



# City of Columbia, Missouri

## Meeting Minutes

### Historic Preservation Commission

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Tuesday, October 1, 2024

7:00 PM

Regular Meeting

City Hall  
Conference Room 1B  
701 E. Broadway

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#### I. CALL TO ORDER

Chair - Stephen Bybee, Vice-Chair - Melissa Hagen, Secretary - Meg Ross

**Present:** 9 - Melissa Hagen, Stephen Bybee, Meg Ross, Tyler Travers, Veronica Lemme, Veronica Lemme, Carrie Gartner, Veronica Lemme and Veronica Lemme

**Absent:** 1 - Tanner Ott

#### II. INTRODUCTIONS

#### III. APPROVAL OF AGENDA

Commissioner Gartner moved to approve the agenda as distributed.

Commissioner Hagen seconded and the motion passed unanimously by voice vote.

#### IV. APPROVAL OF MINUTES

Commissioner Travers moved to approve the agenda as distributed.

Commissioner Hagen seconded and the motion passed unanimously by voice vote.

September 10, 2024 Meeting Minutes

**Attachments:** [HPC MINUTES 09102024 \[Preservation Plan PIM 1\]](#)

#### V. STAFF REPORTS

Preservation Plan Public Information Meeting Notes

**Attachments:** [PIM 1 Meeting Notes](#)

Mr. Palmer shared his meeting notes from the public information meeting held at Daniel Boone Regional Library in mid-September, and indicated they would be attached to the next milestone submission for the preservation plan grant. He noted that the next milestone will be due in late November, and it will also include a bulk of the background section of the plan. The consultant is currently working on this material.

## VI. DEMOLITION PERMIT APPLICATIONS

Mr. Palmer presented the demolition permit application materials for the home at 2501 Eastwood Drive.

Commissioner Gartner moved to close review of the application.

Commissioner Ross seconded and the motion passed unanimously by voice vote.  
2501 Eastwood Drive

Attachments: [2501 Eastwood Dr ASSESSOR](#)  
[2501 Eastwood Dr](#)

## VII. OLD BUSINESS

### A. McKinney Building Task Force - Report to Council

Commissioner Bybee reported that the final task force meeting was scheduled for October 14th at 3:30 PM in Conference Rooms 1/A and 1/B at City Hall.

The task force is currently reviewing the report compiled by the Chair, Rev. Clyde Ruffin. Once the task force approves the report, it will be presented to City Council.

### B. CoMo Preservation Partnership

Commissioner Bybee noted that he's been in conversations with members of CoMo Preservation's leadership team about some of their upcoming events, as well as the HPC's February Speaker Series. CoMo Preservation members noted a strong desire from the public for educational opportunities in regards to historic tax credits and landmark/district designations (both locally and nationally).

### C. Accepting/Soliciting Most Notable Property Nominations

Attachments: [MNP APPLICATION](#)

Liaison Palmer indicated that no applications have been received as of yet.

Commissioners discussed limiting selections each year to 4-6 properties to help offset expenses and to help prolong viability of the program.

## VIII. NEW BUSINESS

### A. Preservation Plan Public Comment Session

Commissioners discussed means of advertising the next planned public information session in March.

Commissioner Bybee noted that he would like to have a table at the Columbia Farmers Market in either November or December, depending on availability of spaces.

### B. Planning Additional Public Information Meetings for Preservation Plan

Commissioner Bybee again noted that he would like to schedule a public information session in March, as discussed during the previous agenda topic.

Mr. Palmer noted that two meetings are required by the grant agreement, but the HPC can hold as many sessions as they like.

**IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF**

Mr. Palmer presented updated process flowcharts for local landmark/district designation, certificates of appropriateness, and COA appeals.

Commissioner Gartner moved to approve the flowcharts and forward them to the Director of Community Development for final approval and posting online.

Commissioner Hagen seconded and the motion passed unanimously by voice vote.

**X. NEXT MEETING DATE - November 5, 2024****XI. ADJOURNMENT**

Commissioner Bybee moved to adjourn the meeting at 8:15 PM, and the meeting was adjourned.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-CITY (573-874-2489) or email CITY@CoMo.gov. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.

**USB DRIVES PROHIBITED:** Due to cybersecurity concerns, flash drives and other media devices are no longer permitted for delivering files or presentation materials. A speaker who desires to display a presentation must upload the presentation, in advance, to the city network using an upload portal. To upload your files and learn more, visit CoMo.gov/upload. (Effective Jan. 1, 2023)