, architecture and culture of Harrisonville-;
- J. To conduct an ongoing survey for the identification of historically and architecturally significant properties, structures, sites and areas that exemplify the cultural, social, economic, political, or architectural history of the nation, state or city; and to maintain the research information in an inventory accessible to the public and register of local landmarks and districts.;
- K. To hold public hearings on each proposed nomination of a Landmark and of a Historic District and on the guidelines developed for each nomination; and
- L. To develop specific design guidelines based on the Secretary of the Interior's Standards for Rehabilitation for the alteration, construction, or removal of Landmarks or property and structures within a Historic District.

Division 3. Designation of Historic Districts and Landmarks

Section 405.375. Preliminary Research Surveys and Research.
[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

~~The Preservation Commission shall establish and maintain a survey and inventory of historic properties in accordance with standards and guidelines established by the Secretary of Interior's "Standards and Guidelines for Historic Preservation" (36 CFR Part 61). The survey will be compatible with Missouri's statewide Preservation Comprehensive Planning Process. In establishing the foregoing information, the Preservation Commission shall place particular emphasis on evaluating and incorporating the findings and studies the surveys already completed.~~

The HPC shall undertake an ongoing survey and research effort in the City of Harrisonville to identify neighborhoods, areas, sites, structures, and objects that have historic, cultural, architectural or aesthetic importance, interest or value, and shall maintain an inventory of that information. Before the HPC shall on its own initiative nominate any landmark or district for designation, it shall develop a plan and schedule for conducting a comprehensive survey of the City of Harrisonville to identify significant resources. As part of the survey, the HPC shall review and evaluate any prior surveys and studies by any unit of government or private organization and compile appropriate descriptions, facts, and photographs. The HPC shall systematically identify potential Landmarks and Historic Districts and adopt procedures to nominate them based upon the following criteria:

- A. The potential Landmarks and Historic Districts in one identifiable neighborhood or distinct geographic area of the City of Harrisonville;
- B. The potential Landmarks and Historic Districts associated with a particular person, event, or historical period;
- C. The potential Landmarks and Historic Districts of a particular architectural style or school, or of a particular architect, engineer, builder, designer, or craftsman;
- D. Such other criteria as may be adopted by the HPC to assure systematic survey and nomination of all potential Landmarks and Historic Districts in the City of Harrisonville.

Section 405.380. Criteria For Designation of Landmarks and Historic Districts.
[Ord. No. ~~1825, 5-13-1991~~]

~~A structure or site, portion of a structure, group of structures, landscape element, work of art or an integrated combination thereof may be designated for preservation if it:~~

- ~~A. Has significant character, interest or value as part of the development, heritage or cultural characteristics of the City, State or nation; or is associated with the life of a person significant in the past;~~
- ~~B. Exemplifies the cultural, political, economic, social or historical heritage of the community;~~

- ~~C. Portrays the environment and area of history characterized by a distinct architectural style;~~
- ~~D. By being part of or related to a park or other distinctive area, should be developed to preserve according to the plan based on a historic, cultural or architectural motive;~~
- ~~E. Owing to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood, community or City;~~
- ~~F. Any prehistoric/historic site containing information of archaeological value in that it has produced or can be expected to produce data affecting series of historic or prehistoric research interest as set forth in the State Historic Preservation Program master plan for cultural resources.~~

Nominations of Landmarks or Districts.

[Ord. No. 1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

Nominations of historic landmarks or districts shall be made to the Harrisonville Historic Preservation Commission on a form prepared by it and may be submitted by a member of the Commission, owner of record of the nominated property or structure, or the Mayor acting on behalf of the Board of Aldermen of the City of Harrisonville.

~~Section 405.385. Nominations of Landmarks.~~

~~[Ord. No. 1825, 5-13-1991]~~

~~Nominations of landmarks in historic districts shall be made to the Harrisonville Historic Preservation Commission on a form prepared by it and may be submitted by a member of the Commission, owner of record of the nominated property or structure or the Board of Aldermen of the City of Harrisonville.~~

Criteria For Designation of Landmarks and Historic Districts.

