

## AGENDA SUMMARY- PLANNING COMMISSION MEETING

**Piedmont Civic Center  
314 Edmond Road Northwest  
Monday, July 2, 2018 at 6:30 PM**

**MEMBERS PRESENT:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**ABSENT:** Commissioner Craig Eidson

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

### 1. SWEARING IN OF MEMBERS

- a. Richard Felton
- b. Bryan Seale

2. **CALL TO ORDER-** Chairman Richard Felton called the meeting to order at 6:36pm.

3. **ROLL CALL-** City Secretary Valorie Cumming called roll and a quorum was present.

4. **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 May 7, 2018.
- b. Approval of Minutes for the Planning Commission meeting held June 4, 2018.

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

### The Vote was:

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

### 5. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA

None

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

None

### 7. BUSINESS ITEMS

- a. **CONDUCT A PUBLIC HEARING TO CONSIDER AN ORDINANCE**

**AMENDING THE SUBDIVISION REGULATIONS OF THE CITY OF PIEDMONT, OKLAHOMA BY AMENDING APPENDIX D, E, F, G, H, I, J, K, L, M, N, AND O IN THE SUBDIVISION REGULATIONS RELATED TO CHEKLISTS FOR PLAT SUBMISSION, UPDATING PLAT SUBMISSION REQUIREMENTS TO INCORPORATE RECENTLY PASSED ORDINANCES WHICH INCLUDE TRAILS AND ELECTRONIC SUBMISSION REQUIREMENTS, IN ORDERTO PROVIDE ACCURATE DOCUMENTATION AND REQUIREMENTS; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Community Development Supervisor Kayla Cornett addressed the board

-we passed electronic copy ordinance and now preliminary plat and final plat needs to be updated

Commissioner Bryan Seale made a motion to open a Public Hearing for item a at 6:39pm. Motion was **seconded** by Commissioner Jeff Rycroft.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

As no one wished to speak Commissioner Bryan Seale made a motion to close a Public Hearing for item a at 6:39pm. Motion was **seconded** by Commissioner Jeff Rycroft.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

- b. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON AN ORDINANCE AMENDING THE SUBDIVISION REGULATIONS OF THE CITY OF PIEDMONT, OKLAHOMA BY AMENDING APPENDIX D, E, F, G, H, I, J, K, L, M, N, AND O IN THE SUBDIVISION REGULATIONS RELATED TO CHEKLISTS FOR PLAT SUBMISSION, UPDATING PLAT SUBMISSION REQUIREMENTS TO INCORPORATE RECENTLY PASSED ORDINANCES WHICH INCLUDE TRAILS AND ELECTRONIC SUBMISSION REQUIREMENTS, IN ORDERTO PROVIDE ACCURATE DOCUMENTATION AND REQUIREMENTS; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Commissioner Jeff Rycroft made a motion to approve item b. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner  
Jeff Rycroft and Chairman Richard Felton

**NAY:** None

- c. CONDUCT A PUBLIC HEARING TO CONSIDER AN ORDINANCE AMENDING THE SUBDIVISION REGULATIONS OF THE CITY OF PIEDMONT, OKLAHOMA BY AMENDING AND UPDATING THE CHECKLISTS FOR CHAPTER FOUR (4), SECTION IV-1, REQUIRED INFORMATION AND SECTION IV-2, INFORMATION TO BE SUBMITTED WITH VARIOUS TYPES OF PLATS IN THE SUBDIVISION REGULATIONS TO PROVIDE ACCURATE DOCUMENTATION AND REQUIREMENTS; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Community Development Supervisor Kayla Cornett addressed the board  
-once we updated appendix I realized Chapter 4 was incorrect and needed to be changed

Commissioner Bryan Seale made a motion to open a Public Hearing for item c at 6:41pm. Motion was **seconded** by Commissioner Jeff Rycroft.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner  
Jeff Rycroft and Chairman Richard Felton

**NAY:** None

As no one wished to speak Commissioner Jeff Rycroft made a motion to close a Public Hearing for item c at 6:41pm. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner  
Jeff Rycroft and Chairman Richard Felton

**NAY:** None

- d. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON AN ORDINANCE AMENDING THE SUBDIVISION REGULATIONS OF THE CITY OF PIEDMONT, OKLAHOMA BY AMENDING AND UPDATING THE CHECKLISTS FOR CHAPTER FOUR (4), SECTION IV-1, REQUIRED INFORMATION AND SECTION IV-2, INFORMATION TO BE SUBMITTED WITH VARIOUS TYPES OF PLATS IN THE SUBDIVISION REGULATIONS TO PROVIDE ACCURATE DOCUMENTATION AND REQUIREMENTS; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Chairman Richard Felton addressed the board  
-we did a rewrite referencing updated version

Community Development Supervisor Kayla Cornett addressed the board  
-discussed with City Inspector John Moore and wanted to get rid of Chapter 4 all together

Commissioner Jeff Rycroft made a motion to approve item d. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

- e. **CONDUCT A PUBLIC HEARING TO CONSIDER AN ORDINANCE AMENDING THE CITY OF PIEDMONT CODE OF ORDINANCES BY AMENDING THE LANGUAGE IN SECTION 5-312, A, B, AND C, SECTION 5-314, 1, 2, AND 3, SECTION 5-422 A, B, AND C, SECTION 5-512 A, B, AND C, AND SECTION 5-514 1, 2, AND 3 FROM OKLAHOMA STATE HEALTH DEPARTMENT TO OKLAHOMA CONSTRUCTION INDUSTRIES BOARD; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Community Development Supervisor Kayla Cornett addressed the board  
-contractors now get their license from Industry Board

Commissioner Bryan Seale made a motion to open a Public Hearing for item e at 6:43pm. Motion was **seconded** by Commissioner Jeff Rycroft.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

As no one wished to speak Commissioner Jeff Rycroft made a motion to close a Public Hearing for item e at 6:44pm. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

- f. **DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON AN ORDINANCE AMENDING THE CITY OF PIEDMONT CODE OF**

**ORDINANCES BY AMENDING THE LANGUAGE IN SECTION 5-312, A, B, AND C, SECTION 5-314, 1, 2, AND 3, SECTION 5-422 A, B, AND C, SECTION 5-512 A, B, AND C, AND SECTION 5-514 1, 2, AND 3 FROM OKLAHOMA STATE HEALTH DEPARTMENT TO OKLAHOMA CONSTRUCTION INDUSTRIES BOARD; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.**

Commissioner Jeff Rycroft made a motion to approve item f. Motion was **seconded** by Commissioner Bryan Seale.

**The Vote was:**

**AYE:** Commissioner Bryan Seale and Commissioner Jeff Rycroft and Chairman Richard Felton

**NAY:** None

**8. 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

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

Community Development Supervisor Kayla Cornett addressed the board  
-Codification Update sent back a few changes not made that need to be updated  
-Nameplates purchased for board

**10. COMMISSIONER'S COMMENTS-** (Oral)

None

**10. ADJOURN-** Chairman Richard Felton adjourned the meeting at 6:45pm.