

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: 06/02/2022

AGENDA
PLANNING AND ZONING COMMISSION
JUNE 6, 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 the minutes from the May 2, 2022 meeting, or take other necessary action. (Katrina Bodenhamer)
2. Consider approval of the request of Mark Gann to consolidate Lots 14, 15, 16, and 17 of Block 136, Cromwell Heights Addition into Tract 1, or take other necessary action (Katrina Bodenhamer)
3. Consider approval of the lot consolidation application submitted by Martha Roberts consolidating Lots 5 and 6 into Tract 1, and Lots 7 and 8 into Tract 2, all within Block 10, in the Ceasar's Addition, to the City of Muskogee, or take other necessary action. (Katrina Bodenhamer)
4. Consider approval of the preliminary and final plat of the S&H Acres Subdivision, or take other necessary action. (Katrina Bodenhamer)

ADJOURN

Planning Commission

1.

Meeting Date: 06/06/2022

Initiator: Scott Hazelton, Planning Director

Information

AGENDA ITEM TITLE:

Consider approval of the minutes from the May 2, 2022 meeting, or take other necessary action. (Katrina Bodenhamer)

LEGAL DESCRIPTION:

BACKGROUND:

Minutes from May 2, 2022

RECOMMENDED STAFF ACTION:

Staff recommends approval.

Fiscal Impact

Attachments

Planning Commission Min. 05/02/22

MINUTES
OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN COUNCIL CHAMBERS OF CITY HALL
MAY 2, 2022

The Planning and Zoning Commission of the City of Muskogee, Oklahoma, met in Regular Session at 9:00 a.m., on May 2, 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; Paige Frix, Commissioner; D'Elbie Walker, Commissioner; Leroy Walker Sr., Commissioner; Michelle Shirley, Commissioner

Staff Present: Scott Hazelton, City Planner

- 1 Consider approval of Planning Commission Minutes of April 4, 2022, or take other necessary action.

Motion was made by Commissioner Leroy Walker Sr., seconded by Commissioner Michelle Shirley

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

Carried - Unanimously

- 2 Consider approval of the request from Thomas Hill to consolidate the following: a) Lots 5 through 9 in Block 6 into Tract 1; b) Lots 10 through 14 in Block 6 into Tract 2; c) Lots 16 through 19 in Block 6 into Tract 3; and, d) Lots 20 through 24 in Block 6 into Tract 4, all in West Muskogee Addition, or take other necessary action. (Scott Hazelton)

Motion was made by Vice Chair Darrell Russell, seconded by Commissioner Michelle Shirley

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

- 3 Consider approval of the request from Jannel Jamerson to consolidate lots 1,2, and 3 of Block 27 in Garrett Heights Addition into Tract 1, or take other necessary action. (Scott Hazelton)

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

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

- 4 Discuss and receive video presentation on Planning Commission training Commissioner. (Scott Hazelton)

There was no action taken on this item as it was to review the commission training video. The commission provided direction to staff to refine the video. The commission voted to move to the next item.

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

There being no further business, the meeting was adjourned.

Planning Commission

2.

Meeting Date: 06/06/2022

Initiator: Scott Hazelton, Planning Director

Information

AGENDA ITEM TITLE:

Consider approval of the request of Mark Gann to consolidate Lots 14, 15, 16, and 17 of Block 136, Cromwell Heights Addition into Tract 1, or take other necessary action (Katrina Bodenhamer)

LEGAL DESCRIPTION:

LOTS14,15,16 AND 17 OF BLOCK 136 CROMWELL HEIGHTS ADDITION

BACKGROUND:

This consolidation request was submitted from Mr. Mark Gann to consolidate lots on his property. The subject lots are LOTS14,15,16 AND 17 OF BLOCK 136 CROMWELL HEIGHTS ADDITION. The purpose is to allow for the building of an attached garage for personal use.