[Ord. No. 1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

Upon receipt of a nomination application the HPC shall review the supporting evidence and make a determination as to whether the nominated property, structure or site, portion of a structure, group of structures, landscape element, work of art, secondary structure, archeological feature, area, district or integrated combination thereof meets one or more of the following criteria, based on Criteria for Evaluation for the National Register of Historic Places:

- A. Has significant character, interest or value as part of the development, heritage or cultural characteristics of the City, State or nation;
- B. It is a site of a significant local, county, state, or national event;
- C. It is identified with a person(s) who contributed significantly to the development of the community, county, state, or country;
- D. It embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous materials;

- E. It is identified as the work of a master builder, designer, architect or landscape architect, whose individual work has influenced the development of the community, county, state, or country;
- F. It embodies elements of design, detailing, materials, or craftsmanship which render it architecturally significant;
- G. It embodies design elements that make it structurally or architecturally innovative;
- H. It has a location or singular physical characteristic that make it an established or familiar visual feature of the neighborhood, community, or City;
- I. It has character of a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance;
- J. It is suitable for preservation, restoration, or rehabilitation;
- K. is associated with the life of a person significant in the past; and
- L. Any prehistoric/historic site containing information of archaeological value in that it has produced or can be expected to produce data affecting series of historic or prehistoric research interest as set forth in the State Historic Preservation Program master plan for cultural resources.

Any structure, property, or area that meets one or more of the above criteria shall also have sufficient integrity of location, design, materials, and workmanship to make it worthy of preservation or restoration.

Division 4. Procedure For Designation of Property As A Landmark or Historic District

Section 405.390. Recommendation To Designate Specific Property.

[Ord. No. ~~1825, 5-13-1991~~ 1928, 1-11-1993; Ord. No. 3650, 5-1-2023]

A recommendation to designate a specific property and/or properties as a landmark or historic district shall be considered an application for amendment of ~~a~~ the Official Zoning ~~District~~ Map and Zoning Ordinance as provided in Section 405.630 of the Harrisonville Zoning Ordinance. All procedures as provided in said Section and by State law shall be followed by the Planning and Zoning Commission and the Board of Aldermen. An application fee for rezoning shall not be required ~~upon initial~~ **considerations** for designating a property as a landmark and/or historical district. The Planning and Zoning Commission may consider zoning amendment application by others all as provided by Article XXIII. The provisions of this Article shall control over any conflicting provisions in Section 405.630.

Section 405.395. Notification of Nomination and Public Hearing.

[Ord. No. ~~1825, 5-13-1991~~ 1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

The Preservation Commission shall schedule and hold a public ~~meeting~~ **hearing** on the nomination as to whether or not a nominated landmark or historic district meets the criteria for designation. The ~~meeting~~ **hearing** shall be scheduled, held and conducted in the same manner as other ~~meetings~~ **hearings** to consider applications for Zoning Map amendments or ordinance amendments and to receive the viewpoints of affected property owners, residences and other interested citizens. Notice of the date, time, place and purpose of the ~~meeting~~ **hearing** and a copy of the completed nomination form shall be in the same manner as all public hearings concerning zoning matters to the owners of record, adjoining property owners and to the nominators; ~~and notice shall also be published in a newspaper having general circulation in the City of Harrisonville.~~ **All notification of public hearings shall follow the same process as listed in Section 405.630.B.5.**

Section 405.400. Interim Control.

[Ord. No. ~~1825, 5-13-1991~~ **1928, 1-11-1993**]

No building permit shall be issued for alteration, construction, demolition or removal of a nominated landmark or of any property or structure within a nominated historic district from the date of the meeting of the Historic Preservation Commission at which a nomination form is first presented until the final disposition of the nomination by the Board of Aldermen, unless such alteration, removal or demolition is authorized by formal resolution of the Board of Aldermen as necessary for public health, welfare or safety. In no event shall the delay be more than one hundred twenty (120) days.

Section 405.405. ~~Timely~~ Determination of the HPC.

[Ord. No. ~~1825, 5-13-1991~~ **1928, 1-11-1993**; Ord. No. 1989, 7-26-1993]

~~A. Within forty-five (45) days of the conclusion of the public hearing, t~~ **The Preservation Commission shall hold a public hearing and make a recommendation as to whether or not the nominated landmark or historic district meets the criteria for designation under Section 405.3805. Said recommendation may be for approval, disapproval or approval in part. The recommendation of the Preservation Commission and staff report shall be sent to the Planning and Zoning Commission and Board of Aldermen to be heard at the next regularly scheduled meetings of these respective public bodies. Staff will make modifications to the staff report as recommended by the HPC before the item is heard before the Planning and Zoning Commission. and together with a The staff report which** shall contain the following information:

