

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: 7/7/2025

AGENDA
PLANNING AND ZONING COMMISSION
JULY 8, 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 - 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 June 6, 2025, or take necessary action. (Sarah Winkle)
2. Hold a public hearing and consider a recommendation to the City Council regarding Resolution No. 3040, Future Land Use Amendment, for the property located at N 24th Street, or take other necessary action. (Sarah Winkle)
3. Hold a public hearing and consider a recommendation to the City of Muskogee City Council to approve a rezone request for the property located at North 24th Street, rezoning the property from R-1 Single family to R-2 Two Family, and if approved, authorize staff to update the official city map, or take other necessary action. (Sarah Winkle)

4. Hold a public hearing and consider a recommendation to the City of Muskogee City Council regarding Resolution No. 3041, Future Land Use Amendment, for the property located at 602 N. 20th Street, or take other necessary action. (Sarah Winkle)
5. Hold a public hearing and consider a recommendation to the City of Muskogee City Council to approve a rezone request for the property located at 602 N. 20th Street, rezoning the property from R-4 Multifamily to C-1 Local Commercial, and if approved, authorize staff to update the official city map, or take other necessary action. (Sarah Winkle)
6. Hold a Public Hearing and make a recommendation to the City of Muskogee City Council on the approval of a Resolution for the adoption of the City of Muskogee Comprehensive Plan & Future Land Use Map Update with the provision for the plan to be revised and updated as needed. (Sarah Winkle)
7. Consider a recommendation of approval of Ordinance No. 4266-A to the City of Muskogee City Council, annexing the remaining parcels in the John T. Griffin Industrial Park, and establishing a zoning classification of I-1, Light Industrial, or take other necessary action. (Sarah Winkle)

ADJOURN

Planning Commission

1.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Consider approval of the minutes from the Planning & Zoning Commission Meeting on June 6, 2025, or take necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

BACKGROUND:

Consider approval of the minutes from the Planning & Zoning Commission Meeting on June 6, 2025.

RECOMMENDED STAFF ACTION:

Approve the minutes.

Fiscal Impact

Attachments

Minutes

MINUTES

OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN COUNCIL CHAMBERS OF CITY HALL
JUNE 6, 2025

The Planning and Zoning Commission of the City of Muskogee, Oklahoma, met in a Special Call Session at 9:00 a.m., on June 6, 2025, 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, Chairperson; Betty Blackwell, Commissioner; Judith Hoffman, Commissioner; Cynthia Kennedy, Commissioner

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

Staff Present: Sarah Winkle, Planning Director
Katrina Bodenhamer, City Attorney
Morgan Waters, Secretary

Attendees: Daniel Chepkauskas, Agenda Item #4 - Representing Polaris Technologies
Patrick Cale, Agenda Item #4

- 1 Consider approval of the minutes from the Planning & Zoning Commission Meeting on May 6, 2025, or take necessary action. (Sarah Winkle)

Motion was made by Commissioner Judith Hoffman, seconded by Commissioner Betty Blackwell to approve the Minutes from the Planning & Zoning Commission Meeting from May 6, 2025.

AYE: Chairperson Russell Sain, Commissioner Betty Blackwell, Commissioner Judith Hoffman, Commissioner Cynthia Kennedy
Carried - Unanimously

- 2 Consider approval of the request from Tina Nguyen to consolidate 3 (three) lots into two (2) tracts or take other necessary action. (Sarah Winkle)

Motion was made by Commissioner Cynthia Kennedy, seconded by Commissioner Judith Hoffman to approve the property owners request for lot consolidation.

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

Carried - Unanimously

- 3 Consider approval of the request from Jonathan Leinberger to split 1 (one) lot into two (2) tracts or take other necessary action. (Sarah Winkle)

Motion was made by Commissioner Judith Hoffman, seconded by Commissioner Cynthia Kennedy to approve the property owner's request to split 1 (one) lot into 2 (two) tracts.

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

Carried - Unanimously

- 4 Make a recommendation to the City Council regarding Resolution No. 3030, approving the annexation of the remaining parcels in the John T. Griffin Industrial Park, into the city limits of Muskogee, establishing a zoning classification of I-1 Light Industrial, and directing staff to take certain actions in compliance with state statutes pertaining to that annexation request, or take other necessary action. (Sarah Winkle)

Russell Sain opened the item to public hearing.

Daniel Chepkaukas, was present to speak on behalf of Polaris Technologies, and presented reasons as to why they were against the annexation.

Mayor Patrick Cale was present and spoke in favor of the proposed annexation. He outlined several reasons why the annexation would be beneficial to the city, including potential economic growth and improved city services for the newly incorporated area. Mayor Cale emphasized the long-term positive impact on infrastructure development and community planning.

Russell Sain closed the item to public hearing.

Motion was made by Commissioner Cynthia Kennedy, seconded by Commissioner Betty Blackwell

to make a recommendation to the City Council to approve the annexation of the remaining parcels in the John T. Griffin Industrial Park into the city limits of Muskogee.

AYE: Commissioner Betty Blackwell, Commissioner Cynthia Kennedy

NAY: Chairperson Russell Sain

Other: Commissioner Judith Hoffman (ABSTAIN)

Carried

There being no further business, the meeting was adjourned.

RUSSELL SAIN, CHAIR

MORGAN WATERS, SECRETARY

Planning Commission

2.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a public hearing and consider a recommendation to the City Council regarding Resolution No. 3040, Future Land Use Amendment, for the property located at N 24th Street, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

All of the Lots and Blocks of COLLEGE VIEW ADDITION to the City of Muskogee, being out of the South half of the NE1/4 of Section 16, Township 15 North, Range 18 East of the Indian Meridian, Muskogee County, Oklahoma,

BACKGROUND:

The property located at North 24th Street is currently zoned R-1 Single family. The applicant is requesting to develop it as R-2 Two Family. The proposed use of the property will be for residential use. The request does not conform to the 2013 Muskogee Comprehensive Plan and Future Land use Plan as R-2 Two Family which is the purpose of this request for an amendment to the Future Land Use Map.

Planning Department Analysis

- Current Zoning & Use
 - R-1 Single Family.
 - Single family dwelling
- Proposed Zoning & Use
 - R-2 Two Family
 - Two-family dwelling
- Street Address: North 24th Street

This notice was provided to property owners within 300 feet of the above site, and this notice was published in the local newspaper.

RECOMMENDED STAFF ACTION:

Recommend approval to City Council of Resolution No. 3040.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 3040

A RESOLUTION APPROVING AN AMENDMENT TO THE FUTURE LAND USE MAP FOR THE CITY OF MUSKOGEE FROM AN R-1 SINGLE FAMILY DISTRICT TO AN R-2 TWO FAMILY TRANSITIONAL FAMILY DISTRICT.

