

**MINUTES**  
**BOARD OF ADJUSTMENT**  
**SPECIAL MEETING**  
**CITY OF PRYOR CREEK, OKLAHOMA**  
**THURSDAY, SEPTEMBER 29<sup>TH</sup>, 2022 5:30pm**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT THE BOARD OF ADJUSTMENT MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE ON THE ABOVE DATE AND TIME.

BOARD MEMBERS: KRIS FOSTER, MIKE CONSIDINE, SCOTT CRAFT, BRIANA BRAKEFIELD, LORI BALLEW

**1. CALL TO ORDER, ROLL CALL AND DECLARE A QUORUM.**

Mayor called the meeting to order and declared a quorum. Members present were: Briana Brakefield, Kris Foster, Mike Considine, Scott Craft, Lori Ballew.

Others present:, Mayor Larry Lees, Steve Powell, Building Inspector Kenneth Young, Tom Burchfield, Jane Kalfsbeck.

Mayor moved to the addendum.

**ADDENDUM**  
**BOARD OF ADJUSTMENT SPECIAL MEETING**  
**THURSDAY, SEPTEMBER 29<sup>TH</sup>, 2022 AT 5:30PM**

**1. ADMINISTER OATH OF OFFICE TO SCOTT CRAFT, SEAT #3, TERM ENDING 8/31/25.**

Mayor Larry Lees administered the Oath of Office to Scott Craft, Seat #3, Term Ending 8/31/25.

**2. ADMINISTER OATH OF OFFICE TO LORI BALLEW, SEAT #5, TERM ENDING 8/31/25.**

Mayor Larry Lees administered the Oath of Office to Lori Ballew, Seat #5, Term Ending 8/31/25.

**3. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATIONS OF A CHAIR PERSON.**

Mayor asked if there were any nominations for a chairperson. Considine nominated Kris Foster. Second by Ballew. Motion was made by Ballew, second by Craft to cease nominations for chairperson. Voting yes: Brakefield, Considine, Craft, Ballew. Abstaining counting as a no vote: Foster. Voting no: none.

Mayor moved back to regular agenda.

**2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF AUGUST 4, 2022 SPECIAL MEETING.**

Motion made by Brakefield, second by Considine. All voted yes.

**3. DISCUSSION AND POSSIBLE ACTION TO APPROVE A REQUEST FOR A VARIANCE ON A COVERED PORCH OVER AN EXISTING SLAB ON THE FRONT OF THE HOUSE AT 115 N ROWE. IN REFERENCE TO TABLE 19-1 CHART IN 10-19-7 OF OUR EXISTING CODE THERE IS A STATEMENT OF NO MORE THAN 2 FEET SETBACK OBSTRUCTION PERMITTED.**

Mr. Powell explained this was an administrative decision; however, due to the fact we do not have a Community Development person, he wanted the Board to make this decision. Motion was made by Ballew, Second by: Considine to approve a variance on a covered porch over an existing slab on the

front of the house at 115 N Rowe. Voting yes: Foster, Brakefield, Considine, Craft and Ballew. Voting no: none.

**4. PUBLIC HEARINGS.**

**a. Enter Public Hearing.**

**APPLICANT: TOM BURCHFIELD -LOT NUMBERED THREE (3), BLOCK NUMBERED TWO (2) OF THE W.L. SMITH ADDITION TO THE CITY OF PRYOR MAYES COUNTY, OKLAHOMA. ACCORDING TO THE OFFICIAL RECORDED AND FILED PLAT THEROF. (105 N MAYES). MR. BURCHFIELD IS REQUESTING A VARIANCE FOR THE SIDE SETBACK ON HIS PROPERTY.**

Motion was made by Considine, second by Brakefield to enter into Public Hearing. Voting yes: Foster, Brakefield, Considine, Craft and Ballew. Voting no: none.

**b. Exit Public Hearing.**

Motion was made by Brakefield, second by Considine to exit Public Hearing. Voting yes: Foster, Brakefield, Considine, Craft and Ballew. Voting no: none.

**5. DISCUSSION AND POSSIBLE ACTION ON PUBLIC HEARING FOR TOM BURCHFIELD WHO IS REQUESTING A VARIANCE FOR: SIDE SETBACK FOR AN ACCESSORY BUILDING HE IS MOVING ON SKIDS TO SET 9.2' FROM BACK SIDE SETBACK AND 14'7" AT THE FRONT OF THE SIDE SETBACK. HE WAS TOLD IN LETTER FROM STEVE POWELL ON AUGUST 31<sup>ST</sup>, 2022 TO MOVE IT 13' FROM THE SIDE SETBACK (10' UTILITY EASEMENT AND 3' FROM THAT TOTALING 13') NOTE: AT THE JANUARY 13<sup>TH</sup>, 2022 HEARING HE WAS DENIED LEAVING THE BUILDING AT THE BACK AND SIDE LOCATION IT WAS ON.**

Motion was made by Brakefield, second by Considine to approve the variance. Voting yes: Foster, Brakefield, Considine, Craft and Ballew. Voting no: none.

**6. ADJOURN.**

Motion was made by Brakefield, second by Considine to adjourn. Voting yes: Foster, Brakefield, Considine, Craft and Ballew.

