

The City of Muskogee encourages participation from all its citizens in public meetings. If participation is not possible due to a disability, notify the Planning Department, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made (ADA 28 CFR/36).

POSTING DATE:

AGENDA
PLANNING AND ZONING COMMISSION
MARCH 21, 2022

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item.

When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body.

Under certain circumstances, items are deferred to a specific date or stricken from the agenda entirely.

REGULAR SESSION - 9:00 A.M. 3RD FLOOR COUNCIL CHAMBERS, MUNICIPAL BUILDING, 229 W. OKMULGEE, MUSKOGEE, OKLAHOMA

ROLL CALL

1. Consider approval of Planning Commission Minutes of March 07, 2022, or take other necessary action.
2. Consider approval of the request from John B. Davis to split Lot 2 in Block 1 of the Williams Addition, City of Muskogee into (2) two tracts of record, or take other necessary action. (Scott Hazelton)
3. Consider approval to consolidate Lots 7, 8 and 9 in Block 2 in Greevers Addition, City of Muskogee, or take other necessary action. (Scott Hazelton)

4. Hold a Public Hearing and take action on the approval of Ordinance 4156-A to rezone property located at 3811 Boston Street., being more particularly described in the ordinance, from, "R-5" Mobile Home to "C-1" Local Commercial if approved authorize staff to revise the Official Zoning Map of the City to reflect said change, or take other necessary action.
(Scott Hazelton)

ADJOURN

Planning Commission

1.

Meeting Date: 03/21/2022

Initiator: Susan Ross, Office Admin I

Information

AGENDA ITEM TITLE:

Consider approval of Planning Commission Minutes of March 07, 2022, or take other necessary action.

LEGAL DESCRIPTION:

BACKGROUND:

Consider approval of Planning Commission Minutes of March 07, 2022, or take other necessary action.

RECOMMENDED STAFF ACTION:

Approve the Minutes.

Fiscal Impact

Attachments

Minutes

DRAFT

MINUTES

OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN COUNCIL CHAMBERS OF CITY HALL MARCH 7, 2022

The Planning and Zoning Commission of the City of Muskogee, Oklahoma, met in Regular Session at 9:00 a.m., on March 7, 2022, in the Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

The meeting was called to order and the roll was called as follows:

Present: Stacy Alexander, Chair; Darrell Russell, Vice Chair; Patrick Reeder, Commissioner; D'Elbie Walker, Commissioner; Leroy Walker Sr., Commissioner

Absent: Paige Frix, Commissioner; Michelle Shirley, Commissioner

Staff Present: Scott Hazelton, Planning Director
Susan Ross, Office Administrator

- 1 Chairperson Stacy Alexander presented the item to consider approval of Planning Commission Minutes of February 7, 2022, or take other necessary action.

Board Member Leroy Walker Sr. made a motion to approve the Planning Commission Minutes of February 7, 2022. Board Member Patrick Reeder seconded the motion.

Motion was made by Commissioner Leroy Walker Sr., seconded by Commissioner Patrick Reeder

AYE: Chair Stacy Alexander, Vice Chair Darrell Russell, Commissioner Patrick Reeder, Commissioner D'Elbie Walker, Commissioner Leroy Walker Sr.

Carried - Unanimously

- 2 Planning Director Scott Hazelton presented the item to consider approval of the Preliminary and Final Plat of Chen Addition, consisting of one (1) lot on 4.83 acres, located southwest of the Southwest intersection of Sandow and Spruce Street, or take any other necessary action. Mr. Hazelton stated that the applicant and current owner, TingTing Chen has submitted the Preliminary and Final Plat of Chen Addition, consisting of one (1) lot on 4.83 acres, located southwest of the southwest of the intersection of Sandow and Spruce Street. The request for the plat is to allow for a new single family home to be built.
- Subdivision Review Committee reviewed and recommended approval of the Preliminary and Final Plat. The property does not meet the area and zoning regulations, however it is an existing lot and the parcel is required to be platted for development.

Board Member D'Elbie Walker made a motion to approve the Preliminary and Final Plat of Chen Addition. Board Member Darrell Russell seconded the motion.

