

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: JUNE 11, 2024

AGENDA
PLANNING AND ZONING COMMISSION
JUNE 17, 2024

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 regular session of the Planning & Zoning Commission held on June 03, 2024, or take other necessary action.

2. Consider approval of a lot split located at 344 South 38th Street, or take other necessary action. (Jody King)

ADJOURN

Planning Commission

1.

Meeting Date: 06/17/2024

Initiator: Josie Graves, Admin I

Information

AGENDA ITEM TITLE:

Consider approval of the minutes from the regular session of the Planning & Zoning Commission held on June 03, 2024, or take other necessary action.

LEGAL DESCRIPTION:

BACKGROUND:

RECOMMENDED STAFF ACTION:

Fiscal Impact

Attachments

24-0603 Minutes

MINUTES

OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN COUNCIL CHAMBERS OF CITY HALL JUNE 3, 2024

The Planning and Zoning Commission of the City of Muskogee, Oklahoma, met in Regular Session at 9:00 a.m., on June 3, 2024, 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: Russell Sain, Chair; D'Elbie Walker, Vice Chair; Betty Blackwell, Commissioner; Judith Hoffman, Commissioner; Cynthia Kennedy, Commissioner

Absent: Alexis Wallace, Commissioner; Lori Jefferson, Commissioner

Staff Present: Jody King, Director of Planning and Community Development

- 1 Consider approval of Planning Commission Minutes of May 6, 2024 or take other necessary action.

Motion was made by Vice Chair D'Elbie Walker, seconded by Commissioner Cynthia Kennedy to approve Planning Commission Minutes of May 6, 2024.

AYE: Chair Russell Sain, Vice Chair D'Elbie Walker, Commissioner Betty Blackwell, Commissioner Judith Hoffman, Commissioner Cynthia Kennedy

Carried - Unanimously

- 2 Consider approval of the lot consolidation for the property located at 2544 South 32nd Street, or take other necessary action. (Jody King)

Motion was made by Vice Chair D'Elbie Walker, seconded by Commissioner Cynthia Kennedy to approve the lot consolidation for the property located at 2544 South 32nd Street.

AYE: Chair Russell Sain, Vice Chair D'Elbie Walker, Commissioner Betty Blackwell, Commissioner Judith Hoffman, Commissioner Cynthia Kennedy

Carried - Unanimously

Board member Lori Jefferson entered the meeting at 9:06 AM.

- 3 Consider a recommendation to the City Council on a Specific Use Permit for the property located at 117 North Junction Street, or take other necessary action. (Jody King)

Board member D'Elbie Walker questioned if the city must approve all dispensaries wishing to open within the city limits.

Jody King explained, the Planning Commission is a recommendation body. If the request is compliant, the vote shall be in the affirmative.

Discussion followed.

Motion was made by Commissioner Lori Jefferson, seconded by Commissioner Cynthia Kennedy recommend approval from the City Council on a specific use permit for the property located at 117 North Junction Street.

AYE: Vice Chair D'Elbie Walker, Commissioner Betty Blackwell,
Commissioner Cynthia Kennedy, Commissioner Lori Jefferson

NAY: Chair Russell Sain, Commissioner Judith Hoffman

Carried

- 4 Consider a recommendation to the City Council on the specific use permit for the property located at 1617 B North York Street, or take other necessary action.

Jody King, stated the property is being used as nonconforming, however the new property owner is required to obtain a Specific Use Permit from the City.

Discussion followed.

Motion was made by Commissioner Lori Jefferson, seconded by Commissioner Cynthia Kennedy recommend approval from the City Council on approving the specific use permit for the property located at 1617 B North York Street.

AYE: Vice Chair D'Elbie Walker, Commissioner Betty Blackwell,
Commissioner Cynthia Kennedy, Commissioner Lori Jefferson

NAY: Chair Russell Sain, Commissioner Judith Hoffman

Carried

There being no further business, the meeting was adjourned.

RUSSELL SAIN, CHAIR

JOSIE GRAVES, SECRETARY

Planning Commission

2.