- ~~A. 1.~~ **1.** An explanation of the significance or lack of significance of the nominated landmark or historic district as it relates to the criteria for designation;
- ~~B. 2.~~ **2.** An explanation of the integrity or lack of integrity of the nominated landmark or historic district.; ~~and~~

~~C. In case of a nominated landmark or historic district found to meet the criteria for designation, the significant exterior architectural features of the nominated landmark that should be protected and the types of construction, alteration, demolition or~~

~~removal other than those requiring a demolition permit that should be reviewed for a certificate of appropriateness. The recommendation and report of the Preservation Commission shall be sent to the Board of Aldermen and the Planning and Zoning Commission within seven (7) days following the vote on the resolution and shall be available to the public at Harrisonville City Hall offices.~~

3. In the case of a nominated landmark found to meet the criteria for designation:
 - a. The significant exterior architectural features of the nominated landmark that should be protected;
 - b. The types of construction, alteration, demolition, and removal, other than those requiring a building or demolition permit, that should be reviewed for appropriateness pursuant to the provisions of this Chapter;
 - c. Archaeological significance and recommendations for interpretation and protection.
4. In the case of a nominated Historic District found to meet the criteria for designation:
 - a. The types of significant exterior architectural features of the structures within the nominated Historic District that should be protected;
 - b. The types of alterations and demolitions that should be reviewed for appropriateness pursuant to the provisions of this Chapter;
 - c. The type and significance of historic and prehistoric archaeological sites within the nominated Historic District;
5. Proposals for design guidelines of HPC review of Certificates of Appropriateness within the nominated Landmark or Historic District;
6. The relationship of the nominated Landmark or Historic District to the ongoing effort of the HPC to identify and nominate all potential cultural resources that meet the criteria for designation; and
7. A map showing the location of the nominated Landmark and/or the boundaries of the nominated Historic District.

Section 405.410. Action By Planning and Zoning Commission.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

A. Upon receipt of the Preservation Commission's recommendations and **staff** report, the Planning and Zoning Commission shall review each proposed landmark or historic district for historic zoning designation and ~~within the thirty (30) days~~ make a recommendation with respect to the proposed "H-~~1~~" **overlay** designation. The recommendation, together with a record of the proceeding, shall be forwarded to the Board of Aldermen. ~~That recommendation shall not be binding on the Board of Aldermen.~~

B. An "H-~~1~~" historic **overlay** designation shall be regarded as a supplemental zoning designation and shall not affect in any way the underlying zoning designation as provided in other Articles of the Harrisonville Zoning Ordinance. The existing zoning standards for each district are set forth and shall be complied with unless such standards conflict with the provisions of the ordinance designating said landmarks or

historic district. In the event of a conflict, provisions of the historic **overlay** district ordinance shall prevail. A landmark or historic district shall be designated with a "H-**1**" affixed to the current zoning district acronym and illustrated as such on the **Official Zoning District Map**.

Section 405.415. Notification of Determination.

[Ord. No. ~~1825, 5-13-1991~~**1928, 1-11-1993**]

Notice of a determination of the Planning and Zoning Commission, including a copy of the **staff** report, shall be sent by **certified-regular** mail to the owner(s) of record of a nominated landmark and ~~by regular mail to the owners~~ of all property **owners** within a nominated historic district and to the nominator within seven (7) days following **adoption of the resolution**. ~~a determination of the Planning and Zoning Commission that the nominated landmark or historic district does or does not meet the criteria for designation.~~ A copy of the resolution and **staff** report accompanied by a recommendation concerning the nominated landmark or historic district shall be sent to the Board of Aldermen.

Section 405.420. Action of Board of Aldermen.

[Ord. No. ~~1825, 5-13-1991~~**1928, 1-11-1993**; Ord. No. 3685, 3-4-2024]

The Board of Aldermen ~~shall within forty-five (45) days after receiving the recommendation of the Planning and Zoning Commission concerning the nominated landmark or historic district~~ either accept or reject the recommendation of the Planning and Zoning Commission. If the Board wishes to designate a landmark or district, it shall do so by ordinance. The Board of Aldermen shall hold a public hearing before **either rejecting the recommendation by formal enacting the resolution or designating the Landmark or Historic District by an ordinance**. ~~and provide notice and take testimony in the same manner as provided in the Harrisonville Zoning Ordinance.~~ Any resolution or ordinance shall be accompanied by a written statement explaining the reasons for the action by the Board of Aldermen. The City Clerk shall provide written notification of the action of the Board of Aldermen by regular mail to the nominator and the owner(s) of record of the nominated landmark or of all property **owners** within a nominated historic district. The notice shall include a copy of the designation ordinance or resolution **rejecting said nomination** passed by the Board of Aldermen and shall be sent within seven (7) days of the Board of Aldermen action. ~~A copy of each designation ordinance shall be sent to the Historic Preservation Commission, the Planning and Zoning Commission and the Community Development Department of the City of Harrisonville.~~ A determination by the Board of Aldermen shall be a final and administrative decision as that term is defined in Chapter 536, RSMo.

