



# The Village Planning & Zoning Commission Meeting Minutes

Special Meeting - Monday, April 17, 2023 - 5:30 p.m.  
2304 Manchester Drive, The Village, OK 73120

The Planning and Zoning Commission held a Special Meeting at City Hall in the City Council chambers at 5:30 pm, Monday, April 17, 2023.

## COMMISSIONERS PRESENT

Jeremy Crook      John Allen  
David Hall        Braxton Banks  
Anita Reaves     Nancy Parrott

## Staff Present

Dave Slezcicky  
Ken Nelson

## AGENDA

### 1. CALL TO ORDER

Vice Chair Crook called the meeting to order at 5:30 pm.

### 2. INVOCATION & PLEDGE OF ALLEGIANCE.

Dave Slezcicky gave the invocation and was joined for the Pledge.

### 3. SELECTION OF CHAIR BY COMMISSION.

After discussion, Anita Reaves made the motion to appoint Jeremy Crook as Chair with a second from Nancy Parrott.

**Vote:** YES-Crook, Hall, Reaves, Allen, Banks, Parrott. NO-none.  
**Motion passed 6-0**

### 4. SELECTION OF VICE-CHAIR BY COMMISSION.

After discussion, Chair Crook motioned to appoint John Allen as Vice-Chair with a second by Anita Reaves.

**Vote:** YES-Crook, Hall, Reaves, Allen, Banks, Parrott; NO-none.  
**Motion passed 6-0**

### 5. APPROVAL OF MINUTES OF THE MEETING HELD ON MARCH 20, 2023.

Chair Crooks motioned approval of the minutes with a second from Allen.

**Vote:** YES-Crook, Hall, Reaves, Allen, Banks, Parrott; NO-none.



# The Village Planning & Zoning Commission Meeting Minutes

Special Meeting - Monday, April 17, 2023 - 5:30 p.m.  
2304 Manchester Drive, The Village, OK 73120

Motion passed 6-0

6. **OPEN PUBLIC HEARING FOR PLANNED UNIT DEVELOPMENT (PUD) ZONING REQUEST FROM HABITAT FOR HUMANITY FOR UNDEVELOPED PROPERTY DIRECTLY SOUTH OF OUR LORD'S LUTHERN CHURCH, SOUTH OF W. HEFNER RD AND EAST OF MAJOR AVE.**

The hearing was opened at 5:40 pm for public comment.

7. **CLOSE HEARING AFTER COMMENTS ARE RECORDED.**

The hearing was closed at 6:26 pm. Recorded comments are attached in Exhibit A.

8. **CONSIDERATION OF RESOLUTION PC 04-17-2023 (A) REGARDING PLANNED UNIT DEVELOPMENT (PUD) ZONING REQUEST FROM HABITAT FOR HUMANITY.**

The Commission discussed comments presented during the Hearing. Motion was made by Allen to include no parking striping on the private drive with a second by Reaves for a recommendation to the City Council for consideration of a zoning change from A-1 Single Family Residential to Planned Unit Development (PUD) Single Family Residential.

**Vote:** YES-Reaves, Allen, Parrott      NO- Crooks, Hall, Banks  
**Motion failed to pass with a 3-3 vote.**

9. **CONSIDERATION OF RESOLUTION PC 04-17-2023 (B) REGARDING PRELIMINARY PLAT FOR HABITAT FOR HUMANITY PUD.**

Motion by Allen to approved with striped no parking on private drive with a second by Parrott for a recommendation to the City Council for consideration of the preliminary plan for the Habitat.

**Vote:** YES-Reaves, Allen, Parrott; NO-Crook, Hall, Banks  
**Motion failed to pass with a 3-3 vote.**

10. **CONSIDERATION OF RESOLUTION PC 04-17-2023 (C) REGARDING LOT LINE ADJUSTMENT REQUESTED BY SPARK PENN LLC, OWNER OF 9308 AND 9300 N. PENNSYLVANIA AVE.**



# The Village Planning & Zoning Commission Meeting Minutes

Special Meeting - Monday, April 17, 2023 - 5:30 p.m.  
2304 Manchester Drive, The Village, OK 73120

Motion by Reaves with a second by Banks to make a recommendation to the City Council for approval of lot line adjustment.

**Vote:** YES-Crook, Hall, Reaves, Allen, Banks, Parrott; NO-none.  
**Motion passed 6-0.**

**11. CONSIDERATION OF RESOLUTION PC 04-17-2023 (D) REGARDING ZONING REVIEW FOR CASADY SCHOOL HIGHTOWER BUILDING RENOVATION AND ADDITION.**

Motion by Allen with a second by Hall to make a recommendation to the City Council to approve the zoning review for the Casady School Hightower Building renovation and addition.

**Vote:** YES-Crook, Hall, Reaves, Allen, Banks, Parrott; NO-none.  
**Motion passed 6-0**

**12. NEW BUSINESS.**

No new business was presented.

