



Municipal-Regional Planning Commission

Meeting - Minutes

Atoka Town Hall
334 Atoka-Munford Avenue

Thursday December 17, 2020
6:30 p.m.

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

Keith Moore
John Harber

Brett Giannini
Stephen Shopher

Michael Smith
Vicki Shipley via zoom

Absent:

Also attending:

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

Bill Scott, Atoka Fire Department
Marc Woerner, Town Administrator

Rex Wallace, Director

Planning Commission Meeting was called to order at 6:30 pm.

Previous Minutes November 19, 2020 – Commissioner Giannini made a motion to approve the November 19, 2020 minutes as presented. Commissioner Harbor seconded. Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shipley, Yes. Commissioner Moore, Yes. Commissioner Shopher, Yes. Commissioner Giannini, Yes. Commissioner Smith, Yes. All Approved. Motion Carried.

REPORTS

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

OLD BUSINESS

- A. **Oak Creek V Final Plat, Shelly Johnstone, AICP** presented the staff report. Developer's Engineer, Kevin Ledford answered questions from the Commission. Commissioner Moore made a motion to approve the final plat for Oak Creek V contingent upon 1. That concerns of staff are addressed; 2. That the stormwater detention maintenance, Cluster box easement and, the easement around the pond be dedicated to the HOA. Commissioner Smith seconded. Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shopher, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shipley, Yes. Commissioner Giannini, Yes. All Approved. Motion Carried.
- B. **Report on Consideration of Amendments to the Atoka Subdivision Regulations - Shelly Johnstone, AICP** presented the potential changes to the Subdivision Regulations. She advised that the Town through Public Works Director, Dalton Patrick is working on technical manual. Staff is working on inspection lists, development packets, preliminary requirements, fee structure on development. Commissioner Harber requested a 1-2-year cost vs fees on development from the Town Administrator.
- C. **Report on Wallace Estates Minor Subdivision - Shelly Johnstone, AICP** presented the amendment to the Wallace Estates final plat. Lot 19 needed an easement to access the detention pond. If a fence permit is requested for lot 19 or the lot that abuts the easement, it will not need to include access to the easement to the detention pond. Staff approved in house. No action from the Commission taken. The Planning Commission did request that in-house minor subdivisions and amendments be submitted to the Commission for input before they are approved.

NEW BUSINESS –

- A. Rezoning request –) **Shelly Johnstone, AICP** presented the staff report on the rezoning request for a rezoning request for 673 Maple Drive, from R-1 (Single-Family Residential) to N-C (Neighborhood Commercial for a Doggie Day Care Facility. Commissioner Moore made a motion to recommend approval of the rezoning of 673 Maple Drive from R-1 (Single-Family Residential) to N-C (Neighborhood Commercial) to Atoka's Board of Mayor and Aldermen. Commissioner Harber seconded. Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shopher, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shipley, Yes. Commissioner Giannini, Yes. All Approved. Motion Carried.
- B. Rezoning request –) **Shelly Johnstone, AICP** presented the staff report on the rezoning request Munford Development, for property off of Maple Drive from R-1 (Single-Family residential) to R-2 (Medium-Density Residential). Developer's Engineer, Kevin Ledford answered questions from the Commission. Commissioner Harber made a motion to recommend approval of the rezoning of Maple Drive from R-1 to R-2 based on the parcel numbers provided in the packet to Atoka's Board of Mayor and Aldermen. Commissioner Smith seconded. Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shopher, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shipley, Yes. Commissioner Giannini, Yes. All Approved. Motion Carried.

MISCELLANEOUS ITEMS FOR THE PLANNING COMMISSION –

Commissioner Harber asked about property on Maple Drive near Kroger. Shelly advised if the lots are over 5 acres, there is no requirement to bring the lots to the Planning Commission.

Commissioner Moore requested a street list that the Town is responsible for applying the final layer of asphalt. Town Administrator, Woerner advised he will forward the list to the Commission. Commissioner Moore would like the agenda and packet to the Commission much sooner than of late.

Commissioner Shopher advised that he'd like to see staff reaching out to bring commercial into the empty buildings. Now that many citizens are working remotely at home in Atoka there is more demand for daytime activities, like lunch.

CITIZEN CONCERNS–

ADJOURNMENT

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

Meeting adjourned at 7:53pm.



Stephen Shopher, Chair



Vicki Shipley, Secretary
Keith Moon