# CITY OF PRYOR CREEK BOARD OF ADJUSTMENT

[ ] VARIANCE [ ] SPECIAL EXCEPTION

P.O Box 1167, 12 North Rowe Street, Pryor Creek, Oklahoma 74362 - (918) 825-0888 - FAX (918) 825-6577

www.pryorcreek.org

## APPLICATION INFORMATION

RECEIVED BY: SRL DATE FILED: 11-14-2022 HEARING DATE: \_\_\_\_\_ CASE NUMBER \_\_\_\_\_

RESIDENTIAL [ ] NON-RESIDENTIAL [ ] MIXED USE BUILDING PERMIT APPLICATION NUMBER \_\_\_\_\_

NEIGHBORHOOD ASSOCIATIONS: \_\_\_\_\_

## SUBJECT PROPERTY INFORMATION

ADDRESS OR DESCRIPTIVE LOCATION: 507 S ADAIR

LEGAL DESCRIPTION: lot 12 & South Twenty Five (25) Feet of Lot 13 in Block Number One of The Wood's Second Addition

PRESENT USE: \_\_\_\_\_ PRESENT ZONING RD COMPREHENSIVE PLAN DESIGNATION: \_\_\_\_\_

SURROUNDING ZONING: \_\_\_\_\_ FLOODPLAIN DESIGNATION: \_\_\_\_\_

## INFORMATION ABOUT YOUR REQUEST

A SITE PLAN IS REQUIRED TO ILLUSTRATE YOUR REQUEST.

ACTION(S) REQUESTED: Request to Build Shop 10 FT of Rear Property line that would be a 30 FT Variance from Code of 30 FT

VARIANCE SECTIONS: \_\_\_\_\_ SPECIAL EXCEPTION SECTIONS: \_\_\_\_\_

LIST THE SPECIFIC SECTIONS OF THE ZONING CODE THAT APPLY TO EACH ACTION YOU'RE REQUESTING.

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
NAME <u>Doug Dixon</u>	NAME <u>SAME</u>
ADDRESS <u>507 S Adair</u>	ADDRESS _____
CITY, ST, ZIP <u>PRYOR, OK 74361</u>	CITY, ST, ZIP _____
DAYTIME PHONE <u>918-373-0067</u>	DAYTIME PHONE <u>530 5519 *</u>
EMAIL <u>Doug.Dixon0067@gmail.com</u>	EMAIL _____
I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.	
SIGNATURE & DATE: <u>Doug Dixon</u> <u>11/14/22</u>	

DOES OWNER CONSENT TO THIS APPLICATION [ ] Y [ ] N. WHAT IS APPLICANT'S RELATIONSHIP TO OWNER? \_\_\_\_\_

## APPLICATION FEES

BASE REQUEST	\$10.00		<u>10.00</u>
ADDITIONAL REQUESTS	\$	APPLICATION SUBTOTAL	\$ _____
NEWSPAPER PUBLICATION	\$		<u>120.00</u>
SIGN POSTING	\$18.50		<u>18.50</u>
300' PROPERTY OWNERS LIST (SUPPLIED BY APPLICANT)		FILING FEE	\$ <u>175.00</u>
<del>1320' PROPERTY OWNERS LIST (SUPPLIED BY APPLICANT)</del>		<u>Fee Skipped Annual Rev</u>	<u>125.00</u>
300' PROPERTY OWNERS CERTIFICATE OF MAILING & POSTAGE	<u>02 352.18 x =</u>		<u>51.04</u>
<del>1320' PROPERTY OWNERS CERTIFICATE OF MAILING &amp; POSTAGE</del>	<u>2</u> \$2.18 x =	NOTICE SUBTOTAL	\$ _____
		TOTAL AMOUNT DUE	\$ <u>499.54</u>

APPLICATION FEES IN WHOLE OR PART WILL NOT BE REFUNDED AFTER NOTIFICATION HAS BEEN GIVEN.

## DISPOSITION

BOARD ACTION: \_\_\_\_\_

FINAL DATE: \_\_\_\_\_ VOTE: \_\_\_\_\_ PLAT INVOKED [ ] Y [ ] N PLAT NAME: \_\_\_\_\_ WAIVER [ ] Y [ ] N

# NOTICE OF PUBLIC HEARING

## BEFORE THE CITY OF PRYOR CREEK BOARD OF ADJUSTMENT

Notice is hereby given that on the 29<sup>th</sup> day of December 2022, at 5:30 P.M. in the City Hall Council Chamber, located at 12 North Rowe Street, 2<sup>nd</sup> floor, Pryor Creek, Mayes County, Oklahoma, the City of Pryor Creek Board of Adjustment will consider a variance request for the rear setback for an accessory building. The applicant wants a 20 ft variance (code is 30 ft) to build his shop.

### LEGAL DESCRIPTION

Lot Numbered Twelve (12) and the South Twenty-five (25) Feet of Lot Numbered Thirteen (13) in Block Numbered One (1) of the WOOD'S SECOND ADDITION to the Town of Pryor Creek, in Mayes County, State of Oklahoma, according to the official Survey and Plat Thereof, as recorded in Book 1440 at Page 65. (507 S Adair)



Anyone requiring special accommodations pursuant to the Americans with Disabilities Act should notify City of Pryor Creek at 918-825-0888.