

**MINUTES**  
**City of Muskogee Planning and Zoning Commission**  
**September 17, 2018**

Members of the City of Muskogee Planning and Zoning Commission were called to order at a Regular Scheduled Meeting on Monday, September 17, 2018 at 9:00 a.m., in the Council Chambers, 3rd Floor of the Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

Present: Commissioner Lathon Archie III; Commissioner Jack Bethany; Commissioner Mark Luttrull; Commissioner Justin Walker; Commissioner Shirley Hilton-Flanary; Commissioner Patrick Cale; Commissioner Stella Derrick

Staff Present: Gary D. Garvin, Director of Planning and Economic Development; Tish Callahan, Assistant City Planner; Susan Ross, Office Administrator

1 Roll Call.

2 Chairman Mark Luttrull called for approval of the Minutes of the July 2, 2018 Planning and Zoning Commission meeting.

Motion was made by Commissioner Jack Bethany, seconded by Commissioner Stella Derrick

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany, Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella Derrick

Carried - Unanimously

3 Chairman Mark Luttrull opened the public hearing.

Gary D. Garvin, Planning Director, presented the staff report on the request from Steve Brown to consolidate Lots 11, 12 and 13, Block 2, Pickens Addition, City of Muskogee, into two (2) tracts.. The applicant is consolidating three (3) lots into two (2) tracts to allow a new single-family dwelling to be located on Tract 1. Tract 2 has an existing single-family dwelling located on the property. Both proposed tracts will consist of 9,899 square feet. The tracts comply with all of the area regulations within the Zoning Ordinance and staff recommends approval.

Motion was made by Commissioner Patrick Cale, seconded by Commissioner Shirley Hilton-Flanary

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany,  
Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner  
Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella  
Derrick

Carried - Unanimously

- 4 Gary D. Garvin, Planning Director, presented the staff report on the request from Robert Zachary Lee to split Lot 1, Block 322, City of Muskogee, into three (3) tracts. The applicant is requesting approval of the lot split to allow two additional mobile homes to be located on the property. Currently Tract 3 has an existing mobile home on the property. All three (3) tracts will consist of 6,667 square feet. The property is zoned "R-5" Mobile Home and complies with all of the area regulations within the Zoning Ordinance. Staff recommends approval.

Motion was made by Commissioner Patrick Cale, seconded by Commissioner Shirley Hilton-Flanary

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany,  
Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner  
Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella  
Derrick

Carried - Unanimously

- 5 Gary D. Garvin, Planning Director, presented the staff report on a request from Richard Morgan to consolidate Lots 6, 7 and the west 35 feet of Lot 8, Block 7, Monticello Addition, City of Muskogee, into one tract. The Lot Consolidation is being requested to allow an accessory building to be located on the property. The new Tract 1 will consist of 0.43 acres. The tract complies with all of the area regulations within the Zoning Ordinance and staff recommends approval.

Motion was made by Commissioner Jack Bethany, seconded by Commissioner Shirley Hilton-Flanary

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany,  
Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner  
Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella  
Derrick

Carried - Unanimously

- 6 Gary D. Garvin, Planning Director, presented the staff report on the Final Replat of Part of Block 5 of the Amended Agency Addition, consisting of two (2) lots on 2.28 acres, located at 3200 W. Okmulgee Avenue. The applicants, Muskogee Holdings LLC (David Henke, Agent), have indicated the property is being replatted into two (2) lots on 2.28 acres to allow the property to be sold. The applicant is in the process of selling the lot (Tract A) where the new Taco Bell is located (3200 W. Okmulgee Avenue). Subdivision Review Committee reviewed the Preliminary and Final Replats, and recommended approval with conditions. (all conditions have been complied with).

Motion was made by Commissioner Patrick Cale, seconded by Commissioner Jack Bethany

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany, Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella Derrick

Carried - Unanimously

- 7 Gary D. Garvin, Planning Director, presented the staff report on the request by the City of Muskogee to rescind the Lot Split approved by Planning Commission on September 2, 2014 for Lots 1 and 2 of Ft. Davis 3rd Addition, and authorize the Planning Director to file any and all necessary recission documents with Muskogee County. The applicant, Brady Ross, submitted a Lot Split prepared by Tony Robison (Heartland Surveying and Mapping) splitting Lots 1 and 2 of Ft. Davis 3rd Addition into two tracts. The survey indicated that an additional 27' was being added to Lot 1 to allow the applicant to install a circle drive and pool on the property. However, Mr. Ross was not the owner nor did he obtain the additional 27' from the abutting property owner. Therefore the Lot Split submitted, approved and filed was incorrect and needs to be revoked by the Planning Commission.

The abutting homeowners, Carlos and Karla Sandoval, were present to answer any questions.

Patrick Cale, Commissioner, asked how this lot split got by the commission.

Gary D. Garvin, Planning Director stated that the applicant, Brady Ross. signed the lot split application as the owner of the property. Mr. Garvin also stated that the Planning Department Lot Split application would be updated to include the requirement of proof of ownership through a deed or a purchase agreement.

Motion was made by Commissioner Jack Bethany, seconded by Commissioner Lathon Archie III

AYE: Commissioner Lathon Archie III, Commissioner Jack Bethany, Commissioner Mark Luttrull, Commissioner Justin Walker, Commissioner Patrick Cale, Commissioner Shirley Hilton-Flanary, Commissioner Stella Derrick

Carried - Unanimously

Chairman Mark Luttrull closed the Public Hearing.

There being no further business to come before the City of Muskogee Planning and Zoning Commission, Chairman Mark Luttrull adjourned the meeting at 9:17 a.m.