WHEREAS, the City Planning Commission and the Muskogee City Council have adopted the Future Land Use Map; and

WHEREAS, the Future Land Use Map functions as the comprehensive plan in consideration of matters affecting the orderly urbanization of the community; and

WHEREAS, Title 11, Section 43-103, Oklahoma State Statutes, requires zoning districts to be in accordance with the comprehensive plan (Future Land Use Map); and

WHEREAS, the Future Land Use Map recognizes that changes may occur in the community which may cause the necessity of amending said plan; and, WHEREAS, a public hearing has been held on JULY 8, 2025, before the City Planning Commission on the property described in Section 1 hereof; and

WHEREAS, in accordance with Title 11 Oklahoma Statutes, Section 43-105, the Muskogee City Council shall approve any amendment to the Land Use Plan. NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Muskogee, Oklahoma, that:

SECTION 1. An amendment to the Future Land Use Map from an R-1 SINGLE FAMILY DISTRICT TO AN R-2 TWO FAMILY TRANSITIONAL FAMILY DISTRICT located on the tracts of land described as:

All of the Lots and Blocks of COLLEGE VIEW ADDITION to the City of Muskogee, being out of the South half of the NE1/4 of Section 16, Township 15 North, Range 18 East of the Indian Meridian, Muskogee County, Oklahoma,

**COLLEGE VIEW (MUSKOGEE) LOTS 1 THRU 24 BLOCK 6
COLLEGE VIEW (MUSKOGEE) BLOCK 1
COLLEGE VIEW (MUSKOGEE) BLOCK 2
COLLEGE VIEW (MUSKOGEE) BLOCK 3
COLLEGE VIEW (MUSKOGEE) BLOCK 4
COLLEGE VIEW (MUSKOGEE) BLOCK 5**

PASSED and APPROVED by the Mayor and Council of the City of Muskogee this _____ day of JULY 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

APPROVED as to form and legality this _____ day of _____, 20____.

KATRINA BODENHAMER, CITY ATTORNEY

Planning Commission

3.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a public hearing and consider a recommendation to the City of Muskogee City Council to approve a rezone request for the property located at North 24th Street, rezoning the property from R-1 Single family to R-2 Two Family, and if approved, authorize staff to update the official city map, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

All of the Lots and Blocks of COLLEGE VIEW ADDITION to the City of Muskogee, being out of the South half of the NE1/4 of Section 16, Township 15 North, Range 18 East of the Indian Meridian, Muskogee County, Oklahoma,

COLLEGE VIEW (MUSKOGEE) LOTS 1 THRU 24 BLOCK 6

COLLEGE VIEW (MUSKOGEE) BLOCK 1

COLLEGE VIEW (MUSKOGEE) BLOCK 2

COLLEGE VIEW (MUSKOGEE) BLOCK 3

COLLEGE VIEW (MUSKOGEE) BLOCK 4

COLLEGE VIEW (MUSKOGEE) BLOCK 5

BACKGROUND:

Planning Department Analysis

- Current Zoning & Use
 - R-1 Single Family.
 - Single family dwelling
- Proposed Zoning & Use
 - R-2 Two Family
 - Two-family dwelling
- Street Address: North 24th Street

Discussion

The applicant, Steve Dyke, has requested a rezone of the property located at North 24th Street from R-1 Single family to R-2 Two Family. The proposed use of the property will be for residential development. The request does not currently conform to the 2013 Muskogee Comprehensive Plan and Future Land Use Map; however, a request to amend the Future Land Use Map is also on this meeting's agenda to bring it into compliance.

Proper notice was sent to property owners within 300 feet of the property and publication was done in the local newspaper.

RECOMMENDED STAFF ACTION:

Recommend approval of the rezone to City Council.

Fiscal Impact

Attachments

Staff Report

Property Map

Current Zoning Map

Ordinance

Planning & Community Development Staff Report

Agenda Item Title:

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve a rezone request for the property located at North 24th Street rezoning the property from R-1 Single family to R-2 Two Family, and if approved, authorize staff to update the official city map.

Meeting Information:

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 July 8, 2025 at 9:00 A.M.
2. City of Muskogee Public Works Meeting on July 14, 2025 at 5:30 P.M.
3. City of Muskogee City Council on July 28, 2025 at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than June 18, 2025 and all property owners within a 300 foot radius of the property were noticed.

Legal Description:

COLLEGE VIEW (MUSKOGEE) LOTS 1 THRU 24 BLOCK 6
COLLEGE VIEW (MUSKOGEE) BLOCK 1
COLLEGE VIEW (MUSKOGEE) BLOCK 2
COLLEGE VIEW (MUSKOGEE) BLOCK 3
COLLEGE VIEW (MUSKOGEE) BLOCK 4
COLLEGE VIEW (MUSKOGEE) BLOCK 5

Background:

Planning Department Analysis

- Current Zoning & Use
 - R-1 Single Family.
 - Single family dwelling
- Proposed Zoning & Use

- R-2 Two Family
- Two-family dwelling
- Street Address: North 24th Street

Discussion

The applicant has requested a rezone of the property located at North 24th Street from R-1 Single family to R-2 Two Family. The proposed use of the property will be for residential use. The request does not conform to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

RECOMMENDATION: Approve the Rezone Request.

