

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).

POSTED DATE: 10/08/2025

AGENDA
MUSKOGEE BOARD OF ADJUSTMENT
OCTOBER 14, 2025

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 - 2:00 P.M., 3RD FLOOR, COUNCIL CHAMBERS MUNICIPAL BUILDING, 229 W. OKMULGEE, MUSKOGEE, OKLAHOMA

ROLL CALL

1. Consider approval of the Board of Adjustment Minutes of August 12, 2025, or take other necessary action. (Sarah Winkle)
2. Hold a Public Hearing for a special use exception regarding the operation of an upper level apartment within a commercial building located at 502 South Main Street, or take other necessary action. (Sarah Winkle)

ADJOURN

BOA

1.

Meeting Date: 10/14/2025

Initiator: Sarah Winkle, Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Consider approval of the Board of Adjustment Minutes of August 12, 2025, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

BACKGROUND:

Consider approval of the Board of Adjustment Minutes of August 12, 2025.

RECOMMENDED STAFF ACTION:

Approve the minutes.

Fiscal Impact

Attachments

Minutes

MINUTES

OF THE BOARD OF ADJUSTMENT
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN THE COUNCIL CHAMBERS OF CITY HALL
AUGUST 12, 2025

Members of the Board of Adjustment of the City of Muskogee, Oklahoma, met in a Regular Scheduled Meeting, on August 12, 2025, at 2:00 p.m., in 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; Steve Dennis, Board Member; Toni Cotton, Board Member

Absent: Greg Payton, Board Member; Alexis Wallace, Board Member

Staff Present: Sarah Winkle, Planning Director
Morgan Waters, Secretary

Attendees: Charles Mason, Agenda Item #2
Jason Linnet, Agenda Item #2

- 1 Hold a public hearing and consider approval of a variance regarding the utility easement encroaching upon the property located at 823 Belmont Road or take other necessary action. (Sarah Winkle)

Motion was made by Board Member Steve Dennis, seconded by Board Member Toni Cotton to approve a variance regarding the utility easement encroaching upon the property of 823 Belmont Road.

AYE: Chair Stacy Alexander, Board Member Steve Dennis, Board Member Toni Cotton

Carried - Unanimously

- 2 Hold a Public Hearing for a special use exception to 90-10-04 in the City of Muskogee Code of Ordinances, regarding the operation of a wrecking and towing service on the property located at 918 Mill Street, or take other necessary action. (Sarah Winkle)

Charles Mason, property owner near 918 Mill Street, expressed concerns that the towing service operating in the area may function as a junkyard and would create an eyesore.

Jason Linnet, owner of the wrecking service, responded that the business will not operate as your standard towing company. He stated that the property will be secured, well-maintained, and that any overstock vehicles will be removed from the lot every 45-60 days.

Motion was made by Board Member Steve Dennis, seconded by Board Member Toni Cotton to approve special use exception 90-10-04 in the City of Muskogee Code of Ordinances, regarding the operation of a wrecking and towing service on the property located at 918 Mill Street.

AYE: Chair Stacy Alexander, Board Member Steve Dennis, Board Member Toni Cotton

Carried - Unanimously

There being no further business, the meeting adjourned.

STACEY ALEXANDER CHAIRPERSON

MORGAN WATERS, SECRETARY

BOA

2.

Meeting Date: 10/14/2025

Initiator: Sarah Winkle, Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a Public Hearing for a special use exception regarding the operation of an upper level apartment within a commercial building located at 502 South Main Street, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

MUSKOGEE OT S26 ON W X S23 ON E LOT 15 & N66 LOT 16 BLOCK 63 AKA TRACT 3

BACKGROUND:

The application was submitted on behalf of the property owner D. Boots. The property located at 502 South Main Street is a commercially zoned building with upper level residential living quarters.

According to the code of ordinances, the operation of an apartment within a commercial building is not explicitly permitted. However, this function precedes the current zoning code as it has continuously had an occupant for 20+ years, according to the applicant. The apartment has recently sat vacant, but the owner is now currently trying to rent the unit out. The applicant is requesting a special use exception be granted to permit tenant occupancy of the apartment.

RECOMMENDED STAFF ACTION:

Approve the special use exception request.