Meeting Date: 06/17/2024

Initiator: Jody King, Planning Director

Information

AGENDA ITEM TITLE:

Consider approval of a lot split located at 344 South 38th Street, or take other necessary action. (Jody King)

LEGAL DESCRIPTION:

Tract 1:

THE WEST 110.10 FEET OF LOT 13 AND THE WEST 110.10 FEET OF THE SOUTH 30.00 FEET OF LOT 14, BLOCK 2 OF CORONA SUBDIVISION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

Tract 2:

THE EAST 30.00 FEET OF LOT 13 AND THE EAST 30.00 FEET OF THE SOUTH 30.00 FEET OF LOT 14, BLOCK 2 OF CORONA SUBDIVISION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

BACKGROUND:

Mr. Ben Robinson is requesting a lot split at 344 South 38th St. the split will create two tracts, the first being 10,999 square feet and the second being 3,000 square feet. Tract 2 is being split to sell to the adjacent lot owner. The adjacent lot (347 S 37th St.) is currently a legal conforming lot with a lot size of 12,000 square feet. The addition would make the lot roughly 15,000 square feet in total area.

RECOMMENDED STAFF ACTION:

Approve the Lot Split.

Fiscal Impact

Attachments

Staff Report

Planning & Community Development Staff Report

- City of Muskogee Planning & Zoning Commission, June 17, 2024 at 9:00 A.M.
Location: City of Muskogee City Hall, 229 W Okmulgee Ave., 3rd Floor Council Chambers

Consider approval of a lot split located at 344 South 38th Street.

Planning Department Analysis

- Current Zoning & Use: C-1 Local Commercial, Residential Structure, legal nonconforming use.
- NW quarter of the NW quarter of Section 289, Township 15 North, Range 18 West of the Indian Meridian.
- Street Address: 344 South 38th Street.

Legal Description:

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Discussion:

Mr. Ben Robinson is requesting a lot split at 344 South 38th St. the split will create two tracts, the first being 10,999 square feet and the second being 3,000 square feet. Tract 2 is being split to sell to the adjacent lot owner. The adjacent lot (347 S 37th St.) is currently a legal conforming lot with a lot size of 12,000 square feet. The addition would make the lot roughly 15,000 square feet in total area.



