

CITY PLANNING COMMISSION  
CITY HALL AUDITORIUM  
April 11, 2024

Minutes of the City Planning Commission meeting held April 11, 2024, in the City Council Auditorium, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 1:30 p.m. by David Denham

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ROLL CALL

MEMBERS PRESENT      David Denham  
                                    Melissa Busse  
                                    Ron Jarvis  
                                    Joan Jester  
                                    Allan Smith  
                                    Michael Logan  
                                    Darren Medders  
                                    Neil Springborn

MEMBERS ABSENT:      Deborah Jones      (excused)

ALSO PRESENT:      Christina Ryans-Huffer, Recording Secretary  
                                    Charlotte Brown, Director Community Services/Planning  
                                    Kameron Good, Senior Planner  
                                    Christine James, Interim Planning Director  
                                    Gregory Gibson, Assistant City Attorney  
                                    Jon Jernigan, Chief Building Official  
                                    Dewayne Burk, Assistant City Manager  
                                    Gary Brooks, Housing Development Administrator

**The meeting has established a quorum and was posted according to the Oklahoma Open Meeting Act, 25 O.S. 301-314.**

**CONSENT AGENDA**

The following items are considered to be routine by the City Planning Commission and will be enacted with one motion. Should discussion be desired on an item, that item will be removed from the Consent Agenda prior to action and considered separately.

2. **Consider approving the minutes from the regular scheduled meeting from February 29, 2024.**
3. **Consider approving the minutes from the regular scheduled meeting from March 14, 2024.**

**Motion by Springborn, Second by Logan** to approve all items on the Consent Agenda  
**Aye:** Busse, Jarvis, Jester, Smith, Medders, Logan, Springborn, Denham **Nay:** None. **Motion Passed.**

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

4. **Hold a public hearing and consider a request from Spread the Word Ministries Worship Center for an amendment to the 2030 Land Use Plan from Residential/High Density to Commercial, and a change of zoning from the R-3 Multiple-Family Dwelling to C-4 Tourist Commercial District zoning classification for an event center to be located at 6206 NW Ferris Avenue, Lawton, OK, 73505 and take appropriate action as deemed necessary.**

James stated just wanted to let you know we are going to have to strike Item #5. We listed on the agenda that it was a record plat, it's a construction plat. So, for that reason we reason we will have to bring it back in 2 weeks to discuss the construction plat. So, we apologize for that.

Good stated good afternoon, Kameron Good with the Planning Division. This is a request for an amendment to the Land Use Plan and a request for re-zoning for property located at 6206 NW Ferris Avenue. This is located on the south side of Ferris Avenue, just east of 63<sup>rd</sup> Street. Here's an aerial of it. This is an existing facility owned by Spread the Word Ministries Worship Center. They are wanting to request this re-zoning because they have built a new Church location and they want to use their old facility now as an event center. That would require this re-zoning.

Denham asked is the new church north or east?

Good responded no, it's built elsewhere.

Denham stated oh gotcha.

Good stated across the street is the old Brockland School. The existing zoning in that area is R-3, with PF to the north, R-1 to the north, R-1 to the west, south and R-3 to the east. The proposed zoning would be C-4 Commercial. The existing Land Use is Residential/High Density and the proposed Land Use is Commercial. As you can see on the site plan there is no intentions on building any new structures. It is to utilize the existing facility as an event center. They would have to meet screening requirements on the south side would need an opaque screening and tree buffer and on the east side it would be a screening, opaque fence and the dumpster enclosure would have to be brought up as well. This was noticed to 42 property owners within 300 feet on March 19<sup>th</sup> and posted in The Lawton Constitution on March 26<sup>th</sup>. We did not hear anything for or against this item.

Denham asked is this currently on taxable land, property tax wise? Since it's residential? It's not going off the tax rolls?

Brown stated no, it's a church. The church owns the property, it's not on the tax rolls.

Denham asked it's not on the tax rolls?

Brown responded correct.

Good stated this would be a binding site plan, going to commercial. So, any changes to the site plan would need to go back through amendment to the binding site plan process. So, the event center would be what was permitted and any additional building or anything like that would come to CPC and Council.

