

**OWASSO PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
Monday, August 8, 2022**

The Owasso Planning Commission met in regular session on Monday, August 8, 2022 at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 10, 2021; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 12:00 pm on August 4, 2022.

1. **Call to Order** - Chair Tim Miller called the meeting to order at 6:00 pm.
2. **Flag Salute** - Chair 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 |
| Chad Balthrop     |         | Julie Lombardi, City Attorney                  |
| Dr. Paul Loving   |         | Cyndi Townsend, Recording Secretary            |
| David Smith       |         |  |
| David Vines       |         |  |
4. **Presentation of the Character Trait of the Month** - Alexa Beemer presented the character trait of Cautiousness.
5. **Approval of Minutes from the July 11, 2022 Regular Meeting**

Mr. Miller presented the item. There were no comments from the audience. Dr. Loving moved, seconded by Mr. Balthrop to approve the minutes, as presented.

YEA: Vines, Balthrop, Miller, Loving, Smith  
NAY: None  
Motion carried: 5-0
6. **OZ 22-07 – Rezoning, 414 South Birch - Consideration and appropriate action relating to the request for the review to rezone property from Residential, Single Family (RS-3) zoning to Residential Multifamily (RM) zoning**

Alexa Beemer presented the item, recommending approval of the rezoning request from Residential, Single Family (RS-3) zoning to Residential Multifamily (RM). One (1) citizen addressed the Planning Commission. After discussion, Mr. Balthrop moved, seconded by Mr. Smith to recommend approval of the rezoning to the City Council .

YEA: Vines, Balthrop, Miller, Loving, Smith  
NAY: None  
Motion carried: 5-0
7. **Preliminary Plat – Armando's Business Park, 10927 North 106<sup>th</sup> East Avenue – Consideration and appropriate action relating to the request for the review of a Preliminary Plat proposing three (3) lots in one (1) Block on approximately 4.98 acres**

Karl Fritschen presented the item, recommending approval of the Preliminary Plat, subject to the following Technical Advisory Committee (TAC) comments:

  - The existing 6-inch water line in easement along the North side of 106<sup>th</sup> Street will need to be encased.
  - In the Deed of Dedication Section 2.2 C, replace the 4 verbiage with "per standards of the City of Owasso".
  - Regarding the Deed of Dedication Section 3.1 F, the City of Owasso restricts the height limit to 35'.
  - Show a 60' Limit of Access at the entrance.
  - Show an access point to Reserve Area A, for maintenance.
  - Label the zoning below the title at the top of the plat face page as: Lots 1 and 2 Zoned CS, Lot 3 Zoned RM.
  - Make a note on the plat that Lots 1 and 2 approved uses under SUP 22-02.
  - Eliminate the actual MAE dashed lines and instead make a note either on face of plat or within the DOD page that lots 1, 2 and 3 shall be allowed cross access and said access points shall be determined at the time of site plan preparation.

- Make a note on the plat that the mutual access shall be provided by this plat to the properties to east and west on Lot 1.
- Denote the surrounding zoning on each property.
- List the total tract acreage and total number of lots of the subdivision near the location map on the plat face.
- Address each lot as follows: Lot 1- 10927 E 106th St N, Lot 2-10935 E 106th St North, Lot 3-10943 E 106th St North

The applicant answered questions from the Planning Commission. After discussion, Mr. Miller moved, seconded by Mr. Balthrop, to approve the Preliminary Plat with the TAC comments, as recommended.

YEA: Smith, Balthrop, Miller

NAY: Vines, Loving

Motion carried: 3-2

**8. Change of Access – Casa del Mar Apartments, 8360 East 86<sup>th</sup> Street North - Consideration and appropriate action relating to the request for the review of a Change of Access request proposing to move the access on Memorial Road**

Alexa Beemer presented the item, recommending approval of the Change of Access request for property located at 8360 East 86th Street North. There were no comments from the audience. Mr. Miller advised the General Contractor on this project is West Construction and that he has done consulting work for West Construction, but has no involvement in this particular project. Mr. Miller requested this information be placed in the official record. Dr. Loving moved, seconded by Mr. Miller to approve the Change of Access, as recommended.

YEA: Vines, Balthrop, Miller, Loving, Smith

NAY: None

Motion carried: 5-0

**9. GrOwasso 2035 Land Use Master Plan - Consideration and appropriate action relating to the request for the review and recommendation to the City Council regarding the adoption of the new 2035 Owasso Land Use Master Plan**

Karl Fritschen presented the item. Three (3) citizens addressed the Planning Commission. After discussion, Mr. Vines moved, seconded by Mr. Miller to recommend adoption of the the 2035 Owasso Land Use Master Plan, as presented.

YEA: Vines, Balthrop, Miller, Loving, Smith

NAY: None

Motion carried: 5-0

**10. Community Development Report – Mr. Dempster provided the monthly building permit report.**

**11. Report on Items from the July 20, 2022 TAC Meeting – Mr. Dempster reported on the items listed**

- OZ 22-07 – Rezoning, 414 South Birch
- Preliminary Plat – Armando's Business Park, 10927 North 106<sup>th</sup> East Avenue
- Site Plan – Dutch Bros Coffee, 13001 East 116<sup>th</sup> Street North
- Site Plan – Lofts on 2nd, 113 North Atlanta
- Change of Access – Casa del Mar Apartments, 8360 East 86<sup>th</sup> Street North

**12. Report from Planning Commissioners - Dr. Loving provided an overview of the July 2022 Capital Improvement Meeting.**

**13. New Business - None**


**14. Adjournment**

Mr. Miller moved, seconded by Mr. Balthrop to adjourn.

YEA: Vines, Balthrop, Miller, Loving, Smith

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:00 pm.

  
Cyndi Townsend, Recording Secretary