



## *Municipal-Regional Planning Commission*

# Meeting - Minutes

Atoka Town Hall  
334 Atoka-Munford Avenue

Thursday August 20, 2020  
6:30 p.m.

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

	Michael Smith	Keith Moore	
	John Harber	Stephen Shopher	Vicki Shipley
Absent:	Brett Giannini(Military Duty)		
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  
Ben Ledsinger, Town Engineer

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

**Previous Minutes June 18, 2020** –Commissioner Harber made a motion to approve the June 20, 2020 minutes as presented. **Commissioner Moore seconded.** Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Shipley, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shopher, Yes. All Approved. Motion Carried.

### REPORTS

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

### OLD BUSINESS

1. **Consideration of an Amendment to the Atoka Zoning Ordinance – off-site sign regulations-** Shelly Johnstone, AICP presented the amendment to the Zoning Ordinance to add off-site premises sign language for the NC and Residential Zones. **Commissioner Harber made a motion that the Planning Commission recommend to the BMA that the town amend the Zoning Ordinance describing and regulating off-premise signs in the NC and Residential Zones in regard to Title 14.201 Article 17. Commissioner Moore seconded.** Roll-call vote: Commissioner Harber, Yes. Commissioner Shipley, Yes. Commissioner Moore, Yes. Commissioner Smith, Yes. Commissioner Shopher, Yes. All Approved. Motion Carried.
2. **Report on Design and Site Plan Review – Air Serv-** Shelly, AICP presented the improvements that have been made to the site and she stated the Planning Commission will be made aware of the remainder of improvements through the process. Commissioner Shopher added that he had spoken to Mr. Downing and he felt very confident that Mr. Downing will follow through with everything they had agreed to in the design meeting. Commissioner Moore asked about the driveway in this commercial subdivision. Bill Scott, Atoka Fire Department, answered his question.

### NEW BUSINESS

1. **Consideration of Wallace Estates Final Plat – Paul Frazier, PFMT**  
Shelly, AICP presented the staff report. She verified that all conditions were met that were required for the final plat approval. Staff and the potential builder of the development (DR Horton) had a discussion about the landscaping, cluster box location, sidewalks, lighting etc. in the Common Open Spaces, which was not included in the preliminary or final plat. **Commissioner Harber made a motion to accept the final plat of Wallace Estates based on the staff recommendation and staff notes. 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. All Approved. Motion Carried.

**2. Consideration of a Rezoning request of 28.645 acres on Atoka-Idaville Road (recently annexed) from FAR to R-1 – Wayne Boulter, Munford Development Co.**

Shelly, AICP presented the request for rezoning (map amendment) from Munford Development (Wayne Boulter) for property recently annexed by the Town of Atoka, and advised that it is the Planning Commission's role to recommend such proposed changes to the Board of Mayor and Aldermen. She indicated that the rezoning request met the tests for rezoning in the Town. The BMA will hold a public hearing and make the final decision on the map amendment.

**Commissioner Moore made a motion that we recommend approval of the rezoning. Commissioner Harber seconded.**

Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Smith, Yes. Commissioner Moore, Yes. Commissioner Shipley, Yes. Commissioner Shopher, Yes, All Approved. Motion carried.

**3. Consideration of Shepherd's Ridge Preliminary Plat- Wayne Boulter, Munford Development Co.** Shelly, AICP presented the Staff report. **Commissioner Moore made a motion to approve the Shepard's Ridge Preliminary Plat as discussed tonight contingent upon the BMA approving the re-zoning of the same property. Commissioner Harber seconded.** Commissioner Shopher called for a roll call vote. Commissioner Harber, Yes. Commissioner Smith, Yes. Commissioner Moore, Yes. Commissioner Shipley, Yes. Commissioner Shopher, Yes, All Approved. Motion carried.

**OTHER BUSINESS** - Commission Education Session – Transitioning to a MS4 Community- Ben Ledsinger, P.E., John C. Chlarson, P.E- Ben Ledsinger, Town Engineer introduced the speaker John C, Chlarson, MTAS. Mr. Chlarson presented the first one of three PowerPoint presentations that cover the MS4 stormwater program. He went over one of the presentations and the Planning Commission requested the other two presentations be presented later. Atoka's participation in the MS4 program would occur after the results of the 2020 Census are published.

**MISCELLANEOUS ITEMS FOR THE PLANNING COMMISSION** – Commissioner Harber questioned staff in regard to the expansion at the Ballfield on Rosemark Road. Shelly, Town planner advised we could request the property owner to bring in a site plan for design review since they have established another field on the lot.

Commissioner Moore wanted clarity on future developments and the design review. He referenced Wallace Estates because the Final was approved, and the design phase of the common open spaces were discussed after the approval. He would like this all to take place prior to the final approval. Shelly, AICP responded and advised the Commission that the Town regulations are directed at the Developer not the Builder. She stated Code Enforcement Official has the authority to do a site plan review of every lot in a development according to the Town regulations if need be. Amendments to the Ordinance will include builders if they are ones to improve the open spaces, including the cluster mailboxes.

**CITIZEN CONCERN** – Trisha Phelps, Sterling Ridge Subdivision Property Owner, stated she has presented her concerns at the BMA Meeting and to individual aldermen, but she has not presented her concerns to the Planning Commission. Her concern is the safety in the subdivision due to only one means of ingress/egress. She stated there is a petition with over 70 signatures in support of resolving the issue before the Town continues to build out in the same area. Parking on the street in the construction areas is also an issue and Commissioner Harber advised he would be willing to look at options for on-street parking regulations. At this time, the only regulation the Town has for on-street parking is that it is limited to 12 hours.

**ADJOURNMENT**

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

**Meeting adjourned at 8:38pm.**

  
Stephen Shopher, Chair

  
Vicki Shipley, Secretary