SALLISAW PLANNING COMMISSION
REGULAR MEETING

May 5, 2026

5:30 P.M.

Council Chambers
113 North Elm St
Sallisaw, Oklahoma

A G E N D A

1. **Meeting called to order**

2. **Declaration of a quorum**

3. **Consider approval of regular minutes of April 7, 2026**

4. **Discussion and possible action on Case No.PC2026-003; preliminary plat presentation for Jedie Estates by Rich Looper Construction, LLC**

5. **Discuss and take possible action on Case No. PC2026-004; rezoning request from Agricultural District (A-1) to One-Family Residence District (R-1) by Rich Looper Construction, LLC**

6. **Adjourn**

Posted: **APRIL 30, 2026**
Time: **11:45 AM**
Lisa Gabbert

MINUTES

SALLISAW PLANNING COMMISSION

REGULAR MEETING

APRIL 7, 2026

The Sallisaw Planning Commission met in a regular meeting on April 7, 2026, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; by posting at city hall on April 2, 2026 at 4:00 pm; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Crystal Sides	Secretary
	Matt Duke	Member
	Brady Bauer	Member
	Reece Bush	Member
	Beko Rivera	Member
Members absent:	Tim Brown	Chairman
	Scott Looper	Vice Chairman
Staff present:	Keith Miller	Building Development Director
	Chris Carter	Senior Code Inspector
	Lisa Gabbert	Recording Secretary
	Ben Spyres	Network Manager
	Brian Heverly	City Manager
Others present:	Billy McHenry	
	Rich Looper	
	Tony Fiorentine	
	others present	

Meeting called to order

Meeting was called to order at 5:30 p.m.

Declaration of a quorum

A quorum was declared.

Consider approval of regular minutes of March 3, 2026

Motion made Bush, seconded by Rivera to approve the minutes of the regular meeting of March 3, 2026.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Consider approval of the minutes of the Special Meeting of March 24, 2026.

Motion made by Bush, seconded by Rivera to accept the minutes of the special meeting of March 24, 2026, as presented.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Consider approval of the minutes of Special Meeting of March 30, 2026

Motion made by Bush, seconded Rivera to accept the minutes of the special meeting of March 30, 2026 as presented.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Discuss and take possible action on Case No. PC2026-002; rezoning request from One-Family Residence District (R-1) to Highway Commercial and Commercial Recreation District (C-4) by Billy McHenry and Patty McHenry

Motion made by Rivera, seconded by Sides, to accept the rezoning request by Billy McHenry and Patty McHenry.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Discussion and possible action on Case No.PC2026-003; preliminary plat presentation for Jedie Estates by Rich Looper Construction, LLC

Item tabled for error in legal description.

Discuss and take possible action on Case No. PC2026-004; rezoning request from Agricultural District (A-1) to One-Family Residence District (R-1) by Rich Looper Construction, LLC

Item tabled for error in legal description.

Discuss and take possible action on proposed changes to Code of Ordinances Section 18-64; Installations; adoption of National Electrical Code

Motion made Duke, seconded by Rivera to accept the proposed changes to the Code of Ordinances Section 18-64.

Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Discuss and take possible action on Manufactured/Mobile Homes Ordinance

Motion made by Bush, seconded by Sides to accept the Manufactured Homes Ordinance.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.

Adjourn

Motion made by Duke, seconded by Bush to adjourn the meeting.
Vote: Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 5-0.
Meeting adjourned at 5:43 p.m.

Approved this _____ day of _____, _____.

_____
Tim Brown, Chairman

ATTEST:

_____
Crystal Sides, Secretary

AGENDA ITEM COMMENTARY

Meeting Date:	May 5, 2026
Board:	Sallisaw Planning Commission
Subject:	Preliminary plat presentation for Jedie Estates by Rich Looper Construction, LLC

ITEM TITLE: Discussion and possible action on Case No.PC2026-003; preliminary plat presentation for Jedie Estates by Rich Looper Construction, LLC

INITIATOR: Kelly Osburn, Osburn Land Surveying

STAFF INFORMATION SOURCE: Community Development Staff

BACKGROUND: Kelly Osburn, agent for Rich Looper Construction, LLC, will present the preliminary plat on Jedie Estates for Rich Looper Construction, LLC for approval. The property is located on Pinto Ave. just East of Clydesdale.

