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).

AGENDA
MUSKOGEE BOARD OF ADJUSTMENT
MAY 12, 2026

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. Hold a Public Hearing for a special use exception regarding the operation of a Bed & Breakfast on the property located at 531 N 13th St, or take other necessary action. (Sarah Winkle)

2. Hold a Public Hearing for a variance regarding the construction of an accessory structure on the property located at 2410 Arline Avenue, or take other necessary action. (Sarah Winkle)

ADJOURN

Board of Adjustment **1.**

Meeting Date: 05/12/2026

Initiator: Maxine Slusser, Planning Admin I

AGENDA ITEM TITLE:

Hold a Public Hearing for a special use exception regarding the operation of a Bed & Breakfast on the property located at 531 N 13th St, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

A part of Lot 5 in Block 226 in the CITY OF MUSKOGEE, according to the official plat thereof, Muskogee County, State of Oklahoma, more particularly described as follows: Beginning at a point in the West line of the Thirteenth Street, as established by the City of Muskogee Ordinance No. 129, said point being 250 feet Southerly from Southwest corner of Thirteenth and Fondulac Street: thence Southerly along Thirteenth Street 80 feet: thence Westerly to a point on the East line of alley at a point 160 feet South of the Northwest corner of said Lot 5; thence Northerly along the East line of alley in said Block 226 a distance 80 feet; thence Easterly on a line parallel to the North line of said Lot 5 to the Point of Beginning.

BACKGROUND:

The applicant is requesting a special use exception for the purpose of establishing a bed and breakfast at the property located at 531 North 13th Street.

Planning Department Analysis:

- Current Zoning & Use: R-1 Single Family, Residential Use
- Proposed Zoning & Use: R-1 Single Family (no change); Bed & Breakfast
- Quarter Section, Range, Township: SE22-15E-18N
- Street Address: 531 North 13th Street, Muskogee, OK

RECOMMENDED STAFF ACTION:

Approve the special use exception request.

Fiscal Impact

Attachments

Staff Report

Site Plan

MUSKOGEE
Planning Department

229 W. Okmulgee
Muskogee, OK 74401
(918) 684-6232

Planning & Community Development Staff Report

Agenda Item Title:
Hold a Public Hearing for a special use exception regarding the operation of a bed and breakfast on the property located at 531 North 13th Street, or take other necessary action. (Sarah Winkle)

Meeting Information:
City of Muskogee Board of Adjustment
Tuesday, May 12, 2026 at 2:00 P.M.
City of Muskogee City Hall, 229 W Okmulgee Ave., 3rd Floor Council Chambers

Legal Description:

A part of Lot 5 in Block 226 in the CITY OF MUSKOGEE, according to the official plat thereof, Muskogee County, State of Oklahoma, more particularly described as follows: Beginning at a point in the West line of the Thirteenth Street, as established by the City of Muskogee Ordinance No. 129, said point being 250 feet Southerly from Southwest corner of Thirteenth and Fondulac Street: thence Southerly along Thirteenth Street 80 feet: thence Westerly to a point on the East line of alley at a point 160 feet South of the Northwest corner of said Lot 5; thence Northerly along the East line of alley in said Block 226 a distance 80 feet; thence Easterly on a line parallel to the North line of said Lot 5 to the Point of Beginning.

Background:
Planning Department Analysis

- Current Zoning & Use: R-1 Single Family, Residential Use
- Proposed Zoning & Use: R-1 Single Family (no change); Bed & Breakfast
- Quarter Section, Range, Township: SE22-15E-18N
- Street Address: 531 North 13th Street, Muskogee, OK

Discussion: The applicant is requesting a special use exception for the purpose of establishing a bed and breakfast at the property located at 531 North 13th Street.

Justification from the applicant:
This request is based on the unique characteristics of the property at 531 N. 13th Street in Muskogee, OK as a historic home located within Founders' Place

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neighborhood, which is listed on the National Register of Historic Places. The proposed use of 531 N. 13th Street as a small bed and breakfast maintains the residential character of the neighborhood, while allowing for small-scale, owner occupied and operated lodging and private, reservation-only guest experiences. No exterior changes will be made to the property, thus maintaining a compatible facade with the surrounding residential area in the neighborhood.