Section 405.425. Designation Ordinance.

[Ord. No. ~~1825, 5-13-1991~~**1928, 1-11-1993**]

Upon designation, the landmark or historic district shall be classified as a "~~District "H-1"~~ Historic Overlay District". The ~~Official~~ Zoning Map of the City of Harrisonville shall be amended to show the location of the " ~~District "H-1"~~ Historic Overlay District".

Division 5. Certificates of Appropriateness

Section 405.430. Certificate of Appropriateness, Purpose and When Required.
[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

Purpose. A certificate of appropriateness is intended to provide a process for review and approval of any work to be undertaken on structures residing within a historic overlay district or on designated local landmarks in order to ensure compliance with the City's design guidelines as based upon the Secretary of the Interior's Standards for Historic Preservation. This permit is not intended to disrupt or discourage investment in historic properties, but is intended to promote and encourage established standards for the rehabilitation, preservation, adaptive reuse, and restoration of historic resources and neighborhoods.

When Required. A certificate of appropriateness shall be required before the following actions affecting the exterior architectural appearance of any landmark or property within a historic district may be undertaken:

- A. Any construction, alteration or removal requiring a building permit from the City of Harrisonville;
- B. Any demolition in whole or in part requiring a permit from the City of Harrisonville;
- C. Any violation of a minimum maintenance standard or construction, alteration, demolition or removal affecting a significant exterior architectural feature or features;
- D. Any construction, alteration, removal, ~~or~~ demolition, landscaping or earth disturbing activity in whole or in part proposed by the City of Harrisonville or any of its agencies or departments for a landmark or a structure within a historic district and affecting a significant exterior architectural feature or features;
- E. Any actions to correct a violation of a minimum maintenance standard.

Section 405.435. Applications For Certificate of Appropriateness.
[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993; Ord. No. 3685, 3-4-2024]

No application for a building or demolition permit affecting the exterior or architectural appearance of a designated landmark or property within a designated historic~~at~~ district shall be granted by the City until approved by the Preservation Commission. An applicant may request a meeting with the Preservation Commission before or during the review of the application. Application for review of construction, demolition or removal not requiring a building permit for which a certificate of appropriateness is required shall be made on a form prepared by the Community Development Department of the City of Harrisonville and available at the office of the Community Development Department of the City of Harrisonville. Applicant~~stions~~s for

a certificate of appropriateness shall include the following items as may be appropriate: ~~may be required to submit~~ photos of the existing conditions, plans, drawings, elevations, specifications, a list of proposed materials, and other information as may be necessary for the thorough review of the application requested by the Preservation Commission. The Preservation Commission shall consider the completed application at its next regular meeting. The Preservation Commission may call a ~~specific~~ special meeting to review routine application(s) for certificate of appropriateness when delay to the next regular meeting would create an unnecessary inconvenience to the applicant.

Section 405.440. Stop Work Order.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993; Ord. No. 3685, 3-4-2024]

Whenever a member of the Historic Preservation Commission has a reason to believe an action, for which a certificate of appropriateness is required, has been initiated or is about to be initiated, ~~it~~ they shall notify their City staff liaison so that the City can make every reasonable effort to contact the owners, occupants, contractors or subcontractors and inform them of the application for certificate of appropriateness process. If ~~the Historic Preservation Commission~~ it is determined that a stop work order is necessary to halt an action that requires a certificate of appropriateness, ~~it~~ the appropriate City staff shall deliver or send order the work stopped by notice in writing consistent with Section 510.050 a copy of the stop work order shall be sent by certified mail return receipt requested to the owners, occupants, contractors and subcontractors and notify them of the certificate of appropriateness process. A copy of the proper application form shall be included in the notice. ~~A copy of the stop work order shall be sent to the Building Official of the City of Harrisonville, who~~ The Code Enforcement Division of the Community Development Department shall be responsible for monitoring said situation and citing those in violation of this Article. If necessary, a second (2nd) stop work order may be issued by the City for the same project.

