



# City of Broken Arrow

## Minutes Planning Commission

City Hall  
220 S 1st Street  
Broken Arrow OK  
74012

*Chairperson Jaylee Klempa*  
*Vice Chair Robert Goranson*  
*Member Jonathan Townsend*  
*Member Jason Coan*  
*Member Mindy Payne*

**Thursday, January 11, 2024**

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

**Council Chambers**

### 1. Call to Order

Chairperson Jaylee Klempa called the meeting to order at approximately 5:30 p.m.

### 2. Roll Call

**Present:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa  
**Absent:** 1 - Jonathan Townsend

### 3. Old Business

There was no Old Business.

### 4. Consideration of Consent Agenda

- A. 24-45 **Approval of Planning Commission meeting minutes of December 14, 2023**
- B. 24-39 **Approval of LOT-001221-2023, Horton Residence Lot Split, 1 lot to 2 lots, 0.29 acres, R-3 (Single Family Residential)/DROD Area 5, east of the northeast corner of Detroit Street and 1st Street, at 218 E. Detroit Street**
- C. 24-46 **Approval of LOT-001203-2023 (Lot Consolidation), Mark Lot Consolidation, 2 lots to 1 lot, 0.87 acres, R-2 Residential Single-Family (PUD-108A), located approximately three-quarters of a mile east of Elm Place (161st East Ave) and one-third mile north of Jasper Street (131st Street)**
- D. 24-51 **Approval of LOT-001205-2023 (Lot Split), 4701 S Garnett, 1 Lot into 2, 8.33 acres, one-eighth mile north of W. Florence St (111th Street), one-eighth mile east of Garnett Rd (113th E. Ave)**
- E. 24-52 **Approval of PT-001238-2023 | PR-000210-2023, Preliminary Plat, Peyday BA Industrial Park, 20 acres, 1 Lot, IL (Industrial Light), located one-quarter mile west of Evans Road (225th East Avenue) one-quarter mile north of New Orleans Street (101st Street)**  
Staff Planner Henry Bibelheimer presented the Consent Agenda.

Chairperson Klempa explained the Consent Agenda consisted of routine items, minor in nature, and was approved in its entirety with a single motion and a single vote, unless an item was removed for discussion. She asked if there were any Items to be pulled from the Agenda for discussion. There were none.

MOTION: A motion was made by Jason Coan, seconded by Mindy Payne.

**Move to approve the Consent Agenda**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

### 5. Consideration of Items Removed from Consent Agenda

There were no Items removed from the Consent Agenda; no action was taken or required.

### 6. Public Hearings

- A. 24-40 **Public hearing, consideration, and possible action regarding BAZ-001225-2023 (Rezoning), East QuikTrip on Kenosha, 1.84 acres, A-1 (Agriculture) to CN (Commercial Neighborhood), on the northeast corner of East Kenosha Street (71st Streer) and Evans Road (South 225th East Avenue)**  
Mr. Bibelheimer reported BAZ-001225-2023 was a request to change the zoning designation on 1.84 acres from A-1 (Agriculture) to CN (Commercial Neighborhood). He stated the property was located on the northeast corner of East Kenosha Street (71st Streer) and Evans Road (South 225th East Avenue) and is currently un-platted. He stated the applicant was requesting to rezone the lot in preparation for the development of a QuikTrip gas station and convenience store, which was permitted by right in the CN zoning district; this property met all of the dimensional standards for the CN zoning district. He indicated the property was designated as Level 4 in the Comprehensive Plan and the CN zoning being requested was in accordance with the Comprehensive Plan in Level 4. He indicated the surrounding land uses were included in the Staff report. He stated according to FEMA's National Flood Hazard Layer, none of the property was located in the 100-year floodplain. He stated based upon the

Comprehensive Plan, the location of the property, and the surrounding land uses, Staff recommended BAZ-001225-2023 be approved subject to the property being platted.

The applicant, Jake Barron with the QuikTrip Corporation, stated he was the real estate manager for QuikTrip and was working with the church on the land planning and conveyance of the property. He noted he was going to replat this lot and the church's lot. He indicated he was excited to build a new QuikTrip in Broken Arrow.