Muskogee needs additional places for people to stay when they are visiting our great city. This bed and breakfast offers a unique opportunity to stay in a historic home and provide lodging to people visiting Muskogee. Through our guest experiences, we will increase tourism and bring awareness to the culture and history of the Founders' Place neighborhood.

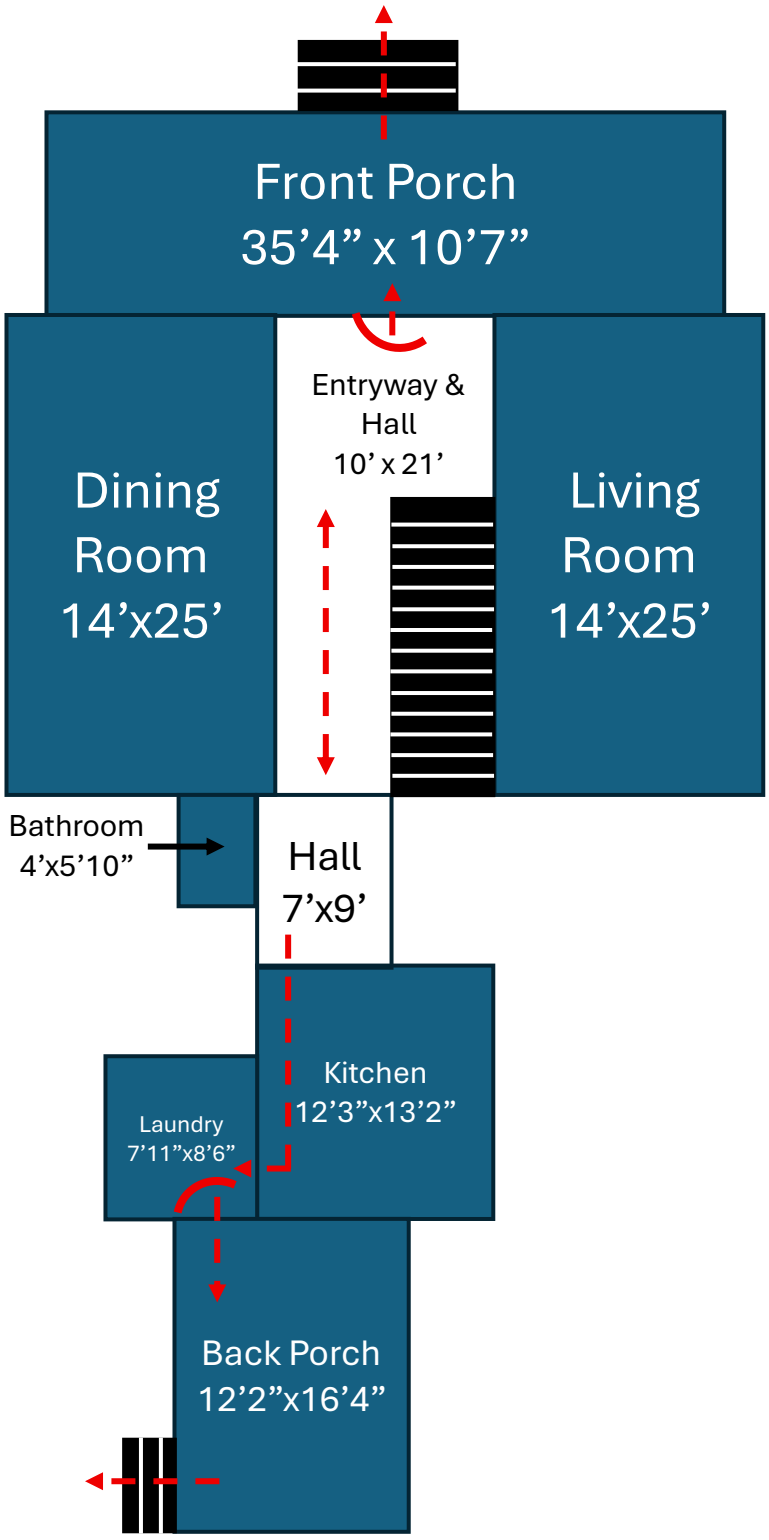
All reservations for the bed and breakfast and guest experiences will be made in advance. Therefore, there will be no walk-in traffic to the neighborhood or property and this will not be a high-traffic commercial venue. Events will be designed to minimize noise, traffic, and disruption to the surrounding area. We have a clear plan for parking, guest flow, and noise control. Our goal is to preserve the property while operating in a way that is respectful to the neighborhood.