Section 405.445. Determination By Historic Preservation Commission.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

A. The Historic Preservation Commission shall review the application for a building or demolition permit or for a certificate of appropriateness and issue or deny the certificate of appropriateness ~~within no more than forty-five (45) days of receipt of the application~~. Determination will be based on the standards and guidelines set forth in this Article. Written notice of the approval or denial of the application for a certificate of appropriateness shall be provided to the applicant and by the Community Development Department of the City of Harrisonville ~~within seven (7) days following the determination~~ and shall be accompanied by a certificate of appropriateness in case of approval.

[Ord. No. 3685, 3-4-2024]

B. The certificate of appropriateness shall become void unless construction ~~is commenced~~ commences within six (6) months of the date of issuance. Any person who does not complete a project according to the guidelines provided in the certificate of appropriateness shall be deemed in violation of this Article.

C. A written letter requesting an extension of the time, prior to the expiration of the certificate of appropriateness, shall be received by the Director. The letter shall include the reasons for the requested extension and the original plans with any revisions, omissions, or additions.

Section 405.450. Denial of Certificate of Appropriateness.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

A denial of the certificate of appropriateness shall be accompanied by a statement of the reasons for the denial. The Historic Preservation Commission shall make recommendations to the applicant concerning changes, if any, in the proposed action which would cause the Commission to reconsider its denial and shall confer with the applicant and attempt to resolve as quickly as possible the differences between the applicant and the Commission. The applicant may resubmit an amended application or reapply for a building or demolition permit that takes into consideration the recommendation(s) of the Commission. Projects requiring certificates of appropriateness will be monitored as necessary by the Building and Codes Enforcement Division ~~Commission or its designated representatives~~ to insure ensure compliance ~~of with~~ the terms and specifications of the certificate of appropriateness, building permits and demolition permits. ~~If necessary, a second (2nd) stop work order may be issued by the Commission for the same project.~~

Section 405.455. Standards For Review.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

In considering an application for a building or demolition permit for a certificate of appropriateness, the Historic Preservation Commission shall be guided by the following general standards, derived from the Secretary of the Interior's Standards, in addition to any design guidelines in the ordinance designating the landmark or historic district:

A. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration to the defining characteristics, distinctive materials, features, spaces, and spatial relationships of the building structure or site and its environment or to the use of the property for its originally intended purpose.

B. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.

C. ~~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.~~ 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.

D. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own ~~rank~~ right and this significance ~~should~~ shall be ~~recognized~~ retained and ~~respected~~ preserved.

E. Distinctive stylistic features, ~~finishes, and construction techniques~~ or examples of skilled craftsmanship which characterize a building, structure or site shall be ~~treated with sensitivity~~ preserved.

F. Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material shall match the material being replaced in composition, design, color, texture and other visual qualities ~~and, where possible, materials~~. Repairs or replacement of missing architectural features ~~should~~ shall be based on accurate duplication of features substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

G. ~~Chemical or physical treatments, such as sandblasting, that cause damage to historic materials, shall not be used.~~ The surface cleaning of structures, ~~if appropriate,~~ shall be undertaken with the gentlest means possible. Cleaning methods that will damage the historic building shall not be undertaken.

H. Contemporary design for alteration and additions to existing properties and for new construction may be permitted when such alterations, additions or new construction do not destroy significant historical or architectural or cultural material. ~~The new work shall be differentiated from the old and shall be~~ ~~and such design is~~ compatible with the ~~massing,~~ size, scale, color, material, ~~architectural features~~ and character ~~of to protect the historic integrity of the~~ property neighborhood and environment.

I. Whenever possible, new additions or ~~exterior~~ alterations to structures shall be done in a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

J. New buildings do not need to duplicate older styles of architecture, but must be compatible with the architecture within the district. However, the scale, placement on lots and street setback must conform with the scale, placement and setback of adjacent structures, especially in the context of rows of buildings and streetscapes. Styles of architecture will be controlled only to ~~insure~~ ensure that their exterior design, materials and color are in harmony with neighboring structures.

K. The Commission may consider economic hardship and other factors that may affect an owner's ability to undertake or complete rehabilitation or other work under consideration.

