



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | www.cityofcoweta-ok.gov

AGENDA - REGULAR MEETING
COWETA BOARD OF ADJUSTMENT
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, April 15, 2024, 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

Kristi Rentie ____

Jessica Morris ____

Tim Ahlstrom ____

Bruce Watkins ____

Joanna Jones ____

III. CONSENT

(All matters under the "Consent Calendar" are considered by the Board of Adjustment to be routine and will be enacted by one motion. Any Member may, however, remove an item from consent by request.)

1. Minutes Regular Meeting

APPROVAL OF THE MINUTES OF THE COWETA BOARD OF ADJUSTMENT REGULAR MEETING HELD ON MARCH 18, 2024.

Documents:

[BOA MINUTES 3.18.2024.DOCX](#)

IV. PUBLIC HEARINGS

1. PUBLIC HEARING CBOA 24-03

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON CBOA 24-03, A REQUEST FOR A VARIANCE FROM SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; SECTION 12-12-4 (D) UNENCLOSED OFF-STREET PARKING AREAS SHALL BE SURFACED WITH AN ALL WEATHER ASPHALT OR CONCRETE MATERIAL OR ITS EQUIVALENT MATERIAL DESIGNED TO CARRY THE MAXIMUM LOAD NORMALLY EXPECTED ON THAT SURFACE. THE PROPERTY IS ZONED RESIDENTIAL SINGLE-FAMILY (RS-1) THE LOCATION OF THE REQUEST IS 14493 SOUTH 279TH EAST AVENUE.

Documents:

[CBOA 24-03 BOA STAFF REPORT TY CB.PDF](#)

[CBOA 24-03 LOCATION MAP.PDF](#)

[CBOA 24-03 ZONING MAP.PDF](#)

[CBOA 24-03 AERIAL VIEW.PDF](#)

2. [PUBLIC HEARING CBOA 24-04](#)

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON CBOA 24-03, A REQUEST FOR A VARIANCE FROM SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; SECTION 12-12-4 (D) UNENCLOSED OFF-STREET PARKING AREAS SHALL BE SURFACED WITH AN ALL WEATHER ASPHALT OR CONCRETE MATERIAL OR ITS EQUIVALENT MATERIAL DESIGNED TO CARRY THE MAXIMUM LOAD NORMALLY EXPECTED ON THAT SURFACE. THE PROPERTY IS ZONED RESIDENTIAL SINGLE-FAMILY (RS-1) THE LOCATION OF THE REQUEST IS 14429 SOUTH 279TH EAST AVENUE.

Documents:

[CBOA 24-04 SISCO BOA STAFF REPORT TY CB.PDF](#)
[CBOA 24-04 LOCATION MAP.PDF](#)
[CBOA 24-04 ZONING MAP.PDF](#)
[CBOA 24-04 AERIAL VIEW.PDF](#)

V. ADMINISTRATION

1. [CBOA 24-03](#)

DISCUSS AND POSSIBLE ACTION INCLUDING APPROVAL, APPROVAL WITH CONDITIONS, OR DENIAL OF CBOA 24-03 A REQUEST FOR A VARIANCE FROM SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; SECTION 12-12-4 (D) UNENCLOSED OFF-STREET PARKING AREAS SHALL BE SURFACED WITH AN ALL WEATHER ASPHALT OR CONCRETE MATERIAL OR ITS EQUIVALENT MATERIAL DESIGNED TO CARRY THE MAXIMUM LOAD NORMALLY EXPECTED ON THAT SURFACE. THE PROPERTY IS ZONED RESIDENTIAL SINGLE-FAMILY (RS-1) THE LOCATION OF THE REQUEST IS 14493 SOUTH 279TH EAST AVENUE.

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2. [CBOA 24-04](#)

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Documents:

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VI. ADJOURNMENT

IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL BY 9:00 A.M. ON THE DATE OF THE MEETING.