EXHIBITS:
1. PC2026-003 Application
2. 260309 Jedie Estates PRELIM EMAIL

KEY ISSUES:

FUNDING SOURCE:

RECOMMENDATION:

CASE # P

PLANNING COMMISSION

APPLICATION FOR PLAT APPROVAL

Application is hereby made to the Planning Commission of a recommendation to the City Council for rezoning of the following described property to a district

Jeclie EST

General Location Between Pinto st Arabian St.
(Street Address, Legal Description and Acreage: Attach additional sheets if necessary)

Present Use of Property Ag

Proposed Use of Property Ag

Record Owner of Property Richard Cooper

If Applicant is other than owner, indicate interest: ☐purchaser, ☐lessee,

☐ agent for, _____ ☐ other _____

Are there any Private or Deed Restrictions controlling the use of this property?_____

I do hereby certify that the information herein submitted is complete, true and accurate.

Signed _____ Address P.O. Box 1404

Phone 918-774-4458 Sallisaw, OK

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: _____ Date: 2-2-26

_____ Present Zoning _____

Fee Receipt:: _____ Requested: _____

PC Action: _____ Date: _____

City Action: _____ Date: _____

Ordinance No.: _____

DEED OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That we, Rich Looper Construction, LLC, being the sole owner of the fee simple and to the following described real estate by virtue of deed filed in Book 1750 at Page 64, situated in the City of Sallisaw, County of Sequoyah, State of Oklahoma, to-wit:
A 9.00-acre parcel of land, more or less, less public road right of ways and being subject to any easements of record, being situated in a part of the SE/4 NW/4 SE/4 and a part of the SW/4 NE/4 SE/4 of Section 30, Township 12 North, Range 24 East of the Indian Base and Meridian Sequoyah County, Oklahoma. The described parcel being created by Kelly Osburn, Oklahoma PLS #1628 on October 7, 2025. The basis of bearing for the described parcel is S00°08'06"W along the East line of the SE/4 and is more particularly described as:
Commencing at the SW Corner of said SE/4 NW/4 SE/4, said point being 1984.43 feet S89°53'24"W of the SE corner of the NE/4 SE/4; thence along the South line thereof N89°53'24"E 265.82 feet to the point of beginning; thence in line with and along an existing fence N08°16'59"E 259.15 feet to a fence angle corner post; thence along an existing fence N28°02'32"E 76.47 feet to a fence corner post; thence S89°25'37"E 20.54 feet to a set #3 rebar w/cap; thence N00°02'21"E 78.77 feet to a fence angle corner post; thence along and beyond an existing fence N04°06'24"E 259.13 feet to the North line of said SE/4 NW/4 SE/4; thence along the North line thereof and the North line of the SW/4 NE/4 SE/4 N89°55'57"E 455.69 feet; thence S15°13'38"E 684.09 feet to the South line of said SW/4 NE/4 SE/4; thence along said South line and the South line of said SE/4 NW/4 SE/4 S89°53'24"W 747.81 feet to the point of beginning.

have caused the same to be surveyed, staked and platted and have caused the same to be named and designated "Jedi Estates, an addition to the City of Sallisaw, Oklahoma." I hereby dedicate to the City of Sallisaw, its successors and assigns, all easements and streets as shown on this plat and do hereby guarantee clear title to all land that is dedicated for the purpose of providing an orderly development of the entire tract.

_____
Owner– Richard Looper

STATE OF OKLAHOMA
COUNTY OF SEQUOYAH SS

Before me, the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 2026, personally appeared Richard Looper, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

_____
Notary

My Commission Expires:

_____

(SEAL)

SURVEYOR'S CERTIFICATE

I, Kelly Osburn, Oklahoma Professional Land Surveyor, being a competent surveyor and a Registered Land Surveyor under Registration No. 1628, do hereby certify that I have carefully and accurately surveyed and staked the property located on a part of the SE/4 NW/4 SE/4 and a part of the SW/4 NE/4 SE/4 of Section 30, Township 12 North, Range 24 East, Sequoyah County, Oklahoma, as described on this plat and that monuments have been found or placed at all property corners and that the described plat is a true representation of said survey conducted by me and under my direct supervision. This survey meets the Oklahoma Minimum Standards for the practice of Land Surveying. The Last Site Visit 00-00-0000.

