

Coffeyville Planning and Zoning Commission Agenda
Tuesday, August 5th, 2025, 5:30 p.m.

A. Call To Order-Jeffery McCloud, Chairman

B. Roll Call-Skyeler Harrah

C. Consent Agenda

- a. Planning and Zoning Meeting Minutes- Tuesday, July 1st, 2025

D. Public Comments.

E. Old Business

- a. Tiny Home Ordinance review

F. New Business

- a. Land bank Application-Kimberly Calloway 1309 W 10th Street
- b. Staff Comments
- c. Comments from Planning and Zoning Commissioner

G. Adjourn

Coffeyville Planning and Zoning Commission Agenda
Tuesday, July 1st, 2025, 5:30 p.m.

A. Call To Order-Jeffery McCloud, Chairman called the meeting to order at 5:30 p.m.

B. Roll Call-Angie Stevens

Present:

Jeffrey McCloud, Joleen Swindell, Amy Heinz, Max Williams and Ricky Stevens

Absent:

Justin Martin

City Staff in Attendance:

Director of Community Development, Amber Dean

Building Official, Kyle Bell

Housing and Com. Development Coordinator, Angie Stevens

C. Consent Agenda

a. Planning and Zoning Meeting Minutes- Tuesday, April 1st, 2025

Action: Planning Commissioner Heinz motions to approve the April 1st, 2025 Minutes, Planning Commissioner Williams seconded the motion.

Roll Call: All Present Aye

D. Public Comments.

E. Old Business

F. New Business

a. Special Use Case 25-01 CRMC: Proposed Use-EMS Station and paved parking lot.

Discussion: Special Guest, Jeff Morris, CFO of CRMC spoke on the New EMS Station. The Current Ambulance will not fit in the old station, current living quarters are no co-ed. This expansion is a needed item. The Plan for the second phase is parking to the south of building. Planning Commissioner Heinz asked about where the Ambulances will entered and pull out. Ambulances can enter off of 3rd Street or from Wilkie, but they will pull out on Wilkie.

Action: Planning Commissioner Williams motions to approve the Special Use Case 25-01, Planning Commissioner Coffey seconded the motion.

Roll Call: All Present Aye

b. Board of Zoning Appeals Case BZA-25-02: Requested Variance-Reduction of 15' building set back to 0' building set back along the north side of the lot adjacent to W 3rd Street right-of-way.

Discussion: Special Guest, Jeff Morris, CFO of CRMC advise they are requesting the set back on 3rd street to provide more space for Parking.

Action: Planning Commissioner Heinz motions to approve the Appeals Case BZA-25-02, Planning Commissioner Williams seconded the motion.
Roll Call: All Present Aye

c. Approve Final Re-plat of Gibson Street Development.

Discussion: Amber Dean, Com. Dev. Director advised that the final re-pat for the Gibson project is complete. There is a total of 20 lots, there are 2 lots that have restrictions for setbacks due to a gas line. This Re-Plat has an error, so we will have a new set of plans for signature and will notify Mr. McCloud when they are ready for signatures.

Action: Planning Commissioner Williams made a motion to approve the Gibson Street Re-plat pending corrections, Planning Commissioner Williams seconded the motion.
Roll Call: All Present Aye

d. Tiny Home Ordinance Discussion

Discussion: Planning Commissioners would like to create a new zoning class specifically for Tiny Homes. They would like to require all Tiny Homes to come before the Planning and Zoning Commission for re-zoning to that new class, they must have design, plans, and all the details at the time of re-zoning.

e. Vacant Building Ordinance Discussion

Discussion: Planning Commissioners would like to change the fees. They would like to see it double each year. So \$500 the 1st year, \$1000 the second year, \$2,000 the third year, etc. They also would like to see the fines increase every 6 months, instead of annually. Planning Commissioner Swindell requested that Section 2, Item G- be changed from "Must reside in Montgomery County" to Must reside within 60 miles of Coffeyville".

f. Staff Comments

Comments: Amber Dean, Director of Community Development introduced the Community Development Staff and new roles. She advised that we are in the middle of updating all of our building codes for the City of Coffeyville. And a part of this project, is updating our Planning and Zoning Ordinance. We have received bids to have this completed, we have a meeting set up with the bidders next week to discuss the proposals and will make a decision in July. During this process, it will require involvement from the Planning and Zoning Commissioners.

g. Comments from Planning and Zoning Commissioner

G. Adjourn

Action: Planning Commissioner Williams made a motion to adjourn at 6:42 p.m.,
Planning Commissioner McCloud seconded the motion.
Roll Call: All Present Aye

Date the Minutes were approved:

Amber Dean, Director of Community Development