



P.O. BOX 850
COWETA, OK 74429
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**AGENDA - REGULAR MEETING
COWETA BOARD OF ADJUSTMENT
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, JULY 21, 2025 6:00 PM**

MEETING PROCEDURE: Comments on all scheduled agenda items will be heard immediately following the presentation by staff or the petitioner. Please wait until you are recognized by the Chair and keep your comments as brief as possible. Individuals addressing the Trustees must identify themselves by name prior to making any comments. The Trust Authority will consider, discuss, and may take action on, approve, adopt, amend, reject, deny, table, or not take action on any item listed on this agenda after comments from staff and the Trust Authority have been heard.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Jessica Morris _____ Joanna Jones _____ Kristi Rentie _____ Donald Veith _____ Linda Dyer _____

IV. CONSENT

(All matters under the "Consent Calendar" are considered by the Board to be routine and will be enacted by one motion. Any Member may, however, remove an item from consent by request.)

1. **MINUTES OF REGULAR MEETING**

Approval of the minutes of the Coweta Board of Adjustment Meeting held on January 20, 2025. *[Anita Lee, Community Development Administrative Assistant]*

V. PUBLIC HEARING(S)

1. **CBOA 25-03 OFF-SITE TEMPORARY BANNERS**

Public Hearing for public comment on the request for a Variance to allow two (2) three-foot by 10-foot, off-premise banners, not to exceed 30-day placement, in the AG zoning district, to promote the 2025 Coweta Fall Festival. (Sections 12-13-15 and 12-13-20 B.) Located on the Southwest corner of Highway 51 and 305th East Avenue.

Carolyn Back, Community Development Director

VI. ADMINISTRATION

1. **CBOA 25-03 OFF-SITE TEMPORARY BANNERS**

Discuss and consider action on the Chamber of Commerce application seeking a Variance to allow two (2) three-foot by 10-foot, off-premise banners, not to exceed 30-day placement, in the AG zoning district, to promote the 2025 Coweta Fall Festival. (Sections 12-13-15 and 12-13-20 B. Located on the Southwest corner of Highway 51 and 305th East Avenue.

Carolyn Back, Community Development Director

VII. ADJOURNMENT

IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT,
PLEASE NOTIFY CITY HALL AT LEAST 24 HOURS BEFORE THE MEETING.



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**REGULAR MEETING - MEETING MINUTES
COWETA BOARD OF ADJUSTMENT
COWETA CITY HALL, 310 S. BROADWAY, COWETA, OKLAHOMA**

MONDAY, JANUARY 20, 2025, 6:00 PM

BOARD MEMBERS PRESENT: Joanna Jones, Kristi Rentie, Jessica Mugg

BOARD MEMBERS ABSENT: None

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER

The meeting was called to order by Chairperson Joanna Jones at 6:00.

III. ROLL CALL

Roll call taken. Board of Adjustment Members were present as shown above.

IV. CONSENT

Consideration of the minutes of the regular meeting held on December 16, 2024.

Jessica Mugg made a motion to approve the minutes, Kristi Rentie seconded the motion.

Aye: Jessica Mugg
Kristi Rentie
Joanna Jones

V. PUBLIC HEARINGS

Joanna Jones opened the public hearing.

1. CBOA 25-01 - VARIANCE TO ALLOW GRAVEL PARKING BEHIND BUILDING FOR OUTDOOR CONSTRUCTION CLASS USE AND TRUCK DELIVERIES OF CONSTRUCTION MATERIALS. SECTION 12-12-4 D. INDIAN CAPITAL TECHNOLOGY CENTER, 31350 EAST STATE HIGHWAY 51.

Public Hearing to receive public comment on CBOA 25-01, requesting a Variance to allow gravel parking behind building for outdoor construction class use and truck



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Memorandum

To: Honorable Chair and Board of Adjustment Members
From: Carolyn Back, Community Development Director
Re: **CBOA 25-03 OFF-SITE TEMPORARY BANNERS**
Date: July 21, 2025

BACKGROUND

The Chamber of Commerce is seeking a Variance to allow two (2) three-foot by 10-foot, off-premise banners, not to exceed 30-day placement, in the AG zoning district, to promote the 2025 Coweta Fall Festival. (Sections 12-13-15 and 12-13-20 B.) Located on the Southwest corner of Highway 51 and 305th East Avenue.

