



City of Columbia, Missouri

Meeting Minutes

Historic Preservation Commission

Tuesday, January 6, 2026
5:30 PM

Regular Meeting

Conference Room 1B

I. CALL TO ORDER

Chair - Stephen Bybee, Vice-Chair - Carrie Gartner, Secretary - Josh Parshall

Meeting was called to order at 5:33 PM.

Present: 5 - Stephen Bybee, Carrie Gartner, Josh Parshall, Jennifer Luchau and Trey Cook

Absent: 1 - Melissa Hagen

II. INTRODUCTIONS

Guests - Dennis Fitzgerald, CoMo Preservation

III. APPROVAL OF AGENDA

Commissioner Gartner moved to approve the agenda as distributed.

Commissioner Cook seconded, and the motion passed unanimously by voice vote.

IV. APPROVAL OF MINUTES

Commissioner Gartner moved to approve the December meeting minutes as distributed.

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

December 2, 2025 Meeting Minutes

Attachments: [HPC MINUTES 12022025](#)

V. DEMOLITION PERMIT APPLICATIONS

Staff Liaison, Rusty Palmer, presented the demolition permit application materials for the listed properties. Limited discussion.

Commissioner Cook moved to close review of the applications.

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

1804 Gordon Street

Attachments: [1804 Gordon ASSESSOR](#)
[1804 Gordon St](#)

508 Sexton Road

Attachments: [508 Sexton Rd ASSESSOR](#)
[508 Sexton Rd](#)

1705 McKee Street

Attachments: [1705 McKee St ASSESSOR](#)
[1705 McKee St](#)

VI. STAFF REPORTS

A. Proposed Definitions for Preservation Plan

Attachments: [Preservation Plan Proposed Definitions](#)

Mr. Palmer presented commissioners with a comparison chart contrasting the existing HP definitions and the SHPO sample definitions. Another column was created, combining the two definitions into a final, proposed definition for each term. Mr. Palmer indicated that he would include the proposed definitions section in the preservation plan for consideration throughout the remaining public comment and approval process. He asked commissioners to review the proposed definitions and provide comments.

B. Chapter 4 Draft Completed

Attachments: [CHAPTER 4 HISTORIC PRESERVATION LEGISLATION](#)

Mr. Palmer indicated that he completed the HPC Council Actions section of the preservation plan, and presented the timeline format document to the group. Commissioners indicated their approval, and Mr. Palmer noted that the section would be added to the final document as presented to the commission.

C. Benton-Stephens Phase II Survey Grant Agreement

Attachments: [Council Memo](#)
[Financial Assistance Agreement](#)
[Locator Map](#)

Mr. Palmer indicated that the Phase II survey grant agreement received preliminary approval from the State Historic Preservation Office, and the final approval should be forthcoming in the next few months.

He also noted that the next round of grants was just announced, and the pre-application is due by the end of February. Given the commission had prioritized the next phase of the Benton-Stephens Neighborhood Survey, Mr. Palmer was interested in working with a commissioner to rework the previous application materials for the next phase.

VII. OLD BUSINESS

A. Benton-Stephens Phase I Survey Consultant Selection

Mr. Palmer indicated that Loggia Preservation was selected after the final cost evaluation was completed by the Purchasing Division. He noted that the consultant agreement would be drafted and sent to the SHPO grants manager for approval and release of funds before work can begin. He anticipates this will take 30-60 days.

B. Preservation Plan Report to Council

Liaison Palmer reported that the Council report was somewhat behind schedule due to the number of cases being processed at the moment. The anticipated agenda date for the report will be January 20th.

The report indicates that the final public input meeting on the plan will be held on February 7th, in conjunction with the speaker series event at the Columbia Public Library Friends Room. Additional information and commenting opportunities will be available for roughly 60 days via the BeHeard page for the project.

VIII. NEW BUSINESS

A. Most Notable Plaques - Replacement Postcards

Mr. Palmer indicated that the postcards were not yet complete, but he does have a source for mailing addresses. He will have these ready for circulation before the final selection of Most Notables next month.

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Liaison Palmer indicated that current projections for the HPC FY 2027 budget are set at \$32,500, which represents no change.

Mr. Palmer also noted that references to the HPC Manual would be rendered obsolete with the completion of the preservation plan, considering the items in the manual could be incorporated into the plan. He indicated that, moving forward, he intended to include the appropriate items in the plan, and any remaining items would be shifted to the website in a conspicuous location.

Commissioner Bybee asked for an update on the number of Most Notable Properties applications received thus far. Mr. Palmer reported receiving four so far.

X. NEXT MEETING DATE - FEBRUARY 3, 2026

XI. ADJOURNMENT

Commissioner Bybee moved to adjourn at 6:67 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 (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: 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.