Motion was made by Commissioner D'Elbie Walker, seconded by Vice Chair Darrell Russell

AYE: Chair Stacy Alexander, Vice Chair Darrell Russell, Commissioner Patrick Reeder, Commissioner D'Elbie Walker, Commissioner Leroy Walker Sr.
Carried - Unanimously

- 3 Planning Director Scott Hazelton presented the item to consider approval of the request from Robert Capps to split lots 8, 9 and the East half of lot 10 in Block 2 of the Cream Ridge Addition into a single tract of record and lots 11, 12 and the West half of lot 10 into a separate tract in Block 2 of the Cream Ridge Addition. Consider approval to consolidate Lots 8, 9 and the east half of Lot 10, into Tract 2, in Block 2 in the Cream Ridge Addition, or take other necessary action. And to Consider approval to consolidate Lots 11, 12 and the west half of Lot 10, into Tract 2, in Block 2 in the Cream Ridge Addition, or take other necessary action. Mr. Hazelton stated that the applicant, Robert Capps, is requesting approval to split lots 8, 9 and the east half of lot 10 in Block 2 of the Cream Ridge Addition into a single tract of record and lots 11, 12 and the west half of lot 10 into a separate tract in Block 2 of the Cream Ridge Addition. Consider approval to consolidate Lots 8, 9 and the east half of Lot 10, into Tract 2, in Block 2 in the Cream Ridge Addition, or take other necessary action. And to Consider approval to consolidate Lots 11, 12 and the west half of Lot 10, into Tract 2, in Block 2 in the Cream Ridge Addition, or take other necessary action. The proposed split and consolidation meet the square feet minimum and complies with the area regulations within the Zoning Ordinance.

Board Member D'Elbie Walker made a motion to approve the Lot Split and Lot Consolidation for lots 8, 9 and the East half of lot 10 in Block 2 of the Cream Ridge Addition into a single tract of record and lots 11, 12 and the West half of lot 10 into a separate tract in Block 2 of the Cream Ridge Addition. Board Member Leroy Walker seconded the motion.

Motion was made by Commissioner D'Elbie Walker, seconded by Commissioner Leroy Walker Sr.

AYE: Chair Stacy Alexander, Vice Chair Darrell Russell, Commissioner Patrick Reeder, Commissioner D'Elbie Walker, Commissioner Leroy Walker Sr.
Carried - Unanimously

- 4 Planning Director Scott Hazelton presented the item to hold a Public Hearing and take action on the approval of Ordinance 4155-A to rezone property located South and West of the intersection of South Country Club and Gawf Lane, being more particularly described in the ordinance, from, C-1 Local Commercial to R-1, Single Family Residential, and if approved authorize staff to revise the Official Zoning Map of the City to reflect said change, or take other necessary action. Mr. Hazelton stated that the the area being requested for rezoning has been vacant for a number of years. On the north portion of the property there has been a multifamily facility. The applicant is requesting to rezone the property in order to develop the property for a single family residence.

Existing zoning and land use:

Site: C-1 Local Commercial

North: R-3 Townhouse, and Gawf Lane Townhouses

South: C-1 Local Commercial, Vacant Land

East: C-1 Local Commercial, Vacant Land

West: C-1 Local Commercial, Single Family Residence

The application matches the Future Land Use Map of the City of Muskogee.

Notices have been sent to the property owners within a 300-foot radius, as required, and a notice was published in the paper twenty (20) days prior to the Public Hearing.

A Public Hearing will be held on the following days:

March 7, 2022 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

March 7, 2022 at 5:30 p.m.: Public Work Committee

March 14, 2022 at 5:30 p.m. Muskogee City Council

Chairperson Stacy Alexander opened the Public Hearing. No one was present to speak and the Public Hearing was closed.

Board Member Patrick Reeder made a motion to approve Ordinance 4155-A to rezone property located South and West of the intersection of South Country Club and Gawf Lane. Board Member Darrell Russell seconded the motion.

Motion was made by Commissioner Patrick Reeder, seconded by Vice Chair Darrell Russell

AYE: Chair Stacy Alexander, Vice Chair Darrell Russell, Commissioner Patrick Reeder, Commissioner D'Elbie Walker, Commissioner Leroy Walker Sr.
Carried - Unanimously

There being no further business, the meeting was adjourned.