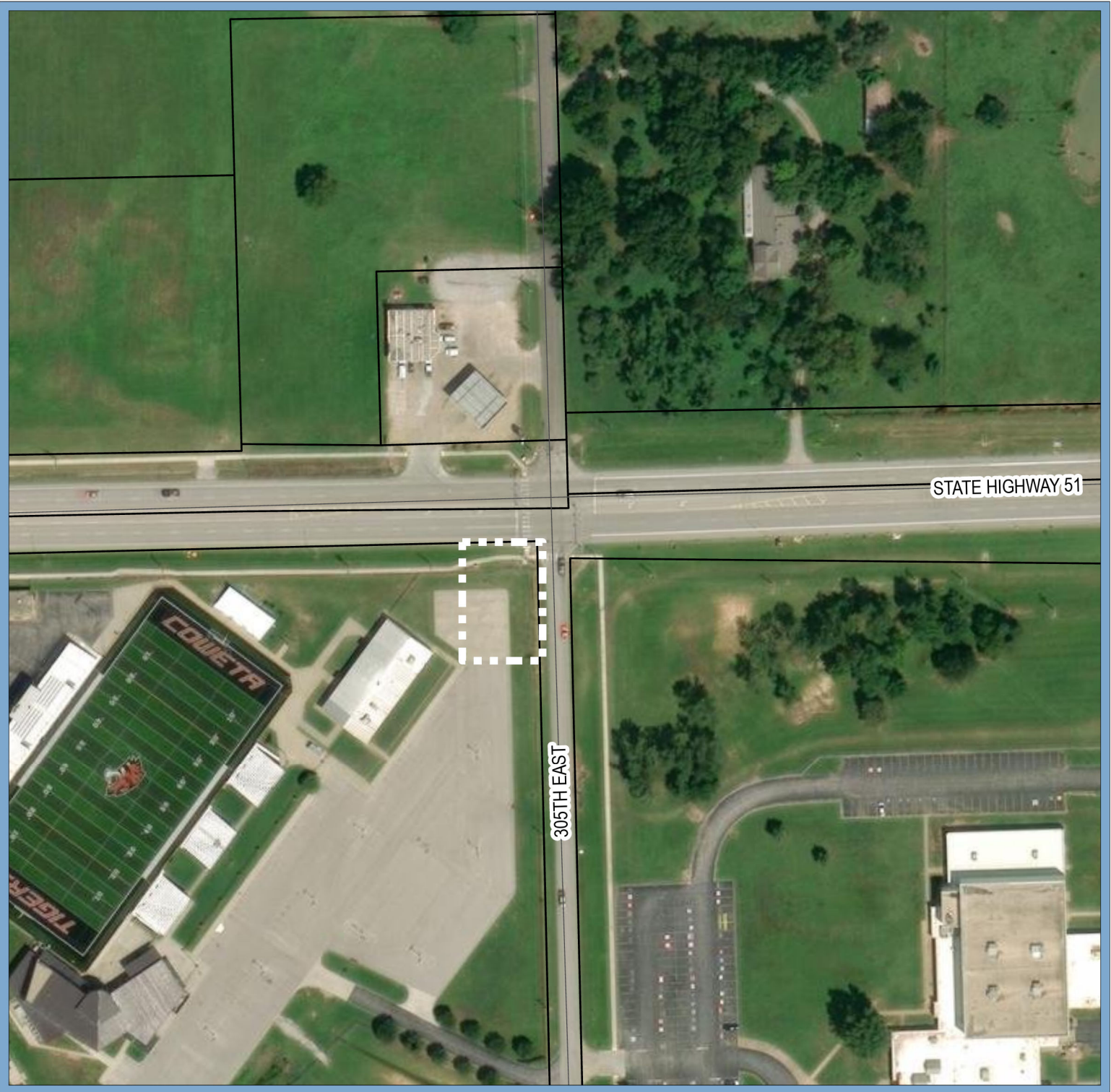
STAFF RECOMMENDATION

ATTACHMENTS

1. CBOA 25-03_Location_Aerial Layout
2. CBOA 25-03_Zoning Map
3. TEMPORARY OFF-SITE BANNER LOCATION
4. EXAMPLE OF FALL FESTIVAL BANNER