**13. ADJOURNMENT.**

There being no further business, Chair Crook adjourned the meeting at 6:47 pm.

\_\_\_\_\_  
Jeremy Crook, Chair

\_\_\_\_\_  
John Allen, Vice-Chair

\_\_\_\_\_  
Anita Reaves

\_\_\_\_\_  
David Hall

\_\_\_\_\_  
Nancy Parrott

\_\_\_\_\_  
Braxton Banks

Attest: \_\_\_\_\_  
*Dave Slezcicky, City Clerk*



# The Village Planning & Zoning Commission Meeting Minutes

Special Meeting - Monday, April 17, 2023 - 5:30 p.m.  
2304 Manchester Drive, The Village, OK 73120

## EXHIBIT A

*PUBLIC HEARING COMMENTS FROM HABITAT FOR HUMANITY FOR REZONING REQUEST FROM A-1 SINGLE FAMILY RESIDENTIAL TO PLANNED UNIT DEVELOPMENT SINGLE FAMILY RESIDENTIAL: The public hearing was opened by Chair Crooks at 5:40 pm and closed at 6:26 pm.*

Mark Zitzow, AICP, with Johnson & Associates summarized the propose project subject to the rezoning as based on needs of affordable housing for single family residences on smaller lots with an average square footage of 1100-1300 sf with a construction and material cost of between \$140,000 to \$150,000 estimate.

Ann Felton Gilliland, CEO of Central Oklahoma Habitat for Humanity explained the selection process and requirements to purchase a home from Habitat for Humanity; the homes are energy efficient which means lower utility bills; and they adhere to the all provisions of the Fair Housing Act.

Jana Skaggs spoke to concerns regarding market comparables and parking issues.

Jack Christie spoke regarding research he independently conducted from county assessor records on covenants, plats, lot sizes, average home values, a door to door survey he completed, with concerns on declining property values. He suggested that two homes instead of four would be a better fit for the project. He distributed documents of his to the Commission not submitted prior the meeting.

Jim Abernathy spoke regarding traffic concerns, impact fees, private or public drive in the project, density increases and concerns from such in the neighborhood, and negative impact of property values. He supported Habitat for Humanity but indicated the density impact of the project prevented him from supporting this project in this location.

Charles McDermott spoke regarding concerns for drainage, four homes in this small area was too much, great concerns for negative impacts of property values, and inquired if the church had donated the land prior to this hearing.

Craig Allemon spoke regarding density implications of the project and suggested that the church should give them more land.



# The Village Planning & Zoning Commission Meeting Minutes

**Special Meeting - Monday, April 17, 2023 - 5:30 p.m.**  
2304 Manchester Drive, The Village, OK 73120

Willie Kelch spoke regarding traffic concerns, sanitation and public safety access concerns and suggested that a circular drive would be better than the proposed straight drive way.

Tyler Vaughn spoke with support for the mission of Habitat for Humanity, but expressed concerns for sanitation and public safety access to all properties.

Julie Baez spoke regarding her young family and general pedestrian traffic impacted with the increased density. She spoke of concerns of market value decreasing and property value negatively impacted by the project.

Jim Abernathy again spoke referencing Mulford Development Properties in The Village, and expressed concerns on traffic and safety.

Jack Christie again spoke regarding sidewalks and fences on the proposed project. He asked the total project area as he observed .59 and .56 acres +/-.

Willie Kelch again spoke asking what would prevent someone from buying the homes and demolishing them for a condo.

Janan Allemon spoke asking for an increase in size of the square footage of each home.

Mark Zitzow spoke regarding the market values and comparables for these homes would include land acquisition in addition to just the building cost of the home, as Habitat sells the home at cost; they would need to review the covenants, but the project will conform to existing covenants; drainage and traffic concerns will be addressed prior to submission of the final plat plans, and will conform to requirements of the fire marshal; the 20 foot access drive will be a private drive and utility easement, not a city street; the developer is responsible for establishing and connecting utilities as well as meeting code; sanitation collection would be along Major Ave; fencing would be up to the homeowners; this is a rezoning request to put single family homes on smaller lots, but still single family homes as is the current land use and many of these concerns will be addressed in the final plat submission; his research indicated limited impact on negative home values; sidewalks will be included, and a homeowners association would maintain the common areas of the project; the front setbacks facing Major Ave were in compliance with current city code.

Commission Banks asked about the selection process for homeownership which was explained by Ann Felton Gilliland. He also expressed concerns for drainage and flooding in this area.



# The Village Planning & Zoning Commission Meeting Minutes

**Special Meeting - Monday, April 17, 2023 - 5:30 p.m.**  
2304 Manchester Drive, The Village, OK 73120

Chair Crooks suggested that two homes would be a better fit than four homes.

Commissioner Allen expressed concerns for the public safety access and building code compliance.

The Commission discussed the number of homes proposed in the project.

Chair Crooks closed the hearing at 6:26 pm.

DRAFT