

OWASSO PLANNING COMMISSION

MINUTES OF REGULAR MEETING MONDAY, OCTOBER 10, 2022

The Owasso Planning Commission met in regular session on Monday, October 10, 2022, in the Council Chambers 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 11:30 am on Friday, October 7, 2022.

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

PRESENT:

Dr. Paul Loving - Vice Chair
David Vines
Dr. Chad Balthrop
David Smith

ABSENT:

Tim Miller - Chair

STAFF:

Brian Dempster, Community Development Director
Alexa Beemer, City Planner
Karl Fritschen, Planning Manager
Cyndi Townsend, Recording Secretary

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

Karl Fritschen presented the character trait for the month of October.

5. **Consideration and appropriate action relating to the Minutes of the September 12, 2022, Regular Meeting**

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

YEA: Balthrop, Smith, Vines

NAY: None

ABSTAIN: Dr. Loving

Motion carried: 3-1

6. **Consideration and appropriation action relating to an annexation (OA 22-02) and rezoning (OZ 22-08) of approximately 4.99 acres located at 12924 East 76th Street North from Agriculture (AG) to Residential Multi-Family (RM)**

Alexa Beemer presented the item, recommending approval of the annexation and rezoning. Mr. Vines moved, seconded by Mr. Smith to recommend approval of the annexation and rezoning to the City Council, as recommended.

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0

7. **Consideration and appropriation action relating to a combined preliminary/final plat for Bailey Ranch Commercial Phase I, approximately 28.45 acres located at the southwestern corner of the intersection of East 106th Street North and North Garnett Road**

This item was removed from the agenda at the request of the applicant.

8. **Consideration and appropriation action relating to a final plat for 5th Avenue Business Park, approximately 10.48 acres located at the southwestern corner of the intersection of East 5th Avenue and North Owasso Expressway**

Karl Fritschen presented the item, recommending approval of the final plat. Dr. Loving moved, seconded by Mr. Smith to recommend approval of the final plat to the City Council, as recommended, subject to the following TAC comments:

- Add a note to the DoD page, that sidewalks will be provided along 5th Avenue and N Owasso Expressway and the sidewalks along N Owasso Expressway may be escrowed
- Show all access points to be 60' wide, rather than 40'
- Add a subsection to Section II of the DOD, detailing that the developer will be responsible for the maintenance of shared area(s) prior to the Property Owners Association being formed
- Remove the word "blanket" from Section I.F of the DoD page and reference that there will be unobstructed lot-to-lot access.

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0

9. Consideration and appropriation action relating to a lot split (OLS 22-10), approximately 2.14 acres located at 11340 East 96th Street North, zoned Commercial Shopping (CS) under OPUD 21-02 and within the US-169 Overlay District

Karl Fritschen presented the item, recommending approval of the lot split. Dr. Balthrop moved, seconded by Mr. Smith to approve the lot split, as recommended.

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0

10. Consideration and appropriation action relating to a lot split (OLS 22-11), approximately 0.20 acres located at 105 North Atlanta Street, is zoned Downtown Mixed (DM) and within the Downtown Overlay District

Alexa Beemer presented the item, recommending approval of the lot split. Mr. Vines moved, seconded by Dr. Loving to approve the lot split as recommended, subject to the following TAC comments:

- Provide a filed copy of lot combo exhibit for Tract 3, prior to permit being issued to ensure the two remnant tracts are joined.
- Ensure there are no utilities running along the lot line that bisects the new Tract

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0

11. Consideration and appropriation action relating to a lot split (OLS 22-12), approximately 0.29 acres located at 101 North Atlanta Street, zoned Downtown Mixed (DM) and within the Downtown Overlay District

Alexa Beemer presented the item, recommending approval of the lot split. Mr. Smith moved, seconded by Dr. Balthrop to approve the lot split as recommended, subject to the following TAC comments:

- Provide a filed copy of lot combo exhibit for Tract 3, prior to permit being issued to ensure that the two remnant tracts are joined.
- Ensure there are no utilities running along the lot line that bisects the new Tract

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0

12. Community Development Report

Brian Dempster reported on the following:

- The Monthly Building Permit Activity for September 2022
- The employment of Planning Manager, Karl Fritschen

13. Report on items from the September 21, 2022, Technical Advisory Committee (TAC) Meeting

Brian Dempster reported on the following:

- Easement Closure- Lots 7 & 8, Block 4 Graceland Acres
- Site Plan- Lot 5, Block 9 Smith Farm Village
- Site Plan- Birchwood, 414 South Birch Street
- Site Plan- Evergreen Coffee Co., north of the northwest corner of North Garnett Road and East 112th Street North

14. Report from Planning Commissioners - None

15. New Business – None

16. Adjournment

Dr. Balthrop moved, seconded by Mr. Smith to adjourn the meeting.

YEA: Loving, Balthrop, Smith, Vines

NAY: None

Motion carried: 4-0 and the meeting adjourned at 6:23 pm.


Cyndi Townsend, Recording Secretary