

AGENDA POSTED: May 8, 2026 at 5:30 pm

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## Planning & Zoning Commission Meeting Agenda

May 13, 2026, 6:00 pm

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

Online viewing location:

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

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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 April 08, 2026

Motion (and Second) to approve minutes

Chair asks for corrections

Vote – Ayes / Nays / Abstain

Old Business:

None

New Business:

1. **Public Hearing** – An application to rezone the property at the northwestern corner of East Illinois Street and Highway 63 from RP-5, Planned Mobile Home Park District to C-3, Extensive Business District.
  - a. Chair Declares Public Hearing Open
  - b. Staff Report
  - c. Public Input
    - i. In Favor

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

2. **Rezone** - A request to rezone the property at the northwestern corner of East Illinois Street and Highway 63 from RP-5, Planned Mobile Home Park District to C-3, Extensive Business District.
  - a. Recommended Motion – To recommend City Council approve a request to rezone the property at the northwestern corner of East Illinois Street and Highway 63 from RP-5, Planned Mobile Home Park District to C-3, Extensive Business District.
  - b. Staff Report
  - c. Commission Discussion
  - d. Citizen Questions/Input
  - e. Vote - Roll Call
  
3. **Variance Request** – A request for a variance from *Sec. 44-210. - District R-1, Single-Family Residential District (4) and Sec. 44-190. - Yard requirements generally (4)(a).*, at 2806 Weatherbrooke Dr.
  - a. Recommended Motion – To recommend City Council approve a variance from *Sec. 44-210. - District R-1, Single-Family Residential District (4) and Sec. 44-190. - Yard requirements generally (4)(a).*, at 2806 Weatherbrooke Dr.
  - b. Staff Report
  - c. Commission Discussion
  - d. Citizen Questions/Input
  - e. Vote – Roll Call
  
4. **Variance Request** – A request for an extension of a Variance from *Sec. 44-132. – Detached buildings generally.* at 901 W. Shepherd Ave.
  - a. Recommended Motion – To recommend City Council approve an extension of a Variance for eighteen months from *Sec. 44-132. – Detached buildings generally.* at 901 W. Shepherd Ave.
  - b. Staff Report
  - c. Commission Discussion
  - d. Citizen Questions/Input
  - e. Vote - Roll Call

## Staff Comments:

## 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

### 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.

PLANNING & ZONING COMMISSION

MINUTES OF April 8, 2026

PRESENT:

Dan Martin, Chair	Patricia Sexton
Jeremy Hopkins, Vice Chair	Bruce Thompson
Chuck Heckert	Kabir Bansal, Council Representative
Betty McLane-Iles	Sara Knipe, City Planner
William Robb	

ABSENT:

Jason Chrisman

**CALL TO ORDER**

Chair Martin called the meeting of the Planning & Zoning Commission in the City Council Chambers to order at 6:01 p.m.

**ORDER OF THE AGENDA**

Chair Martin asked if there were any changes to the agenda. Mrs. Knipe responded there were no changes. Mr. Thompson made a motion to approve the agenda. Mr. Bansal seconded the motion. The agenda was approved with the following vote: Aye: Bansal, Heckert, Hopkins, McLane-Iles, Robb, Sexton, Thompson, Martin. Nay: none. Abstain: none. Absent: Chrisman.

**APPROVAL OF MINUTES**

Chair Martin asked for a motion to approve the minutes of March 11, 2026. Mr. Thompson made a motion to approve the minutes as published. Prof. Dr. McLane-Iles seconded the motion. With no changes, the minutes were approved, as published, with the following vote: Aye: Bansal, Heckert, Hopkins, McLane-Iles, Robb, Sexton, Thompson, Martin. Nay: none. Abstain: none. Absent: Chrisman.

**OLD BUSINESS**

None

## **NEW BUSINESS**

**1. Variance Request** – *A request for a variance from Sec. 10-185. – Driveways. (a), (b), (c), and (d) at 2810 Round Barn Way.* Mr. Hopkins made a motion to recommend City Council approve a variance from Sec. 10-185. – Driveways. (a), (b), (c), and (d) at 2810 Round Barn Way. Mr. Thompson seconded the motion.

Mrs. Knipe stated that the owner had requested a variance for the driveway, as 2,361 feet would otherwise have needed to be hard-surfaced. The owner had obtained bids for the project, and the lowest-cost option—*asphalt*—had been comparable to the cost of constructing the home. The owner had therefore requested a variance to allow for a gravel driveway. Mrs. Knipe explained that the home had been set far back on the property because the owner had children and wanted to keep them away from the road. She noted that the owner had planned to pave the first 12 feet to connect to the existing gravel road in the event it was paved in the future. She added that the road to the property had been gravel and that City staff had recommended approval of the variance.

Mr. Thompson stated that the property had been a bean field located on the edge of the city limits. Given that access to the property had been via a gravel road, he saw no reason to deny the variance. He also noted that the applicant had no intention of subdividing the property.