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**REGULAR MEETING - MEETING MINUTES
COWETA BOARD OF ADJUSTMENT
COWETA CITY HALL, 310 S. BROADWAY, COWETA, OKLAHOMA**

MONDAY, MARCH 18, 2024, 6:00 PM

COMMISSIONERS PRESENT: Jessica Morris, Tim Ahlstrom, Joanna Jones and Kristi Rentie.

COMMISSIONERS ABSENT: Bruce Watkins

I. CALL TO ORDER

The meeting was called to order by chairperson Jessica Morris at 6:03 p.m.

II. ROLL CALL

Roll call taken. Board of Adjustment members were present as shown above.

III. CONSENT

1. Consideration of the minutes of the regular meeting held on February 19, 2024. Joanna Jones makes a motion to approve the minutes. Jessica Morris seconded the motion.

Aye: Kristi Rentie
Jessica Morris
Tim Ahlstrom
Joanna Jones

IV. PUBLIC HEARINGS

1. PUBLIC HEARING CBOA 24-02

Jessica Morris opens the public hearing. No comments. Jessica Morris closes the public hearing.

V. ADMINISTRATION

1. CBOA 24-02

Variance request from the front yard setback requirement.

Jessica Morris makes a motion to approve the Variance from a 25-foot setback to a 14.8-foot setback in the RS-3 District. The motion was seconded by Tim Ahlstrom.

Board discussion of the variance if granted would be the minimum necessary to alleviate the necessary hardship. The hardship was stated as the only other option would be to tear down the house.

Aye: Tim Ahlstrom
Jessica Morris
Kristi Rentie
Joanna Jones

VI. ADJOURNMENT

The meeting was adjourned by Jessica Morris at 6:15 p.m.

X

Date: _____

Chairperson

X

Date: _____

Secretary



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Memorandum

To: Honorable Chairman, Members of the Board of Adjustment
From: Tom E Young Jr, City Planner
Re: CBOA 24-03
Date: 04/15/24

BACKGROUND

Applicants

Justin Bruckerhoff is seeking a variance from SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; A variance from Section 12-12-4 (D) Unenclosed off-street parking areas shall be surfaced with an all-weather asphalt or concrete material or its equivalent material designed to carry the maximum load normally expected on that surface.

The applicant is seeking a variance from the all-weather asphalt or concrete material parking requirement, to use gravel for the residential driveway for the new residential construction. The applicant will construct an all-weather parking pad for a minimum of two (2) parking spaces in front of their garage, connecting to their gravel driveway.

Case Facts

- The location of the request is 14493 South 279th East Avenue.
- The property is located in Section 13, Township 17 North, Range 15 East.
- The property legal description as:

A TRACT OF LAND SITUATED IN THE E/2 NW/4 OF SECTION 13, TOWNSHIP 17 NORTH, RANGE 15 EAST OF THE INDIAN BASE AND MERIDIAN, SECTION 13, TOWNSHIP 17 NORTH, RANGE 15 EAST OF THE INDIAN BASE AND MERIDIAN, WAGONER COUNTY, STATE OF OKLAHOMA; WITH THE BASIS BEARING OF THIS DESCRIPTION BEING NAD83 OKLAHOMA STATE PLANE, AND PREPARED ON 5/23/2022 BY TONY ROBISON, LS #1686: SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS;

COMMENCING AT THE SE CORNER OF THE E/2 NW/4 OF SECTION 13, THENCE N1°30'06"W, A DISTANCE OF 466.82 FEET TO A POINT OF BEGINNING; THENCE CONTINUING N1°30'06"W, A DISTANCE OF 154.87 FEET; THENCE S88°20'57"W, A DISTANCE OF 466.00 FEET; THENCE S1°30'06"E, A DISTANCE OF 154.87 FEET; THENCE N88°20'57"E, A DISTANCE OF 466.000 FEET TO THE POINT OF BEGINNING. CONTAINING 1.66 ACRES MORE OR LESS.