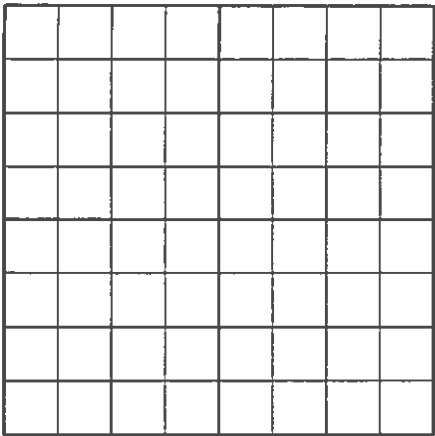
RECOMMENDED STAFF ACTION:

Staff recommends approval.

Fiscal Impact

Attachments

Plat Scan



LOT CONSOLIDATION

TRACT 1:

ALL OF LOTS 14, 15, 16 AND 17, BLOCK 13 OF CROMWELL HEIGHTS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 0.30 ACRES, MORE OR LESS.

LOCATION MAP

ZONED: R1

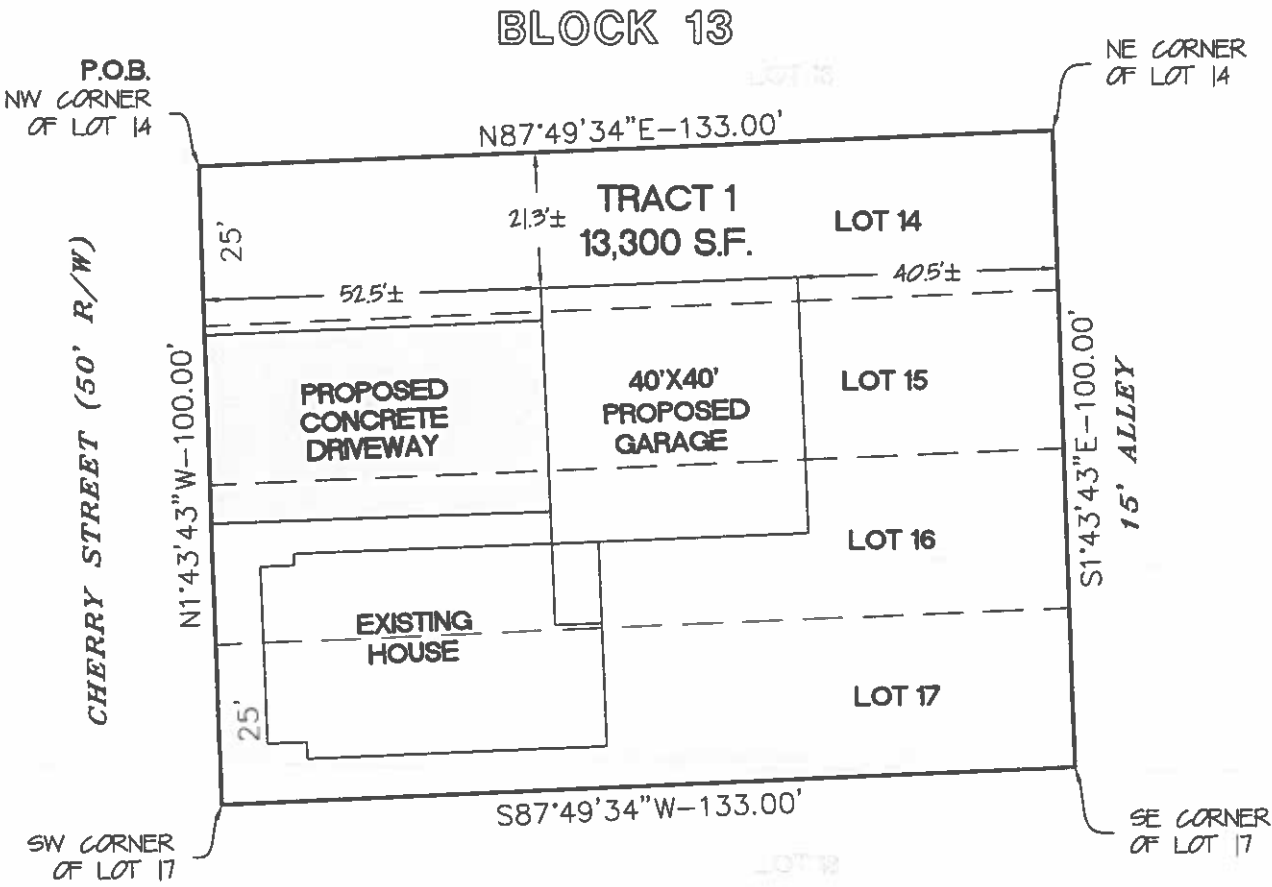
SEC. _____ T _____ N, R _____ E
SCALE: 1"= 30'



