

MINUTES
PLANNING & ZONING COMMISSION
REGULAR MEETING
CITY OF PRYOR CREEK, OKLAHOMA
THURSDAY, APRIL 6TH, 2023 AT 5:30 P.M.

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT THE PLANNING & ZONING COMMISSION MET IN REGULAR SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE ON THE ABOVE DATE AND TIME.

BOARD MEMBERS: MIKE DUNHAM, DANNY RAGSDALE, SHRYLE GLANCY, GINA ALVIS-WATTS, TRAVIS MILEUR AND ALTERNATE JOE BARNTS

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

At 5:30 p.m. Shryle Glancy called the meeting to order and declared a quorum.

Members present were: Danny Ragsdale, Shryle Glancy and Travis Mileur. Members absent: Mike Dunham and Gina Alvis-Watts.

Others in attendance: Mayor Larry Lees, Ex-Officio Kenny Young, Zac Doyle, Bruce Smith, Chris Gonthier, BJ Gann, Charles Tramel.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF DECEMBER 8TH, 2022 REGULAR MEETING.

Motion was made by Ragsdale, second by Mileur to approve minutes of December 8th, 2022 Regular Meeting. Voting yes: Ragsdale, Glancy and Mileur. Voting no: none.

3. PRESENTATION OF THE GUIDE FOR GROWTH 2023 INITIATIVE FOR PRYOR CREEK BY MAYOR LARRY LEES.

No action. Mayor Lees presented the Guide for Growth 2023 Initiative for Pryor Creek.

4. UNFORESEEABLE BUSINESS.

There was no unforeseeable business.

5. ADJOURN.

Motion was made by Mileur, second by Ragsdale to adjourn. Voting yes: Ragsdale, Glancy and Mileur. Voting no: none.

CITY OF PRYOR CREEK PLANNING AND ZONING COMMISSION

[] ZONING [] PREL. PLAT [] LOT SPLIT TYPE 2 [] MODIFICATIONS [] DEVELOPMENT PLANS

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

APPLICATION INFORMATION

RECEIVED BY: 4/18/2023 DATE FILED: _____ HEARING DATE: _____ CASE NUMBER _____

RESIDENTIAL [] NON-RESIDENTIAL [] MIXED USE BUILDING PERMIT APPLICATION NUMBER _____

NEIGHBORHOOD ASSOCIATIONS: _____

SUBJECT PROPERTY INFORMATION

ADDRESS OR DESCRIPTIVE LOCATION: 7 South Ora Pryor, OK 74361

LEGAL DESCRIPTION: Lots Numbered Six (6) and Seven (7) in Block Numbered Thirty-three A (33A), of the WHITAKER ADDITION,

Pryor Creek, Mayes County, State of Oklahoma

PRESENT USE _____ PRESENT ZONING _____ FLOOD PLAIN [] Y [X] N HISTORIC DESIGNATION [] Y [X] N

INFORMATION ABOUT YOUR PROPOSAL

PROPOSED NEW ZONING: _____ PUD DESIGNATION INCLUDED: [] Y [] N PUD PROPOSAL ATTACHED [] Y [] N

PROPOSED USE: Request to split property by North half and South half of Lots six (6) and seven (7). House recently remodeled and is located

on south half of lot six (6) and south half of lot seven (7). North half of lot six (6) and north half of lot seven (7) will be kept from sale and house to be built in the future.

NATURE OF PUD AMENDMENT: _____

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
NAME <u>Luke Swift</u>	NAME <u>Luke Swift</u>
ADDRESS <u>8753 E 400</u>	ADDRESS <u>8753 E 400</u>
CITY, ST, ZIP <u>Strang, OK 74367</u>	CITY, ST, ZIP <u>Strang, OK 74367</u>
DAYTIME PHONE <u>918-864-4844</u>	DAYTIME PHONE <u>918-864-4844</u>
EMAIL <u>lukeswift@hotmail.com</u>	EMAIL <u>lukeswift@hotmail.com</u>
FAX _____	FAX _____
I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.	
SIGNATURE & DATE: April 18, 2023	