- The property is zoned Residential Single Family (RS-1).
- The applicant is requesting a variance from the requirement to pave the driveway with an all-weather asphalt or concrete material. The applicant is requesting to use gravel for the residential driveway from the existing privately maintained gravel road to their required all-weather parking pad in front of the garage. This is new residential construction. The subject property is front onto

South 279th East Avenue which is a 40-foot wide gravel privately maintained roadway that was not dedicated to and is not maintained by the City of Coweta.

Pertinent Code

Article 12-3B-9A Grounds for Variance

The Board of Adjustment, upon application, and after hearing, and subject to the procedural and substantive standards hereinafter set forth, may grant such variance from the terms of this title as will not cause substantial detriment to the public good or impair the spirit, purposes and intent of this title or the comprehensive plan, where, by reason of exceptional narrowness, shallowness, shape, topography, or other extraordinary or exceptional situation, condition, or circumstance peculiar to a particular property, the literal enforcement of this title will result in unnecessary hardship. The Board shall not vary any jurisdictional requirement, such as notice.

Article 12-3B-9C Hearing: Board Action,

The Board shall hold the hearing and, upon the concurring vote of three members, may grant a variance after finding:

1. That, by reason of extraordinary or exceptional conditions or circumstances which are peculiar to the land, structure or building involved, the literal enforcement of the terms of this title would result in unnecessary hardship.
2. That such extraordinary or exceptional conditions or circumstances do not apply generally to other property in the same use district.
3. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this title or the comprehensive plan.
4. That the variance, if granted, would be the minimum necessary to alleviate the necessary hardship.

Provided, that the Board, in granting a variance, shall prescribe appropriate conditions and safeguards, and may require such evidence and guarantee or bond as it may deem necessary to enforce compliance with the conditions attached.

Article 12-3B-9D Time Limitation.

A variance which has not been utilized within one year from date of the order granting the variance shall thereafter be void, provided that the Board has not extended the time for utilization. For the purpose of this subsection, the term "utilization" means actual use or the issuance of a building permit, when applicable, provided construction is diligently carried to completion.

The City's legal standard in Zoning Code Section 2170.3 is based on Oklahoma state statute legal standard in 11 O.S. 11 O.S. §44-107:

BOARD ACTION

The Board of Adjustment may make a motion to approve, approve with conditions, or deny.

In the case of CBOA 24-04, I make a motion to _____ the requested variance to use gravel for the residential driveway for the new residential construction.

Hardship(s): _____

The concurring vote of at least three (3) members of the board of adjustment is required for approval per code.

ATTACHMENTS

Location Map

Aerial View Map

Zoning Map

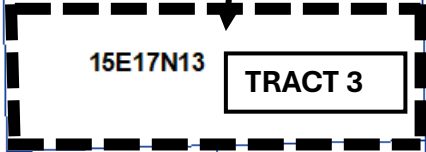
CBOA 24-03
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



Morton Sub

279TH EAST

SUBJECT PROPERTY



146TH

276TH EAST

Ashleigh Park-Phase 1

CBOA 24-03 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



MAGNOLIA
RS-2
Carriage Crossing Estates

SUBJECT PROPERTY

Legend	
ZONE_TYPE	
	AG – AGRICULTURE DISTRICT
	RS-1 RESIDENTIAL SINGLE FAMILY
	RS-2 RESIDENTIAL SINGLE FAMILY
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	WAGONER COUNTY ZONING

