

**Planning Commission Minutes  
July 19, 2016**

**Members Present: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow**

**Staff Present: Kelly Hobbs- Secretary**

**Members Absent: Lacey Rowell, John Morris, and Jeff Cowan**

- 1. Meeting called to order and roll call. Steve Snow-Chairman called the Planning Commission to order. Kelly Hobbs- Secretary called roll and declared a quorum. Agenda was posted at the Calumet Town Hall on July 15, 2016 at 11:30 a.m.**
- 2. Consider approval or amendment of minutes for Planning Commission Meeting held June 21, 2016, with action necessary. Mickey Stratton made a motion to approve minutes for Planning Commission meeting held June 21, 2016. Seconded by Arren Muskett. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.**
- 3. Remarks and inquiries, including questions from the public, of the Planning Commission Members. Comments and inquiries from the public are limited to 3 minutes with no action taken. Public-None. Steve Snow inquired as to who is responsible for cleanup notices and enforcing code. Kelly Hobbs, Secretary, recommended discussing it with the Town Trustees.**
- 4. Discussion, consideration, and recommendation of hiring a new Building Inspector, with action as necessary. Secretary Hobbs reported that she tried contacting some private building inspectors, but none were willing to contract with the Town of Calumet. She also reported Hinton has an agreement with Weatherford to loan at their Building Inspector for a fee + mileage. Members agreed this would not be cost effective and suggested contacting other towns, such as Okarche, Kingfisher, Geary, and El Reno. Arren Muskett made a motion to table until further information was collected. Seconded by Mickey Stratton. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.**
- 5. Discussion, consideration, and recommendation of requiring Contractors to be licensed by the Town, with action as necessary. Chairman Snow reported that the Trustees would like it to be discussed as to whether or not Contractors should be licensed by the Town or required to get a permit. After discussion, the Planning Commission requested that Chairman Snow get a more precise definition of Contractor by the Board of Trustees. Mickey Stratton made a motion to table until further information provided. Seconded by Arren Muskett. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.**

6. Discussion, consideration, and recommendation of forms, fees, and steps of Building Permit process. No action.
7. Discussion, consideration, and recommendation of zoning plat maps, with action as necessary. Secretary Hobbs reported she has not found any zoning maps at the Town Hall or in the Town's safe deposit box at All Nations Bank. Brian Leck reported that he reviewed documentation available to him to locate a current zoning plat map for the Town of Calumet and he finds the map currently hanging in the Town Hall to be the most accurate with the addition of zoning changes recorded in Ordinance 2016-1 amending the Town of Calumet Zoning Ordinance to change zoning from AG-General Agriculture to IH-Heavy Industrial for property located at 13900 West 122<sup>nd</sup> Street, Calumet, Oklahoma 73014, more particularly described as follows: Part of the Southwest Quarter (SW/4) of section Thirteen (13), Township (13) North Range Nine (9) West of the Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Beginning at the SE corner of said SW/4; Thence North a distance of 685 feet; Thence West a distance of 284 feet; Thence South a distance of 685 feet; Thence East a distance of 284 feet to the Point of Beginning,

**AND**

Part of the Southwest Quarter (SW/4) of Section (13), Township Thirteen (13) North Range 9 (9) West of Indian Meridian, Canadian County, Oklahoma, more particularly described as follows: Beginning at a point 428 feet West and 430 feet North of the Southeast Corner of said SW/4; Thence containing North 255 feet; Thence East 144 feet; Thence South 255 ft; Thence West 144 feet to the point of beginning.

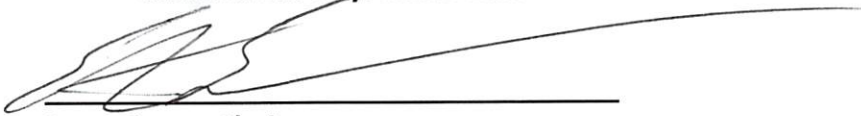
Chairman Snow will report at the Board of Trustees meeting August 2, 2016 that through the Planning Commission's diligence and exhausted efforts to find otherwise the zoning plat map currently hanging in the Town Hall with the addition of zoning changes in Ordinance 2016-1 shall be used as the current Zoning Map of the Town of Calumet.

8. Discussion, consideration, and recommendation of inspection fees. Arren Muskett made a motion to table until further information is gathered or a new building inspector appointed. Seconded by Mickey Stratton. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.
9. Discussion, consideration, and recommendation of burning permits. Brian Leck stated that he created a sample burning permit and would submit to the Planning Commission members before the August 16<sup>th</sup> meeting for their review. Brian Leck made a motion to table until further information reviewed. Seconded by Mickey Stratton. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.
10. Discussion, consideration, and recommendation of annexing OneOK, Wind Farm, Premier Chemical, and Wild Cat. Chairman Snow reported that he communicated to the Town

Attorney the area including ONEOK that the Planning Commission recommends annexing. The Town Attorney said that he would review it. No action.

11. Consider new business of an emergency nature that had not been contemplated at the time of agenda preparation. None.

12. Adjournment. Brian Leck made a motion to adjourn the Planning Commission Meeting. Seconded by Arren Muskett. Vote was: Aye: Brian Leck, Arren Muskett, Mickey Stratton, and Steve Snow. Nay: None. Motion carried.



Steve Snow- Chairman



Kelly Hobbs- Secretary