

OWASSO PLANNING COMMISSION

MINUTES OF REGULAR MEETING MONDAY, APRIL 10, 2023

The Owasso Planning Commission met in regular session on Monday, April 10, 2023, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 11:30 am on Thursday, April 6, 2023.

1. **Call to Order** – Tim Miller called the meeting to order at 6:00 pm.
2. **Flag Salute** – Tim Miller led the flag salute.
3. **Roll Call** – A quorum was declared present.

PRESENT:	ABSENT:	STAFF:
Tim Miller - Chair	None	Brian Dempster, Community Development Director
Dr. Paul Loving - Vice Chair		Alexa Beemer, Planning Manager
David Vines		Wendy Kramer, City Planner
Dr. Chad Balthrop		Cyndi Townsend, Recording Secretary
David Smith		Julie Lombardi, City Attorney
		Daniel Dearing, City Engineer

4. **Presentation of the Character Trait of Humility**

Wendy Kramer presented the character trait for the month of April.

5. **Consideration and appropriate action to appoint the Planning Commissioner Vice Chair Position**

Dr. Loving moved, seconded by Mr. Miller to appoint Dr. Balthrop to the Vice Chair position.

YEA: Loving, Miller, Balthrop, Smith, Vines

NAY: None

Motion carried: 5-0

6. **Consideration and appropriate action relating to the minutes of the March 13, 2023, Regular Meeting**

Dr. Loving moved, seconded by Dr. Balthrop to approve the Minutes, as presented.

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0

7. **Consideration and appropriate action relating to an annexation (OA 23-01) and rezoning (OZ 23-03) of approximately 2.49 acres located at 11428 North 129th East Avenue from Tulsa County zoning of Agriculture-Residential (AG-R) to Commercial Shopping (CS)**

Wendy Kramer presented the item, recommending approval. There were no comments from the audience. After discussion, Mr. Vines moved, seconded by Mr. Smith to recommend approval of the annexation and rezoning to the City Council, subject to the following Technical Advisory Committee (TAC) comments:

- At platting, right of way (ROW) along N. 129th E. Ave. is required to be dedicated per city standards

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0

8. **Consideration and appropriate action relating to final plat request for Cypress Crossing Apartments, approximately 20.794 acres +/-, located at 10015 North Owasso Expressway, and zoned Commercial General (CG), Office (O), and Residential Multi-Family (RM), with a planned unit development (OPUD 22-03) overlay**

Alexa Beemer presented the item, recommending approval. There were no comments from the audience. After discussion, Dr. Loving moved, seconded by Mr. Miller to recommend approval of the final plat to the City Council, subject to the following TAC comments:

- In the Deed of Dedication (DoD):
 - Section I B.3 and B.4 – add “and water services/lines”
 - Section II C.2 – remove detailed language concerning abatement process and replace with “if not maintained, the city will follow their legal abatement process”
 - Section II B.3 – add “via mutual access easements dedicated herein” to the end of the sentence

- Section III.B.1 – add language that provisions detailed in the approved OPUD 22-03 document, and any amendments to said document, will supersede any restrictions placed in the DoD
- Include book/page or document number for all off-site easements depicted on the plat face
- Change roadway callout to "North Owasso Expressway" on the plat face
- Based on civil plan review, additional easements may be required; continue to work with Public Works on civil review process

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0

9. Discussion relating to the Planning Commission representative for the Capital Improvements Committee

Mr. Miller presented the item and discussion was held.

10. Community Development Report

Brian Dempster reported on the following:

- Monthly Building Report and Permit Activity for March 2023

11. Report on items from the March 15, 2023, Technical Advisory Committee (TAC) Meeting

Brian Dempster reported on the following:

- Site Plan – Take 5 Oil Change located at 9411 North 129th East Avenue

12. Report from Planning Commissioners – None

13. New Business – None

14. Adjournment – Mr. Miller moved, seconded by Dr. Loving to adjourn the meeting.

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0 and the meeting adjourned at 6:13 p.m.



Cyndi Townsend, Recording Secretary