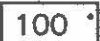







RECOMMENDATION: Approve Lot Split

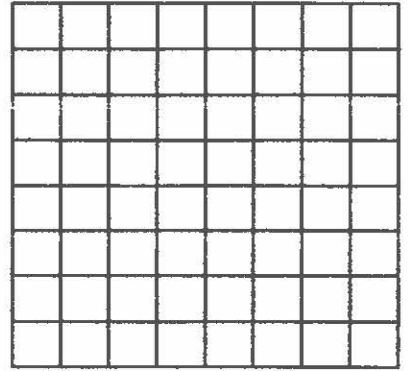


LOT SPLIT

R E

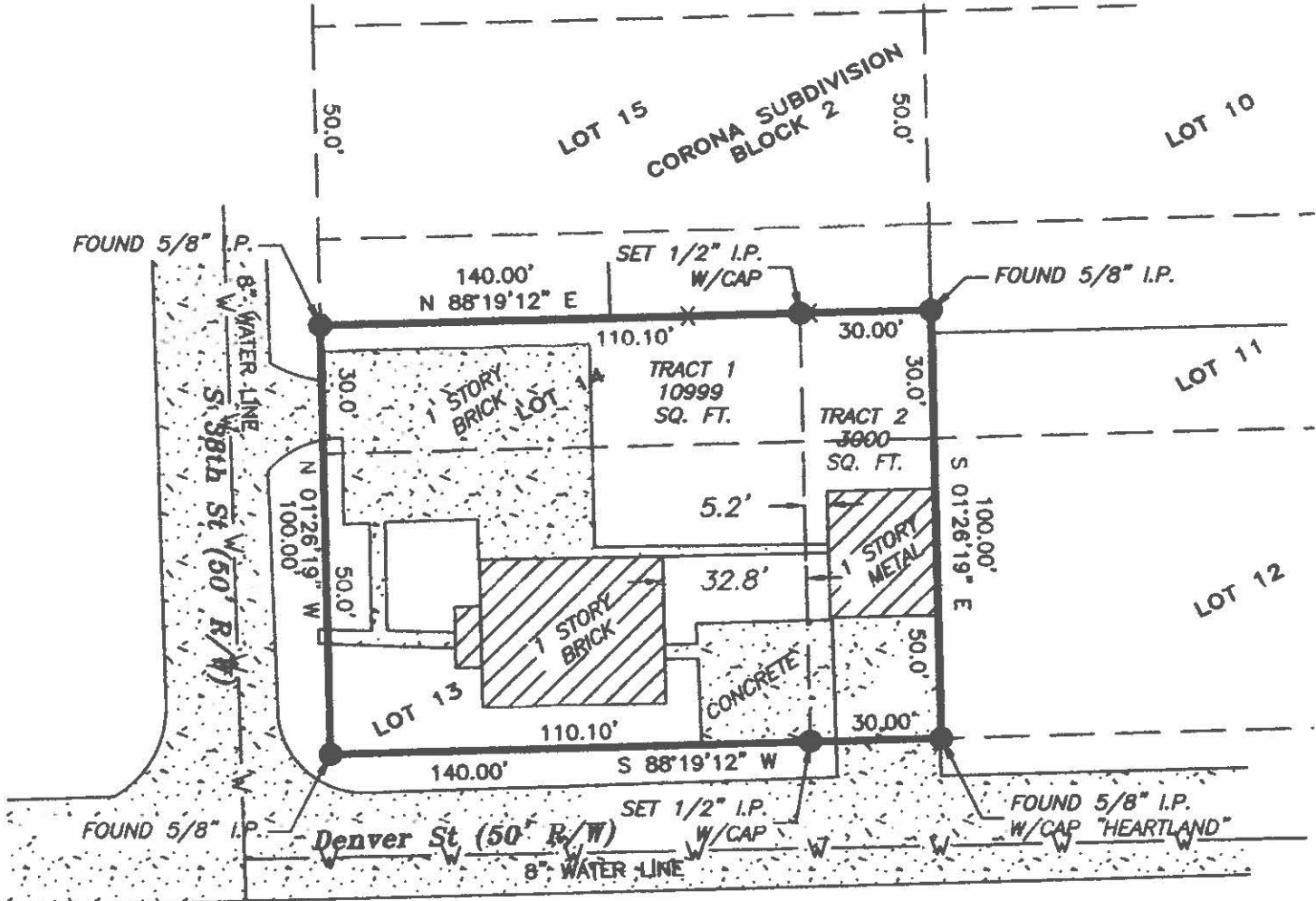
LEGEND

- IRON PIN 
- FENCE 
- ELEVATION 
- SECTION LINE 
- EASEMENT LINE 
- ELECTRIC LINE 
- WATER LINE 
- TELEPHONE LINE 
- GAS LINE 
- SANITARY SEWER 



SCALE 1"=40'
BASIS OF BEARING
 EAST LINE OF THE BLOCK 2
 BEING N 01°26'19" E

SECTION _____
 COUNTY MUSKOGEE



LEGAL DESCRIPTION

TRACT 1

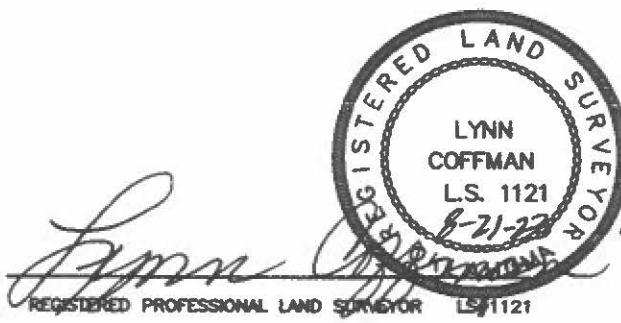
THE WEST 110.10 FEET OF LOT 13 AND THE WEST 110.10 FEET OF THE SOUTH 30.00 FEET OF LOT 14, BLOCK 2 OF CORONA SUBDIVISION TO THE CITY OF MUSKOGEE, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

TRACT 2

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

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.



