



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | [www.cityofcoweta-ok.gov](http://www.cityofcoweta-ok.gov)

AGENDA - REGULAR MEETING  
COWETA PLANNING COMMISSION  
COWETA CITY HALL, 310 S. BROADWAY  
MONDAY, MAY 18, 2020 6:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
  - Melanie Lander \_\_\_\_
  - Jessica Morris \_\_\_\_
  - Kathleen Robinson \_\_\_\_
  - Carter Mathews \_\_\_\_
  - Joanna Jones \_\_\_\_

- IV. CONSENT  
(All matters under the "Consent Calendar" are considered by the Planning Commission to be routine and will be enacted by one motion. Any Commissioner may, however, remove an item from consent by request.)

- 1. MINUTES OF THE COWETA PLANNING COMMISSION REGULAR MEETING  
APPROVAL OF MEETING MINUTES OF THE COWETA PLANNING COMMISSION, REGULAR MEETING, HELD APRIL 27, 2020.

Documents:

[200427 MINUTES OF THE COWETA PLANNING COMMISSION.PDF](#)

- V. PUBLIC HEARINGS

- 1. PUBLIC HEARING CZ 20-05  
PUBLIC HEARING TO ACCEPT PUBLIC COMMENT ON CZ 20-05 SUP FOR APPROVAL OF WRIGHT-BROWN FUNERAL HOME'S REQUEST FOR A SPECIFIC USE PERMIT FOR A CREMATORY IN THE EXISTING LOCATION OF WRIGHT-BROWN FUNERAL HOME AT 210 SOUTH BROADWAY, LOTS 16 THROUGH 20, BLOCK 57, NEW COWETA, WAGONER COUNTY, OKLAHOMA, ACCORDING TO THE DULY APPROVED PLAT THEREOF, IN SECTION 18, TOWNSHIP 17 NORTH, RANGE 16 EAST.

Documents:

[200522 PUBLIC HEARING NOTICE CZ 20 05 SUP.PDF](#)

- 2. PUBLIC HEARING COMPREHENSIVE PLAN UPDATE  
PUBLIC HEARING TO ACCEPT PUBLIC COMMENT REGARDING THE UPDATE TO THE CITY OF COWETA COMPREHENSIVE PLAN.

STAFF REQUESTS THIS PUBLIC HEARING BE CONTINUED TO THE JUNE 22, 2020 PLANNING COMMISSION MEETING.

- VI. OLD BUSINESS

- 1. CZ 20-05 SUP - SPECIFIC USE PERMIT  
DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION OF APPROVAL, APPROVAL WITH CONDITIONS, OR DENIAL TO THE COWETA CITY COUNCIL FOR WRIGHT-BROWN FUNERAL HOME'S APPLICATION FOR A CREMATORY IN THE EXISTING LOCATION OF 210 SOUTH BROADWAY, LOTS 16 THROUGH 20, BLOCK 57, NEW COWETA, WAGONER COUNTY, OKLAHOMA, ACCORDING TO THE DULY APPROVED PLAT THEREOF, IN SECTION 18, TOWNSHIP

17 NORTH, RANGE 16 EAST.

Documents:

CZ 20-05 SUP STAFF REPORT.PDF  
CZ 20-05 SUP AERIAL VIEW.PDF  
CZ 20-05 SUP LOCATION MAP.PDF  
CZ 20-05 SUP ZONING MAP.PDF  
CZ 20-05 SUP FLOOR PLAN.PDF

VII. NEW BUSINESS

VIII. ADJOURNMENT

**IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL BY 9:00 A.M. ON THE DATE OF THE MEETING.**



**MINUTES  
COWETA PLANNING COMMISSION  
COWETA CITY HALL 310 S. BROADWAY  
MONDAY, APRIL 27, 2020, 6:30 PM**

I. CALL TO ORDER

Chairperson Melanie Lander called the meeting to order at 6:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Carter Mathews	Present
Kathleen Robinson	Present
Jessica Morris	Present via teleconference
Joanna Jones	Absent
Melanie Lander	Present

Chairperson Melanie Lander requested that the roll be called and a quorum was declared to be present.

IV. CONSENT

1. Consideration of the minutes of the regular meeting of February 24, 2020.

Motion was made by Commissioner Carter Mathews and seconded by Commissioner Kathleen Robinson to approve Consent Agenda.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Yes – to approve
Joanna Jones	Absent
Melanie Lander	Yes – to approve

V. PUBLIC HEARINGS

1. Public Hearing Text Amendment to Chapter 16 Section 1620

Public hearing to accept public comment on a proposed text amendment pertaining to permitted principal uses for various site sizes and types of Planned Unit Development (PUD) districts, specifically Chapter 16, Section 1620 of the Coweta Zoning Code.

