

**SALLISAW PLANNING COMMISSION
REGULAR MEETING**

August 4, 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 July 7, 2026**
- 4. Discuss, consider and take possible action on Case No. PC2026-007;
preliminary plat presentation of Prarie Sky Phase 3 by Sallisaw Apartment
Partners, LLC**
- 5. Discuss, consider and take possible action on Case No. PC2026-008;
preliminary plat presentation of Martin Depot Addition by Black Diamond
Properties, LLC**
- 6. Discuss, consider and take possible action on Case No. PC2026-009;
rezoning Industrial District (I-1) to Residence District (R-2) by Black
Diamond Properties, LLC**
- 7. Discuss, consider and take possible action on resignation of Planning
Commission Secretary Crystal Sides**
- 8. Adjourn**

**Posted: JULY 30, 2026
Time: 3:15 PM**

Lisa Gabbert

MINUTES

SALLISAW PLANNING COMMISSION

REGULAR MEETING

JULY 7, 2026

The Sallisaw Planning Commission met in a regular meeting on July 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 July 1, 2026 at 2:15 p.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Tim Brown	Chairman
	Scott Looper	Vice Chairman
	Crystal Sides	Secretary
	Matt Duke	Member
	Brady Bauer	Member
	Reece Bush	Member
	Beko Rivera	Member
Members absent:	None	
Staff present:	Keith Miller	Building Development Director
	Lisa Gabbert	Recording Secretary
	George Bormann	Economic Development Director
	Jacob Acker	Computer Technician
	Brian Heverly	City Manager
Others present:	Shelby Ferguson	
	Mrs. Powell	

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 May 5, 2026

Motion was made by Bush, seconded by Bauer to approve the minutes of the regular meeting of

May 5, 2026.

Vote: Brown aye, Looper aye, Sides aye, Bauer aye, Bush aye, Rivera aye. Motion carried 6-0.

Discuss, consider and take possible action on Case No. PC2026-005; preliminary plat presentation for Jerry Powell

Miller told the board the right-of-ways of the Powell plat is 40 feet and does not meet the subdivision standard, which is 50 feet. Since the Powell property is already in existing, non-conforming uses, the city attorney said the board can approve the plat as is, or they would need to take property from adjacent property owners, and it would have to be enough property where the owners would not be able to build back on their own land. Staff is recommending approving the plat with the existing 40 feet right of ways as they sit.

Motion made by Bauer, seconded by Sides to approve the Powell plat with the existing right of ways as they sit.

Vote: Brown aye, Looper aye, Sides aye, Bauer aye, Bush aye, Rivera aye. Motion carried 6-0.

Discuss, consider and take possible action on Case No. PC2026-006; preliminary plat presentation for Apache Addition for Big Mountain Investments, Inc.

Miller let the board know the plat for Apache Addition is in the same area and has the same right-of-ways situation as the Powell plat. Staff is recommending approving the plat as it stands.

Motion made by Rivera, seconded by Looper to accept the plat of Apache Addition by Big Mountain Investments, Inc.

Vote: Brown aye, Looper aye, Sides aye, Bauer aye, Bush aye, Rivera aye. Motion carried 6-0.

Discuss and take possible action on the Final Plan Document of the City's Comprehensive Master Plan (CMP) by Olsson

Shelby Ferguson, the CMP's project manager from Olsson, touched on some of the CMP's main components including priorities, future land use, prime areas for development, and enhancing and creating a sense of place. Bormann said the plan is a living document to be reviewed continually so it remains relevant.

Motion made by Bush, seconded by Bauer to accept the final plan document of the City's Comprehensive Master Plan.

Vote: Brown aye, Looper aye, Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 7-0.

Adjourn

Motion made Bush, seconded by Rivera to adjourn the meeting.

Vote: Brown aye, Looper aye, Sides aye, Bauer aye, Duke aye, Bush aye, Rivera aye. Motion carried 7-0.

Meeting adjourned at 6:01 p.m.

Approved this _____ day of _____, _____.

Tim Brown, Chairman

ATTEST:

Crystal Sides, Secretary

AGENDA ITEM COMMENTARY

Meeting Date: August 4, 2026
Board: Sallisaw Planning Commission
Subject: Preliminary plat presentation of Prairie Sky Phase 3 by Sallisaw Apartment Partners, LLC

ITEM TITLE: Discuss, consider and take possible action on Case No. PC2026-007; preliminary plat presentation of Prairie Sky Phase 3 by Sallisaw Apartment Partners, LLC

INITIATOR: Kelly Osburn, Osburn Land Surveyors, LLC

STAFF INFORMATION SOURCE: Community Development Staff

BACKGROUND: Kelly Osburn, agent for Sallisaw Apartment Partners, LLC will be presenting a preliminary plat for Prairie Sky Phase 3 for approval. The property is located on Drake Rd.