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

APPLICATION FEES			
BASE APPLICATION FEE	\$10.00		<u>10</u>
ADDITIONAL REQUESTS	\$	APPLICATION SUBTOTAL	<u>0</u>
NEWSPAPER PUBLICATION	\$		<u>120</u>
SIGN POSTING	\$18.50		<u>18.50</u>
Review letter fee from City Reviewer for P & Z Meeting	\$125.00		<u>125.00</u>
300' PROPERTY OWNERS LIST			<u>250.00</u>
300' PROPERTY OWNERS CERTIFICATE OF MAILING & POSTAGE (.60 + 1.85 X # of mailing)	$\$2.45 \times 37 =$	<u>\$ 90.65</u>	<u>90.65</u>
		NOTICE SUBTOTAL	
		TOTAL AMOUNT DUE	\$ <u>614.15</u>

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

DISPOSITION

COMMISSION ACTION : _____ DATE/VOTE _____

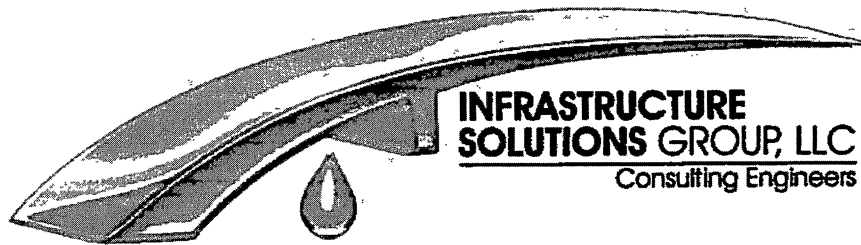
COUNCIL ACTION : _____ DATE/ VOTE: _____

PLAT NAME _____ DATE _____

If your application is approved, you may need additional permits. Contact the City of Pryor Creek Building Inspector's Office at (918) 825-1679.

**City of Pryor Creek
P.O. Box 1167
12 North Rowe Street
Pryor Creek, Oklahoma 74362
(918) 825-1679 FAX: (918) 825-6577**

<p>City of Pryor Creek P O Box 1167 Pryor OK 74362</p> <p>918-825-0888</p> <p>Receipt No: 3.082896</p> <p>May 25, 2023</p> <p>DUKE SWIFT</p> <p>Previous Balance: .00</p> <p>General</p> <p>CASE FEE 10.00</p> <p>General</p> <p>WSPAPER 120.00</p> <p>General</p> <p>GN POSTING 18.50</p> <p>General</p> <p>VIEW 125.00</p> <p>General</p> <p>300' RADIUS SEARCH 250.00</p> <p>General</p> <p>POSTAGE 90.00</p> <p>Total: 614.00</p> <p>General 614.15</p> <p>DUKE SWIFT</p> <p>Applied: 614.15</p> <p>Rendered: .00</p>	<p>CITY OF PRYOR 12 N ROWE PRYOR, OK 743613825</p> <p>05/25/2023 09:43:43</p> <p>CREDIT CARD VISA SALE</p> <p>XXXXXXXXXXXX1450</p> <p>1</p> <p>230</p> <p>INVOICE 1</p> <p>Approval Code: 00000</p> <p>Entry Method: Manual</p> <p>Mode: Online</p> <p>Avs Code: 1234</p> <p>SALE AMOUNT \$614.15</p> <p>CUSTOMER COPY</p> <p>05/25/2023 9:47 AM</p>
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May 25, 2023

Planning and Zoning Committee
City of Pryor Creek
Pryor, Oklahoma

RE: Swift Lot Re-allocation
Lots 6 and 7 Whitaker Addition

Dear Chairman and Members of the Board

In my capacity as Contract City Engineer, and at the request of the Mayor, I am offering my recommendations and Certificate of Compliance regarding the above-entitled lot re-allocation with regard to compliance with the Unified Development Ordinance (UDO).

The re-allocation of two lots must not produce a lot that is non-conforming to current zoning and land use criteria. The resulting lot lines shall not overlap or destroy existing easement or alley designations nor shall they result in existing utility lines to be outside of designated easements. The re-allocation of lot lines falls under the general criteria outlined in Section 10-15 of the UDO.

The attached exhibit indicates the re-orientation of the above lots to front onto S. Ora St. versus the current configuration fronting on Graham Court. The re-orientation does create a non-conforming issue for the North Tract of Lot 6 & 7 which does not have direct access to the public sanitary sewer. The applicant has provided a solution to this issue with a utility easement across the South Tract of Lot 6 & 7 that will satisfy the access to the public sewer, should a dwelling be constructed on that North Tract. However, the addition of the utility easement requires this application to be processed as a Type II request as acceptance of this utility easement by the public rests with the Planning Board and the City Council.

