

AGENDA SUMMARY
Special Planning Commission Meeting
Piedmont Civic Center- 314 Edmond Road Northwest
Monday, March 14, 2016 at 6:30 PM

MEMBERS PRESENT: Commissioner Ron Cardwell, Commissioner Marva Oard, Commissioner Bryan Seale, Commissioner Kevin Hopkins and Chairman Richard Felton

ABSENT: None

STAFF PRESENT: Community Development Director John Moore, Attorney Curtis Chandler and Secretary Valorie Cumming

1. **CALL TO ORDER** – Chairman Richard Felton called the meeting to order at 6:30pm.
2. **ROLL CALL** – Secretary Valorie Cumming called roll. A quorum was present.
3. **CONSENT AGENDA** – All items on the consent agenda are non-controversial and may be approved by one motion for items.
 - a. **Approval of Minutes for the Planning Commission meeting held December 7, 2015.**
 - b. **Approval of Minutes for the Planning Commission meeting held January 4, 2016.**

Commissioner Marva Oard made a motion to approve the consent agenda. Motion was **seconded** by Commissioner Ron Cardwell.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Marva Oard, Commissioner Bryan Seale, Commissioner Kevin Hopkins and Chairman Richard Felton

NAYE: None

4. **CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

None

5. **HEARING OF CITIZENS** - Topics to include those items *not listed in the*

agenda

None

6. BUSINESS ITEM

Commissioner Ron Cardwell made a motion to open a Public Hearing for item a at 6:32pm. Motion was **seconded** by Commissioner Kevin Hopkins.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Marva Oard, Commissioner Bryan Seale, Commissioner Kevin Hopkins and Chairman Richard Felton

NAYE: None

a. CONDUCT A PUBLIC HEARING ON A REQUEST TO CONSIDER A PRELIMINARY PLAT FOR MORGAN MEADOW, A PROPERTY OWNED BY BASLER CUSTOM HOMES, LLC AND DESCRIBED AS FOLLOWS:

A part of the Northeast Quarter (NE/4) of Section Twenty Three (23), Township Fourteen (14) North, Range Five (5) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Beginning at the NE corner of said Section; thence South 89°43'45" West along the North line of said NE/4 a distance of 259.77 feet; thence South 37°15'20" West a distance of 615.96 feet; thence North 89°43'45" East and parallel to the North line a distance of 634.16 feet to a point on the East line of said NE/4; thence North 00°10'36" West along the East line of said NE/4 a distance of 488.50 feet to the point of beginning.

This property is generally located on the Southwest corner of the intersection of Apache Rd and Morgan Rd., more commonly known as 4740 Apache Rd NE, Piedmont, OK.

Community Development Director John Moore gave a brief background

- zoning approval was in December
- we have received a preliminary plat and request that a floodplain study be completed and reviewed

Jason Spencer with Crafton Tull addressed the commission

- 5 acres at the SW corner of Apache Rd. and Morgan Rd.
- 3 lots that meet the RE-1 zoning
- site is encumbered by a zone A flood plain

-we have submitted a letter saying we will complete a floodplain study prior to the final plat

Commissioner Kevin Hopkins made a motion at 6:34pm to close a Public Hearing for item a as no one else wished to speak. Motion was **seconded** by Commissioner Ron Cardwell.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Marva Oard, Commissioner Bryan Seale, Commissioner Kevin Hopkins and Chairman Richard Felton

NAYE: None

b. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON THE PRELIMINARY PLAT FOR MORGAN MEADOW, A PROPERTY OWNED BY BASLER CUSTOM HOMES, LLC AND DESCRIBED AS FOLLOWS:

See 6 a. for full legal description.

Jason Spencer clarified a few points

- this is our preliminary plat and it shows the intent to have drainage easement however it can change based on the finalized floodplain study
- drainage goes to the east of the property
- at this time we do not plan to revise the map with FEMA

Commissioner Marva Oard made a motion to approve item b and requested a floodplain study be completed and included on the final plot. Motion was **seconded** by Commissioner Ron Cardwell.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Marva Oard, Commissioner Bryan Seale, Commissioner Kevin Hopkins and Chairman Richard Felton

NAYE: None

c. DISCUSSION OF SUBDIVISION REGULATION JURISDICTION

Commissioner Ron Cardwell addressed the Commission

- we have a subdivision on 192nd west of Piedmont Rd. that has several lots with a private road and I believe the City staff approved a plat in error
- would like the City Council to direct staff with a memo saying if a subdivision creates any easements for access they must come before the planning

commission

- recommend that City Council places a moratorium on any subdivision of land until the ordinance is clarified
- would like to develop a gravel road section at our next meeting

Chairman Richard Felton closed the discussion and directed staff to make the following changes

- Updated Section I-4 paragraph 2, 5, and 6 no more changes are needed
- Section I-4A paragraph A
 - change 10 acres to 40 acres
 - add the word private before street
- Strike Section I-4A paragraph B all together
- asked Community Development Director John Moore to check and verify if anything is coming up that falls under these changes being made

d. DISCUSSION OF THE LARGE ANIMAL ORDINANCE

Chairman Richard Felton asked for the following changes

- clarify how the acreage is measured in paragraph H to state the legal description is based off the recorded plat if available and shall be used to determine the size and acreage less the right of way, setbacks, and public easements
- a table be added to clearly show paragraph B
- A under 5 acres should be the same as R
- Paragraph E include A zoned property that abuts a R district

e. DISCUSSION OF AEROBIC SYSTEMS CONCERNING LOT SIZES AND ENFORCEMENT OF MAINTENANCE

Chairman Richard Felton asked for a sample ordinance stating the system shall be maintained and records kept.

Commissioner Ron Cardwell asked Community Development Direction John Moore to add the location requirements of sprinkler heads to the permit packet requirements. The final as built 2 page report from DEQ should match the requirements given.

f. DISCUSSION ON POSSIBLE CHANGES TO THE PUD ORDINANCE REQUIRING THAT A PLANNING COMMISSIONER AND CITY COUNCIL MEMBER BE A PART OF THE CITY NEGOTIATING TEAM.

Chairman Richard Felton asked for sample language where a representative from Council and a representative from Planning Commission shall be present during all negotiations if available. If we are not able to add it to the ordinance could we see about adding it to the PUD application?

Attorney Curtis Chandler informed the Commission he would have to check some case

law to see if this might be counted as a session and if so it would need to be added to an agenda to give notice.

7. NEW BUSINESS - Unplanned Items

None

8. ADMINISTRATION REPORT - (Oral) City Manager, Engineer, Community Development, and Attorney.

None

9. COMMISSIONER'S COMMENTS – Oral Comments

Commissioner Ron Cardwell asked Community Development Director John Moore to give an administration report on the Town Central PUD. He asked that he bring the Commission up to speed on the 6 minor amendments passed one by one version by version.

Commissioner Marva Oard thanked city staff for the way they are now binding the agendas.

10. ADJOURN –

Chairman Richard Felton adjourned the meeting at 7:59pm.

Chairman Richard Felton

Secretary, Valorie Cumming