

**MINUTES OF THE
PLANNING COMMISSION MEETING
July 11, 2023**

The Planning Commission of the City of Moore, Oklahoma held a meeting on July 11, 2023 in the Council Chambers, Moore City Hall, 301 North Broadway, Moore, Oklahoma.

Agenda Item No. 1, being: ROLL CALL

Chairman Sherrard announced the time and called the Planning Commission Meeting to order. The following members reported present.

Kent Graham	Gary Lunow	Chad Burks	Don Snow	Kenneth Jarema
Chris Rickman	Brandon Laib	Jack Joiner	Ralph Sherrard	

Absent: None

Staff: Elizabeth Weitman, Community Development Director, Nora Kerbo, Administrative Assistant

Agenda Item No. 2, being: PLEDGE OF ALLEGIANCE

Agenda Item No. 3 being: MINUTES

a) Approval of the **Minutes of the May 9, 2023 Planning Commission Meeting.**

Chairman Sherrard requested a motion.

Kent Graham motioned to recommend approval of the **Minutes of the May 9, 2023 Planning Commission Meeting**, as written. Chad Burks seconded the motion. Roll was called.

Ayes: Graham, Burks, Jarema, Rickman, Laib, Joiner, Sherrard

Nays:

Abstained: Lunow, Snow

Absent:

Agenda Item No. 4a being: REPORTS – PLANNING COMMISSION MEMBERS

Commissioner Chris Rickman announced that at the end of his term this August, he will not be seeking reappointment. Commissioner Rickman stated he has enjoyed his time on the board and feels it is time to let someone else have the opportunity to serve.

Agenda Item No. 4b, being: REPORTS - PLANNING COMMISSION STAFF

Ms. Weitman reported the following items were discussed and considered by City Council on the below listed dates:

June 5, 2023

Approved:

- Final Plat for Cardinal Landing, Section 1, by IH Development, LLC
- RZ1030 and companion Preliminary Plat for Flicker Ridge, by Mongold Properties
- RZ1032 and companion Preliminary Plat for Eagle Lane Duplexes, by Omni Construction, LLC

Tabled:

- **Rezoning Application No. RZ1031**, for the mini-storage at Oak Ridge Crossing North Additions was tabled to the June 19th, City Council Meeting.

June 19, 2023

Approved:

- Rezoning Application No. RZ1031

Ms. Weitman also introduced Lauren Purcell, who was present, as our newest staff member. Ms. Purcell is from the San Diego area and will be assisting with Planning, as well as, Stormwater.

Agenda Item No. 5a, being: NEW BUSINESS

Discuss and consider the **Final Plat of Flicker Ridge Addition**, located in the SE/4 of Section 11, T10N, R3W, being north of NE 12th Street and west of Flicker Ridge Road. Application by Mongold Properties, LLC. **Ward 2.**

The subject site is located north of NE 12th St and west of Flicker Ridge Rd. The property is zoned R-1/PUD Single-Family Dwelling District as a Planned Unit Development. The applicant is proposing to develop the property with a single-family neighborhood consisting of 13 lots on 2.6 acres, resulting in an overall density of approximately 5 dwelling units per acre. The final plat includes the previously-approved reduced minimum lot size of 5,000 sf vs. 6,000 sf and a 20' vs. 25' building line in the cul-de-sac only.

Utilities will be extended to serve all lots.

On-Site Stormwater detention for this development is required. There are no FEMA floodplains/floodways located on the site.

Access is provided by Flicker Ridge Rd, a collector road feeding into NE 12th Street. Of the total 13 lots, 2 lots will have direct access to Flicker Ridge Rd., with the remaining lots accessing a proposed cul-de-sac street.

The Envision Moore 2040 Plan calls for this location to be Community Commercial. Land uses allowed in Community Commercial can include a mix of uses with up to 50% residential development. This application was reviewed as to its conformance with the intent of the Plan.

Being a PUD, this application conforms to many of the Plan's recommendations for aesthetics and through open space and landscaping. The PUD specifies that homes must have 60% brick, landscaping at 15 trees of 3" caliper with automatic irrigation, and common open space at 6,300 sf, or 5% of the property, not including the detention pond.

This proposed development is not located within ¼ mile of a school, but is located near commercial developments that are conducive to walking vs. driving for short trips. Sidewalks are required with the development and along Flicker Ridge Rd. to establish these connections.

Only two lots will have direct driveway access to Flicker Ridge Dr. The additional traffic generated by the proposed development is not anticipated to add to any congestion problems in the area.

There are no natural drainage features located on the subject site. On-site stormwater detention is required.