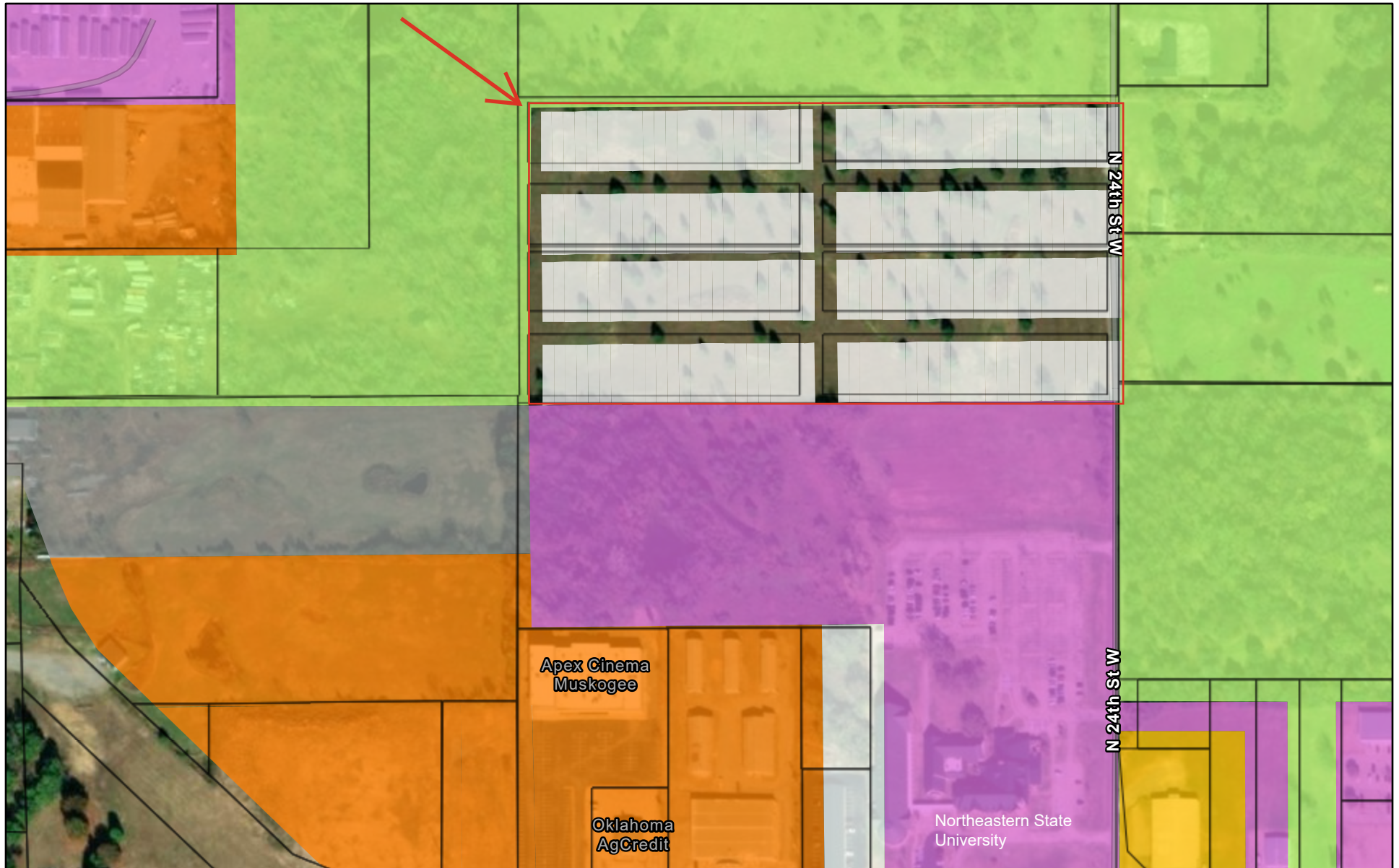


Date Created: 6/29/2025

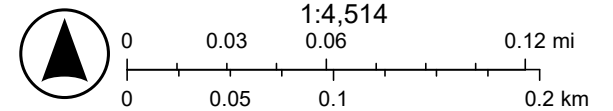
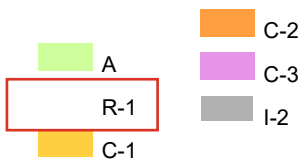
Dyke Property Rezone

1 inch = 575 feet
|-----|

Steve Dyke Property Zoning Map



Zoning Districts



ORDINANCE NO. 4268-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 N. 24TH STREET. THE TRACT OF LAND IS IN THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 15 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 18.734 ACRES MORE OR LESS, AND PROVIDING FOR SEVERABILITY. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS:

All of the Lots and Blocks of COLLEGE VIEW ADDITION to the City of Muskogee, being out of the South half of the NE1/4 of Section 16, Township 15 North, Range 18 East of the Indian Meridian, Muskogee County, Oklahoma,

**COLLEGE VIEW (MUSKOGEE) LOTS 1 THRU 24 BLOCK 6
COLLEGE VIEW (MUSKOGEE) BLOCK 1
COLLEGE VIEW (MUSKOGEE) BLOCK 2
COLLEGE VIEW (MUSKOGEE) BLOCK 3
COLLEGE VIEW (MUSKOGEE) BLOCK 4
COLLEGE VIEW (MUSKOGEE) BLOCK 5**

(Steve Dyke, Applicant)

FROM R-1. Single Family

TO

R-2. Two-Family

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held July 8, 2025, 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;

All of the Lots and Blocks of COLLEGE VIEW ADDITION to the City of Muskogee, being out of the South half of the NE1/4 of Section 16, Township 15 North, Range 18 East of the Indian Meridian, Muskogee County, Oklahoma,

**COLLEGE VIEW (MUSKOGEE) LOTS 1 THRU 24 BLOCK 6
COLLEGE VIEW (MUSKOGEE) BLOCK 1
COLLEGE VIEW (MUSKOGEE) BLOCK 2
COLLEGE VIEW (MUSKOGEE) BLOCK 3
COLLEGE VIEW (MUSKOGEE) BLOCK 4**

COLLEGE VIEW (MUSKOGEE) BLOCK 5

FROM R-1. Single Family

TO

R-2. Two Family

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.

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, THIS _____ DAY OF JULY 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this ____ day of _____, 20____.

KATRINA BODENHAMER, CITY ATTORNEY

Planning Commission

4.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a public hearing and consider a recommendation to the City of Muskogee City Council regarding Resolution No. 3041, Future Land Use Amendment, for the property located at 602 N. 20th Street, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

the following described real property and premises situated in Muskogee, State of Oklahoma, to-wit: Tract 1: Lots 13, 14 and 15 in Block 7 of Muskogee Townsite Company 1st Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma. (602 N 20th St, Muskogee, OK)

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

BACKGROUND:

The property located at 602 N 20th Street is currently zoned R-4 Multifamily. The applicant is requesting to rezone it as C-1 Local Commercial. The proposed use of the property will be for a day care center. The request does not conform to the 2013 Muskogee Comprehensive Plan and Future Land use Plan as C-1 Local Commercial, which is the purpose of this request for an amendment to the Future Land Use Map.

Planning Department Analysis

- Current Zoning & Use
 - R-4 Multifamily.
 - Multi-family dwelling
- Proposed Zoning & Use
 - C-1 Local Commercial.
 - General Commercial
- Street Address: 602 North 20th Street

Notice was provided to property owners within 300 feet of the above site, and this notice was published in the local newspaper.

RECOMMENDED STAFF ACTION:

Recommend approval to City Council of Resolution No. 3041.

Fiscal Impact

Attachments

Resolution

Current Zoning Map

RESOLUTION NO. 3041

A RESOLUTION APPROVING AN AMENDMENT TO THE FUTURE LAND USE MAP FOR THE CITY OF MUSKOGEE FROM AN R-4 MULTIFAMILY DISTRICT TO A C-1 LOCAL COMMERCIAL DISTRICT.

WHEREAS, the City Planning Commission and the Muskogee City Council have adopted the Future Land Use Map; and

WHEREAS, the Future Land Use Map functions as the comprehensive plan in consideration of matters affecting the orderly urbanization of the community; and

WHEREAS, Title 11, Section 43-103, Oklahoma State Statutes, requires zoning districts to be in accordance with the comprehensive plan (Future Land Use Map); and

WHEREAS, the Future Land Use Map recognizes that changes may occur in the community which may cause the necessity of amending said plan; and, WHEREAS, a public hearing has been held on JULY 8, 2025, before the City Planning Commission on the property described in Section 1 hereof; and

WHEREAS, in accordance with Title 11 Oklahoma Statutes, Section 43-105, the Muskogee City Council shall approve any amendment to the Land Use Plan. NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Muskogee, Oklahoma, that:

SECTION 1. An amendment to the Future Land Use Map from an R-4 MULTIFAMILY DISTRICT TO A C-1 LOCAL COMMERCIAL DISTRICT located on the tracts of land described as:

the following described real property and premises situated in Muskogee, State of Oklahoma, to-wit:

Tract 1: Lots 13, 14 and 15 in Block 7 of Muskogee Townsite Company 1st Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma. (602 N 20th St, Muskogee, OK)

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

PASSED and APPROVED by the Mayor and Council of the City of Muskogee this _____ day of JULY 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

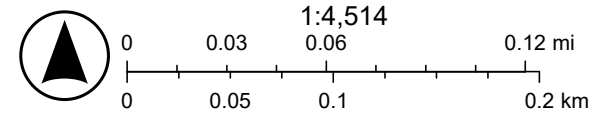
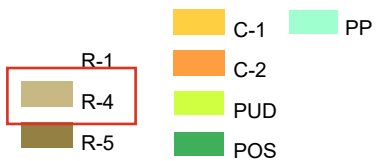
APPROVED as to form and legality this _____ day of _____, 20____.