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

Planning Commision Chairman

Date



4/28/2022
Tony Robison
TONY ROBISON, LAND SURVEYOR NO. 1686
Heartland Surveying & Mapping, PLLC



FOR: MARK GANN
1416 Cherry St., Muskogee
REV. DATE: 4/28/2022
DATE: 2/18/2022

W.O.# 10223
SURVEYED BY: _____
DRAWN BY: AM
Last Site Visit: _____

CA #4849
600 Emporia St., Ste. "C"
Muskogee, Oklahoma 74401
(918) 682-7796

FILE NAME
Apr 28, 2022 - 4:24pm
S:\CAO - HEARTLAND-FILES\W010223.dwg

Planning Commission

3.

Meeting Date: 06/06/2022

Initiator: Leslie Arnold, Attorney Secretary

Information

AGENDA ITEM TITLE:

Consider approval of the lot consolidation application submitted by Martha Roberts consolidating Lots 5 and 6 into Tract 1, and Lots 7 and 8 into Tract 2, all within Block 10, in the Ceasar's Addition, to the City of Muskogee, or take other necessary action. (Katrina Bodenhamer)

LEGAL DESCRIPTION:

We are consolidating 4 lots into 2 tracts, the legal description of those 4 lots, are lots 5 & 6, block 10, and lots 7 & 8 block 10, in the Ceasar's Addition, to the City of Muskogee, Muskogee County, Oklahoma. Both tracts to contain 14,000 square feet.

BACKGROUND:

Ms. Roberts is consolidating 4 lots into 2 tracts to build 2 single family homes, for her family.

RECOMMENDED STAFF ACTION:

Staff recommends approval.