Mr. Robb expressed concern with the claim of financial hardship when purchasing a large piece of property, planning a large home, and including a long driveway. He stated that ordinances had not been contingent upon an individual's ability to afford compliance and that projects should have been budgeted accordingly. Mr. Robb strongly recommended that the City Council review the ordinance requiring paved driveways due to the cost and lack of environmental benefit. Mrs. Knipe acknowledged that costs had increased and encouraged Mr. Robb to bring the issue to the City Council. She explained that a variance served as a reasonable accommodation for those who came forward with appropriate requests. Mr. Robb stated that while he appreciated the flexibility, the rule should have been removed if it no longer made sense.

Chair Martin noted that not all variance requests had been approved and pointed out that the road to the property was gravel. He added that the nature of the request, specifically for a single-family home, aligned with the 2040 Comprehensive Plan's goal of promoting environmentally friendly practices.

Prof. Dr. McLane-Iles asked about the cost of the home. Mrs. Knipe stated that it would be a modest three-bedroom home. Chair Martin added that it would include an in-law suite. Mrs. Knipe explained that the petitioner could either build the home or the driveway, as the costs would be comparable. She reiterated that, given the connection to a gravel road, the request was reasonable.

Councilmember Bansal noted that last year, the City Council had asked city staff to review ordinances and variance history to identify common patterns. Mrs. Knipe responded that while staff had reviewed the code for commonalities, most variance requests had been based on differing circumstances.

Mr. Robb suggested that financial hardship be explicitly included in the code if it was considered a valid basis for deviation. Chair Martin replied that variances had been intended to allow case-by-case consideration. Prof. Dr. McLane-Iles asked whether realtors or builders had a responsibility to inform property owners of applicable requirements. Mrs. Knipe clarified that the family would be building a home. Mr. Robb stated that builders were aware of code requirements and reiterated that including financial hardship in the code would benefit citizens. Mrs. Knipe responded that was the purpose of the variance process. Mr. Robb shared that not all citizens were aware that variances could be requested.

Mr. Hopkins noted that commission members were in a privileged position to be informed about such processes. He shared that there seemed to be a gap in communication from professionals, such as electricians and realtors, when going through building projects. He acknowledged uncertainty about how to address the issue. Mrs. Knipe responded that she had made an effort to educate individuals through in-depth conversations.

Ryan Huseman, 2804 Weatherstone Dr., Kirksville, Missouri – Mr. Huseman shared he was the engineer of record for the project. He explained that the project was in the budgeting and site design phase. He noted that asphalt and concrete costs in Kirksville were significantly higher than in other regions. He added that the family had chosen the home's location to minimize interstate noise and that the design had followed the natural ridge of the land to avoid costly regrading.

Mr. Thompson asked how long the property had been owned. Mr. Huseman stated that it had been recently inherited. Mr. Thompson added that the owner's father had recently passed away and that the land had previously been farmland. Mr. Huseman noted that the entrance to the Round Barn property was a gravel road maintained by the City. He explained that a concrete entry would be added to ensure compliance if the city chooses to pave the road in the future. Chair Martin reiterated that the 2040 Comprehensive Plan had encouraged development within city limits.

Mr. Huseman stated that stormwater considerations had been reviewed and that the dam would be raised to prevent any issues. Mrs. Knipe clarified that no variance had been requested regarding stormwater.

With no further input, the motion was approved with the following vote: Aye: Bansal, Heckert, Hopkins, McLane-Iles, Sexton, Thompson, Martin. Nay: Robb. Abstain: None. Absent: Chrisman.

**2. Variance Request** – *A request for a variance from Sec. 44-212 – District R-3, Multifamily Residential District and R-3-S, Multifamily Special Residential District. (2), (3), and (4) at 814 N. Florence St.* Mr. Hopkins made a motion to recommend that the City Council approve a variance from Sec. 44-212 – District R-3, Multifamily Residential District and R-3-S, Multifamily Special Residential District. (2), (3), and (4) at 814 N. Florence St. Dr. Sexton seconded the motion.

Mrs. Knipe stated that the property previously contained a blighted home that had been demolished. The owner intended to rebuild using the same footprint, with no expansion. She explained that variances were needed for front and side yard setbacks due to changes in the code. She added that the previous home could not be saved due to flooding.

The Commission discussed the need to maintain the original footprint because the lot did not meet current setback requirements due to code changes. Mr. Robb noted a nearby tree and expressed hope it could be preserved. Mrs. Knipe stated she believed the tree was on the adjacent property.

Prof. Dr. McLane-Iles asked whether the new home would match the previous style, and Mrs. Knipe indicated it would be a simple design. The Commission also discussed a neighboring duplex and its inability to expand. Mrs. Knipe explained that fire safety concerns would limit the expansion. However, the duplex met current setback requirements.