Planning and Development Manager Amanda Yamaguchi indicated no one signed up to speak, or submitted comments, regarding this Item. She noted a few phone calls came in with some questions, but there were no objections of which she was aware.

Vice Chair Robert Goranson noted this was a zoning change request and as such it could be developed as something other than the QuikTrip after approval. He stated he wanted everyone to be aware the development of a QuikTrip was not guaranteed on this property. He indicated he understood the applicant intended to build a QuikTrip, but there was no guarantee.

Mr. Barron stated QuikTrip had already purchased the property and would build a QuikTrip.

Chairperson Klempa closed the public hearing.

MOTION: A motion was made by Robert Goranson, seconded by Mindy Payne.

**Move to approve Item 6A per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on February 6, 2024; if any wished to speak regarding this Item, a Request to Speak form should be submitted prior to the meeting start.

**B. 24-47**

**Public hearing, consideration, and possible action regarding BAZ-001107-2023 (Rezoning) and PUD-001242-2023 (Planned Unit Development), Antler Falls, 45.84 acres, A-1 (Agricultural) to RS-4 (Single-Family Residential), located on the southeast corner of Houston Street (81st Street) and Midway Road (257th East Avenue)**

Senior Planner Joel Hensley reported BAZ-001107-2023 and PUD-001242-2023 were requests to change the zoning on 45.84 acres of land from AG (Agricultural) to RS-4 (Single-Family Residential) with a PUD for Antler Falls, a proposed single-family residential development. He stated this property was located on the southeast corner of Houston Street (81st Street) and Midway Road (257th East Avenue); the land was unplatted and the majority was undeveloped. He stated this property was annexed into the City Limits of Broken Arrow on November 21, 2023 by Ordinance No. 3813. He reported the Antler Falls development proposed to create a master planned zero-lot-line single-family development. He stated the development would include landscaping, reserve areas with amenities, and a maximum of 160 lots served by gated private streets built to the standards of the City of Broken Arrow with entry points on both Houston Street and Midway Road. He stated PUD-001242 was proposed to be developed in accordance with RS-4 zoning requirements except as modified by the PUD (Planned Unit Development). He indicated the proposed development was designated as Level 2 (Urban Residential) in the Comprehensive Plan and Level 2 supported the development of residential subdivisions. He said according to FEMA maps, none of the property was located in the 100-year floodplain. He stated based upon the Comprehensive Plan, the location of the property, and the surrounding land uses, Staff recommended BAZ-001107-2023 be approved subject to the property being platted and PUD-001242-2023 be approved as submitted.

The applicant Justin DeBruin with Wallace Design Collective stated he represented the property owner and developer. He stated this would be a private, gated, 160 unit subdivision with a number of amenities. He indicated it would be almost identical to Rabbit Run on 101<sup>st</sup> and Olive Street. He noted it would be a zero lot line concept. He stated he met with City Staff and held predevelopment meetings. He noted Spectacular Homes (the developer) had a high quality product for this community. He stated there would be brick fencing against the arterial roads to the west and north, against the reserve area to the northwest and southwest would be an ornamental fence, and the remaining perimeter fence would be Trex fencing.

Vice Chair Goranson stated he liked the proposed fencing around the pond. He stated according to the subdivision regulations, developers were required to install sidewalks on both sides. He asked why sidewalks were only proposed on the interior.

Mr. DeBruin responded with private developments, especially private streets, there was an opportunity to add the utilities on the internal side. He stated the sidewalks were proposed due to the master plan nature of this particular site. He indicated this was an intentional approach to add sidewalks in such a way to access the various amenities, but also to save

space and reduce impervious surface. He noted ultimately it was found the need for an external sidewalk was not there.

Vice Chair Goranson stated the City required sidewalk construction on both sides of the fence. He noted the developer was asking to waive the sidewalk requirement on the external side of the fence. He said he felt it would be a good development. He noted the developer could turn the streets over to the City at any time and if it were turned over to the City then it would not be compliant with City standards.

