

**SALLISAW PLANNING COMMISSION
REGULAR MEETING**

December 1, 2020

5:30 PM

**Wheeler Event Center
103 N. Wheeler Ave
Sallisaw, Oklahoma**

A G E N D A

- 1. Meeting called to order**
- 2. Declaration of a quorum**
- 3. Consider approval of minutes of regular meeting of October 6, 2020**
- 4. Discuss, consider, and take possible action on Case No. PC 2020-009; final plat presentation of Emicourt Properties, LLC by Emicourt Properties, LLC**
- 5. Discuss, consider, and take possible action; 2021 regular meeting dates**
- 6. Adjourn**

Posted: November 25, 2020

Time: 1:35 pm

Kim Jamison

SALLISAW PLANNING COMMISSION

REGULAR MEETING

OCTOBER 6, 2020

MINUTES

The Sallisaw Planning Commission met in a regular meeting on October 6, 2020, in the Wheeler Event Center, located at 103 N. Wheeler Ave, Sallisaw. Notice of the meeting was given by posting at city hall on October 1, 2020 at 11:40 a.m.; by posting on the City's website; by emailing Sequoyah County Times; and by giving notice to the City Clerk's Office.

MEMBERS PRESENT: Joe Velasquez Scott Looper Matt Duke
Brady Bauer Tim Brown
Crystal Sides (arrived at 5:37 p.m.)

MEMEBERS ABSENT: Ronnie Woodward

OTHERS PRESENT: Kelly Osburn

STAFF PRESENT: Keith Miller Kim Jamison

Meeting was called to order at 5:31 p.m. and a Quorum was declared present.

MINUTES

The minutes of regular meeting of September 1, 2020, were presented for approval. Motion was made by Looper, seconded by Brown, for approval of minutes as presented. Vote: Velasquez aye, Looper aye, Duke aye, Bauer aye, Brown aye. Motion carried 5-0.

Discuss, consider, and take possible action on Case No. PC 2020-007; Replat of Lots 1 and 2, Block 1, Argyle Addition by Big Ten Properties, LLC

Kelly Osburn, agent for Big Ten Properties, LLC, requested a replat of Lots 1 and 2, Block 1, Argyle Addition, an addition to the City of Sallisaw, for consideration. The intent is to construct duplexes on Lots 1 and 2. The existing structure on Lot 1 meets current code. The plan is to remodel.

Motion was made by Brown, seconded by Looper, for approval of the replat of Lots 1 and 2, Block 1, Argyle Addition. Vote: Velasquez aye, Looper aye, Duke aye, Bauer aye, Brown aye, Sides aye. Motion carried 6-0.

Discuss, consider, and take possible action on Case No. PC 2020-008; rezoning request from commercial (C-1) and residential (R-2) to all residential (R-2) by Big Ten Properties, LLC

Kelly Osburn, agent for Big Ten Properties, LLC, requested the property located at 408 N. Wheeler Avenue be rezoned from commercial (C-1) and residential (R-2) to all residential (R-2). The intent is to construct duplexes.

Motion was made by Looper, seconded by Bauer, for approval of rezoning request from commercial (C-1) and residential (R-2) to all residential (R-2). Vote: Velasquez aye, Looper aye, Duke aye, Bauer aye, Brown aye, Sides aye. Motion carried 6-0.

Discuss, consider, and take possible action to elect a secretary of the Sallisaw Planning Commission

Motion was made by Brown, seconded by Looper, to appoint Crystal Sides as secretary of the Sallisaw Planning Commission. Vote: Velasquez aye, Looper aye, Duke aye, Bauer aye, Brown aye, Sides aye. Motion carried 6-0.

Motion was made by Brown, seconded by Duke, to adjourn the meeting there being no further business. Vote: Velasquez aye, Looper aye, Duke aye, Bauer aye, Brown aye, Sides aye. Motion carried 6-0. Meeting ended at 5:41 p.m.

