

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

## REGIONAL PLANNING COMMISSION

5:30 PM

**Roscoe J. Hatfield  
Council Chambers,  
300 West Evergreen,  
Durant, Oklahoma  
AGENDA**

**August 3, 2021**

### **CALL TO ORDER**

### **INVOCATION/FLAG SALUTE**

### **ROLL CALL**

### **ORDER OF BUSINESS**

#### **1. Consent Items**

*To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.*

#### **2. Consider Items Removed from Consent**

#### **3. Administration**

- a. Discussion, Consideration and Possible Action on Language for an Ordinance Establishing Development Regulations in the Regional Planning Commission District.

#### **4. New Business**

### **ADJOURNMENT**

### CERTIFICATE

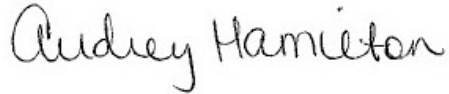
This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 7th day of July, 2021 and that an agenda of said meeting was posted at the place of such meeting at 9:00 a.m. on the 30th day of July, 2021.

*Audrey Hamilton*

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Audrey Hamilton, City of Durant

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 28th day of April, 2021 and that an agenda of said meeting was posted at the place of such meeting at 11:30 a.m. on the 1st day of July, 2021.



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Audrey Hamilton, City of Durant

**MINUTES OF THE MEETING OF REGIONAL PLANNING COMMISSION  
July 6, 2021 AT 6:00 PM, Roscoe J. Hatfield  
Council Chambers,  
300 West Evergreen,  
Durant, Oklahoma**

**CALL TO ORDER**

Planning Commission Chair Kevin Keener called the meeting to order at 6:46 p.m.

**INVOCATION/FLAG SALUTE**

Commission Member Jackson provided the invocation. Commission Member Knight led the flag salute.

**ROLL CALL**

Present:

Mayor Oden Grube  
Planning Commission Chairman Kevin Keener  
Planning Commission Vice Chairman Drew Jackson  
Planning Commissioner Clent Horner  
Planning Commissioner Shane Knight  
County Commission Chairman Ron Boyer

Absent:

Planning Commissioner Whitney Kerr  
Engineer Brandon Wall

**ORDER OF BUSINESS**

**1. Consent Items**

*To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.*

a. CONSIDER APPROVAL OF REGULAR MEETING MINUTES of June 1, 2021  
Motion was made by Commission Member Knight and seconded by Mayor Grube to

approve the request as presented.

Motion Passed with the following vote:

Ayes: Grube, Keener, Jackson, Horner, Knight, Boyer

Nays: None

Abstain: None

b. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON AMENDING THE 2021 CALENDAR

Danielle O'Neal reviewed with the Planning Commission members a request to possibly amend the 2021 Calendar for Planning Commission meetings. At the last meeting the Planning Commissioners requested there to be an item on the July agenda to discuss switching meeting start times with the Regional Planning Commission. The thought behind the request was so that there wouldn't be an interruption during the public hearing section of the Planning Commission. Currently the Municipal Planning Commission starts at 5:30 pm and the Regional Planning Commission starts at 6:00 pm. Should this switch be approved it would move the Municipal Planning Commission to 6:00 pm and the Regional Planning Commission to 5:30 pm.

Motion was made by Commission Member Horner and seconded by Commission Member Jackson to approve the request as presented.

Motion Passed with the following vote:

Ayes: Grube, Keener, Jackson, Horner, Knight, Boyer

Nays: None

Abstain: None

**2. Consider Items Removed from Consent**

**3. Administration**

a. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION on proposed Regional Planning Commission Ordinance

Danielle O'Neal reviewed with the Commission members an ordinance draft created for this Commission. Since the last meeting staff made changes as requested from the Commission. This included adding in information regarding street and drainage regulations that matched the municipal ordinance. The City Attorney is reviewing the ordinance at this time. This ordinance would be what guides and directs the Regional Planning Commission.