With the land being designated as Community Commercial, the proposed amenities and the densities of 5 lots per acre, this application meets the goals and policies of the Comprehensive Plan.

The plat meets the requirements as set out by City Code, and the approved PUD. Staff recommends approval of this application contingent upon the following.

Chairman asked if any of the commissioners had questions for Ms. Weitman. Hearing none, Chairman Sherrard asked if the applicant was present.

Kirby Mongold, Mongold Properties, 6600 SE 162nd, Oklahoma City, OK, introduced himself as the applicant. Mr. Mongold, stated he feels like the single family homes is the best fit for the area and offered to answer any questions.

Chairman Sherrard asked if there were any members of the audience who wished to address this item. Hearing none, a motion was requested.

Kent Graham motioned to recommend approval of the **Final Plat of Flicker Ridge Addition**, subject to staff recommendations. Chad Burks seconded the motion. Roll was called.

Ayes: Graham, Lunow, Burks, Snow, Jarema, Rickman, Laib, Joiner, Sherrard

Nays:

Abstained:

Absent:

Agenda Item No. 5b, being: NEW BUSINESS

Discuss and consider **Rezoning Application No. RZ1033**, located in the SW/4 of Section 14, T10N, R3W, being north of SW 4th Street and west of Classen Avenue, from R-2 Two-Family Dwelling District to C1/PUD Office District/Planned Unit Development. Application by Michael Grant. **Ward 3.**

The subject site is located north of SW 4th St and east of S Classen Ave in the Electric Addition neighborhood. The property is zoned R-2 and currently has an existing residential house of approximately 1,477 sq. ft. with an attached 2 car garage on .39 acres. The applicant is proposing to convert the property to a C-1 Office District business office in the existing building. To achieve the desired development, the property must be rezoned to C-1 Office District as a Planned Unit Development (PUD).

Public water and sanitary sewer are available to serve the site. This site is not located in a floodplain and therefore a FEMA submittal will not be required.

The proposed development includes one access point from S Classen Ave. for a small parking lot to serve the building. The existing driveway to Classen Drive poses a safety and congestion risk due to its close proximity to the SW 4th Street intersection; this application includes the removal of the driveway and closure of the existing curb cut.

The applicant is utilizing a Planned Unit Development (PUD) to maintain the residential nature of the Electric Addition neighborhood. By utilizing a PUD the city may relax certain requirements in exchange for amenities that would not otherwise be required. This PUD proposal includes the following:

- Maximum building height permitted shall be 1 – story with no elements of the structure exceeding 20' in height.
- Maximum building size shall be limited to 2000 sq. ft.
- Maximum number of buildings shall be limited to existing building on the lot.
- 6 additional evergreen trees shall be provided in addition to the existing trees located on the lot to act as a buffer to the residential properties to the north.
- 36' Greenbelt buffer between the parking lot and the north property line.
- Signage is limited to a 50 sf monument sign. No pole signs shall be allowed.

The Envision Moore 2040 Plan calls for this location to be Neighborhood Preservation. Land uses allowed in Neighborhood Preservation include light commercial while remaining residential in nature. This application was reviewed as to its conformance with the intent of the Plan.

Being a PUD, this application conforms to many of the Plan's recommendations for aesthetics, including landscape mix and buffering of higher intensity land uses. This PUD includes increased landscaping of 6 evergreen trees along the northern boundary in addition to the existing trees on the lot as a buffer to the residential properties to the north. Additionally, the existing residential structure will be remodeled to a business use, thereby maintaining the residential appearance and character.

This proposed development is located within ¼ mile of the Little River Park. A 6' sidewalk will be required along SW 4th Street.

To reduce additional congestion at this location, the application provides a small off-street parking lot and eliminates all backing onto Classen Avenue. The additional traffic generated by the proposed development is not anticipated to significantly add to any congestion problems in the area.

This site does not contain a FEMA-designated floodplain. Being less than 1-acre in size, on-site stormwater detention is not required.

Being a part of the Electric Addition, this property falls under the Neighborhood Preservation land use category which was designed to maintain the residential character of the neighborhood. This land use category discourages commercial encroachment into the neighborhood by establishing requirements for new commercial businesses: located on the edges of the neighborhood, buffering to protect the integrity of abutting residential uses, buildings that mimic residential structures, minimal traffic, noise and odor impacts, and typical 8-5 office hours. The proposal meets all the targets of these requirements to be considered compatible with the Neighborhood Preservation land use category. Therefore, this application meets the intent of the comprehensive plan.

The property is located on the southern edge of the Electric Addition adjacent to SW 4th Street, a highly traveled and largely commercialized arterial roadway, and Classen Avenue, a collector street. Under the proposed PUD, the site will utilize the existing residential structure with only uses falling with the 'Administrative and Professional Office' use unit classification being allowed. Furthermore the PUD includes landscape buffering, and signage limitations to maintain the integrity of the residential nature of the area.