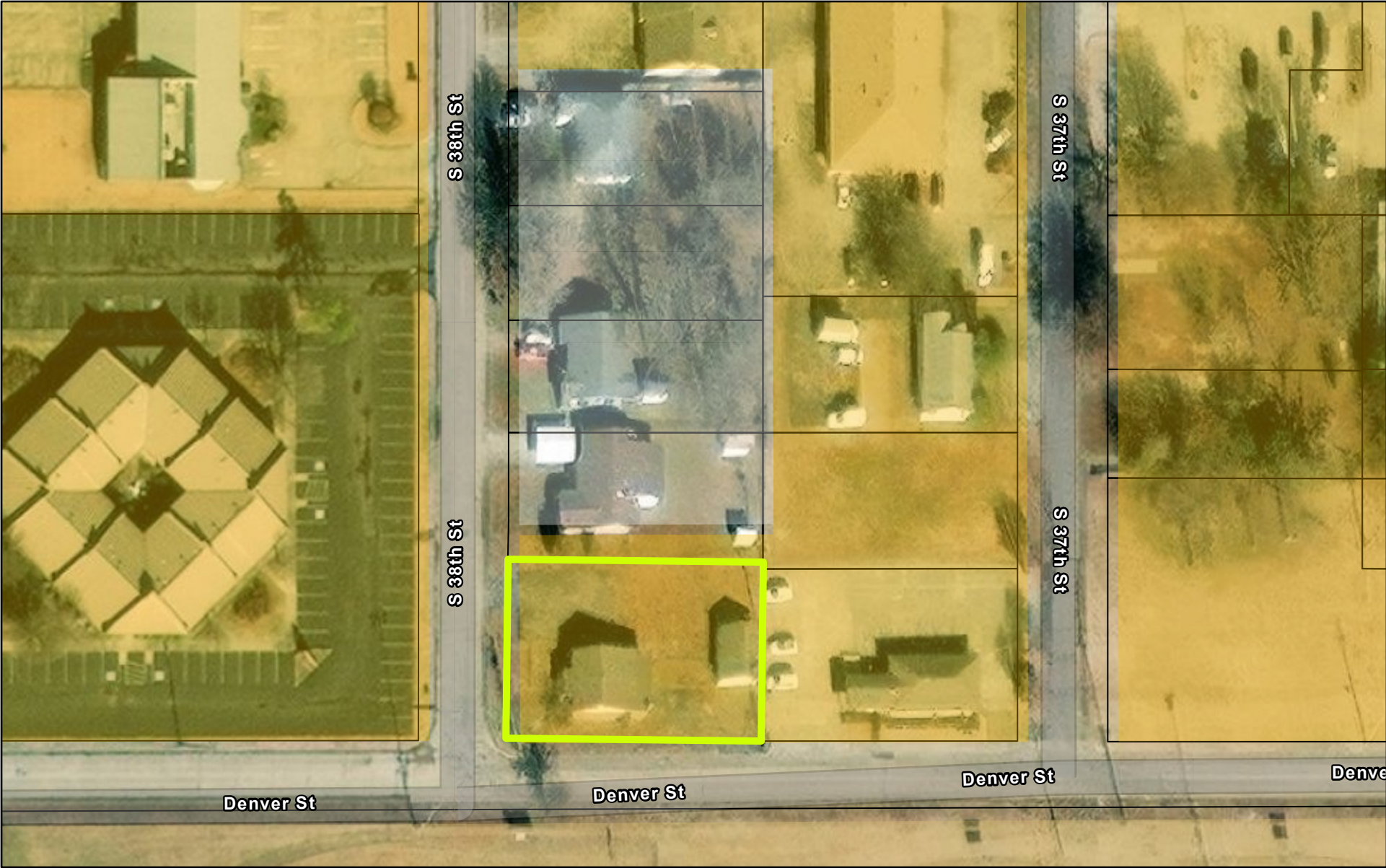
REGISTERED PROFESSIONAL LAND SURVEYOR L.S. 1121

DATE OF LAST SITE VISIT 8-21-2023 W.O.# 23-090

Client: Gabe Mosteller
 Address: 344 S 38th St
 Muskogee, OK 74403

COFFMAN SURVEYING
 216 EASTSIDE BLVD.
 MUSKOGEE, OK 74403
 (918)-682-6144
 L.S.# 1121 C.A. #2100

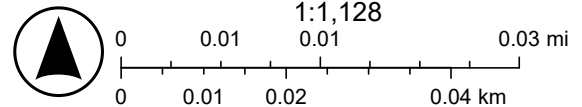
Lot Split at 344 S. 38th St. Zoning Map



6/3/2024

- Zoning Districts
- R-1
 - C-1
 - PP
- Muskogee County Parcels
- World Imagery
 - Low Resolution 15m Imagery
 - High Resolution 60cm Imagery

- High Resolution 30cm Imagery
- Citations
- 30cm Resolution Metadata



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 Jody King, MPA
 City of Muskogee Planning & Community Development Department