



Planning Commission
Vern Ogden: Chair
Joe Chappell, Don McBride, René Spineto

PLANNING COMMISSION MEETING
Thursday, August 10, 2017 at 5:30 PM
City Hall – Council Chambers
101 North Second Street, Guthrie, Oklahoma 73044

1. Call to order
2. Public comments
3. Approval of previous minutes from May 11, 2017
4. Discussion and recommendation to the City Council regarding a request to close a public right-of-way (alley) located in Block 4 of the Fourth Capital Heights Addition.
5. Request for future items of discussion
6. Staff comments
7. Commission comments
8. Adjournment

Agenda posted on the bulletin board in the lobby of City Hall by 5:00 PM on Tuesday, August 08, 2017. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hours rule if signing is not the necessary accommodation.

PLANNING COMMISSION MINUTES
May 11, 2017

The regular meeting of the Planning Commission posted on May 9, 2017 before 5:00 PM. The meeting was held May 11, 2017 at Guthrie City Hall.

Members:	Vern Ogden, Chair	Absent:	Ed French
	Joe Chappell		Don McBride
	Rene Spineto		

Also Present: Jim Hanke, Building Official

Call to Order

The meeting was called to order on Thursday May 11, 2017 at 5:30 PM. Commission members were present and a quorum declared.

Public Comments

None.

Approval of Previous Minutes

A motion was made by Commissioner Chappell and seconded by Commissioner Spineto to approve the minutes of the April 13, 2017 meeting as written. All voted aye.

Discussion

Workshop discussion of items of interest to submit to the City Manager.

Discussion of items of interest to submit to the new City Planner (List attached).

New Business

None

Future Discussion

The attached discussion items will be brought to the attention of the new City Planner when hired.

Staff Comments

None

Commission Comments

None

Adjournment

The meeting adjourned at 6:35 PM.

Jim Hanke
Building Official

SOME ITEMS.....DISCUSS/CLARIFY/ETC.

.. Planning Commission Book

- 1) Copy needed for Don....misc. updating
- 2) Other

B. Ordinance #3206 – Art. 22 – BUILDING DESIGN STANDARDS

Misc:..... Why do we have these two identical Sections? Approval dates on the pages would sure be nice.

1) #4-422 Commercial Bldg. Appearance Standards

- a) Item 7 – Clarification on Wainscoting, i.e. height, allowed material, etc. would possibly clarify the 40% non-metal requirement.

b) Other

2) #4-423 Residential Appearance Standards

- a) Item 3 – Garage is addressed for 2 vehicles...if not possible – appeal Planning
Sometimes the “recessed from front plane” is not possible...should also need to be appealed to Planning...right?

b) Item 4 – Roofs...“No shake or corrugated” is addressed. Need to expand the item to address new “metal” roofs...colors...acceptable brands...etc.

c) Item 6 – “One tree” each...an enforcement problem? Should maintenance be addressed?

d) Item 7 – Fence...Pretty clear...no chain link, but it's happening. What of allowing of black vinyl chain link...but only in rear yards...and starting one or two feet behind the elevation of the house. Additional clarifications: Retaining walls (front and sides corner lots) and heights/materials, etc. (Sight Restrictions ... Corner Lots). Permits... whether a “Cost/Fee” or not, before any fencing is installed, Planning Dept. needs to see/approve location and/or layout.

e) Item 11 – Outbuildings...Lots of re-visiting and clarifications needed here.

- #1 – Metal/Non-metal Clarification...re. allowed depending on lot size
...whether area is defined as “Urban/Country” or “City”, etc.

(Item 11 Continued from Page 1)

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#2 – Size Limit...and further address “if less than 200 SF”, no Permit?... and likelihood that someone puts in 3, 4, or 5 of these “less than 200 SF units”. Permits should probably be required regardless of size...and showing location on property site.

#3 – Include requirement that “no Permit will be issued for an outbuilding unless there is a principal residential structure on the property”.

#4 – Address “Corner Lot” special and/or extra limits and conditions.

#5 - Other (As relates to Outbuildings)

C. OTHER

1) Discuss Storage Containers...should be “Where” in Ordinances.

2)

VLO – 5/11/2017



PLANNING COMMISSION APPLICATION

The Planning Commission meets the second Thursday of each month. Applications must be submitted to Community Development at least three weeks prior to the meeting to allow for public notice. All required attachments must be filed with the application.

Required Attachments

- 1. Proof of ownership
2. Logan County Assessor's list of property owners within 300 feet of exterior boundary
3. Rendering of property showing all measurements to scale

Property Address The alley in Block #4, lying between Lots #12 through #17, both inclusive, and Lots #18 through #23, both inclusive, in the Fourth Capital Heights Addition, City of Guthrie, Oklahoma.