With no further input, the motion was approved with the following vote: Aye: Heckert, Hopkins, McLane-Iles, Robb, Sexton, Thompson, Bansal, Martin. Nay: None. Abstain: None. Absent: Chrisman.

**3. Variance Request** – *A request for a variance from Sec. 44-132. – Detached buildings generally at 1214 W. Burton St.* Dr. Sexton made a motion to recommend City Council approve a variance from Sec. 44-132. – Detached buildings generally. at 1214 W. Burton St. Mr. Hopkins seconded the motion.

Mrs. Knipe stated that the request was to allow a shipping container for storage beyond 30 days. She explained that city code did not permit such use unless associated with a demolition project exceeding 30 days. She also said that there was no provision allowing the container to remain permanently. She stated that city staff recommended the request be denied.

Mr. Robb noted that the property was on the edge of the city limits and relatively isolated. He argued that the container would provide an affordable storage option and could be considered a case of financial hardship, although the owner did not state that reason. He also referenced shipping containers at the Fire Training Center on the adjacent property.

Mrs. Knipe clarified that the recommendation for denial was based on the proposed use within a residential zone. The zoning of the Fire Training Center was discussed, with Mrs. Knipe noting she did not believe the zoning shown was correct.

Mr. Hopkins stated that if the zoning designation was accurate, it should be reviewed. He referenced earlier discussion regarding consistency in how rules were applied. Mr. Robb reiterated that it was pointed out the variance process allowed for flexibility. Mr. Hopkins noted that the request was a single instance, while other requirements, such as paving, applied more broadly throughout the city. Mr. Robb shared that he believed he had made the case for why a variance should be granted.

Chair Martin noted that the property was on a dead-end street with low traffic and asked whether similar variances had been granted. Mrs. Knipe stated that they had not. Mr. Thompson observed that shipping containers are becoming more common, citing examples in La Plata. Mr. Hopkins noted that such use may be more appropriate in commercial areas and could benefit Kirksville.

With no further input, the motion failed with the following vote: Aye: McLane-Iles, Robb, Thompson. Nay: Bansal, Hopkins, Sexton, Heckert. Abstain: Martin. Absent: Chrisman.

### **CITIZEN / STAFF / COMMISSION INPUT**

Chair Martin reported that he had recently signed the required annual summary, as the commission was a state-mandated committee. He stated that the Commission reviewed and recommended to City Council for approval: two Special Use Permits, 13 variance requests, three rezoning requests, and two right-of-way vacations.

He added that the Commission received presentations from the Airport and Transportation Commission, including updates on Downtown Intersection Movement. The Commission also recommended approval of the Kirksville Active Mobility Plan (KAMP), added handicap-accessible spaces within the right-of-way, and discussed modernization of the floodplain. He concluded by noting that the Commission adhered to the 2040 Comprehensive Plan throughout 2025.

### **ADJOURNMENT**

With no further business, Chair Martin asked for a motion to adjourn. Mr. Hopkins made a motion to adjourn. Mr. Heckert seconded the motion. Chair Martin declared the meeting adjourned at 6:47 p.m.

Teresa Dorris

Recording Secretary

## Staff Report - Rezone Request

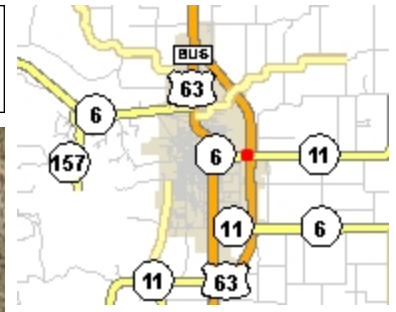
This is a request to rezone the property at the northwestern corner of East Illinois Street and Highway 63 from RP-5, Planned Mobile Home Park District to C-3, Extensive Business District, which would allow the applicant to build a Casey's (a convenience store with fuel sales) at this location.

Zoning regulations "shall be made in accordance with a comprehensive plan" per RSMo Section 89.040. The Future Land Use Map within the City's *THINK Kirksville 2040 Comprehensive Plan* indicates that this property should be "Mixed Use". There is no "Mixed Use" zoning district in the Municipal Code, and the only way to accomplish "Mixed Use" is to rezone a property to a commercial district. This request is, therefore, in accordance with the Future Land Use Map within the City's *Think Kirksville 2040 Comprehensive Plan*.

Please see the GIS map with the current zoning, and the Rezoning Application, below.

**Community Impact:** Rezoning the vacant RP-5 property to C-3 can stimulate local economic growth. This development will create employment opportunities for residents, and additional convenience for travelers, further enhancing the well-being of the community.

