



Municipal-Regional Planning Commission

Meeting - Minutes

Atoka Town Hall
334 Atoka-Munford Avenue

Thursday June 18, 2020
6:30 p.m.

The **Atoka Municipal/Regional Planning Commission** met with the following members present:

Brett Giannini
John Harber

Michael Smith
Stephen Shopher

Keith Moore
Vicki Shipley

Absent:

Also attending:

Shelly Johnstone, Town Planner
Amanda Faurbo, Acting Clerk
*Attached Sign In sheet

Bill Scott, Atoka Fire Department
Daryl Walker, Mayor

Rex Wallace, Director

Planning Commission Meeting was called to order at 6:32 pm.

Previous Minutes May 27, 2020 –Commissioner Moore made a motion to approve the May 27, 2020 minutes as presented. Commissioner Harber seconded. All approved. Motion carried.

REPORTS

Code Enforcement Monthly Activity Report – Rex Wallace, Director reviewed as presented.

OLD BUSINESS

Review of Atoka Off-Site Sign Regulation question: Shelly Johnstone, Planner, in response to a question at a previous meeting, by John Harber, advised that the Town does not have regulations for off-site signs. The Commission asked Ms. Johnstone to bring an amendment that would address off-site signs in the Neighborhood Commercial and Residential Zones.

Air Serv Site Plan and Design Review: Shelly Johnstone, Planner, advised the Commission of the meeting that was held @ 4:00pm June 18, 2020 with the developers of the Air Serv building and site. A generic site plan was approved by the Planning Commission at the November 15, 2019 meeting, with the understanding design review would be brought back to the Commission at a later date. It was not brought back for design review and a building permit was issued. To remedy the situation, Ms. Johnstone conducted a staff design review with the site and building owner Lee Downing and Stephen Shopher, PC Chair and presented her report from that meeting. The Commission directed Ms. Johnstone to continue with Site and Design Review for the Air Serv project and to prepare a staff report for the next meeting. A Certificate of Occupancy should not be issued before the Planning Commission hears this report.

NEW BUSINESS

- I. Oak Creek Phase IV Final Plat. Shelly Johnstone, Planner, presented the facts on the development. The Preliminary Plat was approved at the March 15, 2018 Planning Commission meeting. The final layer of asphalt has been applied, and a maintenance bond is required.

Commissioner Moore made a motion to approve the final plat of Oak Creek IV with the requirement of streetlights, sidewalks and that the trees are provided per the Subdivision regulations and the bond is in place. Commissioner Harber seconded. Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shipley, Yes. Commissioner Giannini, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shopher, Yes. All Approved. Motion Carried.

- II. Sterling Ridge Phase VII Final Plat. Shelly Johnstone, Planner, presented the facts on the development. The Preliminary Plat was approved at the June 21, 2018 Planning Commission meeting. Construction Plans were approved by the Town Engineer February 2019, which included a detention pond on Lot 7. The detention pond was not constructed on Lot 7 and the developers were asked to put detention in an approved location (by the Town Engineer). The developers chose to place detention for Sterling Ridge 7 in what may become Sterling Meadows (no Preliminary Plat approved at this time). The detention area will be maintained by the developer until such time as a Homeowners Association (HOA) is established to provide maintenance and upkeep for the detention area. Tony Terhune, Apex, said he does not know if Sterling 7 would be in the HOA or not, because there are customers that do not want to be in the HOA. They have turned it over to their attorney and they have not heard back yet. The cluster mailbox locations were identified. Ben Ledsinger, Town Engineer advised on the temporary and permanent storm water detention basins. Commissioner Moore advised he would like the errors corrected as follows: Sheet numbers to reflect 1 of 2 and 2 of 2. The top reflected future Sterling Ridge and needs to be Sterling Meadows. **Commissioner Moore made a Motion to approve the Final Plat for Sterling Ridge VII with the following stipulations: The Maintenance Bond is posted, the errors are corrected and that it is clarified in Note 18 that the developer will be responsible for maintaining the temporary pond until the new pond is installed and the HOA takes over the maintenance. Commissioner Harber seconded.** Commissioner Shopher called for a roll call vote. Commissioner Giannini, Yes. Commissioner Harber, Yes. Commissioner Smith. Commissioner Moore. Commissioner Shipley. Commissioner Shopher, abstained. Majority Approved. Motion carried.

OTHER BUSINESS - None

MISCELLANEOUS ITEMS FOR THE PLANNING COMMISSION – Commissioner Shopher wanted an update on Shea Cove. Ben Ledsinger, Town Engineer, advised the commission of the facts of the situation. Ben is planning on shooting the elevations for the whole cove. The developer, Mr. Green, has been very willing to do whatever it takes to have the neighbors happy.

Shelly Johnstone, Planner, asked for a Work Session on the potential PUD ordinance.

Commissioner Giannini requested for Ben to give an update on Pioneer Park. Ben advised he met out at the site with Dr. Ash, Geotech Engineering, the week before. He advised that it is a water management issue. They are beginning to work a plan to pull all the fill out, identify the springs that are coming out of the bank, capture those with French drains and then put in a swale above the walking trail so the overflow does not go all the way down the long hill. SSR received the go ahead to proceed with developing the plan so he will schedule the shooting for Shea Cove and work on Pioneer Park on the same day.

Commissioner Moore questioned the final layer of asphalt in the subdivisions that are almost at completion and are not paved. Director Wallace advised the ones in question are the Town's responsibility to pave. Also, the

surface behind Burger King has still not been completed yet and he wanted understanding. Commissioner Shopher advised the state has given funding to the Town to pave streets.

Commissioner Harber requested a status on the start date for Greenway Phase II. The exact status was not known at the time only that the stakes were out.

CITIZEN CONCERN –

ADJOURNMENT

Commissioner Harber made a motion to adjourn. Commissioner Moore seconded. All approved.

Meeting adjourned at 7:43pm.



Stephen Shopher, Chair

Vicki Shipley, Secretary
Keith Moore