This use of the property as a bed and breakfast supports local tourism by offering a historically themed experience that highlights the cultural significance of the property and the surrounding district. The intent is to preserve and activate the space in a way that aligns with the neighborhood, while remaining low-impact and carefully managed. We are committed to compliance with City requirements and fostering good relationships with our neighbors.

Recommendation: Approve the special use exception request

(See Attached Site Plan)

531 N 13th Street
First Floor



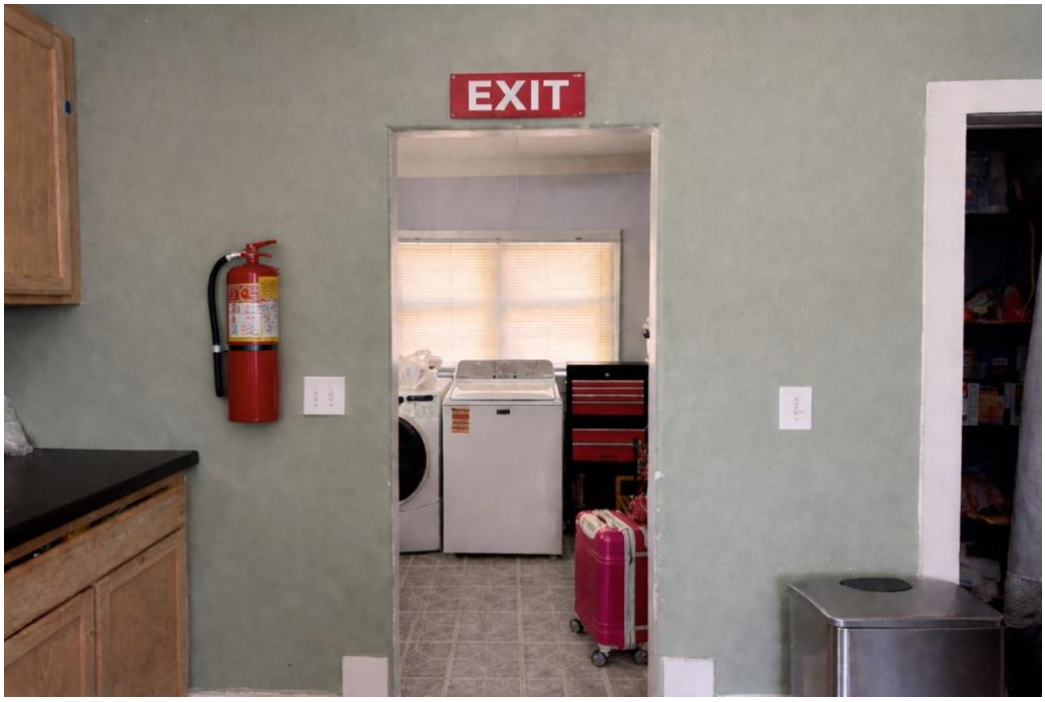
531 N 13th Street
First Floor
Proposed Exit Signs and Fire Hydrant Placement