City Attorney, Tom Marcum, spoke regarding legalities of the Ordinance.

Whitney Kerr, Assistant District Attorney, spoke regarding legalities of the Ordinance.

(Commission Member Horner left the meeting at 7:48 p.m.)

Motion was made by Commission Member Knight and seconded by Commission Member Jackson to take no action on the item.

Motion Passed with the following vote:

Ayes: Grube, Keener, Jackson, Knight, Boyer

Nays: None

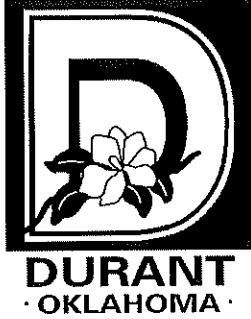
Abstain: None

#### **4. New Business**

Commission Member Knight recommends that the City Council and County Commissioner meet and discuss on how to enforce Ordinance and scope of Regional Planning Commission.

#### **ADJOURNMENT**

Motion made by Commission Member Jackson and seconded by Commission Member Knight to adjourn the meeting.



# THE CITY OF DURANT

## Office of Community Development

Date: 8/3/2021  
To: Regional Planning Commission  
From: Danielle O'Neal, Community Development Director  
Re: RPC Ordinance

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For the upcoming meeting we will revisit an ordinance draft created for this Commission. Since the last meeting staff made changes to the ordinance by trying to help it focus more on the subdivision process. Staff removed some of the drainage calculation information and reworked some of the language. At the time of this report, the City Attorney is reviewing this ordinance, but staff wanted to continue the discussion with the changes that were made since the last meeting. This ordinance would be what guides and directs the Regional Planning Commission. The goal is to discuss any further changes, questions or concerns that there may be with this ordinance.

Regional Planning Commission **Ordinances**

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Section 1-1. **Creation, Jurisdiction, Regional Planning Commission Created.**

~~1. There is hereby created a Regional Planning Commission of the City of Durant, Oklahoma, as authorized in title 11, Sections 46-101 through 46-105, Oklahoma Statute 1978, et. seq.~~

Commented [DB1]: Does this need to remain?

~~12.~~ Said commission shall be composed of five members of the Durant Planning Commission. The Mayor and municipal engineer of the City of Durant, Chairman of the Board of County Commissioners of Bryan County, Oklahoma, and the County Engineer shall be ex-officio voting members of the Regional Planning Commission but shall not be counted for purpose of a quorum. Members of the Regional Planning Commission shall serve without pay.

~~23.~~ The qualifications, appointment and removal and terms, rules and regulations of the City of Durant Regional Planning commission shall be the same as those established for the City of Durant Planning Commission.

~~3. The Regional Planning Commission shall have jurisdiction over a regional district which shall be construed to mean any land outside the incorporated city limits of the City of Durant, Oklahoma, within an area whose any one boundary, at any point, shall be a distance of three (3) miles from the incorporated limits of the City of Durant. This boundary does exclude any other incorporated city or town that is within said boundary.~~

**Section 1-2. Jurisdiction**

~~In addition to the jurisdiction of the City of Durant Planning Commission, the Regional Planning Commission shall have jurisdiction over a regional district which shall be construed to mean any land outside the incorporated city limits of the City of Durant, Oklahoma, within an area whose any one boundary, at any point, shall be a distance of three (3) miles from the incorporated limits of the City of Durant.~~

Section 1-3. Duties and Powers

1. The City of Durant Regional Planning Commission shall prepare from time to time plans for the systematic development and betterment of the regional district for residence, business, manufacturing, or general industrial purposes. It may consider and investigate any subject matter tending to the development and betterment of such regional district, and make recommendations as it may deem advisable concerning the adoption thereof any department of the City or County Government.

~~2. The City of Durant Regional Planning Commission shall have the power to review and make recommendations, in accordance with its adopted regulations.~~

~~23.~~ Before final action shall be taken by the City or County Government or department thereof on the location and design of any public buildings, statue, memorial, park, parkway, boulevard, playground, public grounds, or bridge within such regional district, the question shall be submitted to the Regional Planning Commission for investigation and report.