Division 6. Design Guidelines

Section 405.460. Design Guidelines.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

The City of Harrisonville and the Harrisonville Historic Preservation Commission have adopted the following design and review guidelines for all historic districts and landmarks of the City. The guidelines will be enforced within district or landmark boundaries under any of the following circumstances:

- A. Construction, alteration or removal requiring a building permit and which has an impact on the exterior appearance of a structure.
- B. Demolition in whole or in part requiring a permit.
- C. Construction, alteration (including color changes **as appropriate**), demolition or removal affecting a significant exterior or architectural feature or features.
- D. Construction, alteration improvement (including color changes **as appropriate**), demolition or removal which negatively impacts the significant appearance or harmony of adjacent structures, rows of buildings, streetscapes or the historic district as a whole as determined by the Historic Preservation Commission. Design guideline architectural criteria:

1. **Height:** Height of any proposed alteration or construction should be compatible with style and character of the **Landmark with** surrounding structures **in a Historic District**.
2. **Proportions of Windows and Doors:** Windows and doors relationships and proportions should be compatible with the architectural style and character of the ~~district or~~ landmark and **with** surrounding structures **within a Historic District**.
3. **Relationship of Building Masses and Spaces:** The **setback and** relationship of a structure **within a Historic District** to the open space between it and adjoining structures should be compatible.
4. **Roof Shape:** Roof shape and design should be compatible with the character of the **architectural style and character of the** ~~district or~~ landmark, and **with** surrounding structures **in a Historic District**.
5. **Landscaping:** Landscaping should be compatible with the architectural ~~style and~~ character **and appearance** of the ~~district or~~ landmark or surrounding structures **and landscapes in Historic Districts**.
6. **Scale:** The scale of the structure after alteration, construction or partial demolition should be compatible with its architectural style and character and with surrounding structures **in a Historic District**.
7. **Directional Expression:** Facades **in Historic Districts** should blend with other structures with regard to directional expression. Structures **in a Historic District** should be compatible with the dominant historical or vertical expression of **surrounding structures**. The **directional expression of** a landmark after alteration, construction or partial demolition ~~and~~ should be compatible with its original architectural style and character.
8. **Architectural Details:** Architectural details, including materials, colors and textures, should be treated so as to make a landmark compatible with its

original architectural style and character ~~or significant architectural style~~ and to preserve and enhance the architectural style or character of a landmark or historic district.

9. Signage: The character of signs should be in keeping with the historic architectural character of a Landmark or Historic District. Character of a sign includes the number, size, area, scale, location, type (e.g., off-site advertising signs and on-site business signs), letter size or style, and intensity and type of illumination.

10. Minimum Maintenance: Significant features should be kept in a condition of good repair and maintenance. All structural and mechanical systems should be maintained in a condition and state of repair that will prevent decay, deterioration or damage to significant features, or otherwise adversely affect the historic or architectural character of structures within a Historic District.

Division 7. Maintenance of Properties

Section 405.465. Maintenance of Historic Properties.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993; Ord. No. 1989, 7-26-1993]

A. Ordinary Maintenance Exclusion. Nothing in this Section shall be construed to prevent the ordinary maintenance or repair of any exterior elements of any building or structure designated as a landmark or within a historic preservation district.

~~**B. Definition Of Ordinary Maintenance.** Any work for which a building permit is not required by law, where the purpose and the affect of such work is to correct any deterioration or decay or damage to a structure or any part thereof and to restore the same as nearly as may be practical to its condition prior to the occurrence of such deterioration, decay or damage.~~

C B. Minimum Maintenance Requirement. All buildings and structures designated by the City ordinance as "H-1" shall be preserved against decay and deterioration and free from certain structural defects in the following manner, by the owner thereof or such other person or persons who may have legal custody and control thereof. The owner(s) or other person(s) having legal custody thereof shall repair such building if it is found to have any of the following defects:

- ~~1. Those which have parts thereof which are so attached that they may fall and injure members of the public or property.~~
- ~~2. Deteriorated or inadequate foundation.~~
- ~~3. Defective or deteriorated flooring or flooring supports or floor supports of insufficient size to carry imposed loads with safety.~~
- ~~4. Members of walls, partitions or other vertical support that split, lean, list or buckle due to defective material or deterioration.~~
- ~~5. Members of walls, partitions or other vertical supports that are insufficient size to carry imposed loads with safety.~~
- ~~6. Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split or buckle due to defective material or deterioration.~~

~~7. Members of ceilings, roofs, ceiling and roof supports or other horizontal members that are of insufficient size to carry imposed loads with safety.~~

~~8. Fireplace or chimneys which list, bulge or settle due to defective material or deterioration.~~

~~9. Fireplace or chimneys which are of insufficient size or strength to carry imposed loads with safety.~~

