

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 15th day of November 2023 and that an agenda of said meeting was posted at the place of such meeting at 4:00 PM on the 1st day of April 2024.

Melody Mealor

Melody Mealor, City of Durant

**MINUTES OF THE MEETING OF DURANT PLANNING COMMISSION
April 2, 2024 AT 5:30 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

CALL TO ORDER

Chairman Jackson called the meeting to order at 5:34pm.

INVOCATION/FLAG SALUTE

Commission Member Horner provided the invocation. Vice Chairman Knight led the flag salute.

ROLL CALL

Present:

Planning Commissioner Thomas Newsom
Planning Commissioner Whitney Kerr
Planning Commissioner Clent Horner
Planning Commission Vice Chairman Shane Knight
Planning Commission Chairman Drew Jackson

Absent:

None

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. Consideration Approval of March 5th, 2024 Meeting Minutes

Motion was made by Vice Chairman Knight and seconded by Commission Member Horner to approve the minutes as presented.

Motion Passed with the following vote:

Ayes: Newsom, Kerr, Horner, Knight, Jackson

Nays: None

Abstain: None

2. Consider Items Removed from Consent

3. Information Items

a. Introduce and Possible Confirmation of Susan Henderson as Crafton Tull assigned code writer for Land Use Ordinance Overhaul

Susan Henderson was contacted about helping with our code. She works for Placemakers. A small firm that has been around since 2003 and specializes in working with small and medium cities, as well as some international clients, has been asked to help with zoning issues. The lead consultant has experience working on zoning and comprehensive plans in Bentonville and Rogers, Arkansas, and has a long-term client in Birmingham, Alabama. The firm specializes in redoing zoning using form-based code, which takes into account the historic layout of neighborhoods and how buildings were spaced before the industrial revolution. The consultant believes that this approach can help foster commerce when housing is mixed in. Long-term clients are valued by the firm. The city is considering a change in their building codes, which have remained largely unchanged for the past 35 years. They have the option to switch to a simpler, more modern code or stick with traditional codes. The new code will be written in a similar format to the current code to ease the transition, and the company responsible for the change will provide assistance for the first few applications. The city is optimistic that the new code will address most issues and can be amended if necessary. On a recent zoning issue, the company worked closely with the planning committee and city council before involving the building and code person. The previous project manager left behind analytical documents that will be useful for our transition to Form-based code. She will be working closely with us to implement this change, which is best practice for both historical preservation and economic development. Form-based codes are usually presented on a two-page spread, with illustrations to aid understanding for the homeowners and building professionals. The code could be simplified by combining smaller items, but certain regulations must be kept for safety. Clients can be hired for individual or multiple projects in a long-term relationship, and on-call contracts are often

used for smaller cities. Issues that may arise include parking concerns downtown, advocating for free market parking, and avoiding fluctuations in home values in residential areas. General commercial areas usually do not pose problems unless more permissions are desired. To achieve a balance between residential and commercial areas, the planning commission should involve all stakeholders in determining goals and keeping some aspects unchanged. They should create a committee to ensure involvement from all city partners, but caution should be taken when making staff recommendations. Crafton Tull will complete the project, and a third party will be reassigned to them since they lost work due to turnover. Crafton Tull did not deliver satisfactory work and is now offering a 3rd party as a solution.

4. Administration

- a. Consider the approval of the updated sign ordinance

Tabled until next meeting

- b. Consider the approval of lot code edits

The item was tabled until the following edits could be made. 1) 155 district regulations chart under section A. :lot width at lot line instead of building line, and remove the hyperlink. The District Regulations Chart needs updating. 2) Section F under the District Regulation charts needs to be removed.

- c. Consider the approval of proposed special meeting dates.

Reed Aichholz discussed with the Planning Commission special meeting dates to discuss the future planning of the city. The April 11th meeting was moved to April 18th. All other dates are good.

A motion was made by Commission Member Clint Horner and seconded by Vice Chairman Shane Knight to approve the proposed special meeting dates.

Motion Passed with the following vote:

Ayes: Newsom, Kerr, Horner, Knight, Jackson

Nays: None

Abstain: None

5. Public Hearings

6. New Business

ADJOURNMENT

Motion made by Vice Chairman Knight and seconded by Commission Member Horner to adjourn the meeting.

Motion Passed with the following vote:

Ayes: Newsom, Kerr, Horner, Knight, Jackson

Nays: None

Abstain: None