279TH EAST

RS-1

TRACT 3

15E17N13

146TH

AG

OAK

PINE

RS-3

WATER

BIXBY

Ashleigh Park-Phase 1

146TH

Ashleigh Park - Phase II

274TH EAST

276TH EAST

RS-2

RS-1

**CBOA 24-03 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS**



SUBJECT PROPERTY

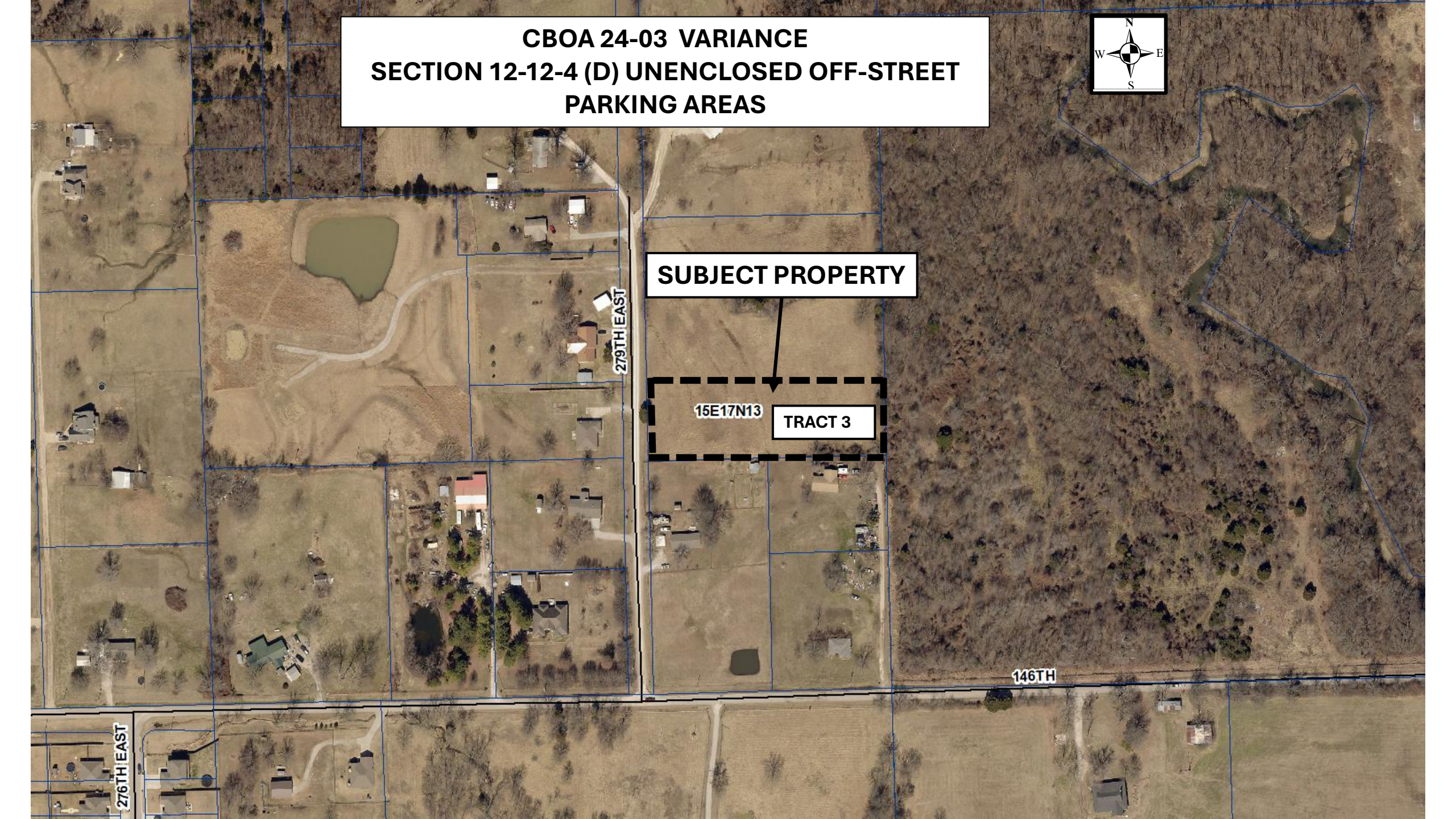
15E17N13

TRACT 3

146TH

276TH EAST

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Memorandum

To: Honorable Chairman, Members of the Board of Adjustment
From: Tom E Young Jr, City Planner
Re: CBOA 24-04
Date: 04/15/24

BACKGROUND

Applicants

Robin G Sisco is seeking a variance from SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; A variance from Section 12-12-4 (D) Unenclosed off-street parking areas shall be surfaced with an all-weather asphalt or concrete material or its equivalent material designed to carry the maximum load normally expected on that surface.