~~34.~~ All plans, plats, re-plats of land laid out in lots or blocks, and the streets, alleys, or other portions of the same intended to be dedicated to public or private use within such regional district, shall first be submitted to Durant Regional Planning Commission and approved by it before it shall be entitled to

record in the office of the County Clerk. It shall be unlawful to receive or record any such plat, plan or re-plat in any public office unless the same shall bear thereon, by endorsement or otherwise, the approval of the Durant Regional Planning Commission. The disapproval of any such plan, plat or re-plat by the Durant Regional Planning Commission shall be deemed a refusal of the proposed dedication shown thereon.

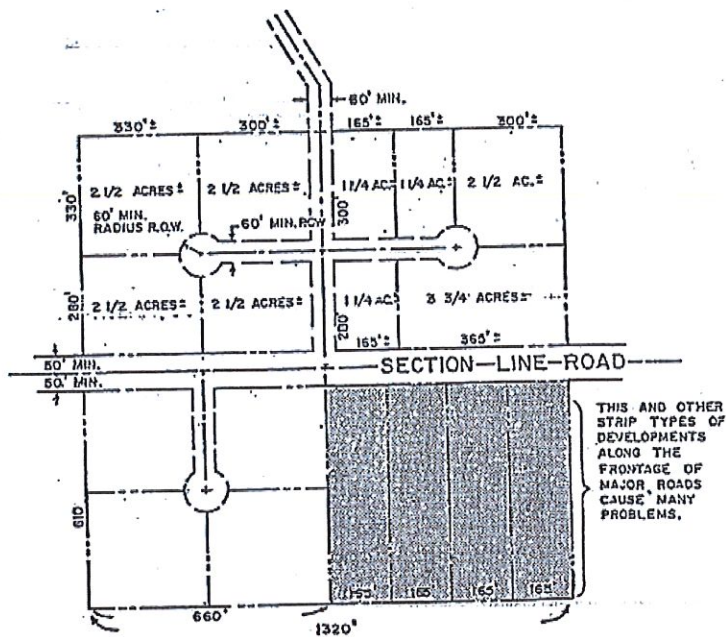
45. For ~~large~~ areas of rural land 10 acres or larger not served by water and sewer facilities by any governmental entity~~ies~~, the use of private roadways in either platted or unplatted area~~s~~ shall be recognized and authorized and building permits to property owners abutting upon the private roadways shall be issued without complying with standards as provided for dedicated streets under the following conditions:

- a. The private roadway easement shall be at least fifty (~~650~~) feet in width;
- b. The property abutting the private roadway shall contain not less than two (2) acres;
- c. The property shall be more than one-fourth (1/4) mile from sewer and water facilities furnished by the City of Durant or appropriate authority;
- d. The private roadway shall not be dedicated to the public but reserved for future dedication and, until such future dedication, be the private roadway of the abutting property owners;
- e. The owners of the property within the subdivision shall maintain the private roadway. The City of Durant nor the County shall have responsibility for maintenance and repair of the private roadway;
- f. If the property is platted, there shall be emblemized on the face of the plat, clearly conspicuous, a notice that the streets and drives have not been dedicated to the public, and that the streets shall be maintained by the private property owners within the subdivision, but that streets shall always be open to police, fire, and other official vehicles of all state, federal, county and municipal agencies;
- g. Every deed shall clearly acknowledge that the roadway is private and not maintained by any municipality or county;
- h. Prior to the sale of any parcel in the subdivision, a conspicuous sign shall be posted at the entrance of the subdivision: "Private roadway not maintained by the City of Durant or Bryan County";
- i. At any time after use of such private roadway is recognized and authorized pursuant law, a petition of at least sixty percent (60%) of the owners, in area, to improve and dedicate the street shall bind all of the owners thereby to permanently improve the street or roadway in compliance with the applicable requirements of the City of Durant or the County. All other ordinances and Regional Planning Commission regulations pursuant to the provisions of this article relating to subdivisions not in conflict herewith shall be applicable in such cases;
- j. The Regional Planning Commission may require the developer of such property to reserve appropriate utility easements for water, sewer, and any other utility installations as may be required for present and future development.