~~10. Deteriorated, crumbling or loose plaster.~~

~~11. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or walls, including broken windows or doors.~~

~~12. Defective or lack of weather protection for exterior wall coverings, including lack of paint or weathering due to lack of paint or other protective coating.~~

~~13. Any fault or defect in a building which renders the same structurally unsafe or not properly watertight.~~

1. The deterioration of exterior walls or other vertical supports;

2. The deterioration of roofs or other horizontal members;

3. The deterioration of external chimneys;

4. The deterioration or crumbling of plasters or mortar;

5. The deterioration or ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors;

6. The peeling of paint, rotting, holes, and other forms of decay;

7. The lack of maintenance of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures, and landscaping;

8. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

[Ord. No. 3685, 3-4-2024]

C. If minimum maintenance is not being maintained, the owner of the property or other person having legal custody thereof shall be notified thereof by the Building and Code Enforcement Division. The notice shall be by certified mail and shall specify each item in the property or Landmark that fails to meet with minimum maintenance requirements. The owner or other person having custody of the property shall have thirty (30) days from the receipt of the notice to comply with minimum maintenance requirements. The Building Inspector, for good cause shown, may grant an additional extension of thirty (30) days. If, after the original thirty (30) day period or any extension granted, the owner or person having legal custody of the property should fail to meet the minimum maintenance requirements, the owner or person having legal custody of the property shall be in violation of this Section and punished subject to the punishment set forth in this Chapter.

D. **Public Safety Exclusion.** None of the provisions of this Chapter shall be construed to prevent any measures of construction, alteration or demolition necessary to correct or abate the unsafe or dangerous condition of any structure, other feature or part thereof, where such condition has been declared unsafe or dangerous by the Codes Enforcement Division or Building Official of the City of Harrisonville and where the proposed measures have been declared necessary by such Division to correct the said condition; provided, however, that only such work as is reasonably necessary to

correct the unsafe or dangerous condition may be performed pursuant to this Section. In the event any structure or other feature shall be damaged by fire or other calamity or by an act of God or by public enemy to such an extent that, in the opinion of the aforesaid Division, it cannot reasonably be repaired or restored, it may be removed in conformity with normal permit procedures and applicable laws.

~~[Ord. No. 3685, 3-4-2024]~~

~~E. If minimum maintenance is not being maintained, the owner of the property or other person having legal custody thereof shall be notified thereof by the Preservation Commission. The notice shall be by certified mail and shall specify each item in the property or landmark that fails to meet with minimum maintenance requirements. The owner or other person having custody of the property shall have thirty (30) days from the receipt of the notice to comply with minimum maintenance requirements. The Preservation Commission, for good cause shown, may grant an additional extension of thirty (30) days. If, after the original thirty (30) day period or any extension granted, the owner or person having legal custody of the property should fail to meet the minimum maintenance requirements, the owner or person having legal custody of the property shall be in violation of this Section and punished subject to the punishment set forth in this Chapter.~~

Division 8. Appeals

Section 405.470. Appeals.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

If the Preservation Commission denies an application for a certificate of appropriateness, the applicant may, within thirty (30) days ~~after the post-marked date of the notice of the determination of the date of denial~~, file with the City ~~Clerk~~ a written appeal to the Harrisonville Board of ~~Aldermen~~ Zoning Adjustment specifying the grounds thereof. In acting on the appeal, the Board of ~~Aldermen~~ Zoning Adjustment may grant a variance from the strict interpretation of this Chapter when such will not materially affect the health or safety of the applicant and the general public.

Division 9. Fees and Penalties

Section 405.475. Fees and Penalties.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

The Harrisonville Preservation Commission may establish an appropriate system of processing fees for review of nominations and certificates of appropriateness. An application must be filed through City of Harrisonville City Hall. Any person who undertakes or causes an alteration, construction, demolition or removal of nominated or designated landmark or property within a nominated or designated historic district without a certificate of appropriateness shall be guilty of a misdemeanor and upon

conviction thereof shall be punished in accordance with the penalties set forth in the Harrisonville Code of Ordinances. Every person who violates this Chapter concerning the maintenance of a structure within a historic district shall be guilty of a misdemeanor and upon conviction thereof shall be punishable in accordance with the penalties set forth in the Harrisonville Code of Ordinances.

Division 10. Guidelines For Landmarks and Preservation Districts

Section 405.480. Guidelines For Landmarks and Preservation Districts.