Ms. Yamaguchi stated if the PUD were approved, in 10 or 15 years if this property were brought into the City, the PUD would still apply.

Vice Chair Goranson stated this was true, but there would not be any sidewalk on the external side. He noted the property would not be compliant, but the PUD would be.

Mr. DeBruin noted certain language could be discussed with Staff to be sure everything was in order before any development began.

Vice Chair Goranson asked if the roads would be curb and gutter on both sides.

Mr. DeBruin responded in the affirmative.

Vice Chair Goranson asked about the sidewalk construction materials as the PUD mentioned the possible use of brick and stamped concrete.

Mr. DeBruin responded with several Spectacular Homes developments the sidewalks were constructed with brick or stamped concrete and the PUD included language to provide the developer an option to upgrade the sidewalks.

Commissioner Payne noted the aerial map showed two ponds. She asked if the pond in the middle would remain.

Mr. DeBruin explained the pond in the northwest would be sized differently to account for the stormwater for the site, and the middle pond would be filled. He noted stormwater flowed to the northwest and the northwest corner of the property with the pond would be the reserve area.

Commissioner Payne asked if the fencing would match Rabbit Run.

Mr. DeBruin responded in the affirmative.

Commissioner Payne indicated the Rabbit Run development was excellent. She asked if the houses would be similar.

Mr. DeBruin responded in the affirmative.

Vice Chair Goranson stated he liked the side yard layout proposed for this development.

Commissioner Payne noted she liked the pickleball court proposed. She noted Rabbit Run II had a nice pickleball court.

Ms. Yamaguchi noted a few phone calls came in from neighboring residents with questions about the development and about 81<sup>st</sup> Street and when it would be under construction. She noted the City of Broken Arrow was in discussions with Wagoner County regarding taking over a half mile of 81<sup>st</sup> Street going east, so this would come into the City of Broken Arrow's purview regarding maintenance, but right now the maintenance was the responsibility of Wagoner County. She said 81<sup>st</sup> Street was in bad repair and the City understood it needed to be addressed. She noted residents had drainage questions, but the retention pond would be enlarged for this purpose. She noted there were questions regarding home styles and sizes; homes would be similar to Rabbit Run homes. She stated she received a question from a homeowner across the street who had an agreement with the property owner regarding maintenance of the reserve area, but she explained this would be a private matter and as far as the City was concerned it was the property owner's responsibility to take care of the reserve area.

Vice Chair Goranson asked if the access gate on Midway and on Houston would both have Knox Boxes. He asked if the school buses would be required to turn around at the gates.

Ms. Yamaguchi responded in the affirmative. She stated there were requirements for Knox Boxes and provisions for turnaround spaces at the gates.

Chairperson Klempa closed the public hearing.

MOTION: A motion was made by Mindy Payne, seconded by Jason Coan.

**Move to approve Item 6B per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on February 6, 2024; if any wished to speak regarding this Item, a Request to Speak form should be submitted prior to the meeting start.

**C. 24-48**

**Public hearing, consideration, and possible action regarding BAZ-001210-2024 (Rezoning), Kenosha & Oneta Commercial, 7.59 acres, A-1 (Agricultural) to CG (Commercial General), located one-quarter mile south of E. Kenosha St. (71st Street), one-quarter mile west of Oneta Road (241st E. Ave)**

Senior Planner Chris Cieslak reported BAZ-001210-2023 was a request to rezone 7.59 acres from A-1 (Agricultural) to CG (Commercial General) for Kenosha & Oneta Commercial, a proposed commercial development. He reported the property was generally located one-quarter mile south of E. Kenosha St. (71st Street), one-quarter mile west of Oneta Road (241st E. Ave); the property was presently undeveloped and unplatted. He stated the rezoning request was to incorporate the section of agriculture abutting the current commercial zoning. He stated the existing A-1 parcel was currently nonconforming in frontage and lot size. He stated the rezoning request would allow the property to conform to the surrounding commercial general zoning for commercial development. He indicated the current agriculture zone was unplatted and undeveloped. He noted mutual access for the existing drive to the west was provided by the Dollar General at Kenosha and Oneta Centre plat in 2012. He stated according to FEMA's National Flood Hazard Layer, none of the property was located in the 100-year floodplain. He stated the property was designated as Level 4 in the Comprehensive Plan and the CG zoning being requested was in accordance with the Comprehensive Plan in Level 4. He stated based upon the Comprehensive Plan, the location of the property, and the surrounding land uses, Staff recommended BAZ-001210-2023 be approved subject to the property being platted.

