

# City of Collinsville

## Planning Commission

Minutes of the  
June 15<sup>th</sup>, 2023

### Regular Meeting

The meeting was called to order at 6:32 P.M.

Roll Call:

<b>Bob Firth</b>	<b>Present</b>
<b>Kevin Caudill</b>	<b>Present</b>
<b>Ashley Ewing</b>	<b>Absent</b>
<b>Bill Savage</b>	<b>Present</b>
<b>Jeff Rhoton</b>	<b>Present</b>

The consideration for approval or denial of the meeting minutes from the January 19th and February 16th Regular Meetings

There was a motion to approve the January 19<sup>th</sup> and February 16<sup>th</sup> regular meeting minutes by Mr. Caudill. There was a second by Mr. Rhoton.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	<b>-</b>
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

### PUBLIC HEARING

#### **Agenda Item #4:**

#### **CZ-233 | Rezoning Case | Joe Crabb Real Property Investments LLC**

The owner of the property, Joe Crabb with Joe Crabb Real Property Investments LLC of Collinsville, OK, is requesting a review of their rezoning request for the parcel that is located at 1626 W Walnut St. N. Collinsville, Oklahoma. The applicant is requesting to rezone their parcel from RS-3 (Residential Single-Family High-Density Zoning District) to RD (Residential Duplex Zoning District). The applicant has presented their case before the Board of Adjustments and received approval for their special exception request to have the requested zoning in a predominately single-family zoned area. (BoA approval date: 4/10/2023).

The staff report was presented by the City Planner, Jessi Stringer: *“The City Staff recommends the Commissioners APPROVE the applicant’s request for a zoning change. Staff has compared this request to the other zoning changes granted in residential zoning districts. There are 3 lots directly north of the applicant’s property, which are all zoned RD. Within a 1/4-mile radius of the applicant’s property, there are 12 multi-family lots. The current Comprehensive Plan for the*

# City of Collinsville

*City beckons developers and builders to address the missing middle housing gap with infill structures such as duplexes, quadplexes, townhomes, and other multi-family structures within our overwhelmingly single-family heavy zones (94%), such as in original town. This development type and location aligns with the solutions in modern planning studies that encourage fringe cities to consider multi-family infill their downtown neighborhoods. Staff believes the applicant's requested plan, if granted, would positively address these issues."*

Mr. Joe Crabb, the property owner, approached the podium and stated that he intends to demolish the current house which is in disrepair and construct a duplex. He said each side would be 2 bed, 3 bath, with a 1-car garage for each unit. Mr. Crabb stated each side would around be 1,250 SQFT.

Mr. Caudill asked that the applicant be cognizant during construction and school starting at the end of summer. The applicant agreed.

Chairman Savage invited any citizens in the room who have questions, comments, or concerns to please approach the podium.

With no comments from the public, Chairman Savage motioned for APPROVAL of the rezoning request. There was a second by Mr. Caudill.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	<b>-</b>
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

## **Agenda #5:**

### **CLS-220 | Lot Line Adjustment | Bonnie Phillips**

The sole owner of the property, Bonnie Phillips of Collinsville, Oklahoma, is requesting a review of a lot line adjustment located at 703 S. 12th Street, Collinsville, OK. The parcel was requested to undergo a lot line adjustment in 2020, but the process was not complete. The applicant is requesting the Planning Commission review the 6 additional feet located adjacent to their existing driveway and ask that the addition be reflected on the survey filed with Tulsa County.

The staff report was presented by the City Planner, Jessi Stringer: *"Staff recommends APPROVAL of this legal description review for the lot line adjustment at Bonnie Phillips' property. The applicant has taken this case to the Planning Commission once before, but for some unknown reason, the approved lot line adjustment was never signed by the Planning Commission. Though Tulsa County has the correct information on file, it has been suggested to the applicant by her Title Company to bring this case before the Planning Commission once more for good measure. The staff does not see an issue with the lot line adjustment request."*

Chairman Savage invited any citizens in the room who have questions, comments, or concerns to please approach the podium.

With no comments from the public, Mr. Rhoton motioned for APPROVAL of lot line adjustment request. There was a second by Mr. Firth.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	<b>-</b>
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

## **Agenda #6:**

### **Cooper Crossing Extended IV | Preliminary Plat | Second Review**

The preliminary plat for Cooper Crossing Extended IV has expired. In the City of Collinsville, preliminary plats must not exceed their allotted 1-year timeframe before the corresponding final plat can be reviewed and accepted by the Planning Commission and City Commission. The purpose for a second review of the preliminary plat is to ensure that any detrimental or otherwise considerably impactful changes in or around the site are noted at a public meeting prior to the Final Plat review and approval.

