

**Minutes of the Regular Session  
Planning and Preservation Commission  
Thursday, September 1, 2022**

After being posted in accordance with the Open Meetings Act of Oklahoma, the Regular Session of the Planning and Preservation Commission was called to order at 6 p.m. by Travis Craig.

Members Present: David McCoy, Joshua Nordeen, Roger Holder, Travis Craig

Members Absent: Brandon New

Ex Officio:

Attorney:

1. **CITIZEN'S COMMENTS.** None

2. **CONSENT AGENDA.**

- a. Approve **minutes** for the August 2022, Regular Session.
- b. Approve **Financial Report** for August 2022.
- c. Approve **claims/encumbrances** for August 2022.

Motion by Holder to approve 2a and remove 2b and 2c until next month.

Second by Craig.

**Motion Carried**

New- Absent McCoy- Yes Nordeen- Yes Craig- Yes Holder- Yes

3. **Discuss and take action for any item(s) removed from the Consent Agenda, if necessary.**

4. Review **Building Permit Tracking** Form; take any necessary action. (Commission)

a. Residential New Build/ **99 East Lake Dr.** / Shirley Bridgers, Owner/ Contractor/ Permit Extension.

a. Motion by McCoy to approve permit extension for the 99 East Lake Dr. Second by Nordeen.

New-Absent McCoy-YES Nordeen-YES Craig-Yes Holder-YES

**MOTION CARRIED**

5. Discuss and take action on new **Building/Remodel Permit(s)**: (Commission)

**None**

6. **Discuss, consider, and take possible action on having Town Clerk approve certificate of occupancy without it going before to board.**

Code of Ordinance states:

**Sec. 8-34. - Occupancy certificate required.**

Before a structure for which a building permit has been issued can be provided with town water and sewer service and occupied, the owner must provide to the town clerk a building inspection certificate signed by a licensed building inspector, indicating that the work covered by the building permit has been inspected, and verifying that the construction meets the international, state and local construction codes in effect at that time within the town.

**No Action**

7. **Discuss, consider, and take possible action on parking lot at Ballfield and Bridge.**  
McCoy showed plans from Jon Bazor for a gravel lot that would hold approximately 100 parking spaces.

Motion by Craig to recommend to the BOT for approval. Second by McCoy.

New- Absent McCoy- Yes Nordeen- Yes Craig- Yes Holder- Yes

**Motion Carried**

8. **Board member workshop to review permit applications.**

Motion by Craig to table until next meeting. Second by Holder.

New- Absent McCoy- Yes Nordeen- Yes Craig- Yes Holder- Yes

**Motion Carried**

Board Comments            McCoy stated the fire department just received a new ISO rating of a 4 and this is great for Medicine Park residents. It will save on insurance for homeowners.

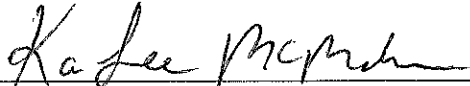
Attorney Report            None

Recess or Adjourn: Motion by Holder to adjourn. Second by Craig.

New-Absent McCoy-YES Nordeen-YES Craig- Absent Holder-YES

**MOTION CARRIED**

**Meeting adjourned at 6:12 PM**



Town Clerk

9-2-22

Date

Chairman

Date