5. Where there are three (3) or more houses / addresses the roadway shall be required to be a public road and follow the public road standards.

Commented [JD2]: Can this be done without conflicting with state statute?

6. It is expected that theThe majority of land within the boundary of the Regional Planning Commission will be developed in the manner shown in Figure 1. is expected to be in the jurisdiction of the regional planning commission outside the incorporated area of the city.



**Notes:**

1. Property dimensions in many cases are shown as less the right-of-way dimension. This reflects the improvement of the street or road and dedication of it to the public.
2. Covenants should provide for access to lots to be only from side roads.

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**Section 1-4. Public Road Standards**

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The arrangement, character, extent, width, grade and location of all streets shall conform to all of the elements of the general plan and shall be designed in accordance with the following provisions:

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1. Whenever a subdivision abuts or contains an existing or proposed major street, the Regional Planning Commission may require service streets, reverse frontage with screen planting contained in a no access

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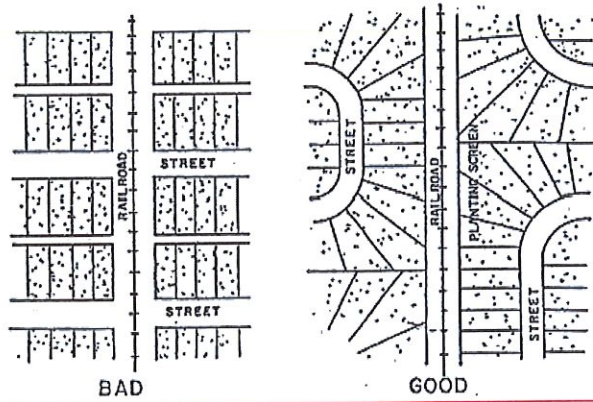
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reservation along the rear property line, deep lots or such other treatment as may be necessary for adequate protection of residential properties and to afford separation from traffic;

2. Where a subdivision borders on or contains a railroad right-of-way of limited access highway right-of-way, the Regional Planning Commission may require a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the intervening land. The following sketch illustrates both suitable and unsuitable ways of laying out developments bordering major right-of-way.

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### STREET LAYOUT ADJOINING LIMITED ACCESS RIGHT-OF-WAY FACILITIES



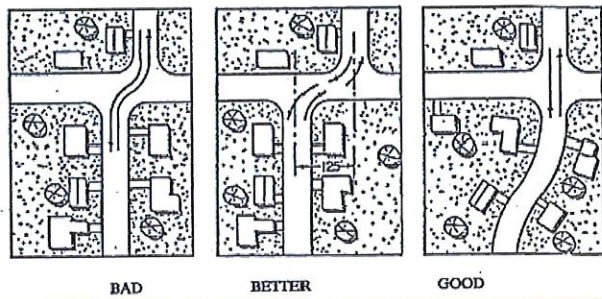
3. Reserve strips controlling access to streets shall be prohibited except where their control is placed in the buffer region under conditions approved by the Regional Planning Commission and acceptable to the subdivider;

4. Where the plat to be submitted includes the only part of the tract owned or intended for development by the subdivider, a tentative plan of a proposed future street system for the unsubdivided portion shall be required by the Regional Planning Commission;

5. Where a tract is subdivided into larger than normal building lots or parcels, such lots or parcels shall be arranged to permit the logical location and opening of future streets and appropriate platting with provision for adequate utility easements; and

6. Street jogs with centerline offsets of less than 125 feet shall not be allowed.

**STREET JOGS LESS THAN 125 FEET SHALL BE AVOIDED**



7. Street right-of-way widths shall follow the Oklahoma Department of Transportation standards and shall be not less than the following:

<u>Street Type</u>	<u>R.O.W. Width</u>
<u>Major Arterial</u>	<u>85 feet</u>
<u>Minor Arterial</u>	<u>80 feet</u>
<u>Collector streets</u>	<u>60 feet</u>
<u>Local streets</u>	<u>60 feet</u>

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a. Major Arterials are public roads that is considered a primary thoroughfare that is commonly used to go through the main part of the city or town, serves as a bypass of the central part of the city for majority of traffic.

b. Minor Arterials are all public arterials not classified as a major arterial and contains facilities that place more emphasis on land access. Minor arterials provide access to geographic areas smaller than major arterials and doesn't penetrate identifiable neighborhoods.

c. Collector streets are public roads that collects traffic from local streets in residential neighborhoods and channels it to the arterials. Collector streets may penetrate residential neighborhoods. Collector streets will provide both land access service and traffic circulation within commercial areas, industrial areas and residential neighborhoods.

d. Local streets are public roads that offer the lowest level of mobility and the highest of land access. Local streets will provide direct access to land and to high road systems. Through traffic usage is discouraged.

8. The paved width of all streets shall be adequate to serve the existing and future estimated traffic load for the facility. Lane width for all streets shall be as follows:

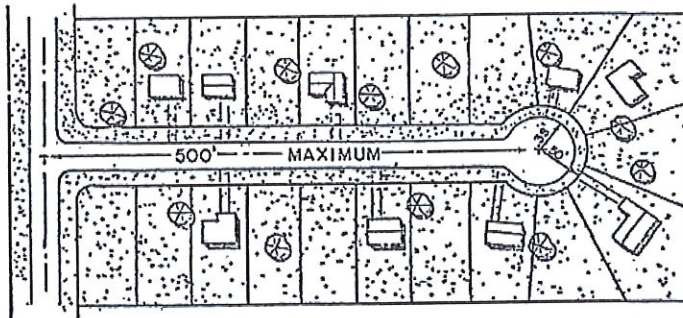
a. All arterial streets shall have lanes for traffic movement of not less than 11 feet or more than 12 feet in width, and lanes for parallel parking or emergency stopping of not less than 10 feet in width; and

b. All collector and local streets shall have lanes for traffic movement of not less than 9 feet or more than 12 feet in width and lanes for parallel parking of not less than 8 feet in width. Streets should be developed in accordance with the general standards given in the code of the City of Durant.

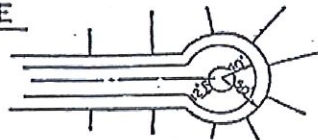
#### 9. CUL-DE-SAC

a. A cul-de-sac should not exceed 500 feet in length, measured from the entrance to the center of the turnaround.

b. If the cul-de-sac is longer than 150 feet then a turnaround radius of not less than 65 feet at the property line and 50 feet at the curb line shall be provided. If there is provided in the center of the turnaround an unpaved island, it shall be improved with landscaping that will not interfere with sight distance. The unpaved island shall have a radius of not less than 6 feet and the radius from the curb line of the island to the turnaround outside curb shall be 30 feet with the easement extending an additional 15 feet beyond the outer curb line.



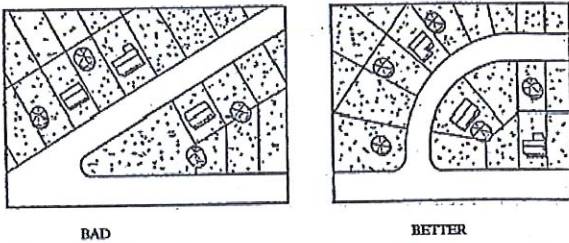
ALTERNATE



10. The arrangement of streets shall be such as to cause no hardship in the subdividing of adjacent properties. The Regional Planning Commission may require the dedication of street rights-of-way to facilitate the development of adjoining properties;

11. No street names shall be used which will duplicate or be confused with the names of existing streets. Street names shall be subject to the approval of the Regional Planning Commission;