# Kirksville, MO



## Legend

### Zoning

- Unknown
- C-1
- C-3
- CBD
- CBDP
- CP-1
- CP-3
- H-C-1
- H-C-3
- H-CBD
- H-CP-1
- H-M-1
- H-M-2
- H-R-1
- H-R-2
- H-R-2-S
- H-R-3
- H-R-4-S
- HDCZ
- LDCZ
- M-1
- M-2
- MDCZ
- MP-1
- OP-1

## Notes

160.0                      0                      79.99                      160.0 Feet

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Codes & Planning  
 201 S. Franklin  
 Kirksville, MO 63501  
 Phone: 660.627.1272  
 Fax: 660.627.1026

## Rezoning Application

### Applicant/Agent Information

Name: Casey's Services Company

Phone Number: 515-381-5106 Email Address: Britni.Andreassen@caseys.com

Relationship to Property Owner: Property Buyer

### Owner Information

Name: Stephen Taylor, Judy Taylor, and Jason Taylor

Owner Address: PO Box 445 City: Kirksville State: MO

Phone Number: 573-434-2092 Email Address: jtmaxwelltaylor@gmail.com

Street address or general location of site if no address, include closest street intersection.

Northwest corner of the intersection of East Illinois Street and US Route 63

Size of tract: (expressed in acres) 3.24

Present Zoning Classification: RP-5 Requested Zoning Classification: C-3

Current Use(s) of Property: Undeveloped.

### Project Information and Summary of Request:

Include a full and specific reason for requesting a zoning change. Additional space may be needed.

The applicant wishes to construct a convenience store with fuel sales on the property, which would require rezoning the property from RP-5 to C-3 to allow the proposed use.



Codes & Planning  
201 S. Franklin  
Kirksville, MO 63501  
Phone: 660.627.1272  
Fax: 660.627.1026

## Rezoning Application

### IMPORTANT NOTES:

- Please attach a warranty deed, trustee's deed, or other official document that includes a **DETAILED LEGAL DESCRIPTION** of property.
- An Abstract Company must be obtained to provide notification to property owners, whose properties are within 185 feet of the special use permit takes place. The cost for this service is the responsibility of the applicant.

By signing this application form, I hereby acknowledge that the information I have provided is complete and accurate to the best of my knowledge. Furthermore, I acknowledge my responsibility to conform to the applicable federal, state and local regulations pertaining to the project described by this application and attachments. And further that my signature acknowledges acceptance and full responsibility for the payment to the City of Kirksville for all fees and charges incurred from a third party for the completion of the Rezoning, whether this Rezoning Request is approved or denied.

*Brent Anderson*

Applicant/Agent Signature

3/16/2026

Date

*Stephen W Taylor* *July K Taylor*  
*Jason M Taylor*

Owner Signature

3-13-2026

Date

Submit completed form to:  
City Planner  
City of Kirksville  
201 S. Franklin St.  
Kirksville, MO 63501

For internal use:  
Date reviewed by City Planner: 3/2/2026  
Date approved by Planning & Zoning Commission: \_\_\_\_\_  
Date approved by City Council: \_\_\_\_\_

March 16, 2026

City of Kirksville  
ATTN: Sara Knipe  
201 South Franklin Street  
Kirksville, Missouri 63501

RE: Casey's 5255 – Rezoning Submittal #1

Dear Ms. Knipe:

On behalf of Casey's Services Company, we respectfully submit the enclosed Rezoning Application for property located at the northwest corner of East Illinois Street and US Route 63. Comprised of 3.24 acres of land, the site is currently undeveloped and zoned RP-5. Casey's Services Company would like to construct a convenience store with fuel sales. We are requesting that the property be rezoned to C-3 to allow for the proposed use.

Enclosed with this submittal, please find PDFs the following:

1. Signed Rezoning Application
2. Dimension Plan
3. Certified ALTA Survey

We will be working with Pickell Abstract Company to provide notification to property owners within 185' of the subject property.

We request that this application be considered at the soonest possible Planning and Zoning Commission and City Council meetings.

Please contact our office if you have any questions or if you need additional information.

Sincerely,

CIVIL DESIGN ADVANTAGE



Keith Weggen

Copy: Britni Andreassen, Casey's  
File

## Staff Report – Variance Request at 2806 Weatherbrooke Dr.

A Variance Request at 2806 Weatherbrooke Dr. has been submitted by Tariq Bhutta, owner of the property, in order to build a cover over his deck at this location, which requires varying from [Sec. 44-210. - District R-1, Single-Family Residential District \(4\)](#), and [Sec. 44-190. - Yard requirements generally \(4\)\(a\)](#).

*Sec. 44-210. (4): Rear yards. The depth of the rear yard shall be at least 30 percent of the depth of the lot, but such depth need not be more than 30 feet.”*

And

*Sec. 44-190. (4)(a): . . . provided further that canopies of open porches or decks having a roof area not exceeding 60 square feet may project a maximum of 15 feet into a required front or rear yard. . . .”*

The proposed deck cover would extend approximately 8 ft. into the required rear yard setback of 30 ft., which does not comply with *Sec. 44-210. (4)*. The total square footage of the proposed deck cover is 220 sq. ft, which exceeds the 60 sq. ft. allowed by *Sec. 44-190. (4)(a)*.