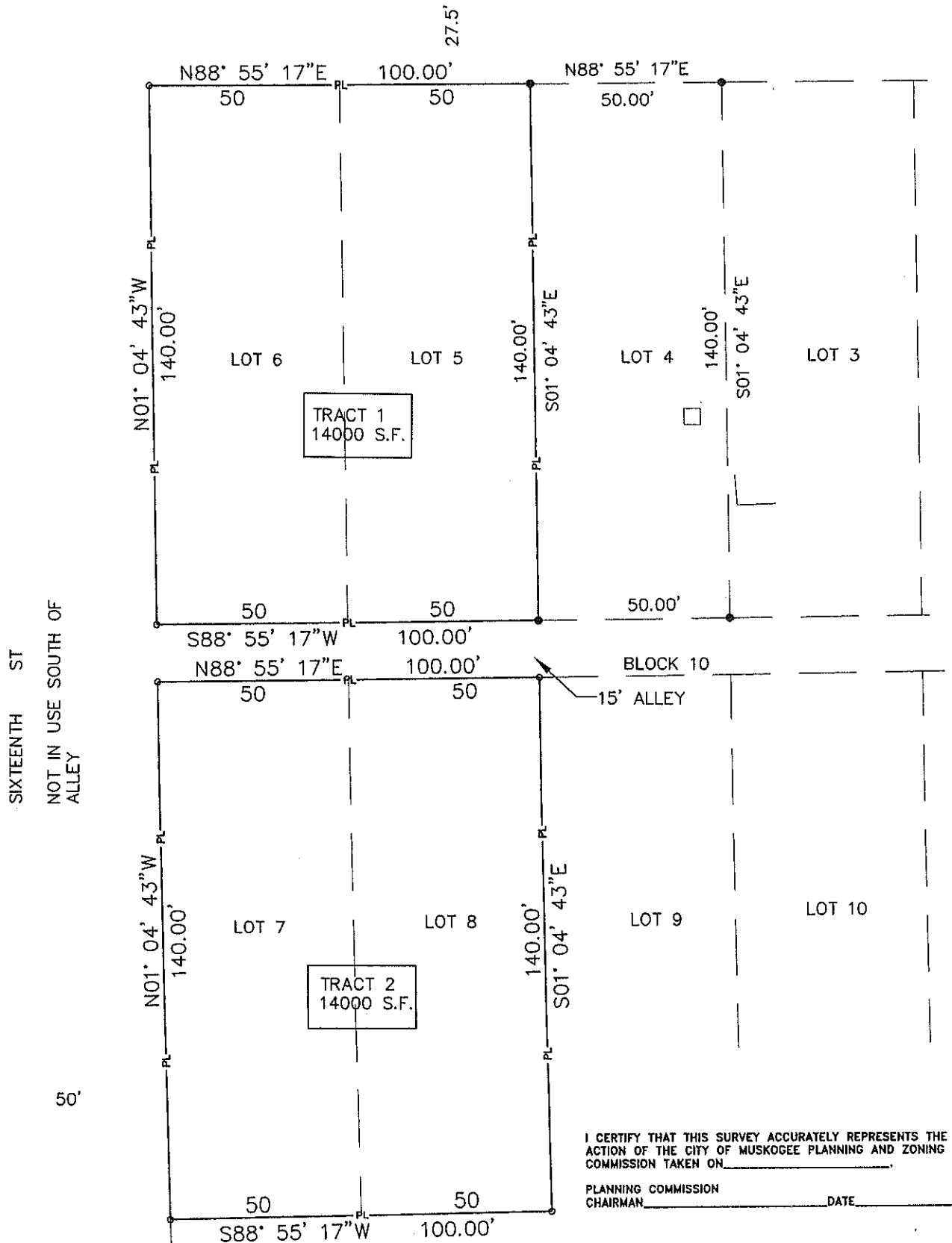
Fiscal Impact

Attachments

Survey

LOT CONSOLIDATION SURVEY

CENTERLINE WEWOKA ST.



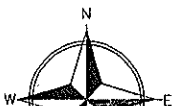
I CERTIFY THAT THIS SURVEY ACCURATELY REPRESENTS THE ACTION OF THE CITY OF MUSKOGEE PLANNING AND ZONING COMMISSION TAKEN ON _____

PLANNING COMMISSION CHAIRMAN _____

DATE _____

LEGAL DESCRIPTION; TRACT 1, LOTS 5 AND 6 OF BLOCK 10 IN CESARS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY OKLAHOMA. CONTAINING 14000, SQUARE FEET OR 0.32 ACRES

LEGAL DESCRIPTION; TRACT 2 LOTS 7 AND 8 OF BLOCK 10, IN CESARS ADDITION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY OKLAHOMA.



Planning Commission

4.

Meeting Date: 06/06/2022

Initiator: Scott Hazelton, Planning Director

Information

AGENDA ITEM TITLE:

Consider approval of the preliminary and final plat of the S&H Acres Subdivision, or take other necessary action. (Katrina Bodenhamer)

LEGAL DESCRIPTION:

A TRACT OF LAND LOCATED IN THE SW 1/4 OF THE SW 1/4 OF SECTION 7, TOWNSHIP 15 NORTH, RANGE 19 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY OKLAHOMA, DESCRIBED AS BEGINNING AT THE SW CORNER OF SAID SW 1/4 SW 1/4 SE 1/4 THENCE NORTH ALONG THE WEST LINE THEREOF 248.72 FEET TO A POINT ON SAID SOUTH LINE OF SW 1/4 SW 1/4 SE 1/4 THENCE WEST ALONG SAID SOUTH LINE 208.71 FEET TO THE POINT OF BEGINNING CONTAINING 1.19 ACRES SUBJECT TO THE STATUTORY SECTION LINE RIGHT OF WAY BEING THE SOUTH 24.75 FEET THEREOF

BACKGROUND:

This submission is from Mr. Brad Schell to subdivide 1.19 acres off of a 10 acre parent parcel for purposes of building a house.

RECOMMENDED STAFF ACTION:

Staff recommends approval to forward to Public Works.

