

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
NOVEMBER 18, 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 Planning & Zoning Commission Meeting on October 21, 2024, or take other necessary action. (Jody King)
2. Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve ordinance 4245-A, a rezone request for the property located at 1314 E Okmulgee rezoning the property from C-1 Local Commercial to R-1 Single Family, and if approved, authorize staff to update the official city map, or take other necessary action. (Jody King)

ADJOURN

Planning Commission

1.

Meeting Date: 11/18/2024

Initiator: Jody King, Planning Director

Information

AGENDA ITEM TITLE:

Consider approval of the minutes from the Planning & Zoning Commission Meeting on October 21, 2024, or take other necessary action. (Jody King)

LEGAL DESCRIPTION:

BACKGROUND:

Previous meeting minutes

RECOMMENDED STAFF ACTION:

Approve Minutes

Fiscal Impact

Attachments

October 21, 2024 Minutes

MINUTES

OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN COUNCIL CHAMBERS OF CITY HALL
OCTOBER 21, 2024

The Planning and Zoning Commission of the City of Muskogee, Oklahoma, met in Regular Session at 9:00 a.m., on October 21, 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; Betty Blackwell, Commissioner; Judith Hoffman, Commissioner; Cynthia Kennedy, Commissioner

Absent: D'Elbie Walker, Vice Chair; Alexis Wallace, Commissioner; Lori Jefferson, Commissioner

Staff Present: Jody King, Director of Planning
Sarah Winkle, Deputy Director of Planning

- 1 Consider approval of the minutes from the Planning & Zoning Commission Meeting on October 7, 2024, or take other necessary action. (Jody King)

Motion was made by Commissioner Cynthia Kennedy, seconded by Commissioner Judith Hoffman

AYE: Chair Russell Sain, Commissioner Betty Blackwell, Commissioner Judith Hoffman, Commissioner Cynthia Kennedy

Carried - Unanimously

- 2 Discuss and take necessary action on the 2025 regular meeting schedule for the Planning and Zoning Commission, or take other necessary action. (Jody King)

Motion was made by Commissioner Cynthia Kennedy, seconded by Commissioner Betty Blackwell Discussion occurred about how often the Commission should meet. They preferred to meet in the morning but changed the day to Tuesday rather than Monday at 9:00 A.M.

Motion was made to meet on the first Tuesday of the month at 9:00 A.M., no longer meet on the second Monday, and to have special call sessions as needed.

AYE: Chair Russell Sain, Commissioner Betty Blackwell, Commissioner Judith Hoffman, Commissioner Cynthia Kennedy

Carried - Unanimously

There being no further business, the meeting was adjourned.

RUSSELL SAIN, CHAIR

JOSIE GRAVES, SECRETARY

Planning Commission

2.

Meeting Date: 11/18/2024

Initiator: Jody King, Planning Director

Information

AGENDA ITEM TITLE:

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve ordinance 4245-A, a rezone request for the property located at 1314 E Okmulgee rezoning the property from C-1 Local Commercial to R-1 Single Family, and if approved, authorize staff to update the official city map, or take other necessary action. (Jody King)

LEGAL DESCRIPTION:

The West 40 feet of the South 100 feet of Lots 6 and 7 in Block 460 in the City of Muskogee, Muskogee County, State of Oklahoma.

BACKGROUND:

Planning Department Analysis

- Current Zoning & Use
 - C-1 Local Commercial.
 - General Commercial
- Proposed Zoning & Use
 - R-1. Single Family
 - Single Family Dwelling
- Street Address: 1314 E Okmulgee

Roy and Crystal Lane have requested a rezone of the property located at 1314 E Okmulgee from C-1 Local Commercial to R-1 Single Family. The proposed use of the property will be for a single family residence. The request conforms to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

Surrounding Zoning & Land Use

North: R-1. Single-family, Single family dwelling

East: R-1. Single-family, Single family dwelling

South: R-1. Single-family, Single family dwelling

West: R-1. Single-family, Single family dwelling

Public hearings will be held at the Muskogee City Hall, 3rd Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, November 18, 2024 at 9:00 A.M.
2. City of Muskogee City Council on Monday, November 25, 2024 at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Sunday, November 10, 2024 and all property owners within a 300 foot radius of the property were noticed.

RECOMMENDED STAFF ACTION:

Approve the rezone request

Fiscal Impact	
Attachments	
Staff Report	

Planning & Community Development Staff Report

**City of Muskogee Planning & Zoning Commission, Monday, November 18,
2024 at 9:00 A.M. at City of Muskogee City Hall, 229 W Okmulgee Ave., 3rd
Floor Council Chambers**

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve ordinance 4245-A, a rezone request for the property located at 1314 E Okmulgee rezoning the property from C-1 Local Commercial to R-1 Single Family, and if approved, authorize staff to update the official city map.

Planning Department Analysis

- Current Zoning & Use
 - C-1 Local Commercial.
 - General Commercial
- Proposed Zoning & Use
 - R-1. Single Family
 - Single Family Dwelling
- Street Address: 1314 E Okmulgee

Legal Description

**The West 40 feet of the South 100 feet of Lots 6 and 7 in Block 460 in the City
of Muskogee, Muskogee County, State of Oklahoma**

Discussion

Roy and Crystal Lane have requested a rezone of the property located at 1314 E Okmulgee from C-1 Local Commercial to R-1 Single Family. The proposed use of the property will be for a single family residence. The request conforms to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

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RECOMMENDATION: Approve the Rezone Request