Meeting Date: 03/21/2022

Initiator: Susan Ross, Office Admin I

Information

AGENDA ITEM TITLE:

Consider approval of the request from John B. Davis to split Lot 2 in Block 1 of the Williams Addition, City of Muskogee into (2) two tracts of record, or take other necessary action. (Scott Hazelton)

LEGAL DESCRIPTION:

TRACT 1: THE WEST 260 FEET OF LOT 2 BLOCK 1 OF WILLIAMS ADDITION TO THE CITY OF MUSKOGEE TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 3.18 ACRES MORE OR LESS. LESS THE 150 FEET OF THE NORTH 150 FEET THEREOF

TRACT 2: THE EAST 150 FEET OF THE WEST 260 FEET OF THE NORTH 150 FEET OF LOT 2 BLOCK 1 WILLIAMS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 0.51 ACRES, MORE OR LESS.

BACKGROUND:

The applicant, John B. Davis, is requesting approval to split Lot 2 in Block 1 of the Williams Addition into (2) two tracts so that he can sell the home located in the new Tract 2 of Block 1 Williams Addition. The house is addressed as 1635 Elmwood. Tract 1 will contain approximately 3.18 acres and Tract 2 will contain approximately 0.51 acres. The proposed lot split meets the square feet minimum and complies with the area regulations within the Zoning Ordinance.

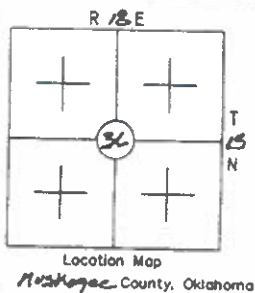
RECOMMENDED STAFF ACTION:

Approve the Lot Split.