KATRINA BODENHAMER, CITY ATTORNEY

602 N 20th Property Zoning



Zoning Districts



Planning Commission

5.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a public hearing and consider a recommendation to the City of Muskogee City Council to approve a rezone request for the property located at 602 N. 20th Street, rezoning the property from R-4 Multifamily to C-1 Local Commercial, and if approved, authorize staff to update the official city map, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

the following described real property and premises situated in Muskogee, State of Oklahoma, to-wit: Tract 1: Lots 13, 14 and 15 in Block 7 of Muskogee Townsite Company 1st Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma. (602 N 20th St, Muskogee, OK)

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

BACKGROUND:

Planning Department Analysis

- Current Zoning & Use
 - R-4 Multifamily.
 - Multi-family dwelling
- Proposed Zoning & Use
 - C-1 Local Commercial.
 - General Commercial
- Street Address: 602 North 20th Street

Discussion

The applicant has requested a rezone of the property located at 602 North 20th Street from R-4 Multifamily to C-1 Local Commercial. The proposed use of the property will be for commercial use. The request does not conform to the 2013 Muskogee Comprehensive Plan and Future Land Use Map; however, a request to amend the Future Land Use Map is also on this meeting's agenda to bring it into compliance.

Proper notice was sent to property owners within 300 feet of the property and publication was done in the local newspaper.

RECOMMENDED STAFF ACTION:

Recommend approval of the rezone to City Council.

Fiscal Impact

Attachments

Staff Report

Property Map

Current Zoning Map

Ordinance

Planning & Community Development Staff Report

Agenda Item Title:

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve a rezone request for the property located at 602 North 20th Street rezoning the property from R-4 Multifamily to C-1 Local Commercial, and if approved, authorize staff to update the official city map.

Meeting Information:

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 July 8, 2025 at 9:00 A.M.
2. City of Muskogee Public Works Meeting on July 14, 2025 at 5:30 P.M.
3. City of Muskogee City Council on July 28, 2025 at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than June 18, 2025 and all property owners within a 300 foot radius of the property were noticed.

Legal Description:

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

Background:

Planning Department Analysis

- Current Zoning & Use
 - R-4 Multifamily.
 - Multi-family dwelling
- Proposed Zoning & Use
 - C-1 Local Commercial.
 - General Commercial
- Street Address: 602 North 20th Street

Discussion

The applicant has requested a rezone of the property located at 602 North 20th Street from R-4 Multifamily to C-1 Local Commercial. The proposed use of the property will be for commercial use. The request does not conform to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

RECOMMENDATION: Approve the Rezone Request.



Date Created: 6/29/2025

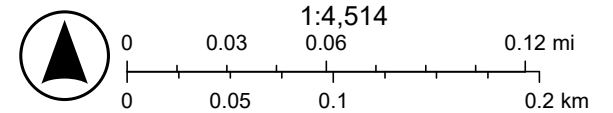
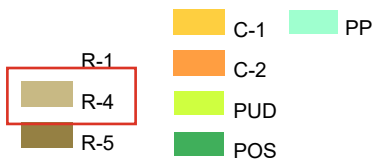
602 N 20th Rezone

1 inch = 72 feet

602 N 20th Property Zoning



Zoning Districts



ORDINANCE NO. 4267-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 602 N 20TH STREET. THE TRACT OF LAND IS IN THE NORTHWEST QUARTER OF SECTION 22, TOWNSHIP 15 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 18,773.69 SQUARE FEET MORE OR LESS, AND PROVIDING FOR SEVERABILITY. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS:

the following described real property and premises situated in Muskogee, State of Oklahoma, to-wit:

Tract 1: Lots 13, 14 and 15 in Block 7 of Muskogee Townsite Company 1st Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma. (602 N 20th St, Muskogee, OK)

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

(Archie Lathan III, Applicant)

FROM R-4. Multifamily

TO

C-1. Local Commercial

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held July 8, 2025, 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;

the following described real property and premises situated in Muskogee, State of Oklahoma, to-wit:

Tract 1: Lots 13, 14 and 15 in Block 7 of Muskogee Townsite Company 1st Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma. (602 N 20th St, Muskogee, OK)

MUSKOGEE TOWNSITE 1ST LOTS 13 THRU 15 BLOCK 7

FROM R-4. Multifamily

TO

C-1. Local Commercial

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.

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, THIS _____ DAY OF JULY 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this ____ day of _____, 20____.

KATRINA BODENHAMER, CITY ATTORNEY

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Hold a Public Hearing and make a recommendation to the City of Muskogee City Council on the approval of a Resolution for the adoption of the City of Muskogee Comprehensive Plan & Future Land Use Map Update with the provision for the plan to be revised and updated as needed. (Sarah Winkle)

LEGAL DESCRIPTION:

BACKGROUND:

The City of Muskogee Planning Department solicited proposals through an RFP (Request for Proposal) in July 2023 to find a consulting firm to prepare a new Comprehensive Plan and Future Land Use Map for the city, and received 7 proposals. A steering committee, comprised of representatives from various city boards and commissions and outside organizations, was established to review and select a firm. The committee reviewed the 7 (seven) proposals according to a rubric created using the information in the RFP.

Using a rubric based on the requirements of the RFP, the firms were narrowed down from 7 to 3. The firm selected was Halff Associates Inc. All firms that submitted proposals were informed of their status after each of the selection rounds.

On September 25, 2023, City Council motioned to execute the contract between the City of Muskogee and Halff Associates Inc., for the completion of the new City of Muskogee Comprehensive Plan.

Additional community outreach efforts included the following:

Open House at the Depot Green
Committee Meeting Focus Groups
Neighborhood Ward Workshop
COM Foundation Workshop

Some of the highlights of the Comprehensive Plan are as follows:

- Infill housing
 - Encourage infill development.
 - Explore supporting the development of infill through incentive tools and policies.
 - Leverage infill development to fill gaps in continuity.
 - Leverage missing middle housing types for infill development where appropriate to increase the range of available options at a multitude of price points.
- Industry and Economic Development
 - “We will generate economic growth and prosperity by cultivating a positive environment for people and industries to develop and succeed.”