Vice Chair Goranson asked about the "panhandle" piece of this lot.

Ms. Yamaguchi indicated she was unsure but believed the property was platted with the Dollar General plat and the "panhandle" piece was not taken out of the legal description for the property. She said if the "panhandle" piece were dedicated it would go to the City of Broken Arrow. She noted the intent of this request was to specifically rezone the A1 piece of the lot, but rather than do a new survey for the small A1 piece of the lot, it was decided to rezone the entire lot to CG which matched the surrounding properties.

Vice Chair Goranson asked if there was a plan for this property.

Ms. Yamaguchi stated a predevelopment meeting for development on this site was held, during which the rezoning came up as something that needed to get done.

The applicant Michael Wilson with Armstrong Development stated he was the contract purchaser for the property. He stated with the seller's permission he was applying for the rezoning. He stated Ms. Yamaguchi summarized the situation nicely. He indicated his intention was to actively work on developing this property with some retail commercial development.

Ms. Yamaguchi stated a representative of the Dollar General on the west called the Economic Development Department with questions about the mutual access drive. She noted the mutual access drive was required by the City to be a shared drive as it was platted with the Dollar General plat.

Chairperson Klempa closed the public hearing.

MOTION: A motion was made by Jason Coan, seconded by Robert Goranson.

**Move to approve Item 6C per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on February 6, 2024; if any wished to speak regarding this Item, a Request to Speak form should be submitted prior to the meeting start.

**D. 24-49**

**Public hearing, consideration, and possible action regarding PUD-001188-2024 (Planned Unit Development Minor Amendment), Gilliam Property, approximately 8258 acres, 1 proposed lot, A-1/PUD-234 located approximately one-quarter mile south of Tucson Street (East 121st Street South), one quarter mile east of 9th Street (177th East**

**Avenue/ Lynn Lane Road)**

Mr. Cieslak reported this minor amendment to PUD-234, involved Lot 17, Block 2, a part of Tucson Village II, Broken Arrow. He stated this 8,258-acre developed tract located approximately one-quarter mile south of Tucson Street (East 121st Street South), one quarter mile east of 9th Street (177th East Avenue/ Lynn Lane Rd). He reported PUD-234 and BAZ 1930 Tucson Village II were approved by City Council on March 12th, 2015, subject to platting; the Property was platted in Tulsa County on May 12th, 2021. He stated PUD-001188-2023 proposed changes to the build line requirements for lot 17 Block 2 for PUD-234 as the home was constructed slightly over the build line. He stated the narrative from Shaw Homes indicated the Superintendent failed in his duties to inspect the work prior to moving forward. He stated Staff recommended approval of PUD-1188-2023 a minor amendment to PUD-234.

Ms. Xochitl Llamas approached the podium to speak.

Commissioner Goranson noted Ms. Llamas’s Item was next on the agenda.

Commissioner Coan indicated he appreciated the letter provided by Shaw Homes indicating the corrective measures which would be taken to ensure this did not happen again. He stated he asked Staff what “slightly over the line” meant and he was informed this was approximately 6 inches.

Vice Chair Goranson asked what would happen if Planning Commission denied this request.

Ms. Yamaguchi responded the applicant could appeal to City Council or make another application to the Board of Adjustment. She stated this situation was unique in that it happened on land which already had a PUD in place; if this property did not have a PUD, the applicant would be going through the Board of Adjustment for a variance. She noted with a PUD, it was a quicker process to ask for a minor amendment as opposed to a variance. She stated Items D and E were pretty much the same.