If Planning Commission and City Council agree that the limitations outlined in the PUD provide sufficient protections for the Electric Addition, Staff recommends approval of this application.

Chairman Sherrard stated, he has concerns about encroaching onto the Electric Addition, and possibly setting a precedent for future commercial development in the area. The only buffer the applicant is offering, to the neighborhood to the north, is a privacy fence and no buffer to the neighborhood on the west.

Chairman Sherrard asked if there were any questions for questions for Ms. Weitman, after no response, Chairman Sherrard asked if the applicant was present.

Chase Grant, 1424 NE 1st Street, Moore, OK, introduced himself as representing his father Michael Grant, the applicant. Chase Grant stated he is an attorney who will be partnering with his father on this venture. Chairman Sherrard asked about the garage. Mr. Grant explained that the existing garage will change significantly. The garage area will become additional office space. The overhead doors will be removed and that wall will be enclosed. The current curb-cut and driveway will be removed. The new layout for the building places the entrance as well as the new parking lot on the north side of the building.

Commissioner Graham stated, he is pleased with the plan to keep the design elements residential in appearance. The proposed parking lot is what will transform the property from residential to commercial and will need to be handled carefully. Commission Graham stated, the signage is what concerns him. Mr. Graham asked for clarification of the design for the proposed signage.

Mr. Grant, answered he would prefer a monument sign that is set in stone or brick with a decorative feel that does not put off so much light that it would illuminate the building across the street.

Mr. Grant stated, when you say an LED sign that would be difficult to tie into residential. Mr. Grant answered, it would be much like a large television screen that displays messages. It would not have to be LED. The goal is to have the building appear as professional as possible

Mr. Graham asked for clarification of the wall sign. Mr. Grant answered it would be located on the wall where the overhead garage doors had been located along the Classen Road side of the building.

Mr. Graham asked what type of lighting will be used for the parking lot. Mr. Grant, answered, some sort of low lighting that produces minimum light intrusion to the abutting neighborhood along with the privacy fence. However, for safety the parking lot must have some sort of approved lighting.

Commissioner Burks asked for how many staff members will utilize the parking lot and hours of operation. Mr. Grant, answered roughly 5 and an occasional client by appointment. The hours will be roughly 9 a.m. to 4 p.m. Mr. Grant explained the he practices primarily estate planning and probate and will not generate any high volume traffic.

Mr. Grant went on to say, this is a neighborhood that he grew up in and would like to take care of it and continue to be a good neighbor.

Chairman Sherrard asked if there were any members of the audience who wished to address this item.

The following property owners spoke in opposition to the Rezoning Application:

Lindsay Beeson, 507 SW 3rd Street.

Ms. Beeson stated she has a number of concerns. Beginning with the continued commercial encroachment into the neighborhood, which began with OnCue, so this would just be a continuation of that. Secondly, it does reinforce that precedent for future commercial development and finally the placement of the proposed parking lot. Ms. Beeson stated once property changes to commercial it is forever, it will never go back to residential. And each time you approve a change in zoning it leads to additional requests before long the entire area becomes commercial. Ms. Beeson stated she and her mother love their homes and would prefer to preserve the neighborhood they live in. She went on to say she thinks the law firm should choose a different location in a commercial area.

Mona Villaruel, 316 S. Classen Avenue

Ms. Villaruel stated she is strongly opposed to any additional commercial development in the neighborhood. Ms. Villaruel went on to say, it is heartbreaking to tear up the entire area just to add another business and the applicant should find a different location for their business.

Chairman Sherrard asked if anyone else would like to address this item. Hearing none, a motion was requested.

Kent Graham motioned to recommend approval of **Rezoning Application No. RZ1033**, subject to staff recommendations. Chad Burks seconded the motion. Roll was called.

Ayes: Graham, Burks, Jarema, Rickman, Joiner

Nays: Lunow, Snow, Laib, Sherrard

Abstained:

Absent:

Agenda Item No. 6 being: CITIZENS - None

Agenda Item No. 7 being: ADJOURNMENT

Chairman Sherrard requested a motion to adjourn at 7:48 p.m.

Motion: Gary Lunow motioned for adjournment. Kenneth Jarema seconded the motion. Roll was called.

Ayes: Graham, Lunow, Burks, Snow, Jarema, Rickman, Laib, Joiner, Sherrard

Nays:

Abstained:

Absent:

RECORDED FROM NOTES & TRANSCRIBED BY _____
Nora Kerbo, Administrative Assistant