

**Minutes of the Regular Session
Planning and Preservation Commission
Thursday, January 4, 2024**

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 Brandon New.

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

1. **CITIZEN'S COMMENTS.**

2. **CONSENT AGENDA.**

- a. Approve **minutes** for the November 2nd, 2023, Regular Session.

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

No Action

New-Yes McCoy- Yes Nordeen-Abstain 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)

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

- a) New Commercial Build/ 98 Water St./ Kyle & Ashley Brierton, Owner. Wirth Innovated Homes, Contractor.

- b) Bridge/ McMahan Family Bridge/ MPEDA

- a. Motion by New to approve commercial build at 98 Water St. pending plans get engineer stamped.
Second by Craig.

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

Motion Carried

- b. Motion by New to table. Second by Craig.

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

Motion Carried

6. **Discuss, consider, and take possible action on Road Cutting permit for 180 West Lake Dr. Shawn Bryans, Owner/Contractor.**

Motion by McCoy to approve a road cutting permit for 180 West Lake Dr. Second by Craig.

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

Motion Carried

7. **Discuss, consider, and take possible action to see if Comanche Co. will assist with equipment to grade undeveloped roads.**

McCoy would like to put in a retaining wall. Jon Bazor will draw up a tiered wall and have engineer stamped plans.

Motion by McCoy to write an official letter to the County Commissioner asking to assist with equipment on undeveloped roads starting with Merry Circle and Parkway. Second by Holder.

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

Motion Carried

8. **Discuss, consider, and take possible action on rock wall on Upper East Lake Dr.**

Motion by New to table. Second by Holder.

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

Motion Carried

9. **Discuss, consider, and take possible action on drafting an ordinance for driveways, residential and commercial.**
 Motion by New to table. Second by Craig.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

10. **Discuss, consider, and take possible action on receiving estimates for drainage from 165 East Lake Dr. to 195 East Lake Dr.**
 Motion by Craig to recommend cost sharing with other boards. Second by Holder.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

11. **Update on walking bridge.**
 MPEDA is putting it out for sealed bids.
No Acton

12. **Discuss, consider, and take possible action on hiring a building inspector.**
 Motion by New to recommend to the BOT that inspections be per project until a new ordinance is drawn up. Second by Craig.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

13. **Discuss, consider, and take possible action on the dog park.**
 Motion by New to table. Second by Craig.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

14. **Discuss, consider, and take possible action rezoning Merry Circle and Parkway, per 2040 Comprehensive Plan.**
 Motion by New to rezone Merry Circle and Parkway to commercial from residential. Second by Holder.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

15. **Discuss, consider, and take possible action on using Al Jung to design a sewer extension for Merry Circle and Parkway.**
 Motion by Holder to have Al Jung design a sewer extension for Merry Circle and Parkway. Second by Craig.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Yes Holder-Yes **Motion Carried**

16. **Discuss, consider, and take possible action on OLDCC Grant (Office of Local Defense Community Cooperation).**
 Motion by New to get an outline together for the grant writer Melissa Beck for the OLDCC Grant.
 Second by Holder.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Abstain Holder-Yes **Motion Carried**

17. **Discuss, consider, and take possible action on a nuisance complaint at 88 Vine St.**
 Motion by Holder to table. Second by New.
 New-Yes McCoy- Yes Nordeen-Yes Craig-Abstain Holder-Yes **Motion Carried**

Board Comments

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

MOTION CARRIED

Meeting adjourned at 7:10 PM

Hafeez M. Memon

Town Clerk

1-9-24

Date

Chairman

Date