



Planning & Zoning Commission Meeting Agenda

October 14, 2026, 6:00 pm

Council Chambers, City Hall, 201 S. Franklin St.

Online viewing location:

<https://www.youtube.com/user/KirksvilleCity>

Call Meeting to Order

Roll Call

Order of the Agenda:

Staff Report of additions or changes

Motion (and Second) to approve the order of the agenda

Vote – Ayes / Nays / Abstain

Minutes:

Minutes of the regular meeting on [September 9, 2026](#)

Motion (and Second) to approve minutes

Chair asks for corrections

Vote – Ayes / Nays / Abstain

Minutes of the Special Meeting on [September 16, 2026](#)

Motion (and Second) to approve minutes

Chair asks for corrections

Vote – Ayes / Nays / Abstain

Old Business:

None

New Business:

- 1. Public Hearing No. 1** – A nomination to designate the building located at 907 S. Wabash St., known as Lincoln School, as a local landmark based on criteria for designation found in Sec. 2-259 (c) of the Kirksville City Code.

- a. Chair Declares Public Hearing Open
 - b. [Staff Report](#)
 - i. [Nomination Form](#)
 - c. Public Input
 - i. In Favor
 - ii. Opposed
 - d. Chair Declares Public Hearing Closed
- 2. Landmark Nomination** – A nomination to designate the building located at 907 S. Wabash St., known as Lincoln School, as a local landmark.
- a. Recommended Motion – To recommend City Council approve the building located at 907 S. Wabash St., known as Lincoln School, be designated a local landmark based on criteria for designation found in Sec. 2-259 (c) of the Kirksville City Code.
 - b. Staff Report
 - i. Nomination Form
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call
- 3. Public Hearing No. 2** – Application for a Special Use Permit at 3915 N. Lincoln St. to operate a temporary rental
- a. Chair Declares Public Hearing Open
 - b. [Staff Report](#)
 - i. [Application](#)
 - ii. [GIS Map](#)
 - c. Public Input
 - i. In Favor
 - ii. Opposed
 - d. Chair Declares Public Hearing Closed
- 4. Special Use Permit** – An application for a Special Use Permit to operate a temporary rental at 3915 N. Lincoln St.
- a. Recommended Motion – To recommend to City Council the approval of a Special Use Permit to operate a temporary rental at 3915 N. Lincoln St.
 - b. Staff Report
 - i. Application
 - ii. GIS Map
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call
- 5. Public Hearing No. 3** – Application for a Special Use Permit at 1402 S. Baltimore St. to operate a temporary rental.
- a. Chair Declares Public Hearing Open
 - b. [Staff Report](#)
 - i. [Application](#)
 - ii. [GIS Map](#)
 - c. Public Input
 - i. In Favor

- ii. Opposed
- d. Chair Declares Public Hearing Closed

6. **Special Use Permit** – An application for a Special Use Permit to operate a temporary rental at 1402 S. Baltimore St.
 - a. Recommended Motion – To recommend to City Council the approval of a Special Use Permit to operate a temporary rental at 1402 S. Baltimore St.
 - b. Staff Report
 - i. Application
 - ii. GIS Map
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call
7. **Variance Request** – A request for a Variance from Section 44-622(b)(5)(e)(2) of the Municipal Code for Casey's, to be located at the northwestern corner of East Illinois Street and Highway 63.
 - a. Recommended Motion – To recommend to City Council the approval of a Variance from Section 44-622(b)(5)(e)(2) of the Municipal Code for Casey's, to be located at the northwestern corner of East Illinois Street and Highway 63, related to the number of signs permitted.
 - b. Staff Report
 - i. Application
 - ii. Letter
 - iii. Sign Exhibit
 - iv. Sign Packet
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call
8. **Variance Request** – A request for a Variance from Section 44-622(b)(5)(e)(4) of the Municipal Code for Casey's, to be located at the northwestern corner of East Illinois Street and Highway 63.
 - a. Recommended Motion – To recommend to City Council the approval of a Variance from Section 44-622(b)(5)(e)(4) of the Municipal Code for Casey's, to be located at the northwestern corner of East Illinois Street and Highway 63, permitting an 80-foot detached sign.
 - b. Staff Report
 - i. Application
 - ii. Letter
 - iii. Sign Exhibit
 - iv. Sign Packet
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call
9. **Variance Request** – A request for a Variance to permit a fence six feet in height along the eastern border of the property located at 1005 E. Normal Ave.
 - a. Recommended Motion – To recommend to City Council the approval of a variance

- to permit a fence six feet in height along the eastern border of the property located at 1005 E. Normal Ave.
- b. Staff Report
 - i. Application
 - ii. Letter and photos
 - c. Commission Discussion
 - d. Citizen Questions/Input
 - e. Vote – Roll Call

Staff Comments:

- Proposed amendments to Chapter 34 – Subdivision Regulations at the November meeting
- Proposed amendments to Chapter 44 – Zoning Regulations at the December meeting

Next meeting Wednesday, November 4, 2026 at 6:00 pm in Council Chambers

Citizen Participation

(Time Limit of Five Minutes) Citizen participation is for suggestions and comments on items affecting the Planning & Zoning Commission and the City, but are not on the agenda. Action by the Commission other than acknowledgment is not expected at the same meeting. Citizens may address the Commission on topics which are part of the regular agenda when these items are discussed by the Commission. Citizens must add their signature to the Citizen Participation Sign-In Sheet and announce their name before they begin speaking. The Commission does like to follow up with citizens and request citizens willing to leave a form of contact.

Adjournment

Motion (and Second) to adjourn

Vote – Ayes / Nays / Abstain

Notice of Nondiscrimination:

All persons within the City of Kirksville are free and equal and shall be entitled to the following equal use and enjoyment within the city at any place of public accommodation without discrimination or segregation on account of age, ancestry, color, disability, gender, gender identity, marital status, national origin, race, religion, sexual orientation or on any other basis that would be in violation of any applicable federal, state, or local law.

Notice of Disability Accommodations:

Any person with a disability desiring reasonable accommodation to attend this meeting may contact the City Clerk at 660.627.1225 to make such arrangements.