- A significant piece of this picture depends on the ability of the City of Muskogee to position itself as an attractive and vibrant place for professionals and their families to call home.
- Maximize local career opportunities through industry partnerships and educational resources.
- Areas of Special Consideration
 - Areas of Special Consideration, where built or natural conditions may alter how future development incorporates place-type development parameters.
 - Areas of Special Consideration were highlighted by residents for having cultural significance, high redevelopment potential, or environmental concern.
- Livability
 - “We will promote pride in the community by providing access to quality education, safe neighborhoods, and rich cultural experiences.”
 - Muskogee has an overall livability score of 44 out of 100. The lowest scoring categories are environment, health, and neighborhood development. By focusing on these categories, Muskogee can improve its overall livability.
- Infrastructure and Cost-Based Management
 - Improve the efficiency and sustainability of public services.
 - Promote green infrastructure projects within private and public development. Promote green infrastructure within public roadway projects and consider providing code incentives for private developers to utilize these within new developments. This may also include internal educational initiatives for staff regarding best practices for ongoing maintenance of these types of facilities.
 - Ensure existing codes and regulations are aligned with resilience goals. Review current codes and regulations as they relate directly or indirectly to public and private infrastructure to ensure there are no significant discrepancies present which may work against any established resilience goals.
 - GIS-based asset management, in the context of infrastructure, is a process which aims to improve the maintenance strategies of public infrastructures, promoting enhanced performance for each individual resource within a system. This can include factors such as efficiency, durability, safety, functionality, and sustainability. Utilize a GIS-based asset management software to record fixed assets, document their locations, and record other valuable information such as warranties.

Halff Associates, Inc. will be here at City Council to present the Comprehensive Plan.

A copy of the Comprehensive Plan will be on the City of Muskogee Website for review.

RECOMMENDED STAFF ACTION:

Recommend approval to the City of Muskogee City Council of the Resolution adopting the City of Muskogee Comprehensive Plan & Future Land Use Map.

Fiscal Impact

Attachments

Resolution

Future Land Use Map

RESOLUTION NO. 3039

A RESOLUTION FOR THE ADOPTION OF THE CITY OF MUSKOGEE 2045 COMPREHENSIVE PLAN AND FUTURE LAND USE MAP WITH THE PROVISION FOR THE PLAN TO BE REVISED AND UPDATED AS NEEDED.

WHEREAS, the City of Muskogee Director of Planning and Community Development (“Director”) and the City of Muskogee Planning and Zoning Commission (“Commission”) have reviewed the 2045 Comprehensive Plan and Future Land Use Map in accordance with the duties imposed, by the City of Muskogee Charter, the City of Muskogee Code of Ordinances and the relevant Oklahoma Statutes, and do hereby recommend the adoption of said document hereinafter identified as the “2045 Comprehensive Plan and Future Land Use Map.”

WHEREAS, in 2023, the City of Muskogee Planning Department began the process to develop a new comprehensive plan for the city, involving substantial research, analysis and studies, public engagement, and meaningful dialogue with residents, City departments, public agencies and the business community; and

WHEREAS, the 2045 Comprehensive Plan and Future Land Use Map were made with the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the municipality and its environs to best promote, in accordance with present and future needs, health, safety, morals, order, convenience, prosperity and general welfare, as well as efficiency and economy in the process of development; including, among other things, adequate provision for traffic, the promotion of safety from fire and other dangers, adequate provisions for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, and wise and efficient expenditure of public funds, all in accordance with the City of Muskogee Charter, Article VI, Planning and Zoning, and 11 Okla. Stat. Sec. 43-103.

WHEREAS, the City of Muskogee utilized Halff Associates Inc. as consultants to conduct in-depth studies, surveys and analyses that included a review of Muskogee’s demographic, economic, and community conditions; and

WHEREAS, the Director and the Commission have performed their function and duty to make and adopt a master plan for the physical development of the municipality of Muskogee, Oklahoma in accordance with the City of Muskogee Charter, Article VI, Planning and Zoning, the City of Muskogee Code of Ordinances, Section 2-334, and 11 Okla. Stat. Sec. 45-103.

WHEREAS, after public hearings, the Director and Commission have recommended to the City Council of the City of Muskogee the adoption of the 2045 Comprehensive Plan and Future Land Use Map as a whole.

NOW THEREFORE, be it resolved that the City Council of the City of Muskogee, Oklahoma adopt the 2045 Comprehensive Plan and Future Land Use Map, and allow for the same to be revised and updated as needed in order to best preserve and manage the objectives identified herein.

ADOPTED this _____ day of _____, 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this _____ day of _____, 2025.

KATRINA BODENHAMER, CITY ATTORNEY

FUTURE DEVELOPMENT MAP

LEGEND

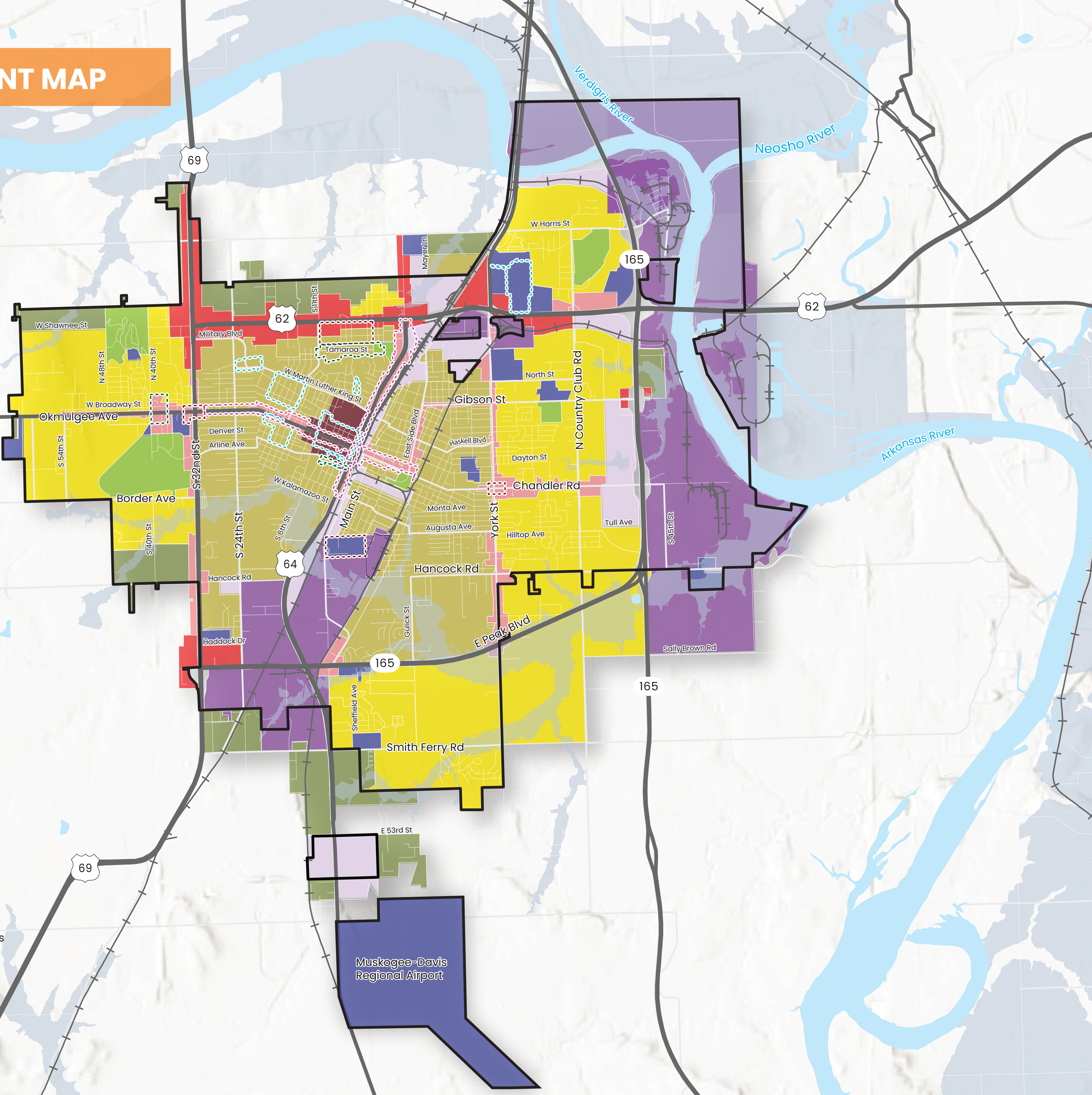
- Floodplain
- Waterways
- City Limits
- Highways
- Rail

PLACE-TYPES

- Parks and Open Space
- Rural Residential
- Suburban Residential
- Traditional Residential
- Local Commerical
- Regional/Corridor Commercial
- Light Industrial
- Heavy Industrial
- Downtown
- Civic and Educational

OVERLAYS

- Historic District
- Mixed-use Center
- Mixed-use Corridor
- Trail-Oriented Development



Planning Commission

7.

Meeting Date: 07/08/2025

Initiator: Sarah Winkle, Deputy Director of Planning and Community Development

Information

AGENDA ITEM TITLE:

Consider a recommendation of approval of Ordinance No. 4266-A to the City of Muskogee City Council, annexing the remaining parcels in the John T. Griffin Industrial Park, and establishing a zoning classification of I-1, Light Industrial, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

The properties being more particularly described as follows:

1. THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.
2. THE EAST 208.71 FEET OF THE NORTH 1043.55 FEET OF THE WEST HALF OF THE WEST HALF OF THE NE/4 OF THE NW/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE OFFICIAL PLAT THEREOF.
3. LOT 3 AND 4 IN BLOCK 3, WEBSTER'S SECOND SUBDIVISION OF THAT PART OF THE WEST HALF OF THE NE/4 IN SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, ACCORDING TO THE OFFICIAL PLAT THEREOF, MUSKOGEE COUNTY, OKLAHOMA
4. THE EAST HALF OF THE EAST HALF OF THE NW¼ AND THE EAST HALF OF THE WEST HALF OF THE EAST HALF OF THE NW¼ OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.

AND

A TRACT OF LAND IN THE NW/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE WEST HALF OF THE SE/4 OF THE NW/4; THENCE S01°37'08"E ALONG THE EAST LINE THEREOF 180.00 FEET; THENCE S88°45'27"W 400.00 FEET; THENCE N01°37'08"W 180.00 FEET TO THE NORTH LINE OF SAID SW/4 OF THE NW/4; THENCE CONTINUING N01°37'08"W 276.45 FEET; THENCE N88°48'27"E 400.00 FEET TO A POINT ON THE EAST LINE OF THE WEST HALF OF THE WEST HALF OF THE NW/4 AT 1043.58 FEET SOUTH OF THE NORTHEAST CORNER THEREOF; THENCE S01°37'08"E ALONG SAID LINE 276.45 FEET TO THE POINT OF BEGINNING

5. SW1/4 OF THE NW1/4 AND WEST HALF OF THE WEST HALF OF THE SE1/4 OF THE

NW1/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

LESS AND EXCEPT A TRACT OF LAND LOCATED IN THE NORTHEAST CORNER OF SAID TRACT BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID WEST HALF OF THE WEST HALF OF THE SE1/4 OF THE NW1/4; THENCE S01°37'08"E A DISTANCE OF 180 FEET; THENCE S88°45'27"W A DISTANCE OF 400.00 FEET; THENCE N01°37'08"W 180 FEET TO THE NORTH LINE OF SAID SW1/4 OF THE NW1/4; THENCE N88°45'27"E A DISTANCE OF 400.00 FEET TO THE POINT OF BEGINNING.

BACKGROUND:

The remaining parcels of the John T. Griffin Industrial Park II are located in the NW/4 of Section 15, Township 14 North, Range 18 East; the NE/4 of Section 15, Township 14, Range 18 East; and the SW/4 of Section 15, Township 14, Range 18 East, all which are south of the recently annexed property in John T. Griffith Industrial Park I, which was just south of Dal Tile. The 6 (six) parcels abutt the city limits on 2 (two) sides and are contiguous to the City of Muskogee Corporate limits. The annexation will take in six (6) parcels owned by the City-County Port Authority; OG&E; Core Scientific and Polaris Technologies. The City will also take in surrounding infrastructure, such as the newly completed Smith Ferry Road that touches the northern border of 2 (two) of the parcels which are owned by the City County Port Authority and Core Scientific. The roads are industrial concrete roads with another 30-50 years of expected life before major repairs may occur. This annexation has been requested by the City of Muskogee and is an effort to continue the industrial growth of the community to provide high-quality and high-paying jobs. We will not annex any other property than the property requested.

Ordinance No. 4266-A annexes the above property while also zoning the property to I-1 Light Industrial as detailed by the 2013 Muskogee Comprehensive Plan and Future Land Use Plan, adopted by City Council on June 25, 2012, by Resolution No. 2404.

City Council passed Resolution No. 3030 to begin the annexation process at the Special Call City Council held on June 9, 2025.

Public notices were published in the local newspaper on June 21, 2025, and June 28, 2025. Notices were also mailed to the property owners within a 300 ft. radius of the parcels described.

RECOMMENDED STAFF ACTION:

Recommend approval to City Council.

Fiscal Impact

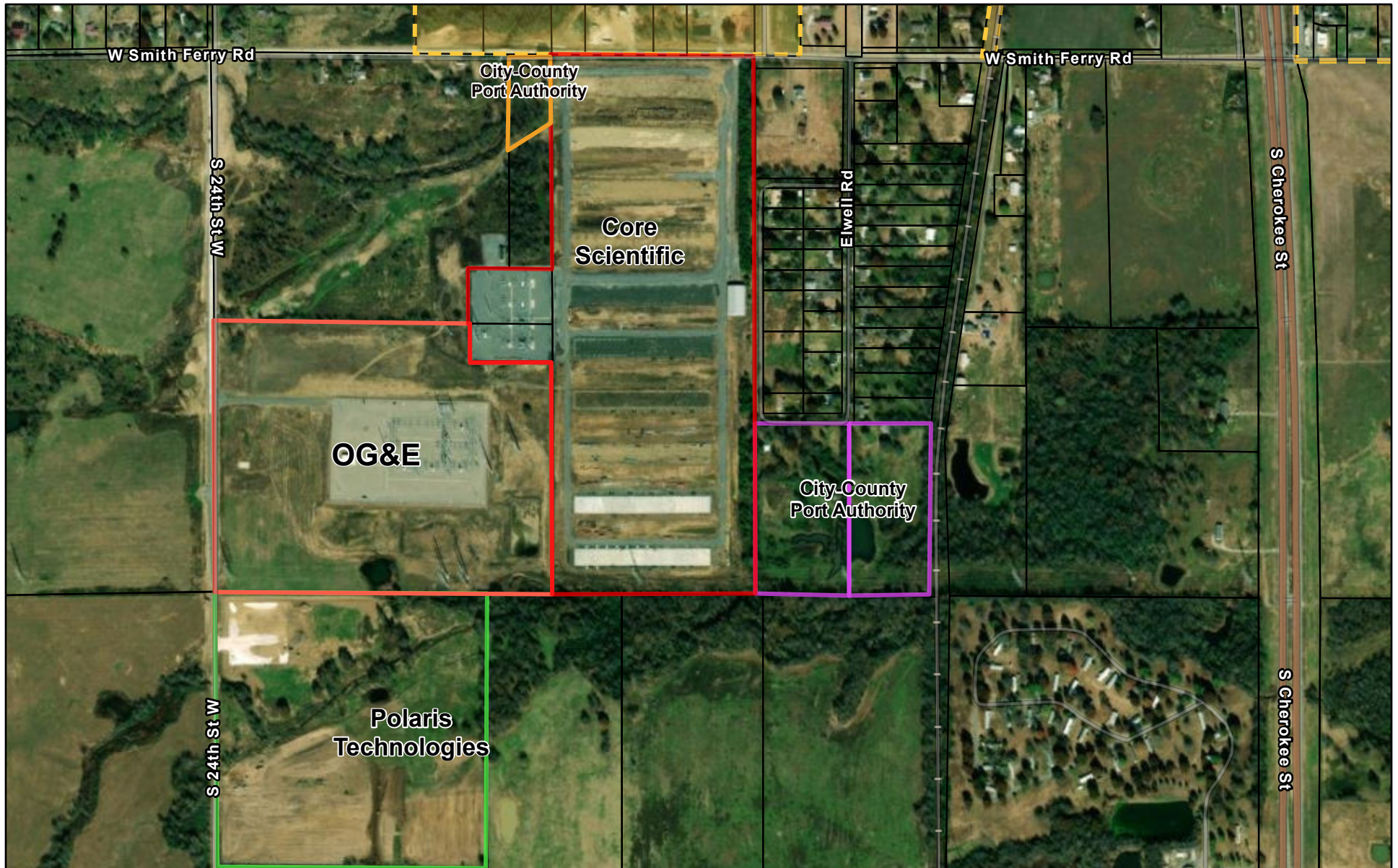
Attachments

Annexation Map

Ordinance

Service Plan

John T Griffin Annexation Part II

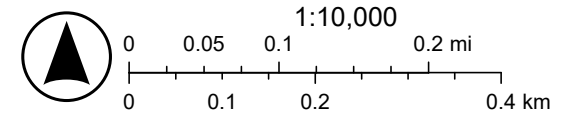


5/27/2025

— Muskogee City Limits

— Muskogee County Parcels, updated Feb. 2024

World Imagery



ORDINANCE NO. 4266-A

AN ORDINANCE ESTABLISHING A ZONING CLASSIFICATION OF “I-1” LIGHT INDUSTRIAL AND ANNEXING TERRITORY ADJACENT TO THE CITY LIMITS UPON PETITION OF THE CITY OF MUSKOGEE, SAID TERRITORY BEING LOCATED IN THE NW SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN AND THE SW SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE MERIDIAN AND THE NE SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE MERIDIAN MUSKOGEE COUNTY, STATE OF OKLAHOMA, ALL THAT CERTAIN REAL ESTATE BEING MORE PARTICULARLY DESCRIBED HEREINAFTER; PROVIDING THAT SAID REAL ESTATE SHALL BE PART OF THE CITY OF MUSKOGEE, OKLAHOMA, AND ALL PROPERTY SITUATED THEREIN CONTAINING 171.324 ACRES MORE OR LESS, SHALL BE SUBJECT TO THE JURISDICTION, CONTROL, LAWS, AND ORDINANCES OF THE CITY OF MUSKOGEE, OKLAHOMA; DIRECTING NOTIFICATION; PROVIDING FOR REPEALER, SEVERABILITY AND DECLARING AN EMERGENCY.

(The City of Muskogee, Petitioner)

WHEREAS, the City of Muskogee in reference to the acres described in Section 1 of this Ordinance, said land being contiguous to and adjacent to the City of Muskogee, have requested in writing that the same THE PROPERTY BE ANNEXED INTO THE CITY OF MUSKOGEE CITY LIMITS.

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

Section 1: The area by which the petition seeks annexation is described as follows:

1. THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.
2. THE EAST 208.71 FEET OF THE NORTH 1043.55 FEET OF THE WEST HALF OF THE WEST HALF OF THE NE/4 OF THE NW/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE OFFICAL PLAT THEREOF.
3. LOT 3 AND 4 IN BLOCK 3, WEBSTER’S SECOND SUBDIVISION OF THAT PART OF THE WEST HALF OF THE NE/4 IN SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, ACCORDING TO THE OFFICIAL PLAT THEREOF, MUSKOGEE COUNTY, OKLAHOMA

4. THE EAST HALF OF THE EAST HALF OF THE NW¼ AND THE EAST HALF OF THE WEST HALF OF THE EAST HALF OF THE NW¼ OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.

AND

A TRACT OF LAND IN THE NW/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE WEST HALF OF THE SE/4 OF THE NW/4; THENCE S01°37'08"E ALONG THE EAST LINE THEREOF 180.00 FEET; THENCE S88°45'27"W 400.00 FEET; THENCE N01°37'08"W 180.00 FEET TO THE NORTH LINE OF SAID SW/4 OF THE NW/4; THENCE CONTINUING N01°37'08"W 276.45 FEET; THENCE N88°48'27"E 400.00 FEET TO A POINT ON THE EAST LINE OF THE WEST HALF OF THE WEST HALF OF THE NW/4 AT 1043.58 FEET SOUTH OF THE NORTHEAST CORNER THEREOF; THENCE S01°37'08"E ALONG SAID LINE 276.45 FEET TO THE POINT OF BEGINNING

5. SW1/4 OF THE NW1/4 AND WEST HALF OF THE WEST HALF OF THE SE1/4 OF THE NW1/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

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Section 2: The zoning classification of the real estate hereinbefore described in Muskogee County will be zoned I-1 Light Industrial Zoning Classification as approved in the 2013 City of Muskogee Comprehensive Plan and Land Use Map adopted June 25, 2012 upon annexation.

Section 3: The increase of the City by the annexation of the hereinbefore described property will redound to the benefit of the City and the same is hereby zoned and annexed.

Section 4: A copy of the Ordinance, together with an accurate map of the territory zoned and annexed, certified by the Mayor and the City Clerk, shall be filed in the office of the County

Clerk of Muskogee County, Oklahoma.

Section 5: SEVERABILITY. Should any 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.

Section 6: EMERGENCY. This Ordinance being designated to protect the health and safety of the inhabitants of the City of Muskogee, Oklahoma, an emergency is hereby declared to exist whereby the same shall be in full force and effect from and after its adoption and publication.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA THIS _____ DAY OF JULY, 2025.

W. PATRICK CALE, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this ____ day of _____, 20____.

KATRINA BODENHAMER, CITY ATTORNEY

**CITY OF MUSKOGEE
ANNEXATION PROPOSAL
SERVICE PLAN**

The property proposed for annexation includes six (6) areas consisting of approximately 123.10 acres (0.19 square miles) and abuts the City limits on two (2) sides or more. The areas considered for annexation are generally described as follows:

- 1) THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.
- 2) THE EAST 208.71 FEET OF THE NORTH 1043.55 FEET OF THE WEST HALF OF THE WEST HALF OF THE NE/4 OF THE NW/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE OFFICAL PLAT THEREOF.
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- 4) THE EAST HALF OF THE EAST HALF OF THE NW¼ AND THE EAST HALF OF THE WEST HALF OF THE EAST HALF OF THE NW¼ OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA.
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- 5) SW1/4 OF THE NW1/4 AND WEST HALF OF THE WEST HALF OF THE SE1/4 OF THE NW1/4 OF SECTION 15, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

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(See Attached Map)

◆ **Planning and Zoning**

The land use classifications within the area(s) include residential, agricultural and some commercial and industrial. The City of Muskogee Planning and Zoning Commission will designate the zoning classification of "I-1" Light Industrial for all property within the area annexed, taken into consideration the existing land use (see attached zoning map). All zoning decisions are ultimately the responsibility of the City Council. Any existing land use, which does not comply with the designated zoning district, will be considered legal nonconforming and allowed to continue as long as City codes are adhered to.

Very few of the properties in the area have been platted, and it is doubtful they meet the minimum design requirements of the subdivision regulations of the City of Muskogee. Property that is undeveloped (platted or unplatted) shall comply with the City of Muskogee Subdivision Regulations prior to obtaining a building permit. It is not anticipated that any property owners are seeking subdivision development. A copy of the regulations are available for review or purchase in the Planning Department. Zoning and planning services will be available to the area upon annexation.

The Code Enforcement Division of the Planning Department will enforce all city ordinances in reference to derelict structures, dilapidated property and weeds, grass and

trash. For the first two (2) years, enforcement of city ordinances will be on a complaint basis. Thereafter, the City will be the complainant on code violations.

- Cost for services upon annexation will be dependent on the services sought by the property owner from the Planning and Zoning Department. Those services are listed as follows:
- Cost for services/violations upon annexation for Code Enforcement will be dependent on the services/violations provided or incurred.
- Cost for services upon annexation for Inspections will be dependent on the services incurred. The Fee Schedule for Permits and Inspections can be found at https://www.muskogeeonline.org/departments/planning/inspection_fees.php or by calling in to the Inspections Department.

♦ **Police Department**

Upon annexation, Muskogee Police Department will be the primary responders. No additional equipment or personnel will be needed.

Cost analysis for ongoing services to the area being annexed for this department is not able to be quantified since type of call and personnel needed per call cannot be ascertained.

♦ **Fire Department**

Upon annexation, Muskogee Fire Department will become the primary fire protection agency for this area. At least three pumpers and one ladder or rescue truck will respond to any structure fire. Grass, trash and refuse fires will have an initial response of one pumper truck. Outside burning in these areas will be prohibited upon annexation as per city ordinance. No additional equipment or personnel will be needed.

Cost per hr. for MFD response to a single alarm commercial fire alarm which includes a command vehicle, 3 engines, 1 ladder, and 1 rescue.

- Single alarm commercial fire alarm cost for personnel/hr.: \$507.28
- Single alarm commercial fire alarm cost for apparatus/hr.: \$3000

Cost per hr. for MFD response to a single alarm commercial fire alarm which includes a command vehicle, 3 engines, 1 ladder, and 1 rescue.

- Cost for personnel/hr.: \$100.50
- Cost of apparatus/hr.: \$500

♦ **Water Service**

The proposed annexation area currently has water service provided by the City of Muskogee. The size of the water lines varies from 6” in diameter to 12”. Any development is responsible for connecting to the water lines and for improvements if demanded needs are not met. Water service rates will be adjusted to the level of inside-city rates beginning with any bills issued on or after October 15, 2025.

Distribution

- Total Water Distribution Maintenance Cost Annually \$10,211

Treatment

- Cost to supply water annually \$691,880

♦ **Sanitary Sewer Service**

The proposed annexation areas are served by City sewer. The line size is a 12”. Any development is responsible for connecting to existing infrastructure or make improvements if capacity upgrades are needed.

Some of these areas are currently served by city sewer and are paying the outside city rate and will be adjusted to inside of city rate beginning with any bills issued on or after October 15, 2025.

Treatment and Collection Combined

- Cost to collect and treat sewage annually \$350,000

Sanitary Sewer Collection is an unmonitored utility and therefore its service cost is wrapped into the treatment cost.

♦ **Street Department**

The areas of proposed annexation contain a variety of streets consisting of concrete and gravel. Upon annexation, any streets in the area will be maintained to their current level by the Public Works Department.

Street Maintenance

- Total Street Maintenance Cost Annually \$18,906

◆ Sanitation Department

The Sanitation Division of the Public Works Department enforces the ordinance that requires refuse collection at all residences. The City will provide this service, including the furnishing of a trash container, to any residence located on a street that is adequate for the safe operation of the collection vehicle and employees. The resident may use either the City service or may contract with any City-licensed refuse collection service. A complete sanitation collection policy is available from the Public Works Department. Some of these areas currently have sanitation service at the outside city rate and will need to be adjusted to inside of city rate beginning with any bills issued on or after October 15, 2025.

There is no additional cost to this City for expanding into this area.

- The polycarts and containers that will be used come from the City’s pre-existing stockpile. There is a cost associated with adding an additional stop on the route and additional landfill usage. The cost to dump this extra waste will be equivalent to \$10 per cubic yard of waste. This will be absorbed into the utility bill if they choose to use City trash service, if they opt to use a private hauler there will be no increase to the City. The bill accounts for the collection of solid waste, creating not cost.

◆ Environmental Control Department

Any applicable right of way mowing and spraying within these areas will become the responsibility of the Environmental Control Department. Mowing of these areas is expected to take an additional 3-4 days of mowing per month. The property owners are responsible for the maintenance of their right of way per City Code.

Herbicide Cost, Material and Labor

- Labor and Material Annually \$1,320

◆ Storm Water Department

Upon annexation, all areas will be subject to storm water fees in accordance with the fee schedule listed in Appendix “A” of the City of Muskogee Code of Ordinances.

There is a conditional cost to this City for expanding into this area.

- If they are discharging into the City system they will pay a stormwater fee for an appropriate amount of ESU’s or Equivalent Surface Units that will negate the cost of providing any service.

♦ **Conclusion**

This proposed plan sets forth the times that the City of Muskogee considers being a reasonable time to implement the service plan or the various services. This time frame will be confirmed or modified at the public hearing and set forth in the ordinance annexing the territory. The plan may be amended through negotiation at the hearing.