APPROVED this ____1st____ day of ____December____, 2020

Chairman, Sallisaw Planning Commission

ATTEST:

Secretary

AGENDA ITEM COMMENTARY

Meeting Date: December 1, 2020
Board: Sallisaw Planning Commission
Subject: Final plat presentation of Emicourt Properties II by Emicourt Properties, LLC

ITEM TITLE: Discuss, consider, and take possible action on Case No. PC 2020-009; final plat presentation of Emicourt Properties, LLC by Emicourt Properties, LLC

INITIATOR: Kelly Osburn, Agent

STAFF INFORMATION SOURCE: Keith Miller

BACKGROUND: Kelly Osburn, agent for Emicourt Properties, LLC (Olen Carson III), will present a final plat of Emicourt Properties II, an addition to the City of Sallisaw for consideration. The property is located at 632 East Redwood Avenue. The intent is to construct a duplex.

EXHIBITS: 1. Application Case No. PC 2020-009
2. PC2020-009 plat

KEY ISSUES: There are two (2) areas that were not covered on the deed. The City Attorney has given Mr. Osburn direction on how to correct.

FUNDING SOURCE: N/A

RECOMMENDATION: Approval

CASE # PC 2020-009

ADMINISTRATIVE PLAT

APPLICATION FOR SINGLE LOT PLAT

Application is hereby made to Building Development for a recommendation to the City Council for Approval of the following described property as an addition to the City of Sallisaw, OK.

General Location Emicourt Properties II
632 E. Redwood
(Street Address)

Present Use of Property Vacant

Proposed Use of Property Residential Duplex

Record Owner of Property Emicourt Properties 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 _____ Sallisaw, OK 74955

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: Keith Miller Date: 10-12-2020

Present Zoning R-2

Application No.: _____ Requested: _____

Fee Receipt: _____ P.C. Action _____

City Action: _____ Date: _____

Ordinance No.: _____

DEED OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That I, Emicourt Properties, LLC, being the sole owner of the fee simple and to the following described real estate situated in the County of Sequoyah, State of Oklahoma, as described in Book 1289, Page 285, to-wit:

A part of the NE ¼, NE ¼, NE ¼ of Section 5, Township 11 North, Range 24 East, Sequoyah County, Oklahoma, described as beginning 213.00 feet East of the NW Corner of the said NE ¼, NE ¼, NE ¼; thence 100.00 feet EAST; thence 150.00 feet SOUTH; thence 100.00 feet WEST; thence 150.00 feet NORTH to the point of beginning; Less 10.00' feet running East and West along the South side of said tract for an alley.

have caused the same to be surveyed, staked and platted and have caused the same to be named and designated "Emicourt Properties II", 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 — Olen Carson III

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 _____, 2020, personally appeared Olen Carson III, 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)

SURVEYOR'S CERTIFICATE

I, Kelly Osburn, P.L.S., 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 Lot 1, Section 5, Township 11 North, Range 24 Sequoyah County, Oklahoma, as described on the plat and that #3 rebar have been found or placed at all property corners and that the described plat is a true representation of said survey.

Certificate of Authorization: #5391, Expires 6–30–2021

Witness my hand this the ____ day of _____, 2020.

Kelly Osburn, P.L.S.

STATE OF OKLAHOMA

COUNTY OF SEQUOYAH SS

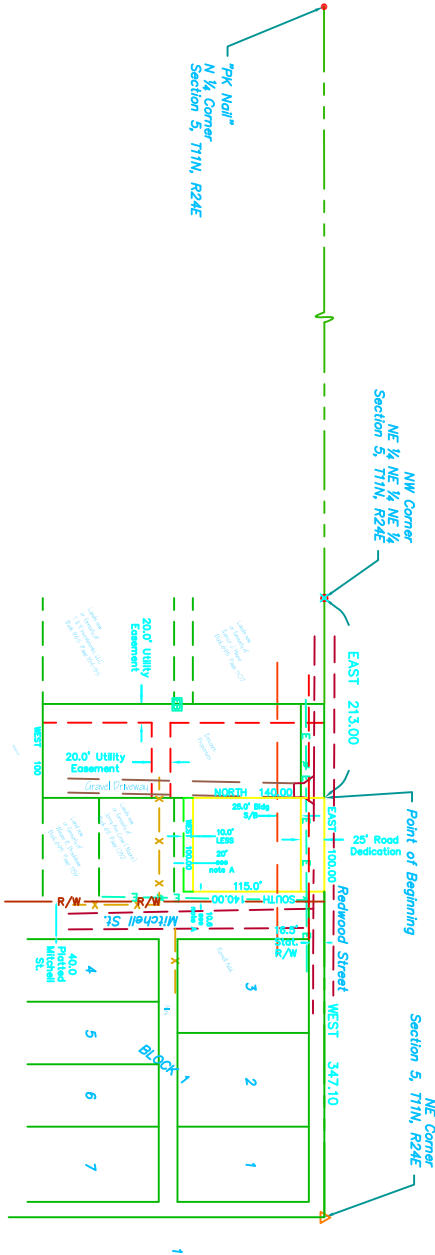
Before me, the undersigned, a Notary Public in and for said County and State on this day of _____, 2020, personally appeared Kelly Osburn, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary 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)



NOTE "A"

The 10.6' gap and the 20' strip shown are lands owned by others and have existing city utilities. Said parcels are to be obtained by the City of Sallisaw for prescriptive easements.

Emicourt Properties II

An addition to the City of Sallisaw, being a part of the lot 1 of Section 5, Township 11 North, Range 24 East, Sequoyah County, Oklahoma.

Date: 11-20-2020 Scale: 1"=100'

Owner/Developer: Emicourt Properties, LLC

Osburn Land Surveyors, Inc.,

3615 West Cherokee P.O. Box 1406

Sallisaw, OK 74955

Office - (918) 775-9522

www.osburnlandsurveyors.com

APPROVAL OF PLAT

The Board of Commissioners of the City of Sallisaw, Oklahoma hereby approve this plat of "Emicourt Properties II", an addition to the City of Sallisaw, Oklahoma, and accepts the easements shown therein.

Dated this ____ day of _____, 2020.

CITY OF SALLISAW

MAYOR

ATTEST:

CITY CLERK

(SEAL)

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

Recommended Approval on ____ day of _____, 2020

CHAIRMAN

SECRETARY

TREASURER'S CERTIFICATE

I, Angela Giet, 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 _____, 2020.

COUNTY TREASURER

NOTES:

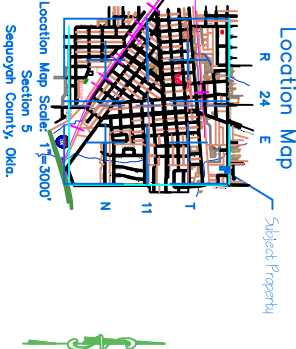
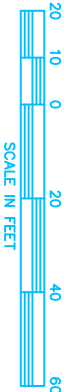
A title search for easements affecting this property has been conducted and those found are illustrated. However, any unrecorded easement whether written or implied affecting this property have not been shown.

The Section line passing through this plat is subject to a 330' statutory right-of-way (16.5' on each side) as created by Volume 32, U.S. Statutes at Large, Page 722.

Base of Bearing is East-West along the North line of the NE ¼ of Section 5, Township 11 North, Range 24 East.

All Lot measurements are to Lot Corners.

This survey meets the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors.



AGENDA ITEM COMMENTARY

Meeting Date: December 1, 2020
Board: Sallisaw Planning Commission
Subject: 2021 Regular Meeting Dates

ITEM TITLE: Discuss, consider, and take possible action; 2021 regular meeting dates

INITIATOR: Staff

STAFF INFORMATION SOURCE: Kim Jamison

BACKGROUND: Regular meeting dates are scheduled for the first (1st) Tuesday of each month starting at 5:30 p.m.

EXHIBITS:

KEY ISSUES: There appears to be no conflicts with meeting dates.

FUNDING SOURCE: N/A

RECOMMENDATION: Approval