Property Owner

Name Guthrie Holding, LLC c/o Bart C. James Daytime Phone [redacted]

Mailing Address

[redacted]

Application Type:

- Plan Review
Rezoning
Special Use
[X] Street/Alley Closure
Lot Split
PUD
Subdivision Preliminary Plat
Preliminary Plat
Final Plat
Amendment

Brief description of proposed project (attach more pages if needed)

Request for City of Guthrie to close the alley.

The applicant or a representative for the applicant must be present at the meeting.

Applicant Signature [signature]

Date 6-12-17

**LOGAN****Parcel Map and Account Listing**

Data provided by TISHA HAMPTON County Assessor

Date 04/05/2017

Time 08:28:09

Page: 1 of 3

Account List

Account	ParcelID	Current Owner	Legal Description
420002249	005200 005009 180000	THREEEYEDOX PROPERTY, LLC	CAPITAL HEIGHTS 4TH LOTS 9-25 BLOCK 5 AND A TR OF LAND BEG SE/C LOT 9 BLOCK 5, WEST ALONG THE SOUTH LINE OF LOTS 9-17 BLOCK 5 A DIST OF 220' TO SW/C LOT 17; S 20' TO NW/C LOT 18 BLOCK 5; EAST 220' ALONG NORTH LINE OF LOTS 18-26
	Status 7-16N-2W		
	Subdivision Capital Heights 4th	██████ W. NOBLE AVE.	
	Block/Lot 0005 / 0009	GUTHRIE, OK 73044-000C	
	Lot Size 8 Lots	Book/Page 2716-0747	
420002248	005200-005001-180000	FCC, LLC.	CAPITAL HEIGHTS 4TH LOTS 1-8 BLOCK 5
	Status 00315 N 20TH		
	Sec/Twn/Rng 7-16N-2W	██████ FLAGSTONE COURT	
	Subdivision Capital Heights 4th	OKLAHOMA CITY, OK 73142-000C	
	Block/Lot 0005 / 0001	Book/Page 2445-0125	
	Lot Size 8 Lots		
420002247	005200-004018-180000	GUTHRIE HOLDING, LLC	CAPITAL HEIGHTS 4TH LOTS 18-23 BLOCK 4
	Status 02120 W WARNER		
	Sec/Twn/Rng 7-16N-2W		
	Subdivision Capital Heights 4th	P.O. BOX ██████	
	Block/Lot 0004 / 0018	EDMOND, OK 73063-000C	
	Lot Size 8 Lots	Book/Page 2611-0136	

**LOGAN****Parcel Map and Account Listing**

Data provided by TISHA HAMPTON County Assessor

Date 08/05/2017
Time 08:20:09**Account List**

Account	ParcelID	Situs	Sec/Twn/Rng	Subdivision	Block/Lot	Lot Size	Current Owner	Legal Description
420002248	005200-004017-180000		7-16N-2W	Capital Heights 4th	0004 / 0017	1 Lots	DOBSON, WILLIAM H. & GLINDA S., CO-TRUST, DTD 02-08-15 ██████████ EAST 76TH STREET TULSA OK 74133-000C Book/Page 2568-0141	CAPITAL HEIGHTS 4TH LOT 17 BLOCK 4
420002244	005200-004001-180000		7-16N-2W	Capital Heights 4th	0004 / 0001	27 Lots	GUTHRIE HOLDING, LLC P.O. BOX ██████████ EDMOND, OK 73083-000C Book/Page 2811-0136	CAPITAL HEIGHTS 4TH LOTS 1-12 & 24-34 BLOCK 4
420002243	005200-003034-180000		7-16N-2W	Capital Heights 4th	0003 / 0034	4 Lots	GREGG, TAMARA ██████████ WEST MANSUR GUTHRIE, OK 73044-000C Book/Page 2805-0582	CAPITAL HEIGHTS 4TH LOTS E2 OF LT 31 & ALL 32-34 BLOCK 3
420002241	005200-003024-180000		7-16N-2W	Capital Heights 4th	0003 / 0024	5 Lots	DEWBERRY, CALVIN E. ██████████ W. MANSUR GUTHRIE OK 73044 Book/Page 2195-0433	CAPITAL HEIGHTS 4TH LOTS 24-28 BLOCK 3
420002240	005200-003018-180000		7-16N-2W	Capital Heights 4th	0003 / 0018	6 Lots	TERHERST, ALESHA J. & MICHAEL ██████████ W. MANSUR GUTHRIE OK 73044 Book/Page 1892-0231	CAPITAL HEIGHTS 4TH LOTS 18-23 BLOCK 3
420002239	005200-003016-180000		7-16N-2W	Capital Heights 4th	0003 / 0016	2 Lots	ECM L.P. P.O. BOX ██████████ GUTHRIE, OK 73044-0977 Book/Page 2469-0482	CAPITAL HEIGHTS 4TH LOTS 16 & 17 BLOCK 3
420002238	005200-003013-180000		7-16N-2W	Capital Heights 4th	0003 / 0013	3 Lots	DANIEL, SUMMER LYNN P. O. BOX ██████████ GUTHRIE OK 73044-000C Book/Page 1590-0203	CAPITAL HEIGHTS 4TH LOTS 13-14-15 BLOCK 3
420002237	005200-003012-180000		7-16N-2W	Capital Heights 4th	0003 / 0012	1 Lots	WALKER, BOB ██████████ KIRKLAND RIDGE EDMOND, OK 73013-000C Book/Page 2190-0465	CAPITAL HEIGHTS 4TH LOTS 12 BLOCK 3
420003188	005200-003011-180000		7-16N-2W	Capital Heights 4th	0003 / 0011	1 Lots	BELDING, MAURICE & MARLA ██████████ W LOGAN AVE GUTHRIE, OK 73044-000C Book/Page 1241-0039	CAPITAL HEIGHTS 4TH LOT 11 BLOCK 3