Vice Chair Goranson asked how the City could ensure this did not keep happening.

Ms. Yamaguchi responded this happened rarely, it was usually a miscalculation on the bricks sticking out of the side of the building or something similar. She noted a few similar cases had come through the Board of Adjustment over the years. She stated having to go through the process of a variance or an amendment was pretty arduous and served as a good deterrent. She noted it cost between \$600 dollars and \$800 dollars for the verifications, getting radius reports, notifying neighbors, going to Planning Commission, etc. She stated it was not a fun or easy process.

Vice Chair Goranson asked how both properties were discovered to be over the line.

Ms. Yamaguchi responded it was her understanding the discrepancies were discovered during the final survey.

MOTION: A motion was made by Jason Coan, seconded by Mindy Payne.

**Move to approve Item 6D per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

**E. 24-50 Public hearing, consideration, and possible action regarding PUD-001189-2024 (Planned Unit Development Minor Amendment), Llamas Property, approximately 8258 acres, 1 proposed lot, A-1/PUD-234 located approximately one-quarter mile south of Tucson Street (East 121st Street South), one quarter mile east of 9th Street (177th East Avenue/ Lynn Lane Road)**

Mr. Cieslak reported this was a minor amendment to PUD-234 involving Lot 18, Block 5, a part of Tucson Village II, Broken Arrow. He stated this 8,258-acre developed tract located approximately one-quarter mile south of Tucson Street (East 121st Street South), one quarter mile east of 9th Street (177th East Avenue/ Lynn Lane Rd). He stated PUD-234 and BAZ 1930 Tucson Village II were approved by City Council on March 12th, 2015, subject to platting; the Property was platted in Tulsa County on May 12th 2021. He stated PUD-001189-2023 proposed changes to the build line requirements for lot 18 Block 5 for PUD-234; the home was constructed slightly over the build line. He stated Staff recommended approval of PUD-001189-2023, a minor amendment to PUD-234.

The applicant, Ms. Xochitl Llamas, stated she just wanted to be sure she was not in trouble, and nothing would happen to her home. She said she did not understand exactly what happened, but she was present because she cared about her home.

Chairperson Klempa stated it was not Ms. Llamas fault.

Vice Chair Goranson stated the Planning Commission would help make it right.

Chairperson Klempa stated she hoped Shaw was paying for this application, not Ms. Llamas.

Acting Community Development Director Grant Rissler stated getting this minor amendment now would help in the future if Ms. Llamas ever decided to sell her home. He indicated Ms. Llamas did nothing wrong.

Ms. Llamas stated in her backyard there was a huge green container, and she did not understand what it was.

Ms. Yamaguchi indicated a Broken Arrow Staff member would speak with Ms. Llamas after the Planning Commission meeting and figure this out.

Chairperson Klempa closed the public hearing.

MOTION: A motion was made by Robert Goranson, seconded by Mindy Payne.

**Move to approve Item 6E per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

**F. 24-53**

**Public hearing, consideration, and possible action regarding BAZ-001223-2023 (Rezoning) and SP-001224-2023 (Specific Use Permit), Christian Brothers Automotive, 1.5 acres, A-1 (Agriculture) to CG (Commercial General)/SP-001224-2023, north of the northwest corner of County Line (South 193rd East Avenue), and East Albany Street (East 61st Street)**