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Case Facts

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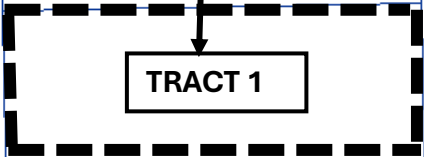
Aerial View Map

Zoning Map

CBOA 24-04
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



SUBJECT PROPERTY



TRACT 1

15E17N13

279TH EAST

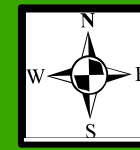
146TH

276TH EAST

Ashleigh Park-Phase 1

Morton Sub

CBOA 24-04 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
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MAGNOLIA
RS-2
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SUBJECT PROPERTY

TRACT 1

RS-1

15E17N13

OAK

PINE

RS-3

WATER

146TH

AG

Legend

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RS-2

RS-1

Ashleigh Park-Phase 1

146TH

Ashleigh Park - Phase II

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SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS**



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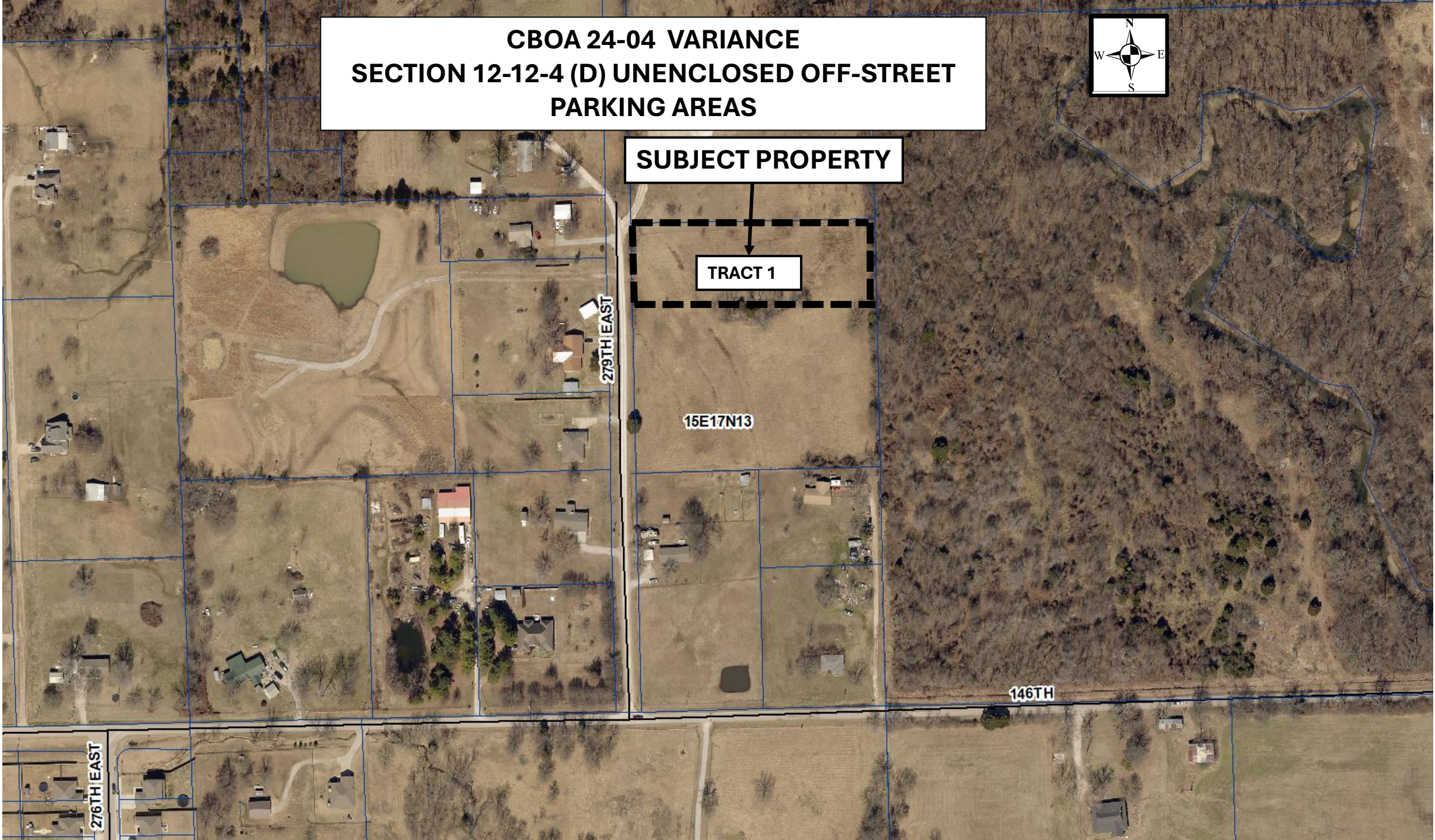
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Aerial View Map