[Ord. No. ~~1825, 5-13-1991~~1928, 1-11-1993]

See Appendix A to this **Article of the Zoning Code Regulations**, "Harrisonville's Guidebook for Landmarks and Preservation Districts", which is on file in the City offices.

Changes Approved by Ordinance #1989 (7/26/1993)			
Divisions 1 - 3			
Change	Implemented	Not Implemented	Notes
Purpose statement added: "Promoting the use of a historic landmarks and districts as an educational and cultural resource of the City."	x		
Changing "historic site" to "historic landmark" in COA definition.		x	
Changing "A quorum shall consist of four (4) members." to "A quorum shall consist of three (3) members." (Present-day Section 405.350)		x	Composition of HPC at that time was 5 members
Added "the Planning and Zoning Commission and The Board of Aldermen" to those that would be provided copies of minutes, reports and decisions of HPC from present-day Section 405.360.B .		x	Discussed HPCs preference.
Removed "approved or conducted by the State Historic Preservation Officer" from present-day 405.360.F .		x	Staff concurs with this changes.
Removed "and make recommendations concerning such applications to Planning and Zoning and the Board of Aldermen" from present-day 405.370.C,D and E .		x	Staff concurs with this changes.
Removed "and to make recommendations concerning such requests to the Planning and Zoning Commission or Board of Adjustment as indicated by the nature of the request" from present-day 405.370.F .		x	Staff concurs with this changes.
Added subsection J : "To conduct an ongoing survey and register of local landmarks and districts."		x	Staff concurs with this changes.
Amended present-day Section 405.380 -Criteria for Designation of Landmarks and Historic Districts, to read as follows: "A structure or site, portion of a structure, group of structures, landscape element, work of art, secondary structure, archeological feature or an integrated combination thereof may be designated for preservation if it:"		x	Staff concurs with this changes.
Amended present-day Section 405.385 -Nomination of Landmarks, to read as follows: "Nominations of historic landmarks or districts shall be made to the Harrisonville Historic Preservation Commission on a form prepared by it and may be submitted by a member of the Commission, owner of record of the nominated property or structure, or the Mayor acting on behalf of the Board of Aldermen of the City of Harrisonville."		x	Staff concurs with this changes.
Division 4			
Change	Implemented	Not Implemented	Notes
Changing "public meeting" to "public hearing" in first sentence of present-day Section 405.395 .		x	Staff concurs with this change.
Added "Documentation of archeological significance." to present-day Section 405.405 .		x	Staff concurs with this change.
Divisions 5 - 6			
Change	Implemented	Not Implemented	Notes
Amended present-day Section 405.430.D to read: "Any construction, alteration, removal, demolition, landscaping or earth disturbing activity in whole or in part proposed by the City of Harrisonville or any of its agencies or departments for a landmark or a structure within a historic district and affecting a significant exterior architectural feature or features."		x	Staff concurs with this change.
Changed "specific meeting" to "special meeting" in present-day Section 405.435 .		x	Staff concurs with this change.

Amended present-day <u>Section 405.440</u> to read: "Whenever the Historic Preservation Commission or Codes Enforcement Department have a reason to believe an action, for which a Certificate of Appropriateness is required, has been initiated or is about to be initiated, it/they shall make every reasonable effort to contact the owners, occupants, contractors or subcontractors and inform them of the application for Certificate of Appropriateness process. If the Historic Preservation Commission or Codes Enforcement Department determines that a stop work order is necessary to halt an action that requires a Certificate of Appropriateness, it/they shall deliver or send a copy of the stop work order by certified mail return receipt requested to the owners, occupants, contractors and subcontractors and notify them of the Certificate of Appropriateness process. A copy of the proper application form shall be included in the notice. A copy of the stop work order shall be filed with the Codes Enforcement Department of the City of Harrisonville, which shall be responsible for monitoring said situation and citing those in violation of this ordinance."		x	Discussed with HPC.
Changed "Projects requiring Certificates of Appropriateness will be monitored as necessary by the Commission..." to read "Projects requiring Certificates of Appropriateness will be monitored as necessary by the Codes Enforcement Department..." in present-day <u>Section 405.450</u> .		x	Staff is recommending similar changes.
Changed "(including color changes)" to read "(including color changes as appropriate)" in present-day <u>Section 405.460.C</u> .		x	Staff concurs with this change.
Divisions 7 - 10			
Change	Implemented	Not Implemented	Notes
Changed "Preservation Commission" to "Codes Enforcement Department" in the first sentence of present-day <u>Section 405.465.E</u> .		x	Staff is recommending similar changes.