The staff report was presented by the City Planner, Jessi Stringer: *“Staff recommends APPROVAL of this preliminary plat. The City code requires any preliminary plats that have not reached final plat to be heard before the necessary boards a second time to ensure all interested parties are aware of any significant changes in or around the site prior to the final plat review and potential approval. Staff agrees that no significant changes have occurred around the site since the Cooper Crossing Extended IV preliminary plat was first heard before this board in July of 2021, and therefore recommends approval.”*

Mr. Smalygo, the owner and developer for the project, approached the podium and stated that the only changes that have occurred since the previous preliminary plat hearing was a Right-Of-Way which remained in place without a “road to nowhere” being built. He feared a patch of pavement would just encourage residents to park their trailers/boats/RV’s etc. on the dead-end road and creating a visual nuisance. He also shared that ODEQ did sign off on the plat this morning.

Chairman Savage invited any citizens in the room who have questions, comments, or concerns to please approach the podium.

With no comments from the public, Mr. Caudill motioned for APPROVAL of the second review of the Preliminary Plat for Cooper Crossing Extended IV. There was a second by Chairman Savage.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	<b>-</b>
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

## **Agenda #7:**

### **Cooper Crossing Extended IV | Final Plat**

Mr. Kyle Smalygo of Collinsville, OK is requesting a review of a Final Plat for Cooper Crossing Extended IV. Said property is owned by Smalygo Properties, INC., and is part of the North Half (N/2) of Section Twenty-Seven (27), Township Twenty-Two (22) North, Range Thirteen (13) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma

The staff report was presented by the City Planner, Jessi Stringer: *“Staff recommends APPROVAL of this final plat request. City staff has reviewed the as-builts for this project which are in harmony with the previously approved preliminary plat. The City Engineer and Development Services Department staff have walked this site, and all concluded that Cooper Crossing Extended IV is in an acceptable state and permitted to receive building permits pending Final Plat approval from the City Commission.”*

Chairman Savage invited any citizens in the room who have questions, comments, or concerns to please approach the podium.

With no comments from the public, Chairman Savage motioned for APPROVAL of the Final Plat for Cooper Crossing Extended IV. There was a second by Mr. Firth.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	-
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

## **Agenda #8:**

### **CSP-108 | Closing a portion of a public alleyway**

The applicant/property owners, Collinsville Municipal Authority, is requesting the review of their application to close a portion of an alleyway located south of the applicant’s property, 1023 W Center Street S, Collinsville, Oklahoma. The request is to close approximately 100’-0” in length by 20’-0” in width of the existing alleyway located south of the applicant’s property. The property owner intends to vacate the northmost 5’-0” of said closed alleyway pending City Commission approval of this closure.

The staff report was presented by the City Planner, Jessi Stringer: *“Staff recommends APPROVAL of this closure request for a portion of an existing alleyway. The proposed site for the updated Collinsville police station will allow private and protected access from police vehicles into the new addition of the existing building. Though the parking lot will not negatively impact the utilities located in the alleyway (Collinsville Electric, Collinsville Sewer, and ONG), this area will be fenced off and not accessible to the general public. The area where the addition of the building is located (5’-0” X 100’-0”) will later be vacated through the district court pending this alleyway closure approval.”*

# City of Collinsville

Chief Matt Burk, the Collinsville Police Chief, and Chris Wilkins with Dewberry Architects, were both present to answer any questions from the public and/or Board.

Chairman Savage asked if the closure would provide additional area for police vehicles to enter the alleyway area but not the public. Mr. Wilkins confirmed that was true.

Chief Matt Burk explained the purpose for the expansion. He stated that this would double their current space and allow the police force to grow more organically as the city's population increases.

Chairman Savage invited any citizens in the room who have questions, comments, or concerns to please approach the podium.

With no comments from the public, Mr. Caudill motioned for APPROVAL of the alleyway closure request. There was a second by Mr. Rhoton.

<b>Bob Firth</b>	<b>YES</b>
<b>Kevin Caudill</b>	<b>YES</b>
<b>Ashley Ewing</b>	<b>-</b>
<b>Bill Savage</b>	<b>YES</b>
<b>Jeff Rhoton</b>	<b>YES</b>

Adjourned at 6:58 PM

**Chairperson:** \_\_\_\_\_

*Bill Savage*

**Date:** \_\_\_\_\_

*Aug 17, 2023*