Hallway Exit Sign on First Floor



Additional Hallway Exit Sign on First Floor



Kitchen Exit Sign and Fire Hydrant on First Floor

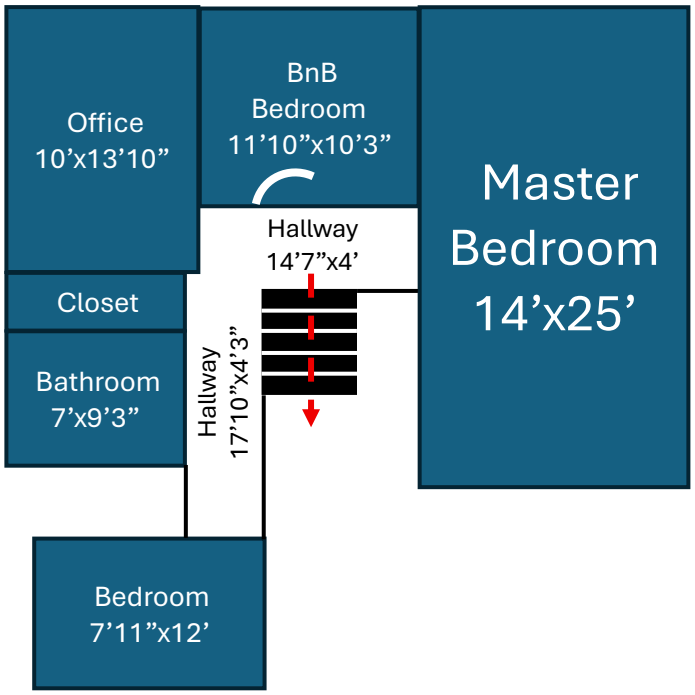


Backdoor Exit Sign on First Floor

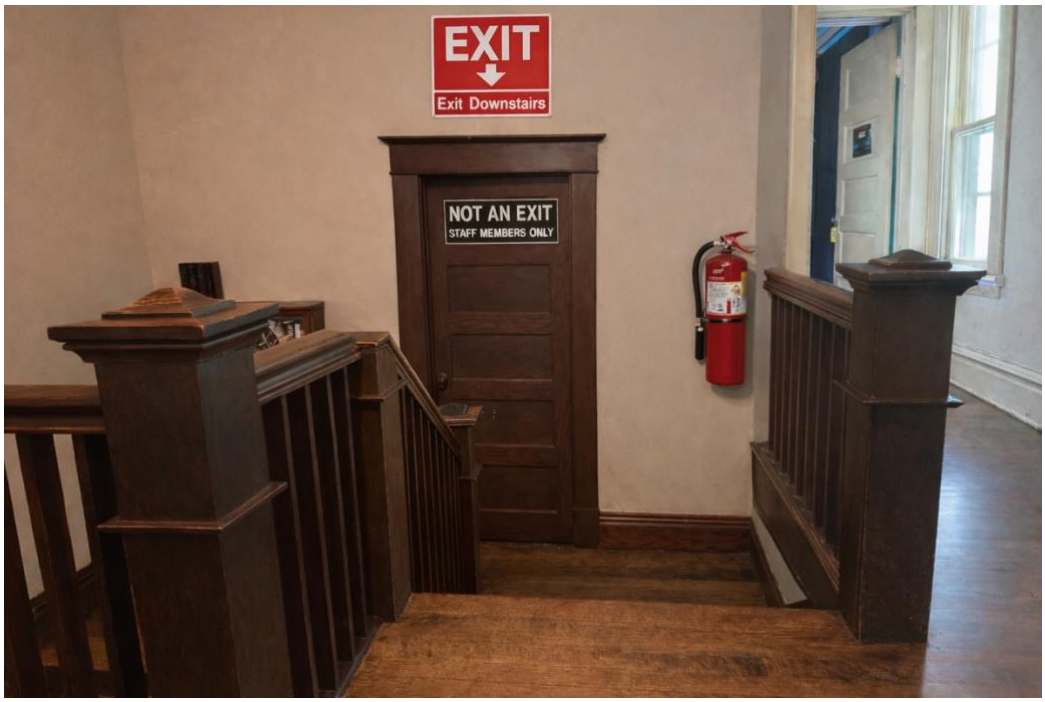


Front Door Exit Sign on First Floor

531 N 13th Street
Second Floor

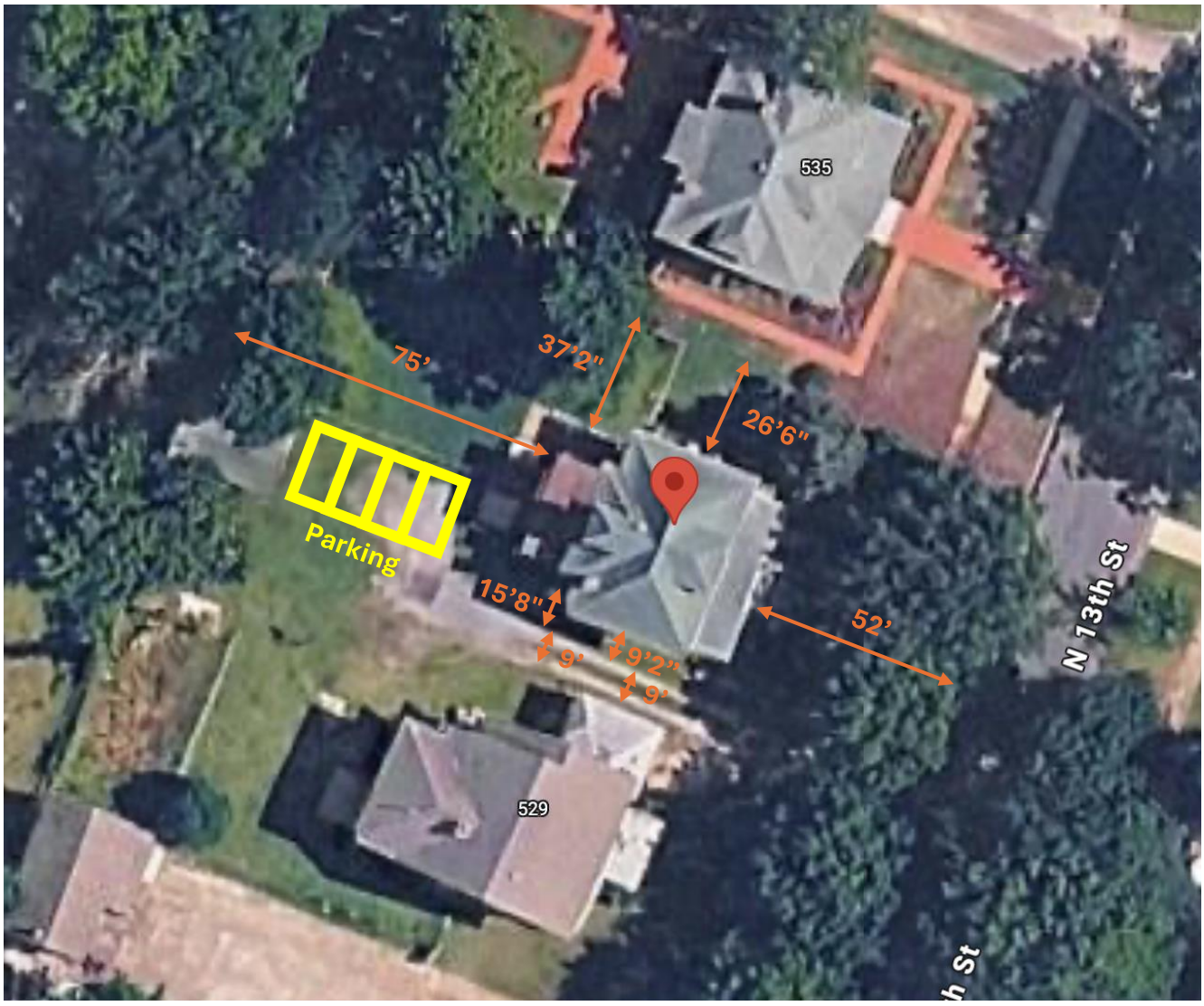


531 N 13th Street
Second Floor
Proposed Exit Signs and Fire Hydrant Placement



Stairway Exit Sign and Fire Hydrant on Second Floor

531 N 13th Street
Parking & Building Distance to Property Edge



531 N 13th Street
Proposed Yard Sign Placement and Design
3’ wide x 2’ long





Board of Adjustment **2.**

Meeting Date: 05/12/2026

Initiator: Maxine Slusser, Planning Admin I

AGENDA ITEM TITLE:

