

**AGENDA SUMMARY- PLANNING COMMISSION MEETING**  
**Piedmont Civic Center**  
**314 Edmond Road Northwest**  
**Monday, April 2, 2018 at 6:30 PM**

**MEMBERS PRESENT:** Commissioner Bryan Seale, Commissioner Craig Eidson, Commissioner Maron Koop, and Chairman Richard Felton

**ABSENT:** Commissioner Jeff Rycroft

**STAFF PRESENT:** Community Development Supervisor Kayla Cornett, City Attorney Curtis Chandler and City Secretary Valorie Cumming

1. **CALL TO ORDER-** Chairman Richard Felton called the meeting to order at 6:30pm
2. **ROLL CALL-** City Secretary Valorie Cumming called roll and a quorum was present.
3. **CONSENT AGENDA-** All items on the consent agenda are non-controversial and may be approved by one motion for items.
  - a. Approval of Minutes for the Planning Commission meeting held March 5, 2018.

Commissioner Craig Eidson made a motion to approve the consent agenda. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale, Commissioner Craig Eidson, Commissioner Maron Koop, and Chairman Richard Felton

**NAY:** None

**4. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

None

**5. HEARING OF CITIZENS-** Topics to include those items *not listed in the agenda*.

None

**6. BUSINESS ITEMS**

- a. Discussion on Code of Ordinances, Section 5-127, 2 to expand the definition of a residential building permit to include single family or two-family carports, patio covers, storage buildings, accessory buildings, additional driveways and concrete work, and pools.

Community Development Supervisor Kayla Cornett addressed the Board

- change who has to get a building permit
  - State of Oklahoma industry board doesn't regulate
- general contractor and subcontractor fee is \$150
  - we verify with state that they have a license and liability insurance
- need to decide how wide of umbrella do we want to have
- if you are building over 200 feet you need a permit

Chairman Richard Felton addressed the Board

- make sure license person is working on resident's home
- only apply when pulling permit currently
- maybe bring back draft ordinance and look at other Cities to see what they are doing
- looking at this as barns are going up everywhere with no oversight

Commissioner Maron Koop addressed the Board

- like idea of making sure of liability insurance but not sure how far we want to push
- feel it is the resident's responsibility to verify they have insurance and are licensed

Commissioner Craig Eidson addressed the Board

- do not see a need for this

Chairman Richard Felton said no changes are needed.

- b. Discussion to revise Code of Ordinances, Section 5-312 A, B, and C from Oklahoma State Health Department to Oklahoma Construction Industries Board (Plumbing).

Community Development Supervisor Kayla Cornett addressed the board

- items b-f just change a few words in our Code of Ordinances
- Oklahoma Health Department to Oklahoma Construction Industries Board

City Attorney Mike Segler addressed the board

- we can put this change all together in one ordinance

Chairman Richard Felton requested the City Attorney bring back to the next meeting.

- c. Discussion to revise Code of Ordinances, Section 5-314 1, 2, and 3 from Oklahoma State Health Department to Oklahoma Construction Industries Board (Plumbing).

- d. Discussion to revise Code of Ordinances, Section 5-422 A, B, and C from Oklahoma State Health Department to Oklahoma Construction Industries Board (Electrical).
- e. Discussion to revise Code of Ordinances, Section 5-512 A, B, and C from Oklahoma State Health Department to Oklahoma Construction Industries Board (Mechanical).
- f. Discussion to revise Code of Ordinances, Section 5-514 1, 2, and 3 from Oklahoma State Health Department to Oklahoma Construction Industries Board (Mechanical).
- g. Discussion regarding allowed building types in each zoning district.

Chairman Richard Felton addressed the board

- dictates what is built in each zoning section
- ex. Golf course on 1 acre residential lot
- review for changes
- don't want multifamily in commercial
- currently we have a church going up in a residential lot
- check 2030 comp plan to see if there are any uses in zoning listed

Commissioner Craig Eidson addressed the board

- is this the same as the state

City Attorney Mike Segler addressed the board

- zoning is done by municipalities
- this is throwbacks from days gone by
- different types of uses not contemplated then
- Friscoe, South Lake, Yukon, and Edmond are progressive communities
- description of the type of uses allowed at beginning of ordinances

Chairman Richard Felton requested City look at 3-4 other cities and bring back an example.

- h. Discussion regarding new restrictions for five (5) acres and higher plots in the Sub-Division Book (i.e. drainage, utilities, roads, etc.).

Chairman Richard Felton addressed the board

- incorporate sub division regulations in 5-10 acres lots and lift protection for true Agriculture
  - City Council thought it was too restrictive
- possible develop RE-5 zoning of agriculture 5-10 acre lots
- pick and choose what we want out of regulations
  - drainage, roads, easements etc.
- requests staff look at other cities that might do this and bring back example

**7. NEW BUSINESS**

- a. “New Business,” as used herein shall mean any matter not known about or which could not have been reasonable foreseen prior to the time of posting. (25 O.S. 311 a9)

None

**8. ADMINISTRATION REPORT- (Oral) City Manager, Engineer, Community Development, and Attorney.**

None

**9. COMMISSIONER’S COMMENTS- (Oral)**

None

**10. ADJOURN-** Chairman Richard Felton adjourned the meeting at 7:02pm.

---

Chairman, Richard Felton

---

Secretary, Valorie Cumming