LOGAN

Parcel Map and Account Listing

Data provided by TISHA HAMPTON County Assessor

Date 06/05/2017
Time 08:20:10

Account List

Account	Current Owner	Legal Description
Account 420002238 ParcelID 005200-003010-180000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Capital Heights 4th Block/Lot 0003 / 0010 Lot Size 1 Lots	BELDING, MAURICE & MARLA [REDACTED] W LOGAN AVE GUTHRIE, OK 73044-000C Book/Page 1327-0015	CAPITAL HEIGHTS 4TH LOT 10 BLOCK 3
Account 420002235 ParcelID 005200-003009-180000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Capital Heights 4th Block/Lot 0003 / 0009 Lot Size 1 Lots	BELDING, MAURICE & MARLA [REDACTED] W LOGAN AVE GUTHRIE, OK 73044-000C Book/Page 1241-0039	CAPITAL HEIGHTS 4TH LOT 9 BLOCK 3
Account 420002234 ParcelID 005200-003008-180000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Capital Heights 4th Block/Lot 0003 / 0008 Lot Size 1 Lots	BELDING, MAURICE G. & MARLA J. [REDACTED] W LOGAN GUTHRIE, OK 73044- Book/Page	CAPITAL HEIGHTS 4TH LOT 8 BLOCK 3
Account 420002233 ParcelID 005200-003004-180000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Capital Heights 4th Block/Lot 0003 / 0004 Lot Size 4 Lots	BELDING, MAURICE G. & MARLA J. [REDACTED] W LOGAN GUTHRIE, OK 73044- Book/Page	CAPITAL HEIGHTS 4TH LOTS 4-7 BLOCK 3
Account 420012691 ParcelID 181070-000000-000000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Block/Lot Lot Size 8.1760 Acres	Current Owner DOBSON, WILLIAM H. & GLINDA S., CO-TRU OF THE WILLIAM H. DOBSON FAMILY TRUST, DTD 02-06-15 [REDACTED] EAST 76TH STREET TULSA OK 74133-000C Book/Page 2568-0141	07-16N-02W SE4 NE4 NW4 FORMERLY KNOWN AS BLOCK H LINWOOD HEIGHTS ADDN.
Account 420012683 ParcelID 181070-000000-000000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Block/Lot Lot Size 8.4200 Acres	Current Owner BRADFORD SQUARE PROPERTY, LLC P. O. BOX [REDACTED] GUTHRIE OK 73044- Book/Page 1683-0477	07-16N-02W TRACT SE4 NW4; POB N 00D04'18" W 850.04' FROM SE/C NW4 ON E LINE NW4 & ON N ROW ST. HWY 33; S 88D14'31" W 101.20'; N 8 0026'53" W 101.98' S 88D 14'31" W 200'; S 76D55' 55" W 101.98'; S 88 D14'31" W 299.20'; N 00D23'29" W 483'- N 88D01'38" E 803.09'
Account 420002242 ParcelID 005200-003028-180000 Situs Sec/Twn/Rng 7-16N-2W Subdivision Capital Heights 4th Block/Lot [REDACTED] Lot size 3 Lots	Current Owner ADAMS, MARK ORLANDO [REDACTED] GUTHRIE, OK 73044-000C Book/Page 2534-0290	CAPITAL HEIGHTS 4TH LOTS 29-30 & W2 31 BLOCK 3

PLANNING REPORT

To: Chairman and Members of the Planning Commission
From: Jim Hanke, Chief Building Inspector
Date: August 10, 2017
Subject: Consideration of and recommendation to the City Council regarding a request to close a public right-of-way.