Mr. Bibelheimer reported BAZ-001223-2023 and SP-001224-2023 was a request to change the zoning designation on 1.5 acres from A-1 (Agriculture) to CG (Commercial General)/SP-001224-2023. He reported the property was located approximately north of the northwest corner of County Line (South 193rd East Avenue), and East Albany Street (East 61st Street) and is currently un-platted. He stated BAZ-001223-2023 was included in this application but was then found out to be a repetitive zoning request; for this reason, BAZ-001223-2023 was being withdrawn. He reported BAZ-1643 was a request to change the zoning on this property (as well as the surrounding property, the case map was included in the packet) from A-1 (Agriculture) to CG (Commercial General). He stated BAZ-1643 was approved by City Council on July 6th, 2004, subject to the property being platted. He noted this property has never been platted, so the approved zoning has not gone into effect, and the zoning map was never changed. He stated an update to the zoning ordinance was in the final stages of being updated. He noted in the last rendition of the zoning ordinance, which was approved by Planning Commission and City Council, property being rezoned was no longer approved subject to platting; for this reason, Staff was requesting that with this application BAZ-1643 be implemented for this site, and that platting be waived. He indicated this would facilitate a lot split on the property, which would allow for the platting and proposed development. He stated the applicant intended to build an automotive repair center. He noted Vehicle Service and Repair, Minor was permitted by right in the CG district; Vehicle Service and Repair, Major was not permitted in the CG district. He stated Vehicle Service and Repair major was defined as: "An establishment engaged in the major repair and maintenance of automobiles, motorcycles, trucks, vans, trailers, recreational vehicles, boats, mobile homes, or snowmobiles. Services include engine, transmission, or differential repair or replacement; body, fender, or upholstery work; and painting." He stated Christian Brothers Automotive did a small amount of major automotive repair, so have submitted SP-001224-2023, which states: "The permit holder is authorized to conduct engine work within the scope of their business operations. Major engine repairs such as replacements, shall not exceed 5% of the total business conducted on the premises. Additionally, the permit holder is not authorized to engage in the rebuilding of engines or transmissions on the premises." He explained per the Zoning Ordinance, a specific use permit was the appropriate tool to allow for this use and provided the safeguards Christian Brothers put into place to protect the neighbors. He stated according to Section 6.5.C.8 of the Zoning Ordinance, a Specific Use Permit could be approved only if the City Council found all of the criteria (included in the Staff Report) have been met; in Staff's opinion, SP-001224-2023 was consistent with the indicated criteria. He stated according to FEMA's National Flood Hazard Layer, none of the property was located in the 100-year floodplain. He stated Staff recommended SP-001224-2023 be approved, and that BAZ-1643 be implemented for this property, and platting be waived for this property.

Commissioner Coan noted the Specific Use Permit restricted major auto repair to 5%. He asked how this would be monitored.

Mr. Bibelheimer stated he believed if there were a complaint then Code Enforcement would check in; he believed monitoring would be complaint based.

Vice Chair Goranson asked if the 5% of business conducted was 5% of income.

Mr. Bibelheimer responded in the affirmative.

The applicant Paula Tolliver with the Christian Brothers Automotive Corporation stated Christian Brothers had been in business for 40 years and currently operated 280 stores across 33 States with 9 in Oklahoma. She stated notably Christian Brothers had never closed a location. She indicated Christian Brothers offered a comprehensive range of auto repair services typically associated with post warranty including diagnostics, electrical repairs, brake maintenance and other essential repairs needed to ensure vehicles were maintained in an excellent condition. She said no services which created loud noises, such as autobody repair, painting, or tire recapping were provided at Christian Brothers. She stated Christian Brothers was open Monday through Friday from 7:00 a.m. to 6:00 p.m.; however, during the initial first 6 months of operation would be open on Saturdays to gain a presence in the community. She noted Christian Brothers would be closed on Saturdays after this time period as it believed in a quality work/home life balance. She noted Christian Brothers offered a shuttle service to enable customers to continue with their daily routine while waiting for repairs. She stated the Christian Brothers' building was designed to deviate from typical auto repair shops and would be constructed with brick and stone with the bays attached assuring an integrated and cohesive architectural design. She stated Christian Brothers believed in building strong relationships with customers and the community by providing professionalism, transparency, reliability, honesty, and customer satisfaction.

Vice Chair Goranson noted he has seen Christian Brothers' buildings, and they did look nice and would be a good fit for Broken Arrow. He said he felt this was an excellent location for the business.

Chairperson Klempa closed the public hearing.

MOTION: A motion was made by Robert Goranson, seconded by Mindy Payne.