Zoning Map

CBOA 24-03
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



Morton Sub

279TH EAST

SUBJECT PROPERTY

15E17N13

TRACT 3

146TH

276TH EAST

Ashleigh Park-Phase 1

CBOA 24-03 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



MAGNOLIA
RS-2
Carriage Crossing Estates

SUBJECT PROPERTY

Legend	
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279TH EAST

RS-1

TRACT 3

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Ashleigh Park-Phase 1

Ashleigh Park - Phase II

274TH EAST

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SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS**



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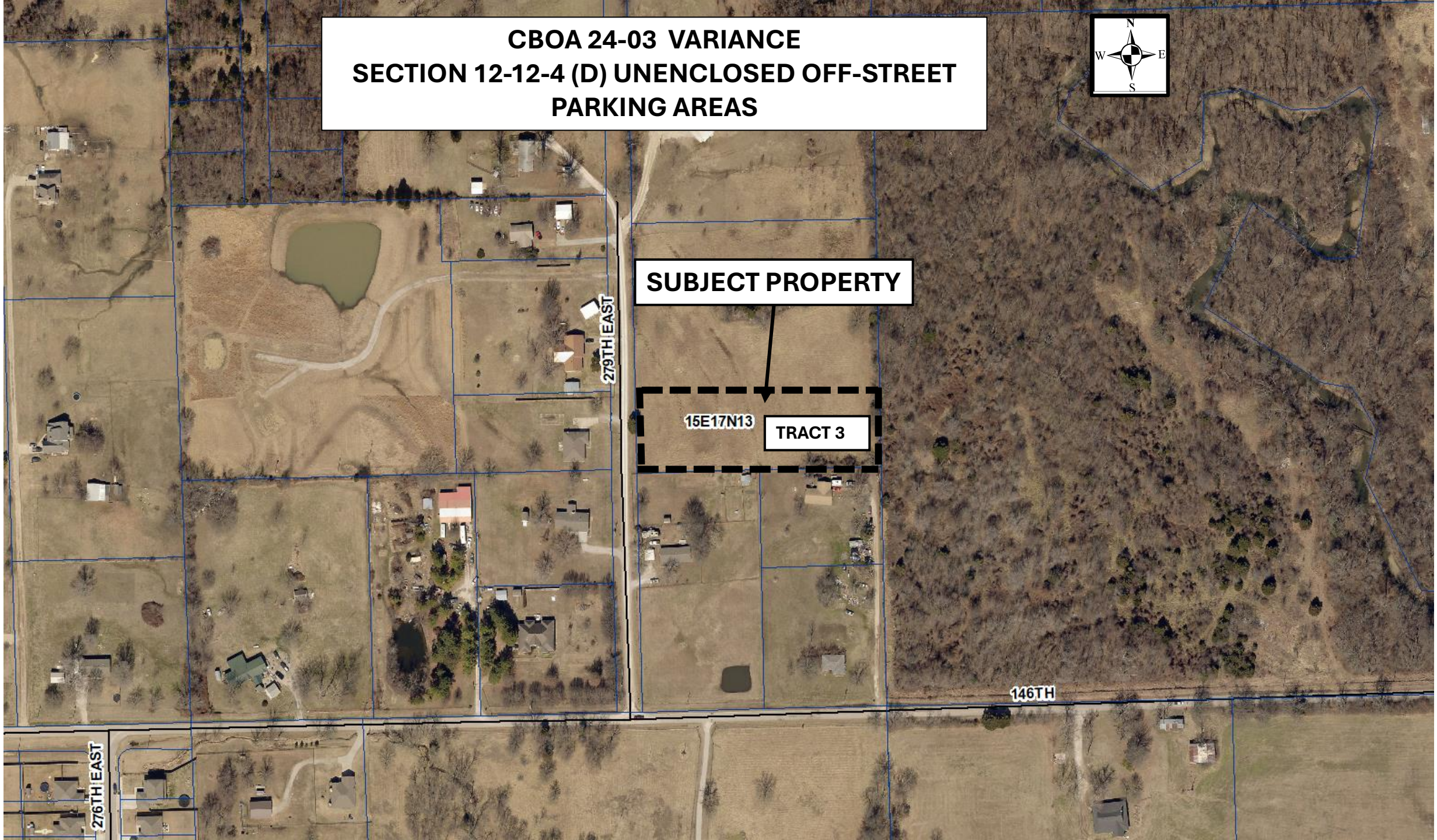
15E17N13