Fiscal Impact

Attachments

Lot Split

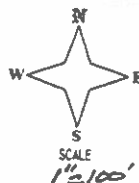


HASKELL D. SAUNDERS

1553 E. HWY #62 FT. GIBSON OK. 74434
CELL (918) 360-4449

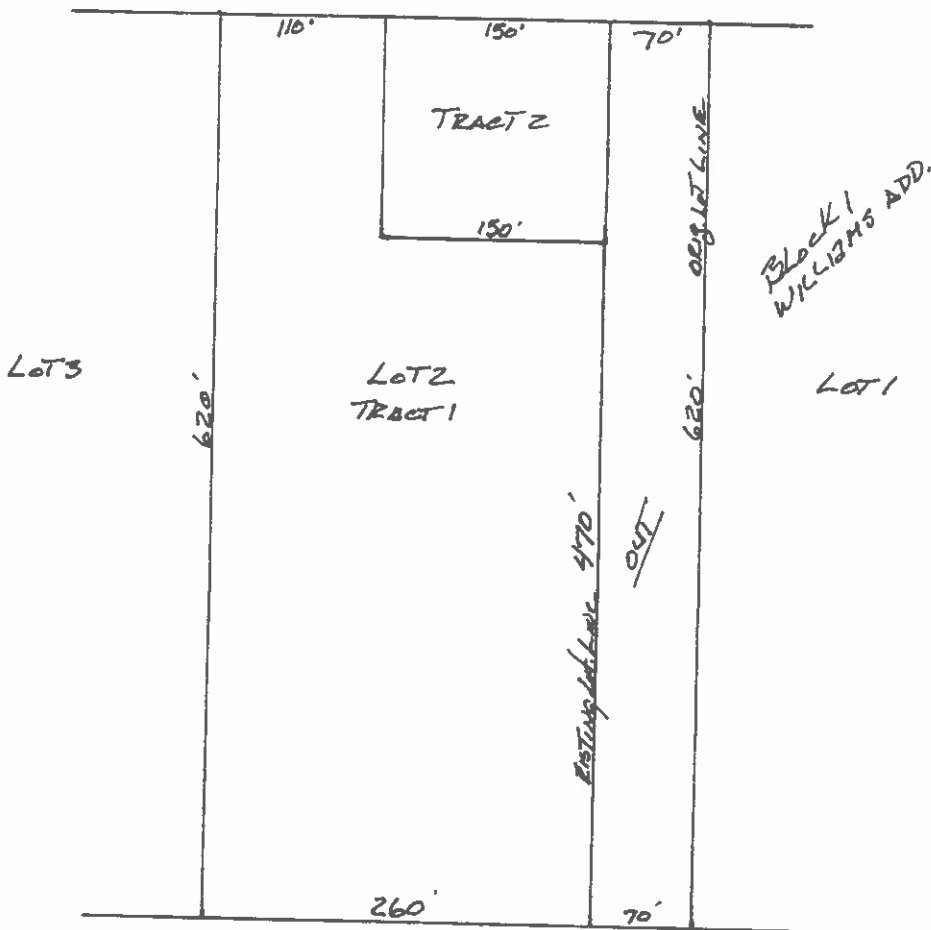
DAVIS

BOUNDARY SURVEY
NOTES
LOT SPLIT



- Ext. Iron Pin
- Set Iron Pin
- Fence
- - - Break line
- ⊗ Power Pole
- △ Monument
- Stone

ELMWOOD LN.



TURNER ST.

Tract 1: The West 260 feet of Lot 2 Block 1 of Williams Addition to the City of Muskogee, Muskogee County, State of Oklahoma. Containing 3.18 acres more or less. Less: the East 150 Feet of The North 150 feet thereof:

Tract 2: The East 150 feet of the West 260 feet of the North 150 feet of Lot 2 Block 1 Williams Addition to the City of Muskogee, Muskogee County, State of Oklahoma. Contains 0.51 acres, more or less

I certify that this survey accurately represents the action of the City of Muskogee Planning and Zoning Commission

Planning Commission Chairman

Date

WITNESS my hand and seal this 28th day of February 2022

THIS PLAT OF SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

LAST VISIT: 2-28-22



Haskell D. Saunders
Oklahoma Registered Land Surveyor
#1486
C.A. #2664

DRAFTED BY: JAX

Planning Commission

3.

Meeting Date: 03/21/2022

Initiator: Susan Ross, Office Admin I

Information

AGENDA ITEM TITLE:

Consider approval to consolidate Lots 7, 8 and 9 in Block 2 in Greevers Addition, City of Muskogee, or take other necessary action. (Scott Hazelton)

LEGAL DESCRIPTION:

TRACT 1: LOT 7,8, AND 9 BLOCK 2 IN GREEVERS ADDITION, TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA, CONTAINING 10,492.5 SQUARE FEET OR 0.24 ACRES, MORE OR LESS.

BACKGROUND:

The applicant, Travis Reeves, is requesting approval to consolidate Lots 7, 8, and 9 into Tract 1 in Block 2 in the Greevers Addition so that he can build a shop building on the new Tract. The new Tract 1 would contain approximately 10,492.5 square feet. The proposed lot consolidation meets the square feet minimum and complies with the area regulations within the Zoning Ordinance.

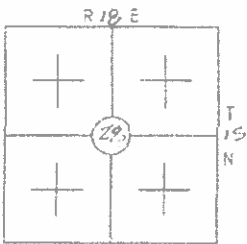
RECOMMENDED STAFF ACTION:

Approve the Lot Consolidation.

Fiscal Impact

Attachments

Lot Consolidation



Location Map
Muskogee County, Oklahoma

HASKELL D. SAUNDERS

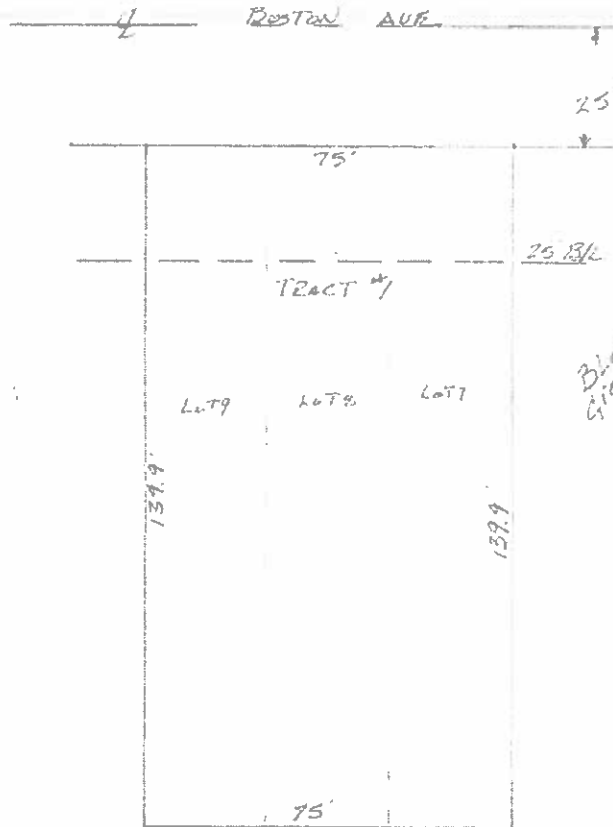
1553 E HWY #62 FT GIBSON OK 74434
CELL (918) 360-4449