Both of these lots as re-oriented will continue to conform to the current residential zoning and/or minimum lot width of surrounding lots. No boundary easement or alley has been changed as a result of this proposed lot line change other than the addition of an easement as described above.

The legal descriptions provided on the attached exhibit should be used to create abstracts with the Mayes County Clerk office.

As the City Engineer, I have reviewed the application and find it to be completed and compliant with these and other applicable regulations

Based on the above criteria, the City Engineer has deemed the application to be complete and ready for assessment and further processing.

1. The application and exhibit as submitted do not require any modifications of these regulations.

Section 10-15-05. D the City Engineer is to determine the Type of lot split that is the subject of this application. Once the type of lot split is determined, this dictates the further processing of the application. This section of the UDO sub section 1 — 4 and Section 10-15-05 E subsections 1-9 will be assessed herein

1.a — The City Engineer is the administrative review agent for this section.

b. —The City Engineer hereby states that the application complies with all applicable regulations of the UDO and approval criteria. The requirement to include a utility easement to serve the North Tract of Lot 6&7 requires this easement to be shown on the face of the plat of survey. Therefore, as the City Engineer hereby recommends approval of the lot split application as a Type II lot split requiring Planning Board Approval and a public hearing. The recommendation of this lot split by re-orientation is only approved upon Planning Board approval.

2.b — does not apply to this application

3.- Section does not apply to this application

This property does have portions of the property identified within the FEMA IOC-year flood plain and a Certified Oklahoma Land Surveyor has prepared and sealed an Elevation Certificate noting the proposed residence is to be located outside and above the established IOC-year flood plain elevation. Said Elevation Certificate has been reviewed and accepted by the City Engineer and the Local Flood Plain Manager.

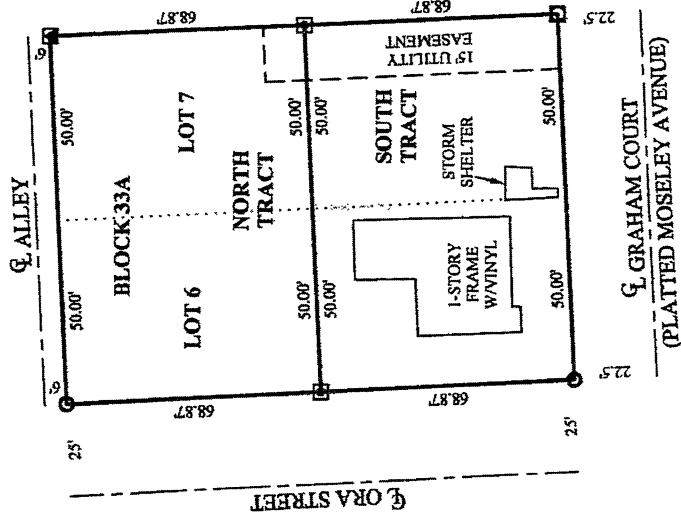
Submitted this 23RD day of May, 2023.


Steve A. Powell, PE
City Engineer



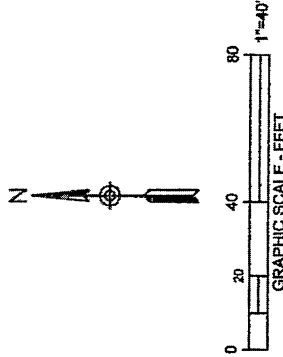
3840 S. 103RD EAST AVENUE, SUITE 227 TULSA, OK 74146 • 918.664.5500 • 918.664.5501 FAX •

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NORTH TRACT
LEGAL DESCRIPTION
 The North Half of Lots 6 and 7 of Block 33A of the WHITAKER ADDITION, Pryor Creek, State of Oklahoma, according to the official recorded plat thereof.

SOUTH TRACT
LEGAL DESCRIPTION
 The South Half of Lots 6 and 7 of Block 33A of the WHITAKER ADDITION, Pryor Creek, State of Oklahoma, according to the official recorded plat thereof.