TRACT 3

146TH

276TH EAST

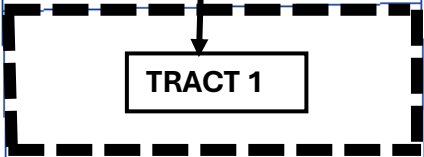
279TH EAST



CBOA 24-04
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Robin G Sisco is seeking a variance from SECTION 12-12-4 DESIGN STANDARDS FOR OFF-STREET PARKING AREAS; A variance from Section 12-12-4 (D) Unenclosed off-street parking areas shall be surfaced with an all-weather asphalt or concrete material or its equivalent material designed to carry the maximum load normally expected on that surface.

The applicant is seeking a variance from the all-weather asphalt or concrete material parking requirement, to use gravel for the residential driveway for the new residential construction. The applicant will construct an all-weather parking pad for a minimum of two (2) parking spaces in front of their garage, connecting to their gravel driveway.

Case Facts

- The location of the request is 14429 South 279th East Avenue.
- The property is located in Section 13, Township 17 North, Range 15 East.
- The property legal description as:
A TRACT OF LAND SITUATED IN THE E/2 NW/4 OF SECTION 13, TOWNSHIP 17 NORTH, RANGE 15 EAST OF THE INDIAN BASE AND MERIDIAN, SECTION 13, TOWNSHIP 17 NORTH, RANGE 15 EAST OF THE INDIAN BASE AND MERIDIAN, WAGONER COUNTY, STATE OF OKLAHOMA; WITH THE BASIS BEARING OF THIS DESCRIPTION BEING NAD83 OKLAHOMA STATE PLANE, AND PREPARED ON 5/23/2022 BY TONY ROBISON, LS #1686: SAID TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS;
COMMENCING AT THE SE CORNER OF THE E/2 NW/4 OF SECTION 13, THENCE N1°30'06"W, A DISTANCE OF 776.56 FEET TO A POINT OF BEGINNING; THENCE CONTINUING N1°30'06"W, A DISTANCE OF 154.87 FEET; THENCE S88°20'57"W, A DISTANCE OF 466.00 FEET; THENCE S1°30'06"E, A DISTANCE OF 154.87 FEET; THENCE N88°20'57"E, A DISTANCE OF 466.000 FEET TO THE POINT OF BEGINNING. CONTAINING 1.66 ACRES MORE OR LESS.
- The property is zoned Residential Single Family (RS-1).
- The applicant is requesting a variance from the requirement to pave the driveway with an all-weather asphalt or concrete material. The applicant is requesting to use gravel for the residential driveway from the existing privately maintained gravel road to their required all-weather parking pad in front of the garage. This is new residential construction. The subject property is front onto