TRANS REEVES
BOUNDARY SURVEY
NOTES

LOT CONSOLIDATION



- Ext. Iron Pin
- Set Iron Pin
- Fence
- - - Break line
- ⊗ Power Pole
- △ Monument
- Stone



TRACT 1

LOT 7, 8, AND 9 BLOCK 2 GREEVERS ADDITION, TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 10,492.5 SQUARE FEET OR 0.24 ACRES, MORE OR LESS.

I CERTIFY THAT THIS SURVEY ACCURATELY REPRESENTS THE ACTION OF THE CITY OF MUSKOGEE PLANNING AND ZONING COMMISSION TAKEN ON _____

PLANNING COMMISSION CHAIRMAN

DATE

WITNESS my hand and seal this 7th day of January 20 22

THIS PLAT OF SURVEY MEETS THE
OKLAHOMA MINIMUM STANDARDS
FOR THE PRACTICE OF LAND SURVEYING
AS ADOPTED BY THE OKLAHOMA STATE
BOARD OF REGISTRATION FOR PROFESSIONAL
ENGINEERS AND LAND SURVEYORS

LAST VISIT: 9-19-21



Haskell D. Saunders
Oklahoma Registered Land Surveyor
#1486
C.A. #2654

DRAFTED BY: J.A.K.

Planning Commission

4.

Meeting Date: 03/21/2022

Initiator: Susan Ross, Office Admin I

Information

AGENDA ITEM TITLE:

Hold a Public Hearing and take action on the approval of Ordinance 4156-A to rezone property located at 3811 Boston Street., being more particularly described in the ordinance, from, "R-5" Mobile Home to "C-1" Local Commercial if approved authorize staff to revise the Official Zoning Map of the City to reflect said change, or take other necessary action. (Scott Hazelton)

LEGAL DESCRIPTION:

**LOTS 7,8,9 BLOCK 2 OF GREEVERS ADDITION TO THE CITY OF MUSKOGEE,
MUSKOGEE COUNTY, STATE OF OKLAHOMA**

BACKGROUND:

The area being requested for rezoning is a vacant lot that previously housed a Mobile Home. It is unknown how long it has been vacant. It is located just south of Okmulgee Street and West of 38th Street. The applicant is requesting to build a work shop on the property for personal hobby use. No items will be sold out of the building.

Existing zoning and land use:

Site: R-5 Mobile Home

North: C-2 General Commercial and C-1 Local Commercial, Commercial businesses

South: C-1 Local Commercial, Storage building

East: R-1 Single-family Residence

West: C-1 Local Commercial, Vacant

The application matches the Future Land Use Map of the City of Muskogee.

Notices have been sent to the property owners within a 300-foot radius, as required, and a notice was published in the paper twenty (20) days prior to the Public Hearing.

A Public Hearing will be held on the following days:

March 21, 2022 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

March 21, 2022 at 5:30 p.m.: Public Works Committee

March 28, 2022 at 5:30 p.m. Muskogee City Council Meeting

RECOMMENDED STAFF ACTION:

Approve Ordinance 4155-A to rezone property located at 3811 Boston Street, and authorize staff to revise the Official Zoning Map of the City to reflect said change.