Varying from these sections of the code would allow the use owner to build a cover over his existing deck. His family would like a covered place for the family to sit and be shielded from the weather. The applicant has also noted that there will be 50 feet between the deck and the rear neighbor’s house.

Staff recommends approval of the variance.

Please see the Variance Request Application, accompanying letter, and corresponding map.

**Community Impact:** None



## Variance Request Application

General location of property: (use street intersections if possible)

2806 weatherbrooke dr kvk 63501

Street address of property: (note "n/a" if site is vacant)

2806 weatherbrooke dr kvk 63501

Size of tract: (expressed in acres) \_\_\_\_\_

Present zoning classification: \_\_\_\_\_

Present use(s) of property: House

Reason for requesting variance: Snow & Rain comes inside

the house through door want to cover  
it with roof plus contractor already cut the woods  
hes asking 12K back now! please help!

The following information from the **OWNER, CONTRACT PURCHASER** (if applicable), or **AGENT** must be attached and submitted with this application:

- ◇ Name, address, city, state, zip, phone, email address.
- ◇ A formal letter directed to the Planning & Zoning Commission requesting the variance along with a description of the circumstances for the request.
- ◇ An application fee in the amount of \$250.

Judy Stash

Owner/Agent Signature

04/07/26

Date

Submit completed form to:  
City Planner  
City of Kirksville  
201 S. Franklin St.  
Kirksville, MO 63501

For internal use:

Date reviewed by City Planner: 4/10/26

Date of decision by Planning & Zoning: 5/13/26

Date of decision by City Council: \_\_\_\_\_

Re: 2806 weatherbrooke dr

linda glidewell (cooksjewelry1974@yahoo.com)

to: sknipe@kirksville.gov

date: Wednesday, April 29, 2026 at 04:19 PM CDT

Good afternoon, Sara nice to see you at your office today so we bought this house 2-3 years ago the patio was unfinished no roof its been out at weathers mercy we painted few times its been ruined with snow & rain plus patio door is too near to deck water comes inside when we open to get fresh air plus snow in winter do the same thing kindly allow us to put a roof at top to cover the back patio so kids can go see rain without getting wet if we put roof the neighbor's house would be 50 feet away so it would be safe my builder already cut the wood for supplies rafters are also done he brought 4 seasoned wooden blocks to hold small roof hes asking for damages to pay as he was given the permit, please help & let us cover our patio with small roof so we can enjoy it in every season thank you so much for your help in this matter God bless you & family.

yours sincerely  
TARIQ B BHUTTA  
29APR 2026

COOKS JEWELRY  
118 WEST HARRISON  
KIRKSVILLE, MO. 63501

*Tariq B Bhutta*  
05/05/26

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WEATHERBROOME DRIVE



## **Staff Report - Variance Request at 901 W. Shepherd Ave.**

The prospective owners of property at 901 W. Shepherd Ave. requested the extension of a variance from *Sec. 44-132. – Detached buildings generally.* to keep an existing shed at this location without the presence of a primary structure. This variance was originally approved and put into effect on June 2, 2025, for one year. The current owners have entered into a contract to sell the property to Andy and Tina Jackson (a copy of this contract has been provided to City staff). The Jacksons are requesting an eighteenth-month extension to the existing variance due to their contractor's schedule.

The Jacksons are planning to construct a single-family home on this property. They have a contractor with a tentative start date of June 2027. Given that the accessory building is not allowed without a primary structure, Staff recommend the approval. Approving a variance for the existing shed to remain, on the back side of the lot, would also allow the new owners to maintain the value of the current state of the property as they move forward with construction of a single-family home.

When considering variances, general considerations include whether a strict application of the Municipal Code will cause unnecessary hardship. Adding to their already costly construction costs, by demolishing and then reconstructing a new shed after a new home is built, would present an unnecessary hardship.

Staff recommends that this request be approved.

Please see the Variance Request Application, letter of support, contractor's letter, and corresponding map below.

**Community Impact:** No anticipated externalities. No anticipated infrastructure impacts



Codes and Planning  
201 S. Franklin St.  
Kirksville, MO 63501  
Phone: 660.627.1272  
Fax: 660.627.1026  
kirksville.gov

## Variance Request Application

Owner's Name:

Courtney Bonnell

Applicant's Name (if different):

Street address, or general location of site if no address. Include closest street intersection.

901 W. Shepherd Ave Kirksville 63501

Size of tract: (expressed in acres) 0.926

Present Zoning Classification: R-1

Present use(s) of property: residential

### Project Information and Summary of Request:

Include a description of your project and a full and specific reason for requesting a variance. Additional space may be needed. A variance for accessory building without a primary building. We will be selling the home to the Jackson family and need an extension for

then to build a single family home and allow the accessory building to stay for 18 months until they break ground.