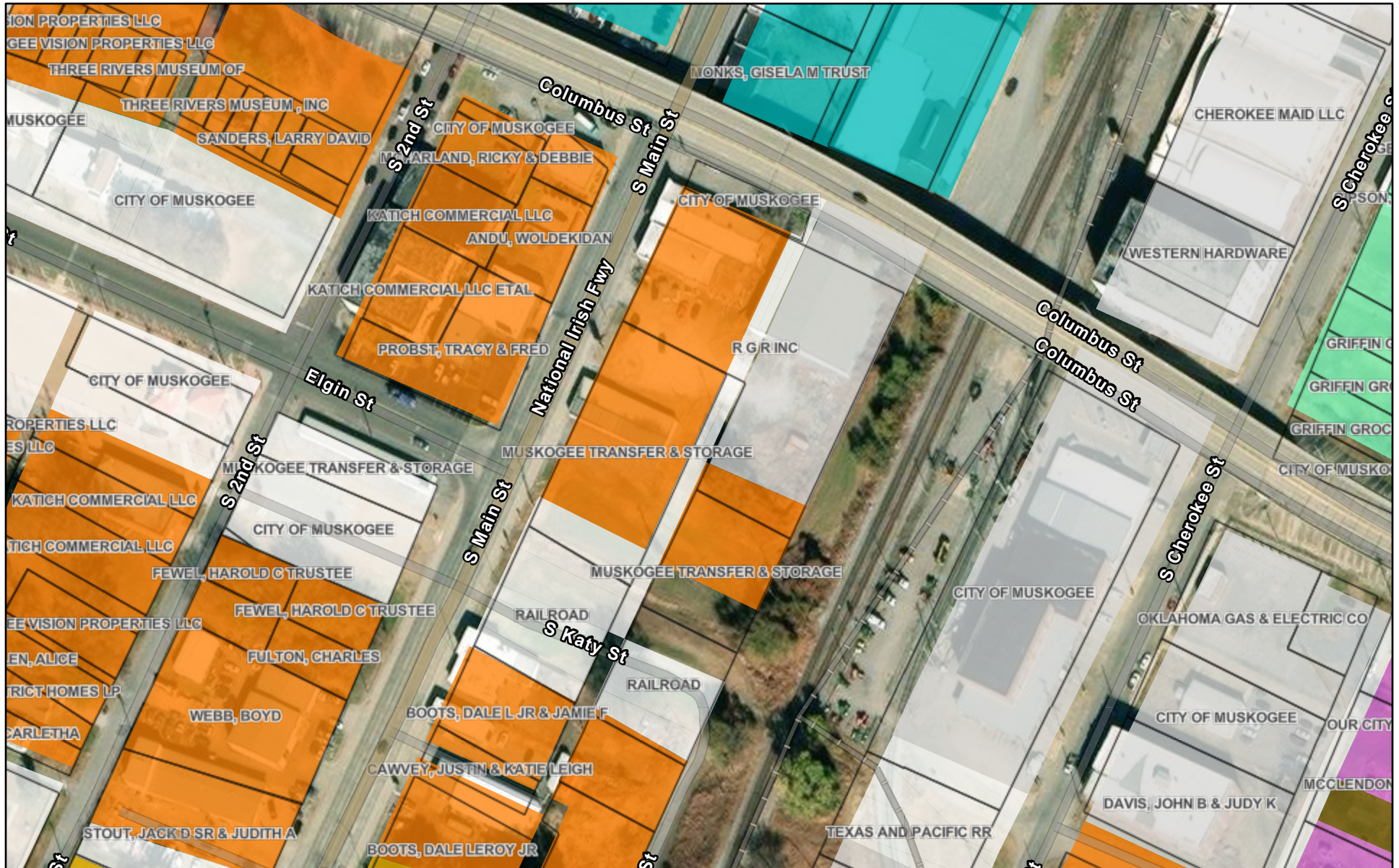
Fiscal Impact

Attachments

Map

Staff Report

City of Muskogee Zoning Map



10/7/2025

Zoning Districts

- | | | | |
|---|-----|---|-----|
|  | C-2 |  | PP |
|  | R-1 |  | C-3 |
|  | R-5 |  | CBD |
|  | C-1 |  | I-1 |

World Imagery

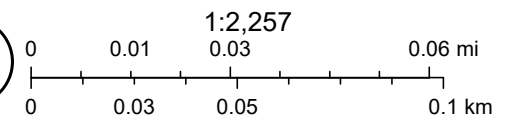
Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

60cm Resolution Metadata



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Planning & Community Development Staff Report

Agenda Item Title:

Hold a Public Hearing for a special use exception regarding the operation of an upper level apartment within a commercial building located at 502 South Main Street, or take other necessary action. (Sarah Winkle)

Meeting Information:

City of Muskogee Board of Adjustment

Tuesday, October 14, 2025 at 2:00 P.M.

City of Muskogee City Hall, 229 W Okmulgee Ave., 3rd Floor Council Chambers

Legal Description:

MUSKOGEE OT S26 ON W X S23 ON E LOT 15 & N66 LOT 16 BLOCK 63 AKA TRACT 3

Background:

Planning Department Analysis

- Current Zoning & Use: C-2, Commercial Use
- Proposed Zoning & Use: No change; no change
- Quarter Section, Range, Township: SW26-15E-18N
 - Street Address: 502 South Main Street, Muskogee, OK

Discussion: The application was submitted on behalf of the property owner.

The property located at 502 South Main Street is a commercially zoned building with an upper level residential living quarters. According to the code of ordinances the operation of an apartment within a commercial building is not explicitly permitted however, this function precedes the current zoning code as it has continuously had an occupant for 20+ years. The apartment has recently sat vacant, but the owner is now currently trying to rent the unit out. The applicant is requesting a special use exception be granted to permit tenant occupancy of the apartment.

RECOMMENDATION: Approve the special use exception request.

City of Muskogee Zoning Map



9/12/2025

Zoning Districts

- R-1
- C-2

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations



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