Fiscal Impact

Attachments

Aerial Map

Greevers Atlas Map

Ordinance 4156-A

Notice- Reeves





ORDINANCE NO. 4156-A

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MUSKOGEE AS PROVIDED BY CHAPTER 90, SECTION 01-03, OF THE MUSKOGEE CITY CODE, SEPTEMBER 2014, BY RE-ZONING PROPERTY LOCATED AT 3811 BOSTON STREET. PROPERTY IS LOCATED IN THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 15 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS:

LOTS 7, 8, 9 BLOCK 2 OF GREEVERS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

(TRAVIS REEVES, owner)

FROM "R-5" MOBILE HOME DISTRICT

TO

"C-1" LOCAL COMMERCIAL DISTRICT

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held March 21, 2022, did recommend the approval of the rezoning of the property set out above in the title of the Ordinance, and did authorize the director of the Commission to advise the Council of the City of Muskogee of this recommendation,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA,

Section 1. THAT, the official zoning map of the City of Muskogee as provided by Chapter 90, Section 01-03, of the Muskogee City Code, September 2014, is hereby amended by changing the District Classification by rezoning;

LOTS 7, 8, 9 BLOCK 2 OF GREEVERS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

(TRAVIS REEVES, owner)

FROM "R-5" MOBILE HOME DISTRICT

TO

"C-1" LOCAL COMMERCIAL DISTRICT

AND that this change be so ordered and declared by the City Council.

Section 2. THAT, the City Clerk is authorized and directed to show such change on the zoning map record.

Section 3: REPEALER. All other ordinances or parts of ordinances in direct conflict herewith are repealed to the extent of the conflict only.

Ordinance No. _____

Section 4: SEVERABILITY. Should any part, section, subsection, sentence, provision, clause, or phrase hereof be held invalid, void, or unconstitutional for any reason, such holding shall not render invalid, void, or unconstitutional any other section, subsection, sentence, provision, clause, or phrase of this Ordinance, and the same are deemed severable for this purpose.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, and THIS 28TH DAY OF MARCH 2022.

MARLON J. COLEMAN, MAYOR

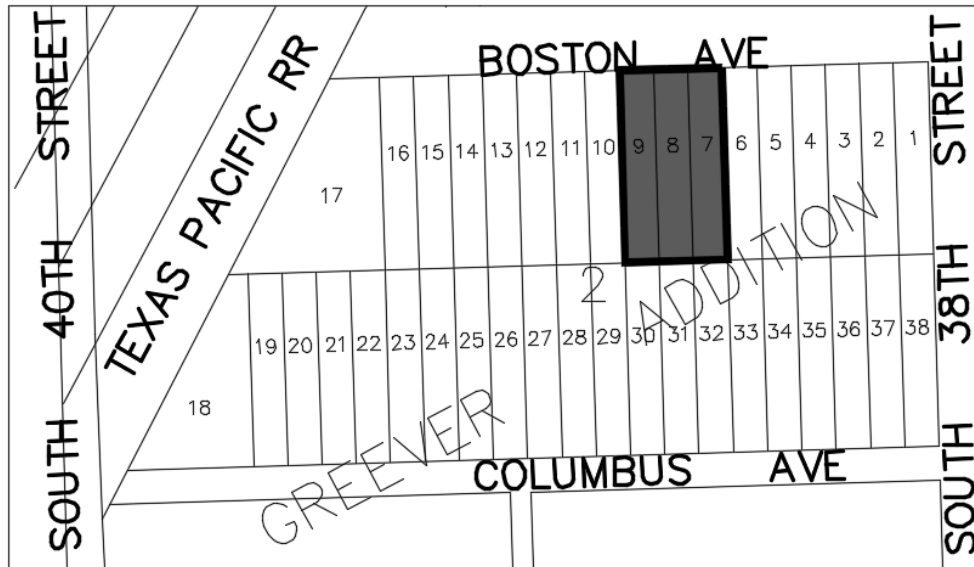
ATTEST:

TAMMY L. TRACY, CITY CLERK
(SEAL)

APPROVED as to form and legality this ____ day of _____, 2022.

ROY D. TUCKER, CITY ATTORNEY

Public Hearing Notice



Proposal: To rezone property located at 3811 Boston, more particularly described as Lots 7, 8, and 9 in Block 2 in Greevers Addition, City of Muskogee, Muskogee County, State of Oklahoma, from “R-5” Mobile Home to “C-1” Local Commercial District.