EXHIBITS: 1. PC2026-007 Application
2. 260709 Prairie Sky Phase 3 pdf

KEY ISSUES: Plat does not include street names at this time.

FUNDING SOURCE:

RECOMMENDATION:

PC2026-007

PLANNING COMMISSION

REQUEST FOR PLAT APPROVAL

Application is hereby made to the Planning Commission for consideration of a recommendation to the City Council for Prairie Sky Phase 3

General Location Drake Rd.

Present Use of Property Residential

Proposed Use of Property Residential

Record Owner of Property Sullivan Apartment Partners LLC

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 1406

Phone 918-774-4458 Sullivan

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: Chris Cote

Date: 5-4-26

Present Zoning: RT R-3

Application No.: PC2026-007

Requested: _____

Fee Receipt: 6.000028295 \$200

P.C. Action: _____

City Action: _____

Date: _____

Ordinance No.: _____

AGENDA ITEM COMMENTARY

Meeting Date: August 4, 2026
Board: Sallisaw Planning Commission
Subject: Preliminary plat presentation of Martin Depot Addition by Black Diamond Properties, LLC

ITEM TITLE: Discuss, consider and take possible action on Case No. PC2026-008; preliminary plat presentation of Martin Depot Addition by Black Diamond Properties, LLC

INITIATOR: Kelly Osburn, of Osburn Land Surveyors, LLC

STAFF INFORMATION SOURCE: Community Development Staff

BACKGROUND: Kelly Osburn, agent for Black Diamond Properties, LLC, will be presenting the preliminary plat on Martin Depot Addition for Black Diamond Properties, LLC. The property is located on the East side of Block 6 on Quesenbury.

EXHIBITS: 1. PC2026-008 Application Plat Martin
2. PC2026-008 Martin Depot Plat

KEY ISSUES:

FUNDING SOURCE:

RECOMMENDATION:

PC2026-008

PLANNING COMMISSION

REQUEST FOR PLAT APPROVAL

Application is hereby made to the Planning Commission for consideration of a recommendation to the City Council for Martin Depot Addition

General Location EAST of Blackle on Quisenberry Ave

Present Use of Property Un Used

Proposed Use of Property R-2

Record Owner of Property Eddie Martin

If Applicant is other than owner, indicate interest: Purchaser, Lessee, Agent for, _____

Kelly Osburn 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 Kelly Osburn Address P.O. Box 1406

Phone 918-775-9322 Sallisaw

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: Chris Carter Date: 5-5-26

Present Zoning: R-2-P1

Application No.: PC2026-008 Requested: R-2

Fee Receipt: C.000028321 \$200 P.C. Action: _____

City Action: _____ Date: _____

Ordinance No.: _____

DEED OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That we, Black Diamond Properties LLC, being the sole owner/s of the fee simple and to the following described real estate situated in the County of Sequoyah, State of Oklahoma, to-wit:

Book 1680 Page 99
A 0.83-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 Lot 4 of Section 5, Township 11 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 January 9, 2024. The basis of bearing for the described parcel is N86°02'58"E along the centerline of the Union Pacific Railroad and is more particularly described as:

Beginning at an existing 1/2" Pipe marking the NE Corner of Block 6 to the Original Town of Sallisaw, said point also being the NW corner of original Depot Grounds No. 56 of the Kansas and Arkansas Valley Railway Company, Thence along the South line of Quesenbury Ave. also being the North line of said original Depot Grounds, N85°59'33"E 360.00 Feet to a set #3 Rebar w/cap; Thence parallel with the East line Block 6, S04°00'55"E 100.00 Feet to an existing #3 rebar w/cap on the North right of way of the Union-Pacific Railroad; Thence along said right of way S85°59'33"W 360.00 Feet to an existing 1/2" pipe marking the SE corner of said Block 6; Thence along the East line thereof N04°00'55"W 100.00 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 "Martin Depot Addition", an addition to the City of Sallisaw, Oklahoma. We hereby dedicate to the City of Sallisaw, its successors and assigns, all easements and streets 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 — Eddie Martin

STATE OF OKLAHOMA SS
COUNTY OF SEQUOYAH

Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of _____, 2026, personally appeared Eddie Martin, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he/she/they executed the same as his/her/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, a competent surveyor and an Oklahoma Professional Land Surveyor under Registration No. 1628, do hereby certify that I have carefully and accurately surveyed and staked the property located in part Lot 4 of Section 5, Township 11 North, Range 24 East, as described on the plat and that Monuments have been found or #3 rebar with cap #1628 have been placed at all property corners and that the described plat is a true representation of said survey. The last site visit was 05/07/2026. This survey meets the requirements of Oklahoma Minimum Standards.

Certificate of Authorization: #5391; Expires 6—30—2027.

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

Kelly Osburn, P.L.S.

STATE OF OKLAHOMA SS
COUNTY OF SEQUOYAH

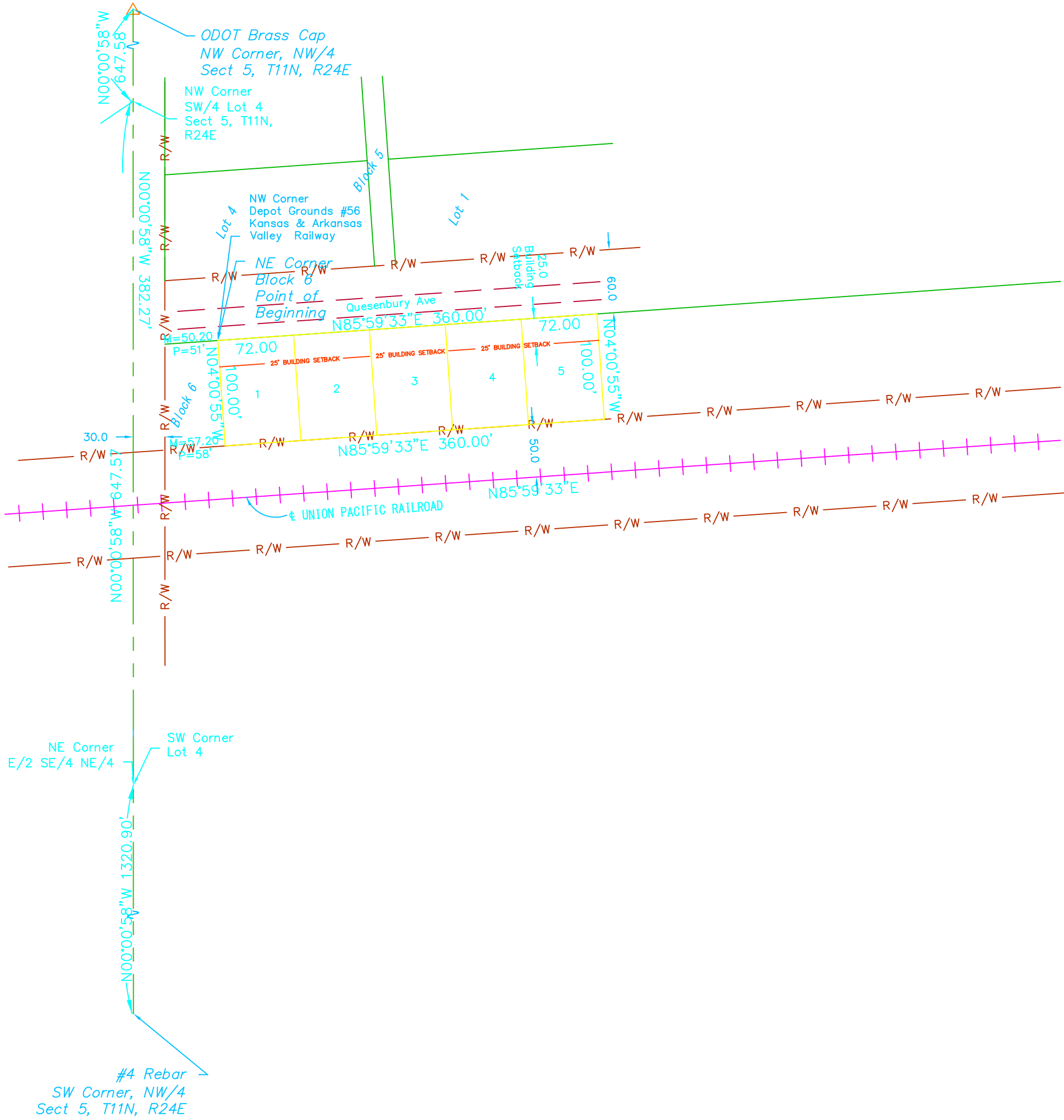
Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of _____, 2026, personally appeared Kelly Osburn, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and 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)



APPROVAL OF PLAT

The Board of Commissioners of the City of Sallisaw, Oklahoma hereby approve this plat of "Martin Depot Addition", an addition to the City of Sallisaw, Oklahoma, and accepts the easements shown therein.

Dated this ____ day of _____, 2026.

CITY OF SEQUOYAH

MAYOR

ATTEST:

CITY CLERK

(SEAL)

Approval by the City Planning Commission the ____ 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:

Easements provided via Title Opinion by Valley Land and Title affecting this plat

Book 1208 Page 787— This instrument in favor of AT&T calls a 16.5 feet corridor affecting the subject property but does not specify an exact location. This instrument may burden the subject property. Owners should satisfy themselves as to the exact burden this instrument imports

Easements affecting this property which may exist prior to the filing of this plat have not been shown.

Any building setbacks, lot restrictions and/or covenants to these lots shall be the dictated and filed of record by the developer.

