



MINUTES
CITY OF COWETA PLANNING COMMISSION
SPECIAL MEETING 6:30 PM WEDNESDAY, MARCH 29, 2017
COWETA CITY HALL 310 S. BROADWAY, COWETA, OK 74429

1. Call To Order

Commissioner Carter Mathews called the Special Meeting to order at 6:30 p.m.

2. Pledge of Allegiance

3. Roll Call

Carter Mathews	Present
Wade Harrington	Present
Connie Aston	Absent
Timothy Kelley	Absent
Melanie Lander	Present

Commissioner Carter Mathews requested that the roll be called and a quorum was declared to be present.

4. Discussion and Consideration of the Minutes of the Regular Meeting of January 30, 2017

Motion by Commissioner Wade Harrington and a second by Commissioner Melanie Lander to approve the Minutes of the Planning Commission Regular Meeting of January 30, 2017 meeting. The motion was approved by a vote of 3-0.

Carter Mathews	Yes – to approve
Wade Harrington	Yes – to approve
Connie Aston	Absent
Timothy Kelley	Absent
Melanie Lander	Yes – to approve

5. Public Hearing Items

- A.** Discuss and consider possible action, including recommendation of approval, approval with conditions, or denial of a request from Ben R., LLC, to close and vacate North Broadway Street and Alleyways located in Orcutt Addition to New Coweta, Lots 6 through 16, Block 1; Lots 12 through 18, Block 2, Orcutt Addition to New Coweta, Less South State Highway 51, in Section 18, Township 17 North, Range 16 East, City of Coweta, Wagoner County, State of Oklahoma. The purpose of the request is for new commercial construction.

Public hearing was opened.

City Planner, Tom E Young Jr., **presented the Staff Report**, for a request from Ben R.,LLC, to close and vacate North Broadway Street and Alleyways located in Orcutt Addition to New Coweta, Lots 6 through 16, Block 1; Lots 12 through 18, Block 2, Orcutt Addition to New Coweta

Staff advised The public hearing before the Planning Commission is for a request from Ben R.,LLC, the applicant, has requested the closure and vacation all that portion of Broadway Avenue as shown on the plat of "Orcutt's Addition to New Coweta, Block 1 and 2, extending southward from the extension of the North lines of Blocks 1 and 2 to the North right-of-way line of State Highway 51, AND all of that portion of the alley in Block 1 in "Orcutt's Addition to New Coweta" situated between Lots 5, 6, 7, 8, 9 and 10 and Lots 11, 12, 13, 14, 15, and 16, extending eastward from the East right-of-way line of Broadway Avenue to the extension of the East lines of Lots 5 and 16, AND The North half of the ally in Block 1 in "Orcutt's Addition to New Coweta" situated along the South boundaries of Lots 3 and 4, in Section 18, Township 17 North, Range 16 East.

Staff advised to comply with notice requirements, the City is required to hold a Technical Advisory Committee meeting to give notice to all utility companies which may have a vested interest in the area. An agenda and notices were sent to the Technical Advisory Committee members on February 24, 2017 for a March 2, 2017, Technical Advisory Committee meeting, via email and First Class Mail, Certificate of Mailing USPS Form 3665. This satisfies state statute, as the notice is more than 30 days prior to the passage of an ordinance for closure. Such an ordinance, if approved, would occur at the April 7, 2017 City Council meeting.

Mrs. Carly Goodnight, QuikTrip. Corporation, and Ben Cole, Applicant were present, to present the request for the closure and vacation.

Staff advised Coweta Public Works advised no issues with the proposed closure of alleyways and road right-of-way. Cox Communications advised no issues with the proposed closure of alleyways and road right-of-way. Oklahoma Natural Gas, advised no issues with the proposed closure of alleyways and road right-of-way, cost of re-lactation of the ONG gas line will be at the cost of the requester. PSO and Windstram advised no issues with the proposed closure of alleyways and road right-of-way, the cost for any facility re-lactation will be at the cost of the requester.

Staff recommended approval for the closure and vacation.

Chairman Carter Mathews closed the public hearing and the Commissioners discussed the case, and completed their discussion.

A Motion was made by Melanie Lander, seconded by Wade Harrington, to recommend to City Council, approval for the closure and vacation.

This motion was approved by a vote of 3-0, as follows:

Carter Mathews	Yes – to approve
Wade Harrington	Yes – to approve
Connie Aston	Absent
Timothy Kelley	Absent
Melanie Lander	Yes – to approve

- B. Discuss and consider possible action, including recommendation of approval, approval with conditions, or denial of a request by Ben R., LLC, Developer; AAB, Engineering, LLC for

Preliminary Plat approval of Quik Trip No. 70, a subdivision of approximately 2.669 acre more or less with 2 lots bounded on the west by South State Highway 51 and on the north by East 141st Street South. This tract is located in Section 18, Township 17 North, Range 16 East of the Indian Base and Meridian, Wagoner County, State of Oklahoma.