**Move to approve Item 6F per Staff recommendation**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on February 6, 2024; if any wished to speak regarding this Item a Request to Speak form should be submitted prior to the meeting start.

## 7. Appeals

There were no Appeals.

## 8. General Commission Business

### A. 24-42

**Consideration, discussion, and possible appointment of two Planning Commission members to serve on the New City Hall Initiative Committee**

Mr. Grant Rissler stated Broken Arrow consulted with Narrate to look at future plans for City Hall, assess the City's needs, whether this be a new City Hall, or expansion of the existing City Hall, etc. He asked the Planning Commission to appoint two Planning Commissioners to serve on the New City Hall Initiative Committee.

Vice Chair Goranson stated at the City Council Meeting there was discussion about the Committee having two phases and changing the Committee Members for the phases.

Mr. Rissler stated phase one of the Committee was the exploratory phase of the Committee, to determine the needs of the City, while phase two would be considering the specifics of the project. He stated Mayor Wimpee and Council Member Ford were appointed to serve on the Committee.

Discussion ensued regarding potential Committee appointments; the two phases of the Committee and what would be considered during each phase; and which Planning Commissioners would be best suited to serve on each phase.

The Planning Commission decided to appoint Jaylee Klempa and Robert Goranson to serve during the first phase of the Committee while Jason Coan and Mindy Payne would step in and serve during phase two.

MOTION: A motion was made by Jason Coan, seconded by Mindy Payne.

**Move to appoint Jaylee Klempa and Robert Goranson to serve on the New City Hall Initiative Committee phase one**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on January 16, 2024.

## 9. Remarks, Inquiries, and Comments by Planning Commission and Staff (No Action)

Commissioner Payne stated she was excited to see Item 4D on the Consent Agenda. She stated she was excited to see something being done with that plot of land.

Vice Chair Goranson indicated he was at the Town Hall meeting regarding the amphitheater. He noted City Staff were well represented at the Town Hall meeting. He noted the amphitheater project would come before Planning Commission on February 8, 2024. He stated the meeting was well attended; the City Manager facilitated the meeting, as well as the gentleman from Notes Live. He said there were a lot of questions which were answered. He encouraged the Planning Commission to watch the video of the meeting as it contained a lot of information regarding the amphitheater project. He asked for a copy of the question and answer sheet as well.

Ms. Yamaguchi indicated she would provide a copy to the Planning Commissioners.

Mr. Rissler stated the meeting was an excellent opportunity for the residents to voice concerns and for the developer to answer questions and allowed Staff to discuss the concerns about traffic. He noted with the improvements there would be three routes of ingress and four routes of egress to help mitigate traffic. He indicated he believed there would be good attendance for the Planning Commission meeting on February 8, 2024.

Vice Chair Goranson stated there were many questions asked during the meeting and he was impressed by City Staff's readiness to answer all questions.

Mr. Rissler stated he hoped holding the question and answer meeting before the item came before Planning Commission became the new standard as he felt it really assisted the process, better equipped City Staff, and helped the residents better understand the project.

Vice Chair Goranson agreed. He stated he hoped the residents learned a lot about the project at that meeting and that there would be fewer questions when the project came before Planning Commission.

Ms. Yamaguchi stated she would send the question and answer sheet to the Planning Commissioners and prepare it for display during the Planning Commission meeting.

Mr. Rissler stated Broken Arrow was required by law to send out notice to property owners within 300 feet of the project area; however, notice was sent to property owners within 3,000 feet of the proposed amphitheater project area to ensure the residents were well informed.

Vice Chair Goranson asked who would be representing the applicant in February.

Mr. Rissler responded Notes Live was the applicant for the PUD. He stated the rest of it, Staff was working on rezoning and the other necessary requirements.

## 10. Adjournment

The meeting adjourned at approximately 6:30 p.m.

MOTION: A motion was made by Mindy Payne, seconded by Jason Coan.

### **Move to adjourn**

The motion carried by the following vote:

**Aye:** 4 - Mindy Payne, Jason Coan, Robert Goranson, Jaylee Klempa

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk