

**PLANNING COMMISSION MINUTES
CITY OF COFFEYVILLE, KANSAS
TUESDAY, MAY 7, 2013**

The Coffeyville City Planning Commission met in Regular Session with Chairman Mike Mongan presiding.

I. Call to Order.

Chairman Mongan called the meeting to order at 5:55 p.m.

Dennis Jacobs presented a copy of a letter from Marcus Kastler stating his resignation from the Commission.

II. Roll Call.

Those in attendance in addition to Chairman Mongan were:

<u>Present</u>	<u>Absent</u>	
	X	Josh Mecom
X		Doug Misch
X		Terry Rittenhouse
X		John Shively
City Staff Present:		
Dennis Jacobs, City Planner/Architect		
Rosemary Sortore, Administrative Secretary		

III. Minutes.

Minutes of the Regular Planning Commission meeting of December 4, 2012.

Commissioner Rittenhouse motioned and Commissioner Kastler seconded to approve the minutes of the Regular Planning Commission meeting of March 5, 2013.

Commissioner Misch	Aye	Commissioner Rittenhouse	Aye
Commissioner Mongan	Aye	Commissioner Shively	Aye

Motion approved.

Dennis Jacobs explained the survey that he handed out and had the Commission complete. He went on to explain that they would be compiled for a public service strategic plan. There are other groups of people filling them out as well.

IV. New Business.

IV.I. Cases

- A. None.**

IV.II. Reports from Staff.

- A. Review new Zoning Re-Codification. Discuss any further changes or additions to status of re-codification prior to approval of documents.**

Dennis Jacobs briefed the Commission on Mr. Ochsner's comments in relation to the re-codification. He went on to say that he tried to get the notice time changed from 20 days to 10 in relation to new cases but was not successful. Mr. Jacobs stated that he will send the disc back to the Ochsner firm with the changes requested. He hoped that a presentation would be able to be made to the Commission by the next scheduled meeting but does not know at this time if that is possible. The Commission will be able to review the document prior to submittal. Mr. Jacobs explained that he will give the Commission the document in Word form on a disc to review.

V. Communications.

None.

VI. Old Business.

- A. None.**

VII. Additional Business.

- A. General Discussion by the Planning Commission Members.**

None.

- B. Comments from the Public Addressing any Planning or Zoning Issue.**

None.

- C. Date for the next meeting: June 4, 2013. (No cases currently pending)**

VIII. Adjournment.

6-4-2013
Date of Approval

Mike Mongan
Mike Mongan, Chairman

**BOARD OF ZONING APPEALS MINUTES
CITY OF COFFEYVILLE, KANSAS
TUESDAY, MAY 7, 2013**

The Coffeyville City Board of Zoning Appeals met in Regular Session with Chairman Mike Mongan presiding.

Call to Order.

Chairman Mongan called the meeting to order at 5:30 p.m.

I. Roll Call.

Those in attendance in addition to Chairman Mongan were:

<u>Present</u>	<u>Absent</u>	
	X	Josh Mecom
X		Doug Misch
X		Terry Rittenhouse
X		John Shively

City Staff Present:

Dennis Jacobs, City Planner/Architect

Rosemary Sortore, Administrative Secretary

II. Minutes.

Minutes of the last Board of Zoning Appeals meeting of October 13, 2011.

Dennis Jacobs explained that there were no minutes of the last meeting due to the time lapse between meetings.

III. New Business.

A. BZA 2013-01, City of Coffeyville.

Dennis Jacobs spoke on behalf of the City of Coffeyville for this case. He went on to explain that the City had been donated a corner lot in town and that they are wishing to tear down the existing home, which is in poor condition, and build a new home on the lot. This will be done using proceeds from a grant program. Mr. Jacobs explained further that the setbacks are the issue and the City is requesting a variance to the external side yard requirements. Further discussion was had regarding this.

Commissioner Rittenhouse motioned and Commissioner Misch seconded to approve BZA 2013-01, City of Coffeyville.

Commissioner Misch	Aye	Commissioner Rittenhouse	Aye
Commissioner Mongan	Aye	Commissioner Shively	Aye
Motion approved.			

IV. Old Business.

A. None.

V. Additional Business.

A. Comments from the public addressing any Board of Zoning Appeals issue.

None.

B. Discussion of other Appeals Board issues by Commissioners and staff.

A discussion was had in relation to election of officers for the Board. It was discussed and decided to keep the same officers for the Board of Zoning Appeals as was previously elected for the Planning Commission.

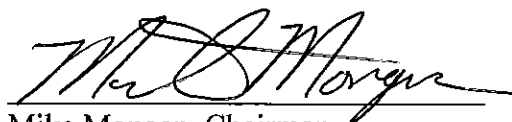
Commissioner Misch motioned and Commissioner Rittenhouse seconded to keep the same officers for this Board as was previously elected for the Planning Commission.

Commissioner Mongan	Aye	Commissioner Shively	Aye
Commissioner Rittenhouse	Aye	Commissioner Misch	Aye
Motion approved.			

C. Date for the next meeting: No cases currently pending.

VIII. Adjournment.

6-4-2013
Date of Approval


Mike Mongan, Chairman