Chairperson Melanie Lander opened the floor for public comment. There were no comments or questions. The public hearing was closed.

2. Public Hearing CZ 20-03

Public hearing to accept public comment on CZ 20-03, a request to change the zoning of property located east of the Muskogee Turnpike on East State Highway 51 in the NE Quarter of Section 15, Township 17, Range 16 East of the Indian Base and Meridian, Wagoner County, Oklahoma from AG (Agriculture) to CG (Commercial General).

Chairperson Melanie Lander opened the floor for public comment. City Planner, Tom E. Young, Jr. noted that the applicant had withdrawn this request. The public hearing was closed.

3. Public Hearing CZ 20-04

Public Hearing to accept public comment on CZ 20-04 SUP, a request to establish a Specific Use Permit for a medical marijuana growing business in an existing building on property zoned Light Industrial (IL). The property is located in the SW Quarter of Section 26, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma with a physical address of 10912 South 265<sup>th</sup> East Avenue, Building B.

Chairperson Melanie Lander opened the floor for public comment. The applicants were present for the meeting via teleconference. There were no comments or questions. The public hearing was closed.

4. Public Hearing Wynstone Phase II Preliminary Plat

Public hearing to accept public comment on a request for preliminary plat approval of Wynstone, Phase II, a subdivision of approximately 39.37 acres, more or less, with 134 lots located on the NE corner of South 273<sup>rd</sup> East Avenue and East 111<sup>th</sup> Street South in Section 25, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma.

Chairperson Melanie Lander opened the floor for public comment. There were no comments or questions. The public hearing was closed.

VI. OLD BUSINESS

1. Coweta Zoning Code Amendment of Chapter 16, Section 1620

Discussion and possible action on making a recommendation of approval, approval with conditions, or denial to the Coweta City Council on a text amendment pertaining to permitted principal uses for various site sizes and types of Planned Unit Development (PUD) districts, specifically Chapter 16, Section 1620 of the Coweta Zoning Code.

City Planner, Tom E. Young, Jr., read the staff report. There were no questions or comments from the Commissioners regarding this text amendment.

Commissioner Carter Mathews made a motion to send a recommendation of approval of the text amendment to the Coweta City Council. Commissioner Melanie Lander seconded that motion.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Yes – to approve
Joanna Jones	Absent
Melanie Lander	Yes – to approve

2. CZ 20-04

Discussion and possible action on making a recommendation of approval, approval with conditions, or denial to the Coweta City Council on a request to establish a Specific Use Permit for a medical marijuana growing business in an existing building on property zoned Light Industrial (IL). The property is located in the SW Quarter of Section 26, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma with a physical address of 10912 South 265<sup>th</sup> East Avenue, Building B.

City Planner, Tom E. Young, Jr., read the staff report. There were no comments or questions from the Commissioners regarding CZ 20-04.

Commissioner Melanie Lander made a motion to send a recommendation of approval of CZ 20-04 to the Coweta City Council. Commissioner Kathleen Robinson seconded that motion.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Yes – to approve
Joanna Jones	Absent
Melanie Lander	Yes – to approve

3. Preliminary Plat-Wynstone Phase II

Discussion and possible action on the approval, approval with conditions, or denial of a request for preliminary plat approval of Wynstone, Phase II, a subdivision of approximately 39.37 acres, more or less, with 134 lots located on the NE corner of South 273<sup>rd</sup> East Avenue and East 111<sup>th</sup> Street South in Section 25, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma.

Nicole with KKT Architects was present via teleconference for this meeting. City Planner, Tom E. Young, Jr., read the staff report. City Engineer, William H. Cohrs, addressed the Commissioners saying that the Wynstone Developer, Keith Jones and Integrity Development Group, LLC, is aware of the changes that need to be made on the plat. Commissioner Melanie Lander asked Mr. Cohrs if he was comfortable moving forward with the preliminary plat approval. Mr. Cohrs stated that he was comfortable moving forward stating that the changes on the plat are minor and only have to be completed before the meeting for final plat approval. Nicole with KKT Architects stated that she was in agreement with staff recommendations.

Commissioner Kathleen Robinson made a motion to approve the Wynstone Phase II Preliminary Plat. Commissioner Carter Mathews seconded that motion, noting that the approval is based on the condition that the recommendations made by the staff were met.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Yes – to approve
Joanna Jones	Absent
Melanie Lander	Yes – to approve

VII. NEW BUSINESS

VIII. ADJOURNMENT

Chairperson Melanie Lander moved that the Coweta Planning Commission meeting be adjourned. There were no objections. The meeting was adjourned at 6:49 p.m.