GENERAL INFORMATION:

Applicant: Guthrie Holding LLC/ c/c Bart C. James
Requested Action: Applicant requests to close the public right-of-way as shown in the attached documents.
Description: The subject property is unpaved, and not used by pedestrian or vehicular traffic, this area contains City Sewer and Water Main lines. The City will file for a utility easement during the vacating process.

Surrounding Land Use and Zoning: C-3 (Commercial) and R-1 (Residential).

Special Information: If closed by the City, this right-of-way will be vacated by the applicant.

Utilities: OGE, ONG, City Sewer and Water Services.

History: N/A

Notification: Notice was published in the Guthrie News Leader on August 1, 2017, and 13 letters were mailed to property owners within 300 feet of the subject property.

Respectfully Submitted,

Jim Hanke
Planning & Building Official

**Planning Commission Application
to Close a Public Right of Way.**





101 North Second Street • PO Box 908 • Guthrie, Oklahoma 73044 • www.cityofguthrie.com • 405.282.2489

July 31, 2017

Dear Guthrie Resident:

The Planning Commission will hold a Public Hearing at 5:30 PM on Thursday August 10, 2017 at Guthrie City Hall located at 101 North Second Street concerning a request to close a public right-of-way (alley) in Block #4, lying between Lots #12 through #17, both inclusive, and Lots #18 through #23, both inclusive, in the Fourth Capital Heights Addition, Guthrie, Oklahoma.

A second Public Hearing concerning this request will be held by the City Council at 7:00 PM on Tuesday, September 5, 2017.

Anyone who wishes to make comments may do so in person at either Public Hearing, or by written comment to the Planning Commission, with the Office of Community and Economic Development, P.O. Box 908, Guthrie, Oklahoma 73044 no later than 5:00 PM on August 09, 2017.

Please be advised that if the Thursday August 10, 2017 Planning Commission meeting is canceled due to any reason such as but not limited to adverse weather conditions, lack of a quorum, etc.; the August 10, 2017 Planning Commission Meeting will be adjourned to be continued to a new specific date and time as announced at the August 10th meeting to conduct the above Public Hearing or the Public Hearing will automatically be rescheduled and placed on the agenda for the Thursday, September 14, 2017 Guthrie Planning Commission meeting at 5:30 p.m.

Should you have any questions, please call 405-282-1110.

Respectfully submitted,

Jim Hanke
Planning and Building Official
City of Guthrie, Oklahoma.

INTEGRITY, SERVICE, QUALITY OF LIFE

City of Guthrie - (405) 282-0492
P.O. Box 908
101 N. 2nd
Guthrie, OK 73044

City of Guthrie - (405) 282-0492 Planning Commission

Owner:	<input type="text"/>	Number:	<input type="text" value="2017-20114316"/>
Permit Address:	<input type="text"/>	Issue Date:	<input type="text" value="6/20/2017"/>
	<input type="text"/>	Expiration Date:	<input type="text"/>
Parcel ID:	<input type="text"/>		
Project:	<input type="text" value="Guthrie Holding LLC / Bart C. James"/>	Fee Amount:	<input type="text" value="\$0.00"/>
Work Description:	<input type="text" value="Planning Commission Fee Request to close the public right-of-way (alley) in Block 4 of the Fourth Capital Heights Addition. Commission Hearing Fee Paid by Bart C. James Check # 10694"/>		

City of Guthrie - (405) 282-0492 Planning Commission Permit Receipt

Owner:	<input type="text"/>	Number:	<input type="text" value="2017-20114316"/>
Permit Address:	<input type="text"/>	Issue Date:	<input type="text" value="6/20/2017"/>
	<input type="text"/>	Expiration Date:	<input type="text"/>
Parcel:	<input type="text"/>		
Project:	<input type="text" value="Guthrie Holding LLC / Bart C. James"/>	Fee Amount:	<input type="text" value="\$0.00"/>
Work Description:	<input type="text" value="Planning Commission Fee Request to close the public right-of-way (alley) in Block 4 of the Fourth Capital Heights Addition. Commission Hearing Fee Paid by Bart C. James Check # 10694"/>		
		Payment Date:	<input type="text" value="6/20/2017"/>