Certificate of Authorization: #5391; Expires 6-30-2027

Witness my hand this the _____ day of _____, 2026.

_____
Kelly Osburn, P.L.S.

STATE OF OKLAHOMA
COUNTY OF SEQUOYAH SS

Before me, the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 2026, personally appeared Kelly Osburn, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

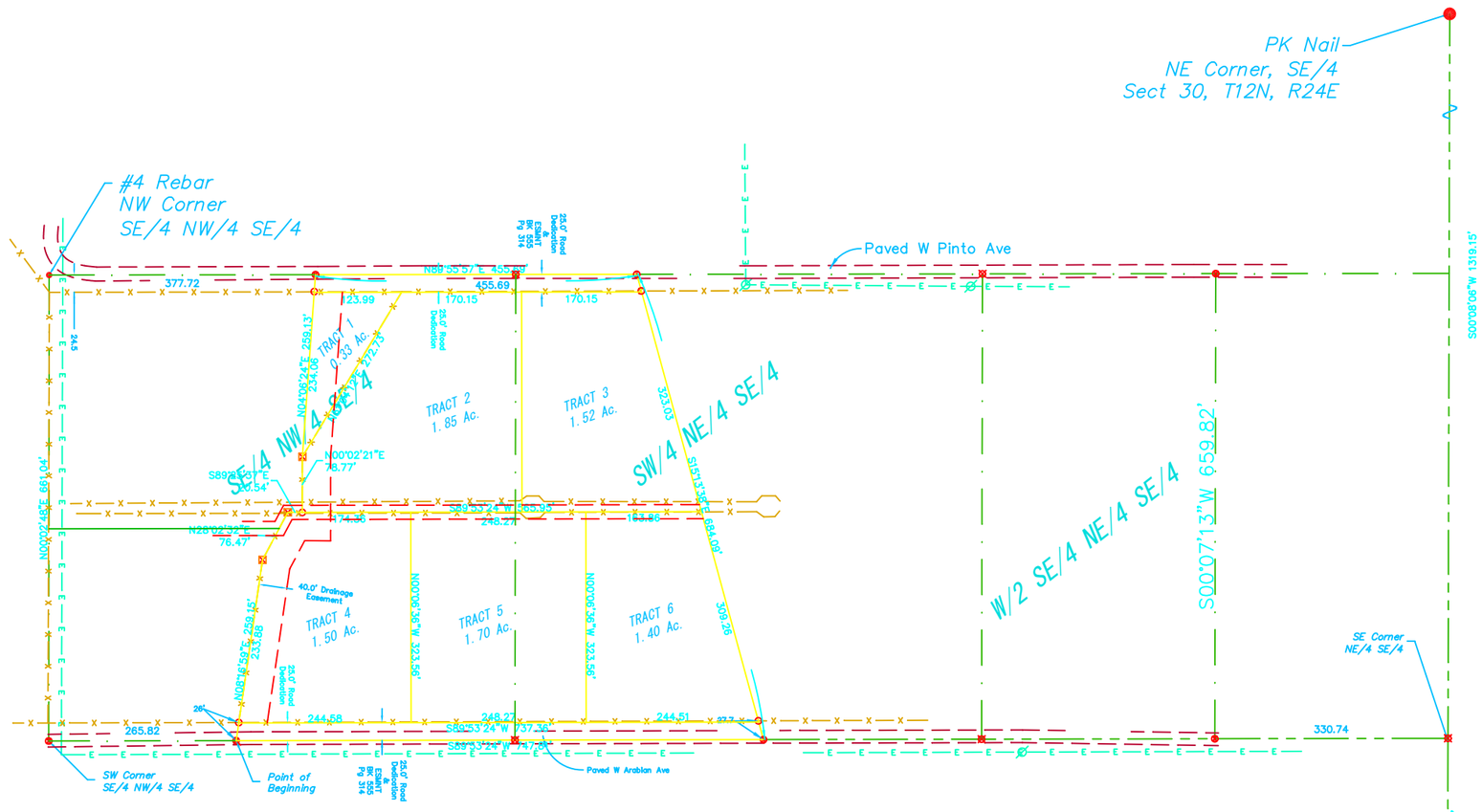
Given under my hand and seal the day and year first above written.