Public hearing was opened.

City Planner, Tom E Young Jr., presented the Staff Report, and summarized the request by Ben R., LLC, Developer; AAB, Engineering, LLC for Preliminary Plat approval of Quik Trip No. 70, a subdivision of approximately 2.669 acre more or less with 2 lots bounded on the west by South State Highway 51 and on the north by East 141st Street South.

Staff advised the Preliminary Plat looks to be in good order. Areas that need to be addressed on the Preliminary plat include

1. General Comments: A Technical Advisory Committee (TAC) meeting was held on March 2, 2017 for the Preliminary Plat for Quik Trip No. 70 a subdivision of approximately 2.669 acre more or less with 2 lots. City Staff has reviewed the Preliminary Plat and those comments are also summarized below.
 - 1.1 **Subdivision Regulation 2.3.4.K:** Need location and pipe size and grades of all existing sewer and water mains, gas mains, or other underground installation within or immediately adjacent to the proposed subdivision.
 - 1.2 **Subdivision Regulation 2.3.4.O:** All proposed lots consecutively numbered, their dimensions, and building set back lines
 - 1.3 **Subdivision Regulation 2.4.2.N:** Need location and dimensions of all easements to be dedicated. All easements shall be denoted by fine dashed lines, clearly identified, and if already on record, the recorded reference of such easements. The width of an easement with sufficient ties to locate it definitely with respect to the subdivision must be shown.
 - 1.2 (a) Need to show the location of the easement and dimension east of Lot 2, Block 1, Ben R LLC, property.
 - 1.2 (b) Need to show the location of the easement and dimension for the sewer manhole.
 - 1.4 **Need construction plans** with the location of the sewer line and sewer line manhole in the alleyway.
 - 1.5 **Subdivision Regulation 2.4.2.T:** Reference to any separate instrument which directly affect land being subdivided, including restrictive covenants, filed in the office of the county recorder of deeds.

2. Variance/Modification Requests for Preliminary Plat.

2.1 (a) Easement: Variance/Modification from SR 4.5.1 to eliminate the 17.5-foot perimeter easement requirement, including from 17.5 feet to 11 feet.

2.1 (b) Easement: Variance/Modification from SR 4.5.1 to eliminate the 17.5-foot perimeter easement requirement, including that portion of the perimeter of the plat that abuts Lot 2, Block 1, from 17.5 feet to 0 feet.

**Staff recommended approval of these easement variance requests.*

2.2 Variance/Modification: from Subdivision Regulation 1.15.3.B. The Building Official shall not issue building permits for any structure on a lot in a subdivision for which a final plat has not been approved and recorded in the manner prescribed herein, and for which all proposed public improvements have not been accepted by the City Council.

Chairman Carter Mathews gave the applicants the opportunity to speak on their application request and make them available to answer any questions.

Staff recommended 1) approval of the requests for Variance/Modification from the Subdivision Regulations, described in this Staff Report, finding that the standard in Subdivision Regulation Section 1.8 has been satisfied, and 2) conditional approval of the preliminary plat for, with the condition that the developer meet the comments and conditions in this Staff Report, comments from the Technical Advisory Committee, City Engineer and City Staff.

Chairman Carter Mathews closed the public hearing and the Commissioners discussed the case, and completed their discussion.

A Motion was made by Wade Harrington, seconded by **Melanie Lander**, recommend 1) approval of the requests for Variance/Modification from the Subdivision Regulations, described in this Staff Report, finding that the standard in Subdivision Regulation Section 1.8 has been satisfied, and 2) conditional approval of the preliminary plat for, with the condition that the developer meet the comments and conditions in this Staff Report, comments from the Technical Advisory Committee, City Engineer and City Staff.

This motion was approved by a vote of 3-0, as follows:

Carter Mathews	Yes – to approve
Wade Harrington	Yes – to approve
Connie Aston	Absent
Timothy Kelley	Absent
Melanie Lander	Yes – to approve

6. New Business

NONE

7. Adjournment

Motion by Commissioner Melanie Lander, seconded by Commissioner Wade Harrington, to adjourn the meeting. The motion was approved, 3-0, by the following vote:

Carter Mathews	Yes – to approve
Wade Harrington	Yes – to approve
Connie Aston	Absent
Timothy Kelley	Absent
Melanie Lander	Yes – to approve

The meeting adjourned at 8:20 PM.

Approved:



Chairman



Date


Secretary