Denham asked any questions for Kameron?

Smith asked do we know what their intentions are on the rest of this land at all?

Good asked as far as which portion of it? I'm sorry.

Denham stated no additional buildings.

Smith asked no additional buildings or anything?

Good responded no Sir.

Denham responded at least not at this time. They'll have to come back.

Smith stated okay.

Denham asked any other questions?

Springborn asked does the parking lot meet the requirements, enough spaces?

Good responded it currently does. They do have to re-stripe their handicap space.

Busse asked the only question I have Kameron is when you say an event center like what are we classifying that as?

Good stated what my understanding is, they will still be running it as a church. So, the church itself is looking to host events there, to rent out the space for birthday parties, things like that.

Denham asked weddings, funerals, receptions, things of that nature?

Good responded yes. It will still be owned and operated by the church.

Denham stated good question. Anyone else? Alright at this time I will go ahead and declare the Public Hearing open. Anybody that would like to come and speak for or against this item please approach the podium and state your name. Seeing no one approach, I'll close the Public hearing. Members of the Commission.

Good responded I do want to state they do have permission from the properties adjacent to it, to the east and to the north to utilize overflow parking if necessary. So, there is an existing church to the east that would have more parking. So, your not going to overflow parking into the street.

Denham responded very good, thank you.

Good stated there is the aerial that kind of shows that.

Denham asked is Brockland currently, not vacant but unvacant?

Brown stated it's currently not being used as a school. I don't know that they're actually using that space for anything right now.

Denham responded I don't see any cars in the parking lot. I was just curious.

Brown stated I see that too.

Medders responded it's a testing center.

Denham stated testing center, okay. It was just out of curiosity but that doesn't have anything to do with this item. Thank you. Alright I will entertain a motion on this item.

**Motion by Smith. Second by Logan** to recommend to the City Council to approve the request from Spread the Word Ministries Worship Center for an amendment to the 2030 Land Use Plan from Residential/High Density to Commercial, and a change of zoning from the R-3 Multiple-Family Dwelling to C-4 Tourist Commercial District zoning classification for an event

center to be located at 6206 NW Ferris Avenue, Lawton, OK, 73505 **Aye:** Jarvis, Jester, Smith, Medders, Logan, Springborn, Denham, Busse **Nay:** None. **Motion Passed.**

- 5. Consider approving the record replat for Lots 12-16, Block 111 & Lots 1-5, Block 112, Lawton View Addition, subject to conditions and take appropriate action as deemed necessary.**

This item was struck from the meeting.

- 6. Hold a public hearing to receive any citizen recommendations or concerns for the upcoming FFY 2024 Annual Action Plan (AAP) and approve a recommendation of a draft version of the FFY 2024 AAP that includes Public Service Organization (PSO) Funding recommendations and Policy Manual changes.**

Brooks stated I think we sent out the Draft Action Plan to all the Members and then I don't know if I have, I don't know if they gave me the slide show, probably not. I don't think it's up there. Anyway, the sheet that I passed out is pretty much everything. The Action Plan is following the Plan that we've had in prior years. It's the fourth year of the Consolidated Plan. Our projects are basically the same, the funding is real similar. It's one of the slowest years that the Federal Government has had on sending out our funding. Usually, we receive our amounts in February. We haven't seen them as of yet, it's a little late but every year there's a slight increase. We basically set our Action Plan based on the funding that we received last year, which was \$752,000.00 for CDBGs, \$752,674.00, the HOME was \$445,006.00 and we used those same amounts for calculating our funding. I think it will be just slightly over that but that's what it generally is and we included the recommendations that you approved at the last City Planning Commission meeting. The Plan pretty much keeps with last year, as we went down the Plan the projects we do well here in Lawton are the Exterior Home Improvements, the Whole Home Rehabilitations for the Home Program, and Emergency Repairs-CDBG and Exterior Home Improvements. We actually had a first time Home Buyers for the first time in 4 (four) or 5 (five) years this year that through Habitat for Humanity brought us a first time home buyer so that was a good thing. We're actually talking to Habitat and couple of other organizations to get some CHDOs going. The one project that more or less mandated to do their kind of relaxed their mandate over the Covid years on CHDOs but we hadn't had one since 2017 but there's a mandatory 15 (fifteen) percent set aside for CHDOs every year and that accounts for about \$67,000.00 of HOME Funds and we haven't had that spent since 2017. So there's some money there and that's for Housing Development and that should we're hoping to find a partner for that and get some affordable housing for Low-Income Families. This is the last full year for our Section 108 Loan, the \$141,000.00, we paid for that. Next year it will be around \$111,000.00, I think. There will be a partial payment coming out of the \$500,000.00 that was set aside the remaining payments after next year will after that \$111,000.00 next year it will be zero because it will be coming out of that \$500,00.00 Fund.

Denham stated just for clarification, that's the 2<sup>nd</sup> Street.

Brooks responded that's the 2<sup>nd</sup> Street Project. So, next year's our last real payment coming out of our CDBG Funds.

Denham asked is the CHDO Set-Aside, is that the \$67,000.00 is that just this year's version? Do we have cumulated funds from prior years? Or do we just?

Brooks stated yes prior years and we have to keep those funds.

Denham responded designated.

Brook stated designated so that money is set aside every year and I think I didn't include that \$67,000.00 I just added it the other day it's around \$398,000.00 that's set aside, not including this \$67,000.00 so hopefully we can get something going to that. The Code Enforcement amount was around \$90,000.00 and the pay increases last year caused all of that to go up substantially but we support 2 (two) Code Enforcement Officers that work in the targeted areas in the City of Lawton and then we have identified as the Council meeting, on Tuesday, there was a NSP Program, that program had income left over from it. It ended in 2016 and there was \$140,000.00 in an account and that money, that program income is supposed to be spent back in projects but the NSP Program ended in 2016 and so there's a way to roll it into the CDBG Funds so we can spend it on Low-Income Projects. So, we got the Council to approve that on Tuesday. So we will be doing what it takes to roll it into the CDBG Funds so that it can be spent on Low-Income Projects and it has to follow the same rules as the CDBG Funding so it was \$140,000.00 that we will be going through the steps and it will be in the Action Plan for this year, for this upcoming year.

Denham asked and you'll identify what categories you want to put them in ? Or is it just?

Brooks responded I identifies them in the Project on Tuesday, that it would be going in the same category as the Home Rehabilitation, in that category so which pretty much takes in Emergency Repairs and Exterior Home Improvements. We also show the Public Infrastructure here, that's in processes now. The Sewer Re-Construction of \$160,000.00 and the \$70,000.00 for H.C. King. It should be done before this next coming year and that will be done with old Funds. And that's about everything. We had Program income, we had \$194,000.00 that had to be re-paid for 2 (two) projects. Two old Projects and then 1 (one) Project that was never completed and it totaled \$194,000.00 and that was re-paid to the HOME Program so that should show up as Income on the Program side and so that goes back into the Home Program.

Denham asked here locally or back to D.C.?

Brooks responded locally. That's the only good thing. Any questions that anyone has or?

Denham asked any questions for Gary? Before I open the Public hearing. Seeing none, I'll go ahead and declare the Public hearing open. Anybody that would like to come and speak about this Annual Action Plan please come to the microphone. No one approach I'll go ahead and close the Public hearing. So, we have the Plan here, with Draft amounts, pending the Official Notification from the wonderful world of DC. Any motions out there?

**Motion by Logan, Second by Logan** to recommend to the City Council to approve the upcoming FFY 2024 Annual Action Plan (AAP) and approve a recommendation of a draft version of the FFY 2024 AAP that includes Public Service Organization (PSO) Funding recommendations and Policy Manual changes **Aye:** Smith, Medders, Logan, Springborn, Denham, Busse, Jarvis, Jester **Nay:** None. **Motion Passed.**

7. **Commissioner's Reports or Comments.**
8. **Secretary's Report.**
9. **Audience Participation.**
10. **Adjournment.**

DRAFT