_____
Notary

My Commission Expires:

_____

(SEAL)



Preliminary

Jedie Estates

An addition to the City of Sallisaw, being a part of the SE/4 NW/4 SE/4 and part of the SW/4 SW/4 SE/4 of Section 30, Township 12 North, Range 24 East Sequoyah County, Oklahoma.

Date: 02-2026 Scale: 1"=100'

Owner/Developer: Rich Looper Construction LLC

Osburn Land Surveyors, Inc.
3615 West Cherokee P.O. Box 1406
Sallisaw, OK 74955
Office – (918) 775-9322

APPROVAL OF PLAT

The Board of Commissioners of the City of Sallisaw, Oklahoma hereby approve this plat of "Jedi Estates", an addition to the City of Sallisaw, Oklahoma, and accepts the streets and easements shown therein.

Dated this _____ day of _____, 2026.

CITY OF SALLISAW

_____
MAYOR

ATTEST:

_____
CITY CLERK

(SEAL)

The Planning Commission of the City of Sallisaw, Oklahoma recommends approval of plat "June Addition", an addition to the City of Sallisaw, Oklahoma and the easements as shown therein.

Recommended Approval on _____day of _____ 2026

_____
CHAIRMAN

_____
SECRETARY

TREASURER'S CERTIFICATE

I, Angela Gist, as Treasurer of Sequoyah County, Oklahoma, do hereby certify that all taxes on the property hereon platted and described have been paid or cash bond placed to secure the same.

Dated the _____ day of _____, 2026.

_____
COUNTY TREASURER

NOTES:

Basis of Bearing is Assumed S00°08'06"W along the East line of the SE/4 of Section 30, Township 12 North, Range 24 East, Sequoyah County, Oklahoma

All Lot measurements are to Lot Corners.

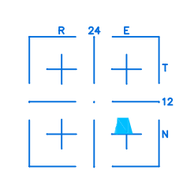
Title Opinion dated December 16, 2025.
Easements filed of record the may affect this subdivision from title opinion
:
Book 220 Page 425 is a right of Way Easement in favor of Cookson Hills Electric Co-Operative. This instrument is a blanket description and give no specific location of electric transmission or distribution lines acres the described property in said Book 220 Page 425.

Easements affecting this property that have NOT been provided in the title commitment or others, either written or implied, have not been shown.

Any and all building sets backs and or lot restrictions shall be dictated by the applicable zoning ordinance for which each lot is zoned. Said application and enforcement is by the City of Sallisaw

Set #3 Rebar w/cap
Existing Monument (As Labeled)
Calculated Point
Set Magnail w/shiner
Fence Corner Post

100 50 0 100 200 300
SCALE IN FEET



Location Map Scale: 1"=3000'
Section 30
Sequoyah County, Okla.

AGENDA ITEM COMMENTARY

Meeting Date:	May 5, 2026
Board:	Sallisaw Planning Commission
Subject:	Case No. PC2026-004; Rezone Request

ITEM TITLE: Discuss and take possible action on Case No. PC2026-004; rezoning request from Agricultural District (A-1) to One-Family Residence District (R-1) by Rich Looper Construction, LLC

INITIATOR: Kelly Osburn, agent

STAFF INFORMATION SOURCE: Community Development Staff

BACKGROUND: Kelly Osburn, agent for Rich Looper Construction, LLC, is requesting a rezoning for Jedie Estates from Agricultural District (A-1) to One Family Residence District (R-1). The property is located on Pinto Ave., just East of Clydesdale.

EXHIBITS:
1. PC2026-004 Application
2. PC2026-004 Notification of Meeting Corrected
3. PC 2026-004 Notice of Hearing Corrected
4. PC2026-004 Publication Map Correction

KEY ISSUES:

FUNDING SOURCE:

RECOMMENDATION:

PC2026-004

PLANNING COMMISSION

REQUEST TO REZONE

Application is hereby made to the Planning Commission of a recommendation to the City Council for rezoning of the following described property to a District Residential R-1

General Location Pinto & Arabian
(Street Address)

Present Use of Property Ag

Proposed Use of Property Res

Record Owner of Property Richard Cooper

If Applicant is other than owner, indicate interest: ☐ purchaser, ☐ lessee,

☑ agent for, _____ ☐ other _____

Are there any Private or Deed Restrictions controlling the use of this property? _____

I do hereby certify that the information herein submitted is complete, true and accurate.