Hold a Public Hearing for a variance regarding the construction of an accessory structure on the property located at 2410 Arline Avenue, or take other necessary action. (Sarah Winkle)

LEGAL DESCRIPTION:

The East 49 feet of the West 98 feet in Lot 4 and the West 49 feet in Lot 4 in Block 2 of Jefferson Highway Addition to the City of Muskogee, according to the officia1 plat thereof, Muskogee County, State of Oklahoma.
AND
Lot 7 in Block l of Kinneys Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma.

BACKGROUND:

The applicant is requesting a variance of the property located at 2410 Arline for the purpose of the construction of an accessory structure that exceeds the permitted size under the current ordinance.

Planning Department Analysis:

- Current Zoning & Use: R-1 Single Family, Residential Use
- Proposed Zoning & Use: R-1 Single Family (no change); Residential use (no change)
- Quarter Section, Range, Township: NE28-15E-18N
- Street Address: 2410 Arline Avenue, Muskogee, OK

RECOMMENDED STAFF ACTION:

Approve the variance request.

Fiscal Impact

Attachments

Staff Report
Zoning Map
Site Plan

MUSKOGEE
Planning Department

229 W. Okmulgee
Muskogee, OK 74401
(918) 684-6232

Planning & Community Development Staff Report

Agenda Item Title:
Hold a Public Hearing for a variance regarding the construction of an accessory structure on the property located at 2410 Arline Avenue, or take other necessary action. (Sarah Winkle)

Meeting Information:
City of Muskogee Board of Adjustment
Tuesday, May 12, 2026 at 2:00 P.M.
City of Muskogee City Hall, 229 W Okmulgee Ave., 3rd Floor Council Chambers

Legal Description:
The East 49 feet of the West 98 feet in Lot 4 and the West 49 feet in Lot 4 in Block 2 of Jefferson Highway Addition to the City of Muskogee, according to the officia1 plat thereof, Muskogee County, State of Oklahoma.
AND
Lot 7 in Block l of Kinneys Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma.

Background:
Planning Department Analysis

- Current Zoning & Use: R-1 Single Family, Residential Use
- Proposed Zoning & Use: R-1 Single Family (no change); Residential use (no change)
- Quarter Section, Range, Township: NE28-15E-18N
- Street Address: 2410 Arline Avenue, Muskogee, OK

Discussion: The applicant is requesting a variance of the property located at 2410 Arline for the purpose of the construction of an accessory structure that exceeds the permitted size under the current ordinance.

Justification from the applicant:
The primary justification for this request is based on the size and age of the existing home. The residence is an older home with a smaller overall square footage compared to modern homes being constructed today. Because the ordinance limits accessory structures to 40% of the home's square footage, the allowable size under the current regulation results in a structure that is significantly smaller than what is reasonably necessary for functional use.

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The proposed accessory structure is intended to serve practical purposes consistent with residential use, such as storage, equipment housing, and general property maintenance. Due to the modest size of the existing home, applying the 40% calculation does not provide sufficient square footage to reasonably accommodate these needs.

Additionally, many newer homes have substantially larger footprints, which allows for larger accessory structures under the same 40% rule. In this case, the strict application of the ordinance creates a disproportionate limitation because the home's smaller size does not reflect modern average home sizes. The requested variance would help bring the accessory structure into reasonable proportion for functional use without negatively impacting neighboring properties.

This request is not intended to alter the character of the neighborhood, but rather to allow reasonable use of the property in a manner consistent with typical residential development standards today.

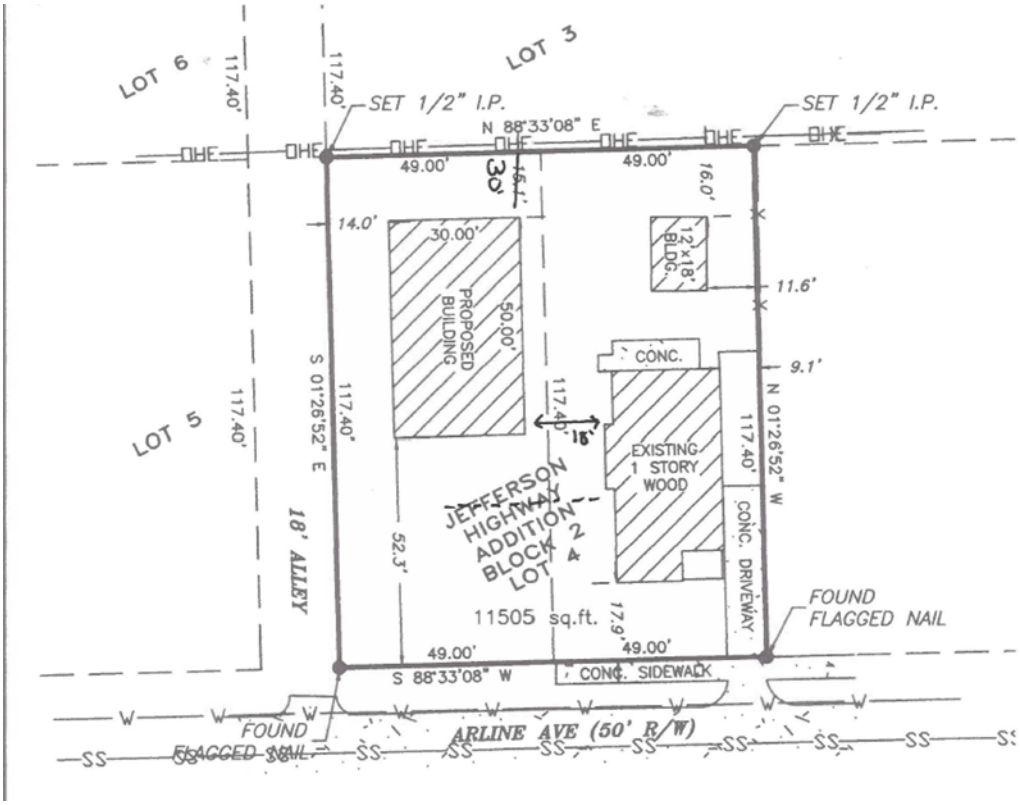
Recommendation: Approve the variance request.

MUSKOGEE
Planning Department

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Muskogee, OK 74401
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City of Muskogee Zoning Map





229 W. Okmulgee
Muskogee, OK 74401
(918) 684-6232



City of Muskogee Zoning Map



2/24/2026

Qtr Sect Areas

Zoning Districts

R-1

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

1:564

0 0 0.01 0.01 mi

0 0.01 0.01 0.02 km

Microsoft, Vantor, Esri Community Maps Contributors, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,

PLOT PLAN

LEGEND

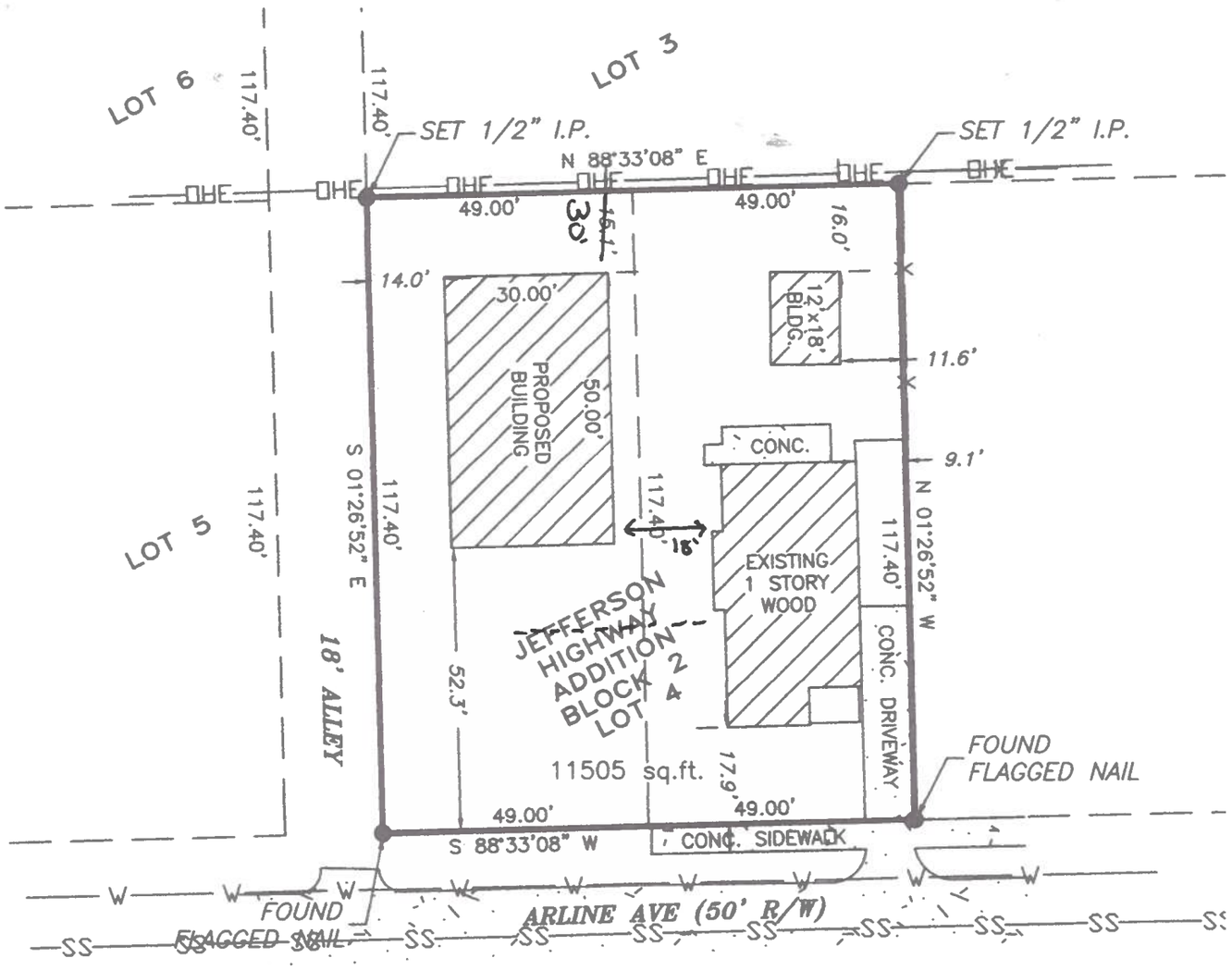
IRON PIN
FENCE
ELEVATION 100
SECTION LINE
EASEMENT LINE
ELECTRIC LINE E
WATER LINE W
TELEPHONE LINE T
GAS LINE G
SANITARY SEWER SS

SCALE 1"=30'

BASIS OF BEARING
SOUTH LINE OF BLOCK 2
BEING S 88°33'08" W

R E
T
N

SECTION
COUNTY MUSKOGEE



LEGAL DESCRIPTION
THE WEST 98 FEET IN LOT 4 IN BLOCK 2 OF JEFFERSON HIGHWAY ADDITION TO THE CITY OF MUSKOGEE, ACCORDING TO THE OFFICIAL PLAT THEREOF, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

REGISTERED LAND SURVEYOR
LYNN COFFMAN
L.S. 1121
2-17-26
OKLAHOMA

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 LS#1121

DATE OF LAST SITE VISIT 2-17-2026 W.O.# 26-003

Client: Kevin Green
Address: 2410 Arline Ave
Muskogee, OK 74401

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