**IMPORTANT: To move forward with this request, please ensure the following items are completed.**

- I have attached a warranty deed, trustee's deed, or other official document that includes a DETAILED LEGAL DESCRIPTION of property.
- I have attached a formal letter directed to the Planning & Zoning Commission requesting the variance along with a description of the circumstances for the request.
- I have paid an application fee of \$150 required at the time of submission.

Courtney Bonnell

Digitally signed by Courtney Bonnell  
Date: 2026.05.08 16:20:54 -05'00'

5/8/26

Owner's Signature

Date

Agent's Signature

Date

Submit completed form to:  
City Planner  
City of Kirksville  
201 S. Franklin St.  
Kirksville, MO 63501

### For Internal Use Only

Date reviewed by City Planner: 5/8/2026

Date of decision by Planning & Zoning: \_\_\_\_\_

Date of decision by City Council: \_\_\_\_\_

File#: \_\_\_\_\_

5/6/26

City of Kirksville  
Codes & Planning Dept.  
Sara Knipe - City Planner  
201 S. Franklin St.  
Kirksville, MO 63501

RE: 901 W. Shepherd Ave. Variance Extension

Sara,

Thanks for taking the time to talk to me this week in regards to a potential variance extension on 901 W. Shepherd Ave. As I mentioned in our conversation, my wife Tina and I have been looking for a place to build a home in the future. We lived at 2919 S. First St. for almost 16 years prior and liked the south side of town and having our own big lot and shed in our back yard.. Thus, when we saw this lot on Shepherd a while ago, we were interested, but the price was considerably higher and not being in a hurry we decided not to pursue it. Once this lot reappeared on the market at a significantly reduced rate I immediately called Mike LaBeth to see why it had such a drop in price. That is when he informed me of the existing variance situation. I told him there was no way I could build by June but that I knew Reid Yardley and would give him a call to see if an extension might be possible. Reid told me that there were no guarantees but that if I would talk to you and if we had a plan that it might be possible to get an extension.

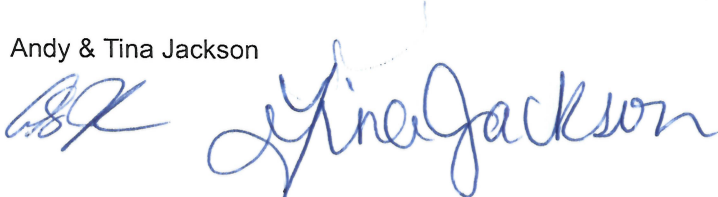
Thus, I contacted Justin Tilman, who works for AR Design Build, as he is a former baseball player I coached and have always told him if I get a chance to build a new home that I want him to build it. He met me and Mike LaBeth at the lot and told me he thought my plans would work for the site and we talked to Reid about existing water and sewer lines and made sure the electric would work without having to move the existing pole. We discussed where he was at with the many projects going on and he assured me that if we could get an extension he would be able to begin construction on a new home within 18 months. At this point we put in an offer on the lot/garage, contingent upon us getting an extension to the variance, and the offer has been accepted.

It is my plan to retire from my current job as a teacher in the Kirksville R-III School District at the end of the 2026-27 school year in May. It has always been our plan to look to build our first "new" home at that point as all of our children will be out of the house at that point and I will have time to work with the contractor and help reduce our costs as much as possible as I worked for A&J Construction (Jack James), PSR Construction, and Ebeling & Martin Construction for over a dozen years when I was in college and my first 10 years of teaching. If we can secure this variance extension, preferably for a minimum of 18 months, it would be my plan to have Justin start building our new home hopefully by June of 2027.