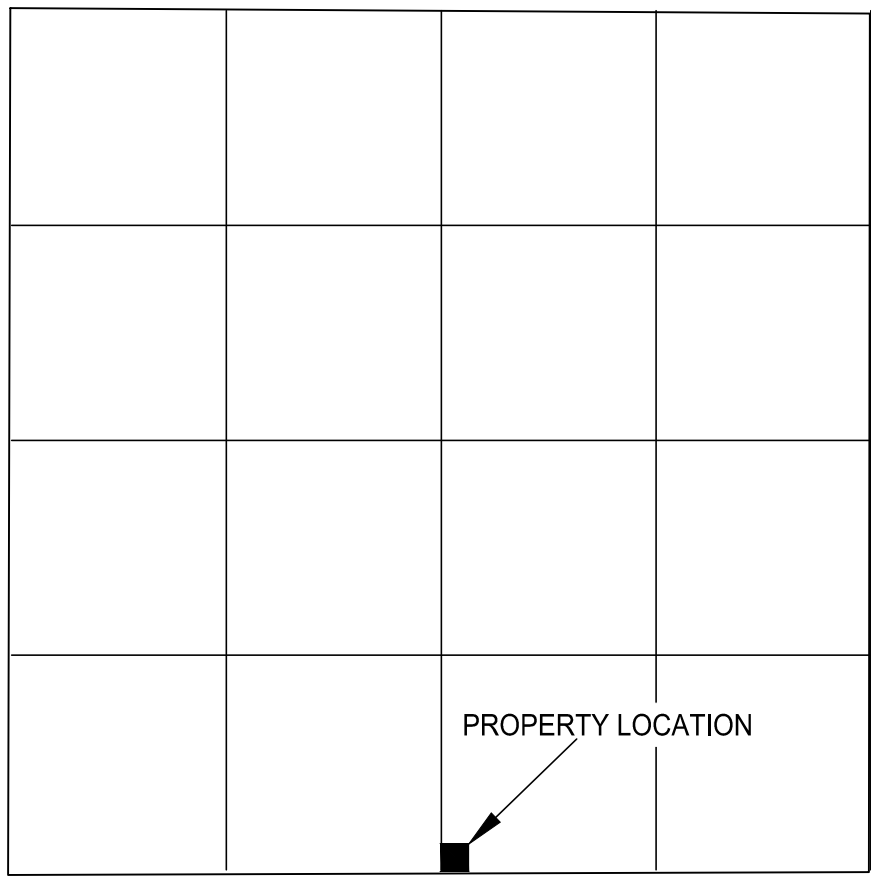
Fiscal Impact

Attachments

Preliminary Plat

Final Plat

SECTION 7, T 15 N, R 19 E



TOTAL ACRES PLATTED: 1.19
NUMBER OF LOTS: 1
NUMBER OF BLOCKS: 1

1/4" IRON PIN WITH CAP BEARING HUB
1/32" SET ON ALL LOT AND BOUNDARY
CORNERS

RECORD OWNER/DEVELOPER:
Dustin and Kara Hemenway
3041 Redbird Lane
Muskogee, OK 74403



BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE
OKLAHOMA STATE PLANE COORDINATE SYSTEM
NORTH ZONE

0 30' 60'
SCALE: 1" = 30'

PREPARED: APRIL 2022

LEGEND

- | | |
|-------|------------------------------|
| STBK | BUILDING SETBACK |
| U/E | UTILITY EASEMENT |
| D&U/E | DRAINAGE & UTIL. EASE. |
| ⊗ | PROPERTY BOUNDARY LOT NUMBER |
| Ⓜ | MAIL BOX |
| ○ | UTILITY POLE |
| ⊙ | STREET LIGHT |
| ⊗ | FIRE HYD. |

