

OWASSO PLANNING COMMISSION

MINUTES OF REGULAR MEETING MONDAY, FEBRUARY 13, 2023

The Owasso Planning Commission met in regular session on Monday, February 13, 2023, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 11:30 am on Friday, February 10, 2023.

Due to technical difficulties, audio for the February 13, 2023, Owasso Planning Commission did not record

1. **Call to Order** – Tim Miller called the meeting to order at 6:00 pm.
2. **Flag Salute** – Tim Miller led the flag salute.
3. **Roll Call** – A quorum was declared present.

PRESENT:	ABSENT:	STAFF:
Tim Miller - Chair	None	Brian Dempster, Community Development Director
Dr. Paul Loving - Vice Chair		Alexa Beemer, Planning Manager
David Vines		Wendy Kramer, City Planner
Dr. Chad Balthrop		Cyndi Townsend, Recording Secretary
David Smith		Julie Lombardi, City Attorney
		Dwayne Henderson, City Engineer

4. **Presentation of the Character Trait of Tolerance**
Alexa Beemer presented the character trait for the month of February.
5. **Consideration and appropriate action relating to the minutes of the January 9, 2023, Regular Meeting**
Mr. Miller moved, seconded by Mr. Smith to approve the Minutes, as presented.
YEA: Balthrop, Loving, Miller, Smith, Vines
NAY: None
Motion carried: 5-0
6. **Consideration and appropriate action relating to the preliminary plat of The Villas at Cypress Crossing, approximately 20.76 acres +/-, east of North Owasso Expressway and northeast of East 99th Street North**
Alexa Beemer presented the item, recommending approval. There were no comments from the audience. After discussion, Dr. Loving moved, seconded by Mr. Miller to approve the preliminary plat, subject to the following Technical Advisory Committee (TAC) comments:
 - Add two missing directional call-outs on the plat face
 - Show off-site Mutual Access Easement (MAE) to church property from the south on the plat face; once filed, provide book & page number to city staff
 - Show 60' width on Limits of Access along North Owasso Expressway
 - Show 2' contours on the preliminary plat face
 - Provide Oil and Gas letter from Oklahoma Corporation Commission to city staff
 - Section I, D.4.1 and 4.4 - change to "per city standards"
 - Dead of Dedication (DoD), Section II - add language stating Reserve Areas A & B will also function as mutual access easements for all adjacent properties
 - DoD Section II, Reserve Areas, #3 – remove 3.3
 - DoD Section III, Section 3, B.1 – remove everything after "or"
 - DoD Section I, B.2 – remove "Washington RWD #3", change to "City of Owasso"
 - DoD Section III, F - replace "first" and "second" reserve areas with "A" and "B"
 - No gates may be placed within the Reserve Areas
YEA: Balthrop, Loving, Miller, Smith, Vines
NAY: None
Motion carried: 5-0

7. Consideration and appropriate action relating to a planned unit development (PUD) and rezoning for Twill Johnson Ranch from Residential Estate (RE) zoning to Residential Neighborhood Mixed (RNX) zoning with a PUD overlay; approximately 22.5 acres +/-, located on the northwestern corner of the intersection at East 101st Street North and North 129th East Avenue

Alexa Beemer presented the item, recommending approval of the planned unit development and rezoning to the City Council. Three citizens addressed the Commission. After discussion, Mr. Miller moved, seconded by Mr. Vines to recommend approval of the planned unit development and rezoning to the City Council, as recommended, subject to the following TAC comments:

- Gating should adhere to 2 car length stacking requirements - reference Ch. 21 in the PUD document
- Add language to the PUD that the site will not have access/connect onto N 127 E Ave
- Page 4 Table – add language that the buildings along the northern property line will be limited to one story
- Exhibit H – color code and/or label the buildings that are two-story
- Add a north arrow to Exhibit G and H
- 60' ROW dedication is required along N 129 E Ave at the platting stage
- Coordinate with Public Works on length and location of a required deceleration lane N. 129th E. Ave.
- Page 12, Exhibit E Map – Correct the outline of the property, as it doesn't match legal description and other exhibits
- Page 4, Table 1 – put an asterisk on minimum building separation; add language that says "can remain 5 feet, as long as Public Works has adequate access to utilities between buildings"
- Page 4, Table 1 – reach out to Washington County RWD #3 concerning potential waterline easements and layout of property
- At preliminary plat stage, an Oil and Gas letter will be required from the Oklahoma Corporation Commission
- Page 8, under Platting & Site Plan Requirements second bullet, remove "Owasso Planning Commission," as they do not approve final plats
- A bike rack is required - show location on Exhibit G
- Add language to PUD document that all lighting will conform to Ch. 20 of the Owasso Zoning Code and that all porch lights adjacent to single family need to be full cut-off/shielded fixtures
- Detail of the entrance landscaping/signage will be required at the site plan stage; all signage approved by separate sign permit
- Coordinate with Grand River Dam Authority to comply with what is allowed within their 100' ft. easement (i.e. signage) along the eastern property line

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0

8. Community Development Report

Brian Dempster reported on the following:

- Monthly Building Report and Permit Activity for January 2023

9. Report on items from the January 18, 2023, Technical Advisory Committee (TAC) Meeting

Brian Dempster reported on the following:

- Site Plan – Dutch Bros, located at 13202 East 86th Street North

10. Report from Planning Commissioners – None

11. New Business – None

12. Adjournment – Dr. Loving moved, seconded by Mr. Miller to adjourn the meeting.

YEA: Balthrop, Loving, Miller, Smith, Vines

NAY: None

Motion carried: 5-0 and the meeting adjourned at 6:28 p.m.


Cyndi Townsend, Recording Secretary