Basis of Bearing is N85°59'33"E along the centerline of the Union Pacific Railroad.

All Lot measurements are to Lot Corners.

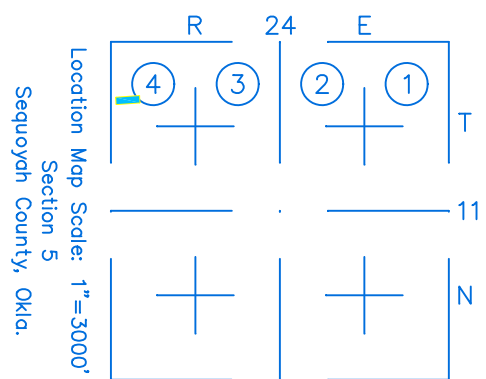
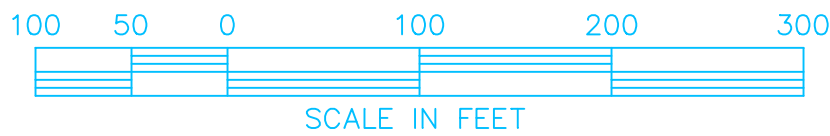
This Addition will be zoned R-2. Any and all building set backs shall be enforced by the City of Sallisaw code enforcement and dictated by the applicable zoning ordinance for which this is zoned.

Martin Depot Addition

An addition to the City of Sallisaw, being a part of Lot 4 of Section 5, Township 11 North, Range 24 East, Sequoyah County, Oklahoma.

Date: 06—2026 Scale: 1"=200'
Owner/Developer: Black Diamond Properties LLC

Osburn Land Surveyors, LLC.
3840 West Cherokee P.O. Box 1406
Sallisaw, OK 74955
Office — (918) 775—9322 Fax — (918) 775—8544



AGENDA ITEM COMMENTARY

Meeting Date: August 4, 2026
Board: Sallisaw Planning Commission
Subject: Case No. PC2026-009; Rezone Request

ITEM TITLE: Discuss, consider and take possible action on Case No. PC2026-009; rezoning Industrial District (I-1) to Residence District (R-2) by Black Diamond Properties, LLC

INITIATOR: Kelly Osburn, Osburn Land Surveyors, LLC

STAFF INFORMATION SOURCE: Community Development Staff

BACKGROUND: Kelly Osburn, agent for Black Diamond Properties, LLC, is requesting a rezoning from Industrial District (I-1) to Residence District (R-2). The property is located on the East side of Block 6 on Quesenbury.

EXHIBITS:

1. PC2026-009 Application Martin
2. PC2026-009 Notification of Meeting
3. PC2026-009 Notice of Hearing
4. PC2026-009 Newspaper Map

KEY ISSUES:

FUNDING SOURCE:

RECOMMENDATION:

PC2026-009

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 _____

Industrial to R-2

General Location EAST of Block 6 on Quisenberry Ave
(Street Address)

Present Use of Property Industrial

Proposed Use of Property R-2

Record Owner of Property Eddie Martin

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]
Phone 918-775-9322

Address P.O. Box 1406
Sallisaw

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: Chris Cate Date 5-5-26

Application No.: PC2026-009 Requested: R-2

Fee Receipt: 6.000028371 \$200 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

July 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, August 4, 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 0.83-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 Lot 4 of Section 5, Township 11 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 January 9, 2024. The basis of bearing for the described parcel is N86°02'58"E along the centerline of the Union Pacific Railroad and is more particularly described as:

Beginning at an existing ½" Pipe marking the NE Corner of Block 6 to the Original Town of Sallisaw, said point also being the NW corner of original Depot Grounds No. 56 of the Kansas and Arkansas Valley Railway Company, Thence along the South line of Quesenbury Ave. also being the North line of said original Depot Grounds, N85°59'33"E 360.00 Feet to a set #3 Rebar w/cap; Thence parallel with the East line Block 6, S04°00'55"E 100.00 Feet to an existing #3 rebar w/cap on the North right of way of the Union-Pacific Railroad; Thence along said right of way S85°59'33"W 360.00 Feet to an existing ½" pipe marking the SE corner of said Block 6; Thence along the East line thereof N04°00'55"W 100.00 Feet to the Point Of Beginning.

has filed with the Sallisaw Planning Commission a written application # **PC 2026-009** pursuant to the Zoning Ordinance as adopted by the City of Sallisaw, Oklahoma, to **rezone from Industrial District (I-1) to Residence District (R-2)**.

The undersigned will present said application to the Sallisaw Planning Commission on **August 4, 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 July 2026.

By: **Black Diamond Properties, LLC**
Owner(s)

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

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

Bill To:

Osburn Land Surveyors, LLC
PO Box 1406
Sallisaw, OK 74955
918-775-9322