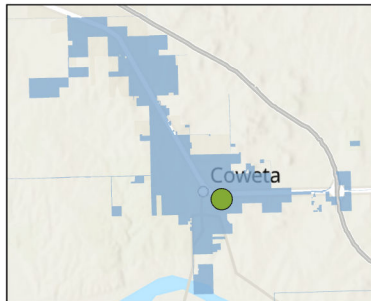
Location & Aerial Map

CBOA 25-03: Variance for off-site temporary banners

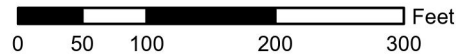


Legend

- Roads
- ⋯ Subject Area
- ▭ Parcels



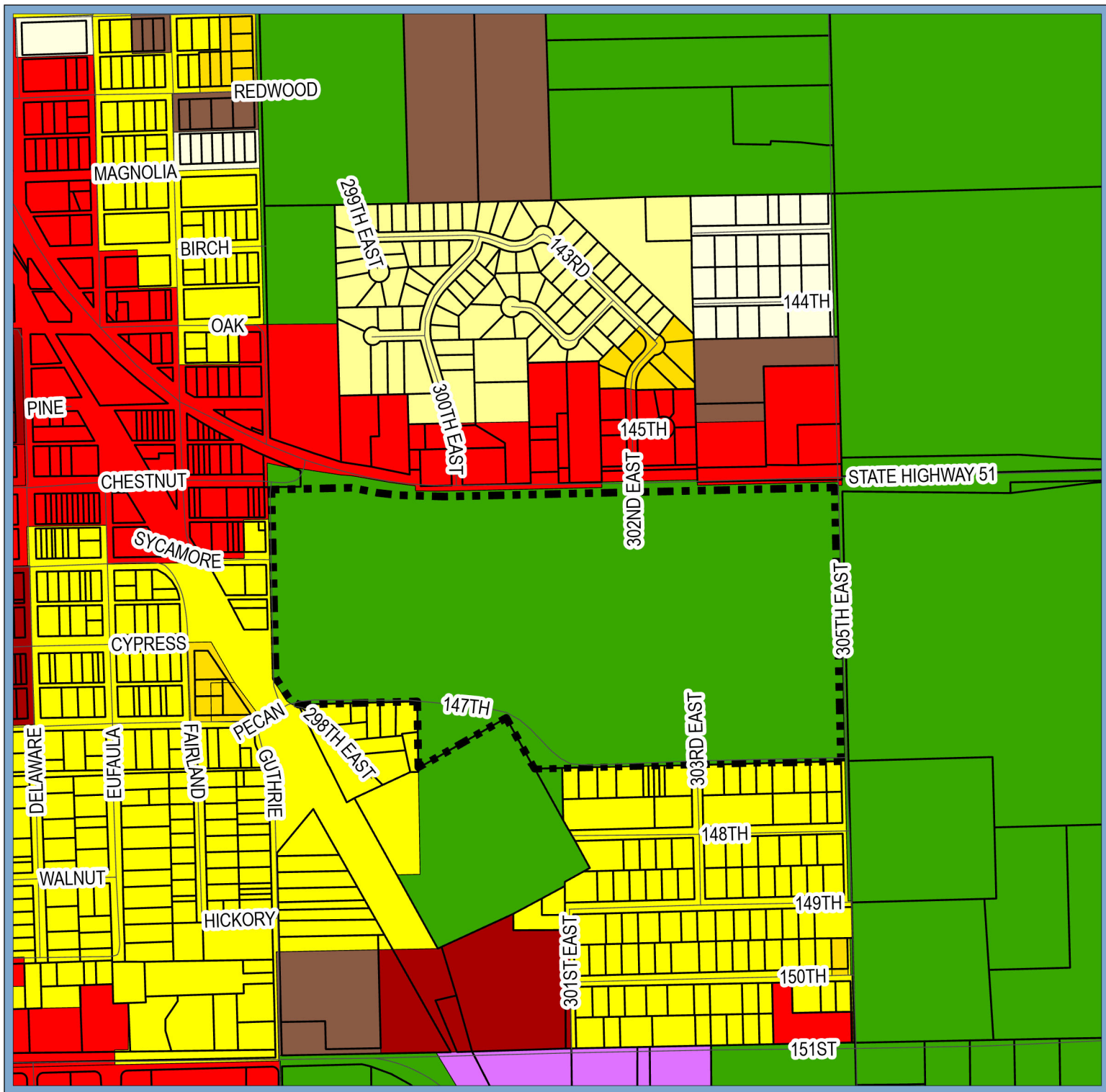
Inset Map: General location of site area



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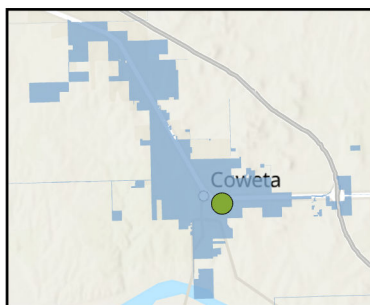
Zoning Map

CBOA 25-03: Variance for off-site temporary banners



Legend

Roads	CH	RMH
Subject Property	IL	RS-1
Parcels	O	RS-2
AG	RD	RS-3
CG	RM-1	



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