SET 3/8" I.P. W/ L.S. #2032 CAP
 FOUND 3/8" I.P.
 FOUND 1/2" I.P.
 FOUND 3/8" I.P. W/ L.S. #1107 CAP
 NO EASEMENTS WERE SUPPLIED,
 RESEARCHED, OR ADDRESSED AS PART OF
 THIS SURVEY AND PLAT.
 BEARINGS AND DISTANCES ARE BASED ON
 THE FILED WHITAKER ADDITION PLAT.

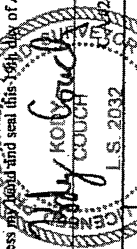
15' UTILITY EASEMENT
LEGAL DESCRIPTION
 The East 15.00 feet of the South 80.00 feet of Lot 7 of Block 33A of the WHITAKER ADDITION, Pryor Creek, State of Oklahoma, according to the official recorded plat thereof.

CERTIFICATION

I, Kody Couch, the undersigned, a duly Registered Professional Land Surveyor, R.P.L.S.#2032, in the State of Oklahoma do hereby certify that a careful and accurate survey of the described property was made under my supervision to the best of my knowledge and the accompanying plat is a true and accurate representation of the same. This plat survey meets the Oklahoma Minimum Standards for the practice of Land Surveying as adopted by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors.

The word certify or certificate as shown and used hereon means an expression of professional opinion regarding facts of the survey and does not constitute a warranty, or guarantee, expressed or implied.

Witness my hand and seal this 5th day of April, 2023.



REVISED: 5/1/2023

GREEN COUNTRY SURVEYING

301 EAST GRAHAM AVENUE
 P.O. BOX 445
 PRYOR, OKLAHOMA 74362
 918-825-6575 OFFICE
 918-825-3606 FAX

SWIFT PROPERTY

SURVEY PLAT

DRAWN	CHECKED	DATE OF FIELD WORK	SCALE	CRD. FILE - SWIFT-L
KRC	KRC	4/11/2023	1"=40'	DWG FILE - SWIFT-L

NOTICE OF PUBLIC HEARING

BEFORE THE CITY OF PRYOR CREEK PLANNING AND ZONING COMMISSION

Notice is hereby given that on June 22nd, 2023 at 5:30 P.M. in the City Hall Council Chamber, located at 12 North Rowe Street, 2nd floor, Pryor Creek, Mayes County, Oklahoma, the City of Pryor Creek Planning and Zoning Commission in Special Session will consider the lot-orientation request of the lots of 6 and 7 in Block 33 A of Whitaker Addition.

LEGAL DESCRIPTION

Lots Numbered Six (6) and Seven (7) in Block Numbered Thirty-three A (33A), of the WHITAKER ADDITION, Pryor Creek, Mayes County, State of Oklahoma. Address: 7 South Ora.



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



City of Pryor Creek

12 North Rowe – PO Box 1167

Pryor Creek, Ok 74362

Tel 918-825-0888 Fax 918-825-6577

www.pryorcreek.org

June 5, 2023

**NOTICE OF PUBLIC HEARING BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF PRYOR CREEK**

Dear Property Owner:

Notice is hereby given that a public hearing has been scheduled and will be held before the Planning and Zoning Commission in Special Session in the City Council Chamber of the City of Pryor Creek City Hall, 12 North Rowe, 2nd Floor, Pryor, Oklahoma at 5:30 P.M. on June 22, 2023; at which time and place will be heard and considered the request of:

Applicant: Luke Swift - for Lot-Oriented of Lots Numbered Six (6) and Seven (7) in Block Numbered Thirty-three (33A), of the WHITAKER ADDITION, Pryor Creek, Mayes County, State of Oklahoma, Address: 7 S Ora

Under Oklahoma state law, all property owners adjacent of the property proposed for the Lot-Oriented are to be notified of the public hearing by mail in writing at least 10 days prior to the public hearing. Notice is provided so that adjacent property owners have an opportunity to provide comment either, verbally (at the hearing) or in writing (prior to the hearing). All written communications must be received at least 24 hours prior to the hearing and may be sent to the City of Pryor Creek, P.O. Box 1167, Pryor, Oklahoma 74362 or by email to doylez@pryorcreek.org.

Anyone requiring special accommodations pursuant to Americans with Disabilities Act should notify the City Clerk at 918-825-0888. Request for accommodations should be received at least 24 hours in advance of the hearing.

Sincerely,

Mayor Zac Doyle
City of Pryor Creek