South 279th East Avenue which is a 40-foot wide gravel privately maintained roadway that was not dedicated to and is not maintained by the City of Coweta.

Pertinent Code

Article 12-3B-9A Grounds for Variance

The Board of Adjustment, upon application, and after hearing, and subject to the procedural and substantive standards hereinafter set forth, may grant such variance from the terms of this title as will not cause substantial detriment to the public good or impair the spirit, purposes and intent of this title or the comprehensive plan, where, by reason of exceptional narrowness, shallowness, shape, topography, or other extraordinary or exceptional situation, condition, or circumstance peculiar to a particular property, the literal enforcement of this title will result in unnecessary hardship. The Board shall not vary any jurisdictional requirement, such as notice.

Article 12-3B-9C Hearing: Board Action,

The Board shall hold the hearing and, upon the concurring vote of three members, may grant a variance after finding:

1. That, by reason of extraordinary or exceptional conditions or circumstances which are peculiar to the land, structure or building involved, the literal enforcement of the terms of this title would result in unnecessary hardship.
2. That such extraordinary or exceptional conditions or circumstances do not apply generally to other property in the same use district.
3. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this title or the comprehensive plan.
4. That the variance, if granted, would be the minimum necessary to alleviate the necessary hardship.

Provided, that the Board, in granting a variance, shall prescribe appropriate conditions and safeguards, and may require such evidence and guarantee or bond as it may deem necessary to enforce compliance with the conditions attached.

Article 12-3B-9D Time Limitation.

A variance which has not been utilized within one year from date of the order granting the variance shall thereafter be void, provided that the Board has not extended the time for utilization. For the purpose of this subsection, the term "utilization" means actual use or the issuance of a building permit, when applicable, provided construction is diligently carried to completion.

The City's legal standard in Zoning Code Section 2170.3 is based on Oklahoma state statute legal standard in 11 O.S. 11 O.S. §44-107:

BOARD ACTION

The Board of Adjustment may make a motion to approve, approve with conditions, or deny.

In the case of CBOA 24-04, I make a motion to _____ the requested variance to use gravel for the residential driveway for the new residential construction.

Hardship(s): _____

The concurring vote of at least three (3) members of the board of adjustment is required for approval per code.

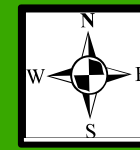
ATTACHMENTS

Location Map

Aerial View Map

Zoning Map

CBOA 24-04 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS



MAGNOLIA
RS-2
Carriage Crossing Estates

SUBJECT PROPERTY

TRACT 1

RS-1

15E17N13

279TH EAST

146TH

AG

OAK

PINE

RS-3

WATER

BIXBY

Legend

ZONE_TYPE

- AG – AGRICULTURE DISTRICT
- RS-1 RESIDENTIAL SINGLE FAMILY
- RS-2 RESIDENTIAL SINGLE FAMILY
- RS-3 RESIDENTIAL SINGLE FAMILY
- WAGONER COUNTY ZONING

RS-2

RS-1

Ashleigh Park-Phase 1

Ashleigh Park - Phase II

274TH EAST

146TH

276TH EAST

**CBOA 24-04 VARIANCE
SECTION 12-12-4 (D) UNENCLOSED OFF-STREET
PARKING AREAS**



SUBJECT PROPERTY

TRACT 1

15E17N13

146TH

279TH EAST

276TH EAST