Signed [signature] Address P.O. Box 1404 Sallisaw

Phone 918-774-4450

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: _____ Date _____

Application No.: _____ Requested: _____

Fee Receipt: _____ P.C Date: _____

City Council: _____

Date: _____

Ordinance No.: _____

115 East Choctaw
PO Box 525
Sallisaw, OK 74955

Building Development
Phone: (918) 775-6241
Fax: (918) 775-9550
www.sallisawok.org

April 15, 2026

RE: Notice of Public Hearing – Rezoning Request

To Whom It May Concern:

In accordance with the City of Sallisaw Ordinance Sec. 102-105 and Oklahoma Municipal Code Sec. 43-106, this letter is to inform you that a rezoning request has been filed with the Sallisaw Planning Commission. A public hearing will be heard on said application as follows:

Date of Hearing: **Tuesday, May 5, 2026**

Time: **5:30 p.m.**

Place: **Council Chambers, 113 N. Elm; Sallisaw**

You are invited to attend the meeting, if you wish to do so. Additional information attached.

Respectfully,

Keith Miller, CFM, Director
Building Development

NOTICE OF PUBLIC HEARING
ON APPLICATION FOR REZONING

Notice is hereby given that the undersigned, as owner(s) or agent for the owner(s) of the following described property in the Sallisaw City Limits, Sequoyah County, **Oklahoma, to wit:**

A PART OF THE SE/4 NW/4 SE/4 AND A PART OF THE SW/4 NE/4 SE/4 OF SECTION 30, TOWNSHIP 12 NORTH, RANGE 24 EAST OF THE INDIAN BASE AND MERIDIAN, SEQUOYAH COUNTY, OKLAHOMA. THE DESCRIBED PARCEL BEING CREATED BY KELLY OSBURN, OKLAHOMA PLS #1628 ON OCTOBER 7, 2025. THE BASIS OF BEARING FOR THE DESCRIBED PARCEL IS S00°08'06"W ALONG THE EAST LINE OF THE SE/4 AND IS MORE PARTICULARLY DESCRIBED AS: COMMENCING AT THE SW CORNER OF SAID SE/4 NW/4 SE/4, SAID POINT BEING 1984.43 FEET S89°53'24"W OF THE SE CORNER OF THE NE/4 SE/4; THENCE ALONG THE SOUTH LINE THEREOF N89°53'24"E 265.82 FEET TO THE POINT OF BEGINNING; THENCE IN LINE WITH AND ALONG AN EXISTING FENCE N08°16'59"E 259.15 FEET TO A FENCE ANGLE CORNER POST; THENCE ALONG AN EXISTING FENCE, N28°02'32"E 76.47 FEET TO A FENCE CORNER POST; THENCE S89°25'37"E 20.54 FEET TO A SET #3 REBAR W/CAP; THENCE N00°02'21"E 78.77 FEET TO A FENCE ANGLE CORNER POST; THENCE ALONG AND BEYOND AN EXISTING FENCE, N04°06'24"E 259.13 FEET TO THE NORTH LINE OF SAID SE/4 NW/4 SE/4; THENCE ALONG THE NORTH LINE THEREOF AND THE NORTH LINE OF THE SW/4 NE/4 SE/4 N89°55'57"E 455.69 FEET; THENCE S15°13'38"E 684.09 FEET TO THE SOUTH LINE OF SAID SW/4 NE/4 SE/4; THENCE ALONG SAID SOUTH LINE AND THE SOUTH LINE OF SAID SE/4 NW/4 SE/4 S89°53'24"W 747.81 FEET TO THE POINT OF BEGINNING.

has filed with the Sallisaw Planning Commission a written application # **PC 2026-004** pursuant to the Zoning Ordinance as adopted by the City of Sallisaw, Oklahoma, to ***rezone from Agricultural District (A-1) to One-Family Residence District (R-1)***.