The property is more particularly described as:

**LOTS 7, 8, 9 BLOCK 2 OF GREEVERS ADDITION TO THE CITY OF MUSKOGEE,
MUSKOGEE COUNTY, STATE OF OKLAHOMA.**

Applicant: Travis Reeves, owner

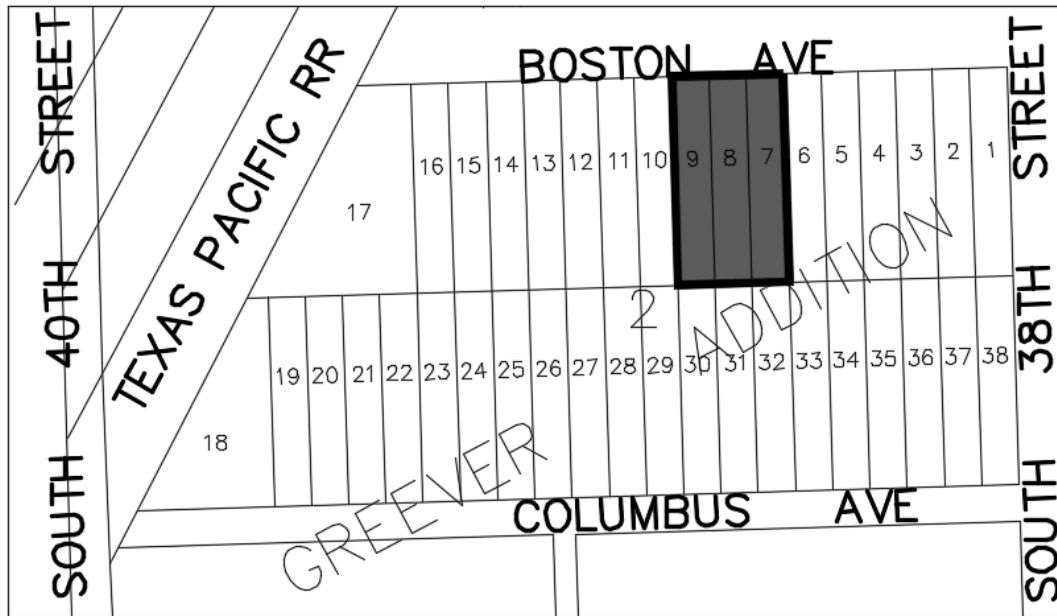
This notice is provided to property owners within 300 feet of the above site to inform them of the following public hearings regarding the above proposal:

March 21, 2022 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

March 21, 2022 at 5:30 p.m.: City of Muskogee Public Works Committee

March 28, 2022 at 5:30 p.m.: City Council

All of the public hearings will be held in the Council Chambers, 3rd Floor of the City Municipal Building, 3rd Street and Okmulgee, Muskogee, Oklahoma. The purpose of the public hearing is to discuss the above proposal. You are welcome to attend the meeting and express your opinion. You must sign up to speak 15 minutes prior to the Public Works Meeting and the City Council meeting. If you have questions about the proposal, or need additional information prior to the public hearing, please contact the Planning Department at 918.684-6232.



Applicant: Travis Reeves, owner

PUBLIC NOTICE

Notice is hereby given that on March 21, 2022 at 9:00 a.m., in the Council Chambers of the Municipal Building, Muskogee, Oklahoma, a public hearing will be conducted by the City of Muskogee Planning & Zoning Commission, and on March 21, 2022, at 5:30 p.m., by the Public Works Committee, and on March 28, 2022, at 5:30 p.m., by the City Council to consider an application to rezone property located at 3811 Boston, more particularly described as Lots 7, 8, and 9 in Block 2 in Greevers Addition, City of Muskogee, Muskogee County, State of Oklahoma, from “R-5” Mobile Home to “C-1” Local Commercial District.

(Please note that if you wish to speak at the Public Works and/or City Council meeting you must sign up 15 minutes before the meeting starts)

The property is more particularly described as:

**LOTS 7, 8, 9 BLOCK 2 OF GREEVERS ADDITION TO THE CITY OF MUSKOGEE,
MUSKOGEE COUNTY, STATE OF OKLAHOMA.**

And for taking any other actions as authorized by law, of which all interested persons will take notice.

**Stacy Alexander, Chairperson City of Muskogee Planning & Zoning
Commission**