

**Minutes of the Regular Session
Planning and Preservation Commission
Thursday, May 8, 2023**

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 6:05 p.m. by Travis Craig.

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

Members Absent: Brandon New

Ex Officio:

Attorney:

1. **CITIZEN'S COMMENTS.**

2. **CONSENT AGENDA.**

- a. Approve **minutes** for the April 6, 2023, Regular Session.
- b. Approve **financial Report** for April 2023.
- c. Approve **claims/encumbrances** for April 2023.

Motion by McCoy to approve consent agenda. Second by Craig.

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

Motion Carried

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)

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

- a) Residential Remodel / **201 East Lake Dr.**/ Sondra & Tim Holt, Owner/ Contractor.
- b) Retaining Wall/ **2 NW Big Rock Point.**/ Robert Wehmeyer, Owner/ Leo's Landscaping, Contractor.
- c) Residential Remodel / **135 Upper East Lake Dr.**/ Lisa Anshutz, Owner/ Contractor.

a. Motion by Craig to approve residential remodel at 201 East Lake Dr. Second by Holder.

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

Motion Carried

b. Motion by McCoy to approve retaining wall at 2 NW Big Rock Pt. pending contractors get permits and plans get an engineer stamp. Second by Holder.

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

Motion Carried

c. Motion by Craig to approve residential remodel at 135 Upper East Lake Dr. Second by Holder.

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

Motion Carried

6. **Discuss, consider and take possible action to approve a sign permit for Chad Cox, East Lake Easement/Car Bridge, Chad Cox, Contractor.**

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

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

Motion Carried

7. **Discuss, consider and take possible action to approve a sign permit for Tim Holt, 201 East Lake Dr., Tim Holt, Contractor.**

No Action

8. **Discuss, consider, and take possible action regarding code enforcement officer.**
 The board would like to appoint themselves as code enforcement. If something is reported it will go on the next meeting's agenda. If it's something that needs to be taken care of immediately, town hall will contact one of them to handle it. Motion by Holder to appoint the PPC board as code enforcement.
 Second by Craig.
 New-Absent McCoy-Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

9. **Discuss, consider, and take possible action on rock wall on Upper East Lake Dr.**
 McCoy stated trees have been removed and the bank still needs to be taken out to allow for more parking. He would like to find blocks that match what is already there.
 Motion by Craig to approve \$6,000.00 to start wall on upper East Lake Dr. Second by Holder.
 New-Absent McCoy-Yes Nordeen- Yes Craig-Yes Holder-Yes **Motion Carried**

10. **Discuss, consider, and take possible action on the drainage on East Lake Dr.**
 Motion by Holder to table. Second by Craig.
 New-Absent McCoy-Yes Nordeen- Yes Craig-Yes Holder-Yes **Motion Carried**

11. **Discuss, consider, and take possible action on water mitigation plan.**
 The board would like to draw up an ordinance stating gravel cannot be used for driveways and must have a culvert if there is a ditch.
 Motion by Craig to table. Second by Holder.
 New-Absent McCoy-Yes Nordeen- Yes Craig-Yes Holder-Yes **Motion Carried**

12. **Discuss, consider, and take possible action on special assessments for utility infrastructure on right aways.**
 Motion by Craig to table. Second by Holder.
 New-Absent McCoy-Yes Nordeen- Yes Craig-Yes Holder-Yes **Motion Carried**

Board Comments McCoy, Cope, and Mark Skinner have been working on the parking and walking trail on the other side of the creek from Hitchin Post Park.

Attorney Report None

Recess or Adjourn: Motion by Holder to adjourn. Second by Craig.
 New-Absent McCoy-Yes Nordeen- Yes Craig- Yes Holder-Yes **MOTION CARRIED**

Meeting adjourned at 7:01 PM

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| Town Clerk | Date |

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| Chairman | Date |
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