NOTE: THE SEWAGE SYSTEM FOR THIS
PROPERTY WILL BE A PRIVATE INDIVIDUAL
SEWAGE DISPOSAL SYSTEM

PRELIMINARY PLAT OF S&H ACRES

A TRACT OF LAND LOCATED IN THE SW $\frac{1}{4}$ OF THE SW $\frac{1}{4}$ OF THE SE $\frac{1}{4}$ OF SECTION 7, TOWNSHIP 15 NORTH, RANGE 19 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY OKLAHOMA, DESCRIBED AS BEGINNING AT THE SW CORNER OF SAID SW $\frac{1}{4}$ SW $\frac{1}{4}$ SE $\frac{1}{4}$, THENCE NORTH ALONG THE WEST LINE THEREOF 248.72 FEET, THENCE EAST PARALLEL TO THE SOUTH LINE 208.71 FEET, THENCE SOUTH PARALLEL TO SAID WEST LINE 248.72 FEET TO A POINT ON SAID SOUTH LINE OF SW $\frac{1}{4}$ SW $\frac{1}{4}$ SE $\frac{1}{4}$, THENCE WEST ALONG SAID SOUTH LINE 208.71 FEET TO THE POINT OF BEGINNING. CONTAINING 1.19 ACRES, SUBJECT TO THE STATUTORY SECTION LINE RIGHT OF WAY BEING THE SOUTH 24.75 FEET THEREOF.

Owner's Certificate and Dedication

We, the undersigned, do hereby certify that we are the owners of and the only persons having any right, title or interest in the land shown on the Plat of S&H Acres and that the plat represents a correct survey of the above described property made with our consent, and that we hereby dedicate to the public use all streets as shown on the plat, that the easements as shown on the plat are created for the installation and maintenance of public utilities; that we hereby guarantee a clear title to all lands so dedicated from ourselves, our heirs, or assigns forever and have caused the same to be released from all encumbrances so the title is clear, except as shown in the abstracters certificate.

RESTRICTIONS (if any)

In witness thereof, Dustin and Kara Hemenway, being the owners of S&H Acres, hereby approves the foregoing Deed of Dedication.
This _____ day of _____, 20____.

Signature _____

ACKNOWLEDGEMENT

Surveyor's Certificate

I, _____, a duly licensed land surveyor in the State of Oklahoma, hereby certify that I have Charles Warren Chastain carefully and accurately surveyed, subdivided and platted the tract of land described above, and that said plat designated herein as S&H Acres, a subdivision in Muskogee County, State of Oklahoma, is a true and correct representation of said survey.

Witness my hand and seal this _____ day of _____, 20____.

Signature and SEAL _____

ACKNOWLEDGEMENT

County Clerk Certificate

The County Clerk of Muskogee County, Oklahoma, does hereby now certify that the Plat of Survey for the subdivision known as S&H Acres has been filed into the Muskogee County records.

County Clerk _____

County Treasurer's Certificate

I, Shelly Sumpter, County Treasurer of Muskogee County, Oklahoma, hereby certify that I have examined the records pertaining to ad valorem taxes on the tract described in the accompanying plat and find that all the ad valorem taxes have been paid to and including 20____.

Dated this _____ day of _____, 20____.

Signature _____

Improvement Assurance

"I, _____, owner, developer, successor, or assignee, hereby agree that no transfer of deeds or building permits will be transacted until all streets and utility improvements have been completed and accepted by the city or appropriate financial guarantees as required by section 70-80(d) have been submitted and accepted."

City of Muskogee Approval

I hereby certify that this action was approved by the Muskogee City Council on the _____ day of _____, 20____.

Mayor _____



Attest: _____
City Clerk

ENGINEER/SURVEYOR:

 **Holloway, Updike and Bellen, Inc.**
618 EAST SIDE BOULEVARD - MUSKOGEE, OKLAHOMA (918) 682-7611
CA 219 EXPIRES 06-2023

S&H ACRES
APRIL 2022
PAGE 1 OF 1

A 4x4 grid map. The bottom edge is labeled "HARRIS ROAD" and the right edge is labeled "COUNTRY CLUB ROAD". A black square representing the property is located at the intersection of the second column from the left and the bottom row. An arrow points from the text "PROPERTY LOCATION" to this square.

STBK	BUILDING SETBACK
U/E	UTILITY EASEMENT
D&U/E	DRAINAGE & UTIL. EASE.
	PROPERTY BOUNDARY
	LOT NUMBER

G:\2022\2022SURVEYS\22SURVSCHELL-SUB PLAT\SURVEYS&H ACRES PLAT.dwg