

Posted at City Hall, 17 Hospital Drive, Eufaula, OK 74432 March 10, 2021 5:00 PM

## **CITY OF EUFAULA, OK**

Community Center  
First & High Street  
Eufaula, OK 74432



MINUTES  
Monday  
March 15, 2021  
5:30 p.m.

### Planning and Zoning Commission

The City of Eufaula encourages participation from all its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made (ADA 28 CRF/36).

Council Rules of Decorum limit citizen comments on agenda items, non-agenda items, and public hearings to five (5) minutes. Any person desiring to address the Council during such period is required to sign in with the City Clerk, provide their name, address and specify the agenda item they wish to address. Remarks shall be directed to the matter being considered and the speaker is allowed to speak only one time. If written materials are to be submitted ten (10) copies should be made available, and may not be returned. Under Oklahoma Law, the Council Members are prohibited from discussing or taking any action on items not on today's agenda.

The complete packet of information for the agenda items is available online at  
[CityofEufaulaOK.com](http://CityofEufaulaOK.com)

Planning and Zoning Commission

Chairman Sam Sylvester  
Vice Chairman Brandon Linstead  
Secretary Gordon Pennington  
Member James Hickman  
Member Pam Rossi

MINUTES  
Planning and Zoning Commission  
March 15, 2021  
5:30 p.m.

Notice: Planning and Notice Commission will hold a public hearing on these items and upon which action is taken will be forwarded to the City Council with a recommendation. It should be recognized that the Planning Commission is a recommendatory body and the City Council may, or may not, concur with the Planning Commission's recommendation. Therefore, it is important to note that all items forwarded by the Planning Commission will be introduced and heard at a subsequent City Council meeting.

1. Call to Order – 5:30 PM Chairman Sam Sylvester
2. Roll Call /Attendance Administrative Assistant Julie Archer

Members Present: Sylvester, Pennington, Linstead, Rossi. Absent: Hickman

3. Approval of Minutes.
  - A. Special Planning and Zoning Commission meeting January 25, 2021.

Motion to approve minutes by Pennington, 2<sup>nd</sup> by Rossi. Roll Call Vote: Yes-  
Sylvester, Pennington, Linstead, Rossi.

4. Review and consider for approval the proposed zoning ordinance regarding the use and storage of camping and travel trailers.
  - A. Conduct public hearing.
  - B. Take action.

Discussion. Motion to approve proposed ordinance by Pennington, 2<sup>nd</sup> by Linstead.  
Roll Call Vote: Yes – Linstead, Sylvester, Pennington, Rossi.

5. Review and consider for approval the proposed ordinance regarding the use of metal roofing material in residential districts.
  - A. Conduct public hearing.

B. Take action.

Discussion. Motion to include a customary siding material list to the residential section of the proposed ordinance and to spell out all acronyms by Linstead, 2<sup>nd</sup> by Rossi. Roll Call Vote: Yes- Linstead, Rossi, Sylvester, Pennington.

Discussion. Motion to approved proposed ordinance with above amendments by Pennington, 2<sup>nd</sup> by Rossi. Roll Call Vote: Yes- Rossi, Sylvester, Pennington, Linstead.

6. Discuss and take any necessary action on the development of a comprehensive plan including future zoning map.

No action taken.

7. Adjournment.

Motion to adjourn by Rossi, 2<sup>nd</sup> by Pennington. Roll Call Vote: Yes- Sylvester, Linstead, Rossi, Pennington.

**AGENDA**  
Board of Adjustment  
March 15, 2021  
5:30 p.m.

The regularly scheduled Board of Adjustments meeting has been canceled.