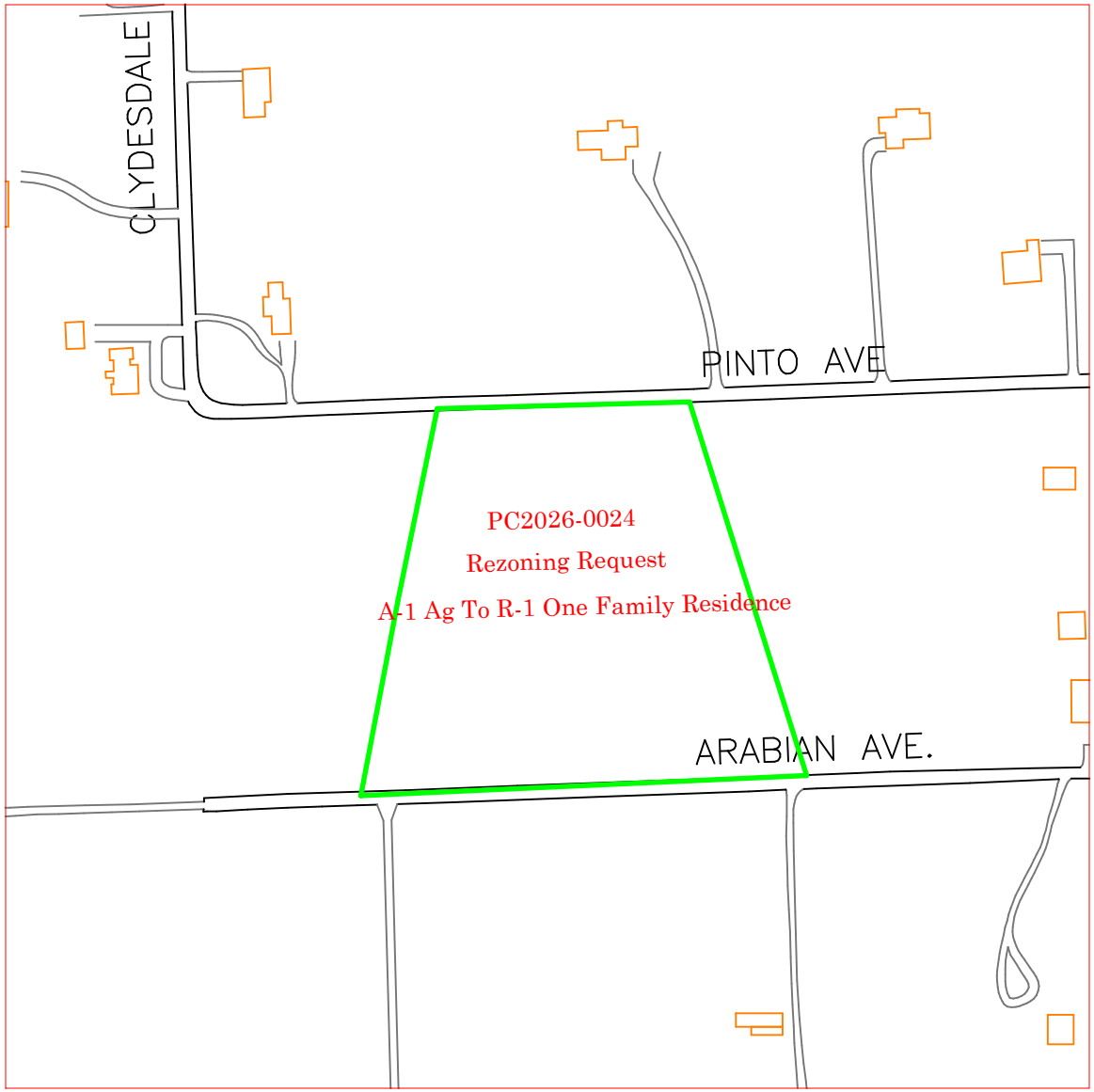
The undersigned will present said application to the Sallisaw Planning Commission on **May 5, 2026**, at **113 N. Elm, beginning at 5:30 pm**, at which time the Sallisaw Planning Commission will conduct a public hearing on said application. All interested persons are entitled to be heard and are invited to attend. Notice is published this 15th day of April 2026.

By: **Rich Looper Construction, LLC**
Owner(s)

Or By: **Osburn Land Surveyors, LLC**
Agent

By: **Crystal Sides**
Secretary, Sallisaw Planning Commission

Bill To:
City of Sallisaw


CLYDESDALE
PINTO AVE
PC2026-0024
Rezoning Request
A-1 Ag To R-1 One Family Residence
ARABIAN AVE.