Approved:

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Chairman

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Secretary

Date \_\_\_\_\_

**NOTICE OF A PUBLIC HEARING BY THE COWETA PLANNING  
COMMISSION: CASE NUMBER CZ 20-05 SUP**

Notice is hereby given that a Public Hearing will be held before the Coweta Planning Commission at Coweta City Hall, 310 S. Broadway, Coweta, Oklahoma at 6:30 pm on the 18<sup>th</sup> day of May, 2020.

At the above time and place will be heard CZ 20-05 SUP for re-approval of CZ 15-07 SUP a request from James D. and Judy L. Brown, the property owners and the applicants for Wright-Brown Funeral Home to establish a Specific Use Permit for a Crematory on the property located at 210 South Broadway, in Section 18, Township 17 North, Range 16 East, more particularly described as follows:

Lots 16, 17, 18, 19, 20, Block 57, New Coweta, Wagoner County, State of Oklahoma.

All persons interested in this matter may be present at the hearing to present their support for/objections against the above request.

In the event that the proposed specific use permit is approved in whole or part by the Planning Commission, said Commission shall submit its recommendation to the City Council of the City of Coweta for its consideration and action as provided by law.

The City Council's review of the Planning Commission's recommendation on the proposed specific use permit is tentatively scheduled for the June 1, 2020 City Council meeting, to be held at 6:00 PM at Coweta City Hall, 310 S. Broadway. Said information to be available from the office of the City Clerk.

For additional information, contact Coweta City Hall at 918-486-2189. Maps showing the specific use permit may be reviewed at the Community Development Office of the City of Coweta. Please reference the above case number.

Dated at Coweta, Oklahoma this 16<sup>th</sup> Day of April 2020.



POST OFFICE BOX 850 □ COWETA, OKLAHOMA 74429 □ PH. (918) 486-2189 □ FAX (918) 486-5366 □ www.cityofcoweta-ok.gov

## Memorandum

To: Planning Commission  
From: Tom E Young Jr, City Planner  
Re: CZ 20-05 SUP Crematory  
Location: 210 South Broadway in Section 18, Township 17 North, Range 16 East.  
Date: May 18, 2020

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### BACKGROUND

On November 2, 2015, Wright-Brown Funeral Home was granted an approval for a Specific Use Permit (CZ 15-07) for a Crematory at their existing location.

Per the City of Coweta Zoning Code, a Specific Use Permit (SUP) has an implementation time limit of two (2) years. CZ 15-07 was not implemented within the two (2) year timeframe and has expired.

### STAFF COMMENTS

On April 17, 2020, Wright-Brown Funeral Home applied for a Specific Use Permit for a Crematory at their existing location.

The property is located within the (DT) Downtown (Broadway) District Overlay which allows any use permitted in the (CG) General Commercial zoning district. A Funeral Home is a Use-by-Right within the CG District. A Crematory is an allowed use with a Specific Use Permit in the CG District.

A typical cremation unit contains a primary and secondary combustion chamber. These chambers are lined with a refractory brick designed to withstand the extremely high temperatures ranging from 1400 to 1650 F.

The following conditions were previously imposed with CZ 15-07:

- (1) provide City Staff with copies of all applicable environmental, health and safety permits by all relevant federal, state and local authorities,
- (2) provide an amended floor plan showing where chemicals and potentially flammable and hazardous materials are stored and used on the premises, in relation to the location of the crematory,
- (3) obtain the applicable mechanical, electrical, and/or plumbing permits from the City of Coweta, and
- (4) provide notice to the Coweta Fire Department prior to start-up of crematory operations, and also, at the option of the Fire Department, provide to the Fire Department any safety data sheets on substances used and/or stored on the premises, prior to start-up of crematory operations.

No specification documents were submitted by the applicant depicting the type of unit(s) to be installed and operated on-site. Staff recommends as an additional condition of approval.

- (5) provide all new equipment specifications to be reviewed by Coweta



The Specific Use Permit review process is to determine if the use is appropriate in a specific location, compatible with the surrounding area and uses, and that the use and layout will meet the requirements of the code for that specific use, including parking and other zoning code issues.

Staff finds the Crematory use to be compatible with the existing Funeral Home use on the property and the surrounding uses in the Downtown District.

#### STAFF RECOMMENDATION

The Planning Commission may recommend approval, approval with conditions, or denial of this application for a Specific Use Permit to the City Council.

Staff recommends approval of this application with conditions.