12. Local streets shall be laid out so that their use by arterial traffic will be discouraged;



13. Streets shall intersect at right angles;

14. Street grades shall be as follows:

a. The minimum grade of all streets shall be 0.4%;

b. Except where unusual topo-graphic conditions justify it, the maximum grade of all streets shall not be greater than the following:

<u>Street Type</u>	<u>Grade</u>
<u>Arterial</u>	<u>5%</u>
<u>Collector</u>	<u>7%</u>
<u>Local</u>	<u>10%</u>

15. Street corners shall be as follows:

a. Street corners on local residential streets shall have a minimum radius of 20 feet at curb line or its equivalent;

b. Street corners on collector streets shall have a minimum radius of 25 feet at the curb line or its equivalent;

c. Street intersections involving major thoroughfares shall have a minimum street corner radius of 30 feet at the curb line or its equivalent;

d. In order to provide for traffic safety, there shall be on each corner of each intersection of two streets a clear sight triangle. A clear sight triangle means a triangle formed by the curb lines of two intersecting rights of way and a third line connecting a full view zone of 25 feet from intersecting corners of the street. On streets with no curb and gutter, the same triangle will be used and measurements made twelve (12) feet from the center of the street if the street is two lanes in width and six (6) additional feet for each lane width as existing at the intersecting corner. The plat or the covenants of the addition shall clearly prohibit any construction or planting of landscaping materials in this area.

#### 18. Alleys

a. Alleys shall be as follows:

b. Alleys shall be provided in commercial and industrial areas, except that the Regional Planning Commission may waive this requirement where other definite and assured provision is made for service access, such as off-street loading, unloading and parking consistent with and adequate for the uses proposed;

c. Alleys serving commercial and industrial areas shall be not less than 30 feet in width;

d. Alleys are not required for residential areas, but when provided shall be not less than 20 feet in width;

e. Alley intersections and sharp changes in alignment shall be avoided; but where necessary, corners shall be cut-off sufficiently to permit safe vehicular movement;

f. Dead-end alleys shall be avoided; but if necessary, shall be provided with adequate turn-around facilities at the dead end, as determined by the Regional Planning Commission; and

g. Alleys shall be finished with a sealed surface and otherwise constructed to other official specifications.

#### Section 1.5 Onsite Stormwater Management

1. No plat shall be approved unless a stormwater management plan has been approved by the Floodplain Administrator.

2. A stormwater management plan is not required when one of the following conditions are met:

a. The subdivision or parcel of land already has a stormwater management system constructed in accordance with stormwater management regulations.

3. Stormwater management plans must meet the following 100-year or 1% annual chance:

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- a. Post-development run-off cannot be greater than pre-development run-off;
- b. Post-development stormwater shall not be discharged in a greater volume or velocity at any particular point than would otherwise occur in its pre-development state;
- c. The sanitary sewer system must be protected from intrusion from stormwater runoff;
- d. Parking lots shall not retain or detain more than 6 inches of water;
- e. The Floodplain Administrator or Floodplain Manager shall require a licensed engineer stamped set of plans on larger parcels or parcels with maximum sealed surface or parcels in high risk or flash flood areas. Generally engineered plans will be properties of greater than one acre.

**Section 1.6 Violations & Suit to challenge**

- 1. Any person, partnership or corporation violating any of the provisions of this title, upon conviction there, shall be fined not less than Two Hundred Dollars (\$200.00) or more than One Thousand Dollars (\$1,000.00), or imprisoned in the county jail for a term not less than thirty (30) days, nor more than six (6) months, or may be subjected to both such fine and imprisonment.
- 2. Suit to challenge action, decision, ruling or order of regional planning commission – Timing.
- 3. Any suit to challenge any action, decision, ruling or order of the regional planning commission under the provision of this article shall be filed with the district court within thirty (30) days from the action, decision, ruling or order.

~~Section 1-1 through 1-8. (Reserved for future use.)~~

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