

MEETING AGENDA
MUNICIPAL PLANNING COMMISSION
7:00 P.M., Tuesday, March 24, 2015
EL RENO CITY COUNCIL CHAMBERS
101 N. CHOCTAW AVE, EL RENO, OKLAHOMA

A. CALL MEETING TO ORDER

B. ROLL CALL

C. CONSENT AGENDA

1. Approval of minutes of the February 24, 2015 regular meeting of the El Reno Municipal Planning Commission.

D. DISCUSSION ITEMS

2. Discussion, consideration, and possible action to amend existing sections of the zoning code in order to allow garage apartments.
3. Discussion, consideration, and possible action to amend the Country Club Square Planned Unit Development (PUD) plan.

E. AUDIENCE PARTICIPATION

Anyone having an Item of Business to present to the Municipal Planning Commission that DOES NOT appear on the Agenda please come to the podium at this time and state your name. You are requested to limit your presentation to three (3) minutes. Any item being presented MUST pertain to City of El Reno Municipal Planning Commission business.

**F. COMMUNITY SERVICES AND DEVELOPMENT DIRECTOR REPORT,
COMMISSIONERS COMMENTS**

G. ADJOURNMENT

Filed in the office of the City Clerk and posted on the bulletin board at the west entrance of the El Reno Municipal Building, 101 N. Choctaw Ave., at 10:00am, Thursday March 19, 2015.

Signed  _____

Matt Sandidge
Community Services and Development Director

The City of El Reno encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (405) 262-4070 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if interpreters for the deaf (signing) are not the necessary accommodation.

AGENDA COMMENTARY

Consent Agenda Item No. **C1**
MPC Meeting of March 24, 2015

Item Title:	Discussion, consideration and possible action on the minutes of the February 24, 2015 Meeting.
Initiator:	Shelly Dalla Rosa, Code Enforcement Officer
Background:	Routine item
Exhibits:	Draft copy of original minutes
Financial Impact:	Minimal staff time was spent on this item.
Action:	Staff recommends approving minutes noting any changes or corrections the Commission feels in order.

MINUTES
MUNICIPAL PLANNING COMMISSION
7:00 P.M., TUESDAY, FEBRUARY 24, 2015
EL RENO CITY COUNCIL CHAMBERS
101 N. CHOCTAW AVE, EL RENO, OKLAHOMA

A. Chairman Robertson called the meeting to order at 7:00 p.m.

B. Present: Chairman Jerry Robertson
Commissioner J. T. Chronister
Commissioner Keri McReynolds
Commissioner Jason Robison
Commissioner Bryan Kindiger

Absent: Vice-Chair Vicki Proctor
Commissioner David Jensen

Audience Members: None

Staff Members: Matt Sandidge, Community Services Director
Shelly Dalla Rosa, Code Enforcement

C. CONSENT AGENDA

- 1. Discussion, consideration and possible action on the minutes of the January 27, 2015 regular meeting of the El Reno Municipal Planning Commission.**

Commissioner McReynolds made the **MOTION** to **APPROVE** the minutes as written. The motion was **SECONDED** by Commissioner Robison and the vote was:

AYES: McReynolds, Robison, Kindiger

NAYES: None

ABSTAIN: Robertson, Chronister

ABSENT: Proctor, Jensen

D. DISCUSSION ITEMS

- 2. A. To conduct a public hearing in consideration of a request by J. T. Chronister to review accessory structure height.**

Chairman Robertson opened the Public Hearing at 7:02 p.m.

Director Sandidge said last month we discussed capping the accessory structures at 20 ft. This went to Council and was kicked back to us. It was thought this may not allow uses such as garage apartments. He added that technically the way the code is written detached garage apartments are not allowed in R-1 and R-2 zoning.

There was more discussion about garage apartments and the pros and cons surrounding them. Robison said if there was a situation where a garage apartment was a benefit to the population; why would we have language to prohibit it. He also said he feels it should also match the primary structure to protect the character of the area. Robison said he like using a percentage for the height issue. Chairman Robertson brought up the parking issue with some existing garage apartments. Sandidge said we may need to bring back specifically garage apartments as a separate item.

The discussion turned back to structure height and how to determine what is acceptable. Kindiger suggested using the language *not to exceed*. He said this could be based on the height of the primary structure.

The Commissioner's discussed veneer requirements on accessory structures. The consensus was to have requirements on permanent structures which would eliminate smaller storage sheds. The Director interjected that currently there are no veneer requirements in R-1, R-2 and R-3 districts on the primary structure. He suggested that the board may want to address it first.

The Chairman got the meeting back on track by reminding the Commissioners that the discussion item was structure height.

Chairman Robertson closed the Public Hearing at 7:40 p.m.

3. B. Discussion, consideration and possible action of a request by J. T. Chronister to review accessory structure height.

There was no further discussion prompting Commissioner Robison to make the **MOTION** to **AMEND** the recommendation that all secondary or accessory structures shall not exceed 20ft. or 80% of the height of the primary structure. Commissioner Chronister was the **SECOND** to the motion and the vote was:

AYES: McReynolds, Robison, Kindiger Chronister

NAYES: Robertson

ABSENT: Jensen, Proctor

E. AUDIENCE PARTICIPATION

None

F. COMMUNITY SERVICES AND DEVELOPMENT DIRECTOR REPORT, COMMISSIONERS COMMENTS

The Director let the commissioners know the there is already a couple items for next month and that he would add the veneer standards to be considered as well.

G. ADJOURNMENT

Commissioner McReynolds made the **MOTION** to **ADJOURN** and was **SECONDED** Commissioner Robison. The vote was:

AYES: McReynolds, Robison, Kindiger, Chronister, Robertson

NAYES: None

ABSENT: Jensen, Proctor,

The meeting adjourned at 7:51 p.m.

AGENDA COMMENTARY

Agenda Item No. **D2**
Meeting of March 24, 2015

Item Title:	Discussion, consideration, and possible action to amend existing sections of the zoning code in order to preserve neighborhood character.
Initiator:	Community Services and Development Director, Matt Sandidge
Background:	Currently the Code of the City of El Reno does not permit garage apartments. There are neighborhoods in town that garage apartments would be appropriate as long as specific sites have adequate space for parking. Currently, the R-2 and R-3 zoning allow for duplexes and have specific conditions (minimum lot size of 10,000sqft, minimum frontage of 80ft, etc.). Within these districts, it may be appropriate to allow for garage apartments.
Exhibits:	N/A
Financial Impact:	N/A
Action:	Staff recommends approving the use of garage apartments where deemed appropriate.

AGENDA COMMENTARY

Agenda Item No. **D3**
Meeting of March 24, 2015

Item Title:	Discussion, consideration, and possible action to amend the Country Club Square Planned Unit Development (PUD) development plan.
Initiator:	Community Services and Development Director, Matt Sandidge
Background:	<p>The PUD development plan for the Country Club Square redevelopment was adopted by City Council December 2013. The infrastructure for the development is currently being installed. Plans for a Hampton Inn and preliminary plans for a Home2 have been submitted. When the PUD was adopted the specific hotel design had not been determined and the rear setback for the hotels was set at 50ft because of building height concerns. The minimum rear setback allowed by the base zoning district is 20ft. The hotel plan include swimming pools in the rear of each building and the hotelier is proposing to enclose the pools with a single story (18ft enclosure). This will put the setback at 30ft rather than the specified 50ft.</p> <p>This amendment if approved would change the rear setback of the buildings to 30ft, which is 10ft greater than the minimum allowed within the base zoning district.</p>
Exhibits:	
Financial Impact:	N/A
Action:	Staff recommends approving amendment request.