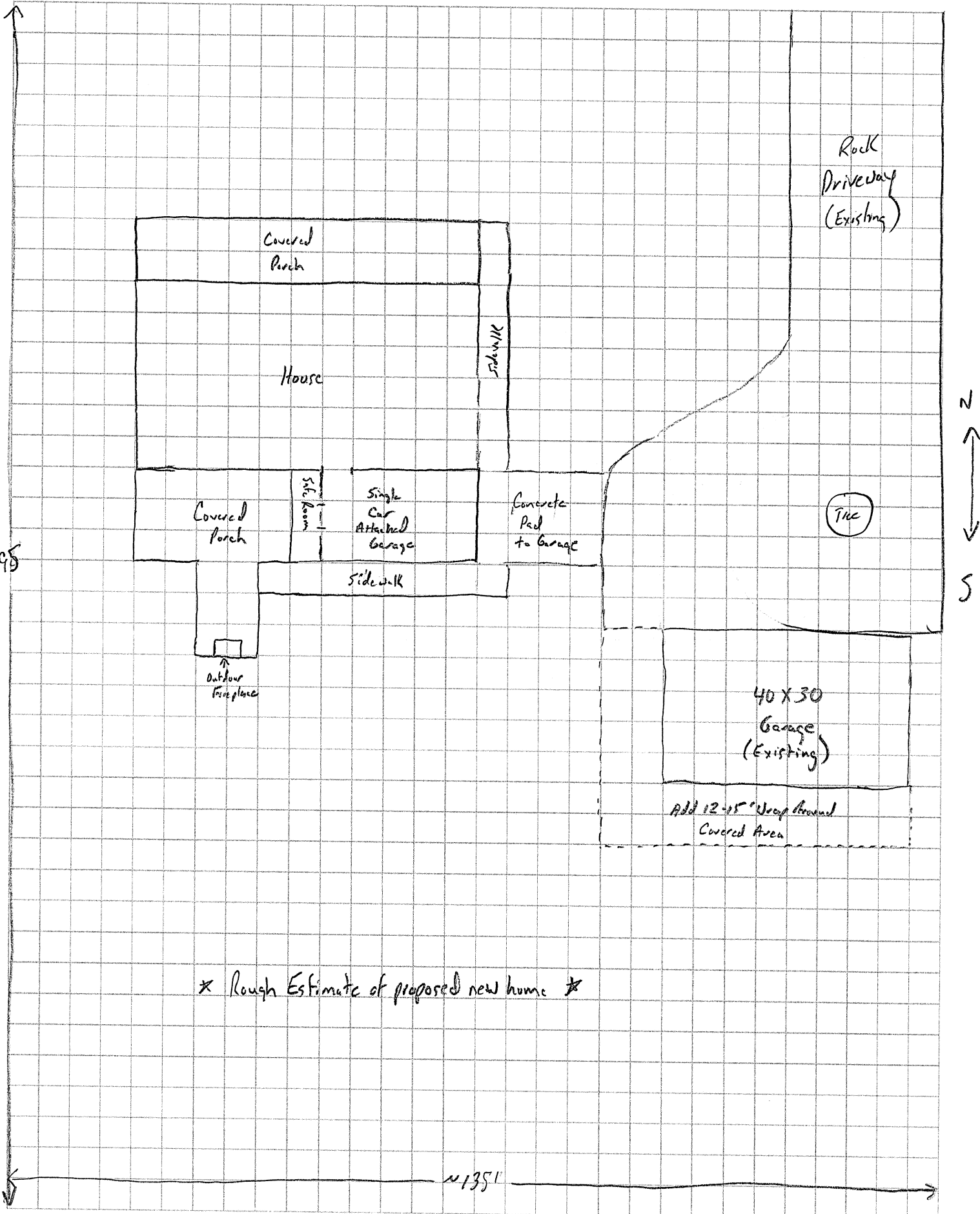
Attached you will find a copy of our proposed plans, a copy of the lot deed, a plat map of the lot, the residential sale contract of the lot, a letter from Justin Tilman confirming he plans to build our home, and a check for the variance extension. Please let me know if you need anything else with us.

Thanks for your time and consideration,

Andy & Tina Jackson



Shepherd Ave



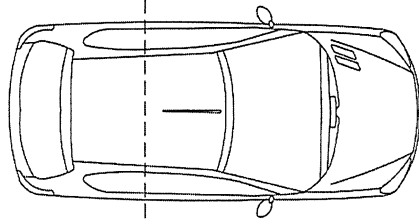
\* Rough Estimate of proposed new home \*

W ← → E  
901 W. Shepherd Ave ( ~135' W x ~295' 0 ) . 90 Ave

Outdoor  
Fireplace

Sidwell

1-CAR GARAGE  
23'-1" X 14'-6 $\frac{1}{2}$ "



Safe  
Room

Covered  
Porch

W.H. HVAC

BEDROOM 2  
11'-0" X 9'-6"

BATHROOM  
7'-6" X 7'-6"

UTILITY  
8'-1" X 7'-6"

PANTRY  
3'-0" X 7'-6"

FRIDGE

KITCHEN  
12'-0" X 12'-0"

DINING  
10'-0" X 12'-0"

LINEN  
2'-2 $\frac{1}{2}$ " X 2'-2 $\frac{1}{2}$ "

HALL  
14'-3 $\frac{1}{2}$ " X 4'-0"

CLOSET  
7'-0" X 2'-0"

MASTER  
BATHROOM  
11'-0" X 8'-6"

W.C.  
5'-2 $\frac{1}{2}$ " X 3'-2 $\frac{1}{2}$ "

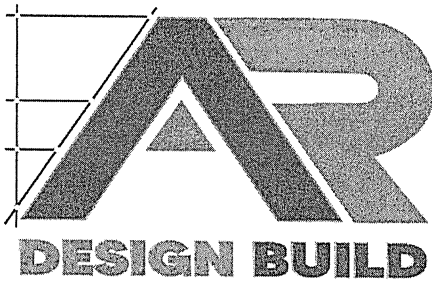
MASTER CLOSET  
11'-0" X 6'-2 $\frac{1}{2}$ "

MASTER BEDROOM  
14'-0" X 15'-0"

LIVING ROOM  
27'-6" X 15'-1"

FRONT PORCH  
54'-0" X 10'-0"

Sidwell



Autumn Ridge Builders

PO Box 157

Lancaster MO 63548

Phone # (660) 216-4397

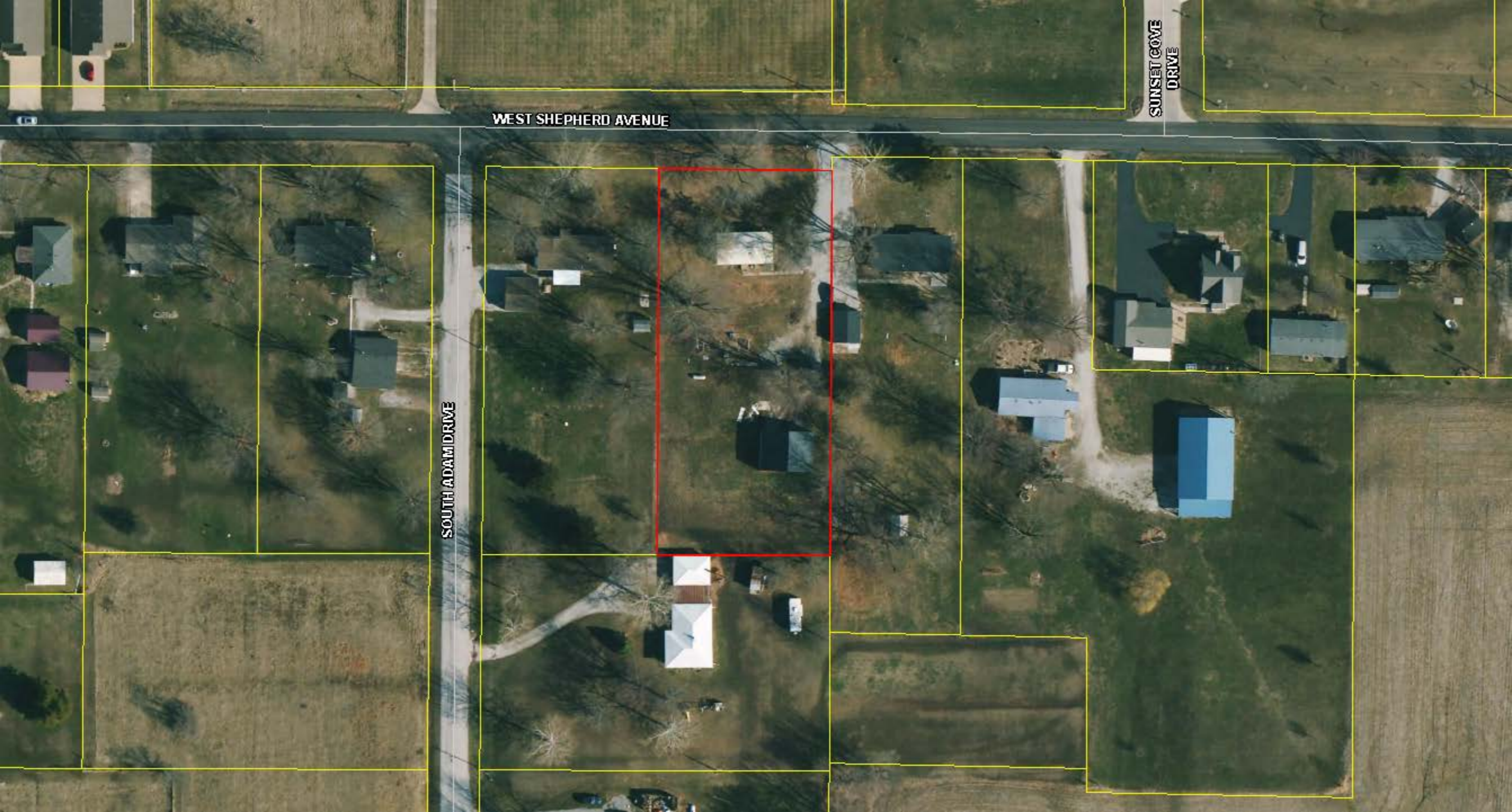
## Letter of intent

To whom it may concern, Autumn Ridge Builders has plans to build a house for Andy and Tina Jackson. The location of this house will be 901 W Shepard Kirksville MO 63501. The unofficial plans and lot layout will be provided for review. We plan to start this project sometime around June of 2027, it will take roughly 8 months to complete. I would like to ask for a little leeway on the timeframes as we know construction can be a tricky thing to estimate timelines on.

Any questions or concerns on this can be directed to Justin Tilman at (660)-216-4397.

Sincerely

Justin Tilman



WEST SHEPHERD AVENUE

SOUTH ADAM DRIVE

SUNSET COVE DRIVE