#### ATTACHMENTS

1. Aerial View
2. Location Map
3. Zoning Map
4. Floor Plan

**CZ 20-05 Specific Use permit**

**Subject Property Wright-Brown Funeral Home**

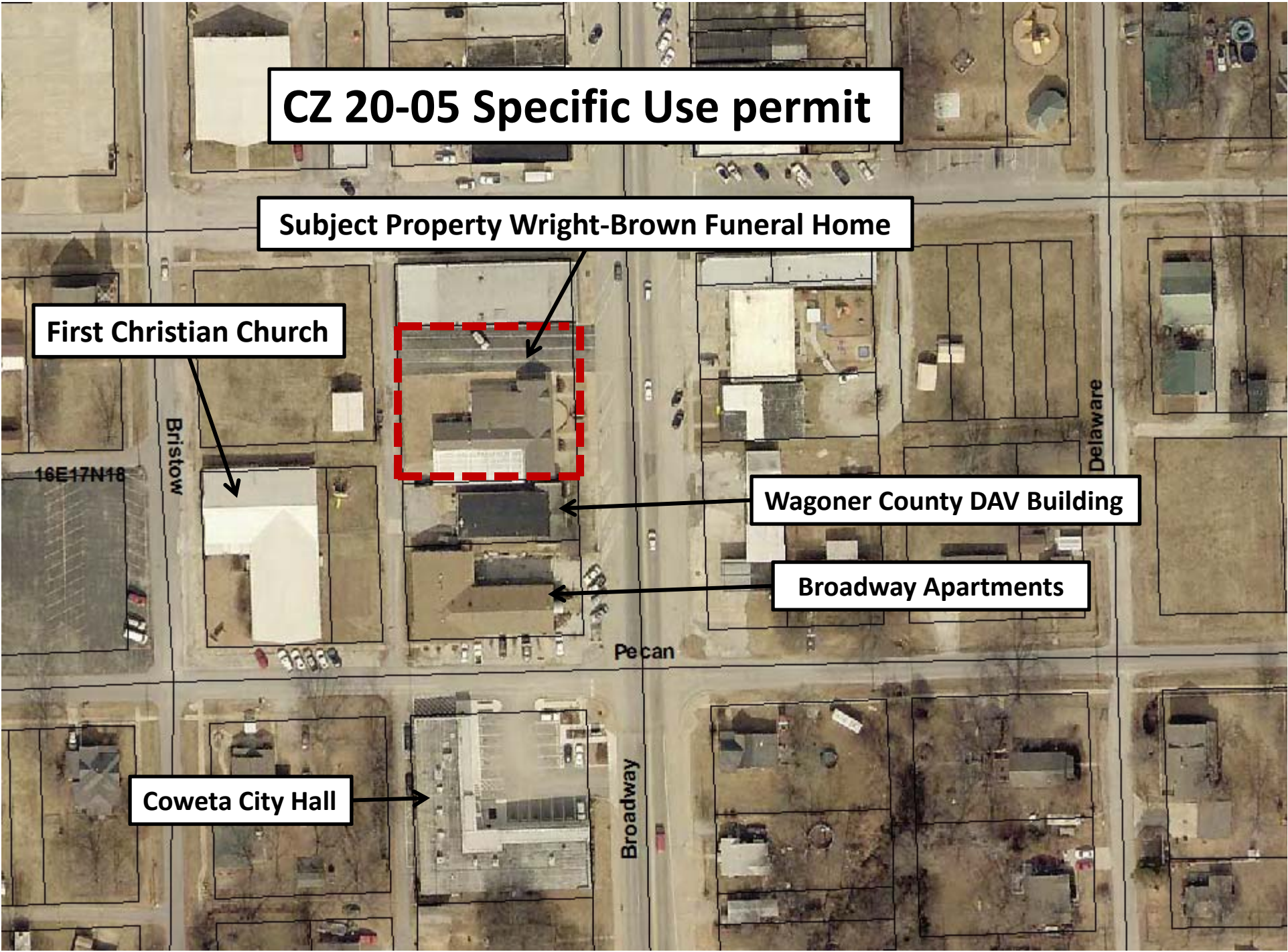
**First Christian Church**



**Wagoner County DAV Building**

**Broadway Apartments**

**Coweta City Hall**



# CZ 20-05 Specific Use Permit

Subject Property  
Wright-Brown  
Funeral Home

16E17N18

First  
Christian  
Church

Broadway Apartments

Coweta City Hall

Bristow

Broadway

Delaware

Pecan

# CZ 20-05 Specific Use Permit

Subject Property Wright-Brown Funeral Home

16E17N18

First Christian Church

Broadway Apartments

Coweta City Hall

RS-3

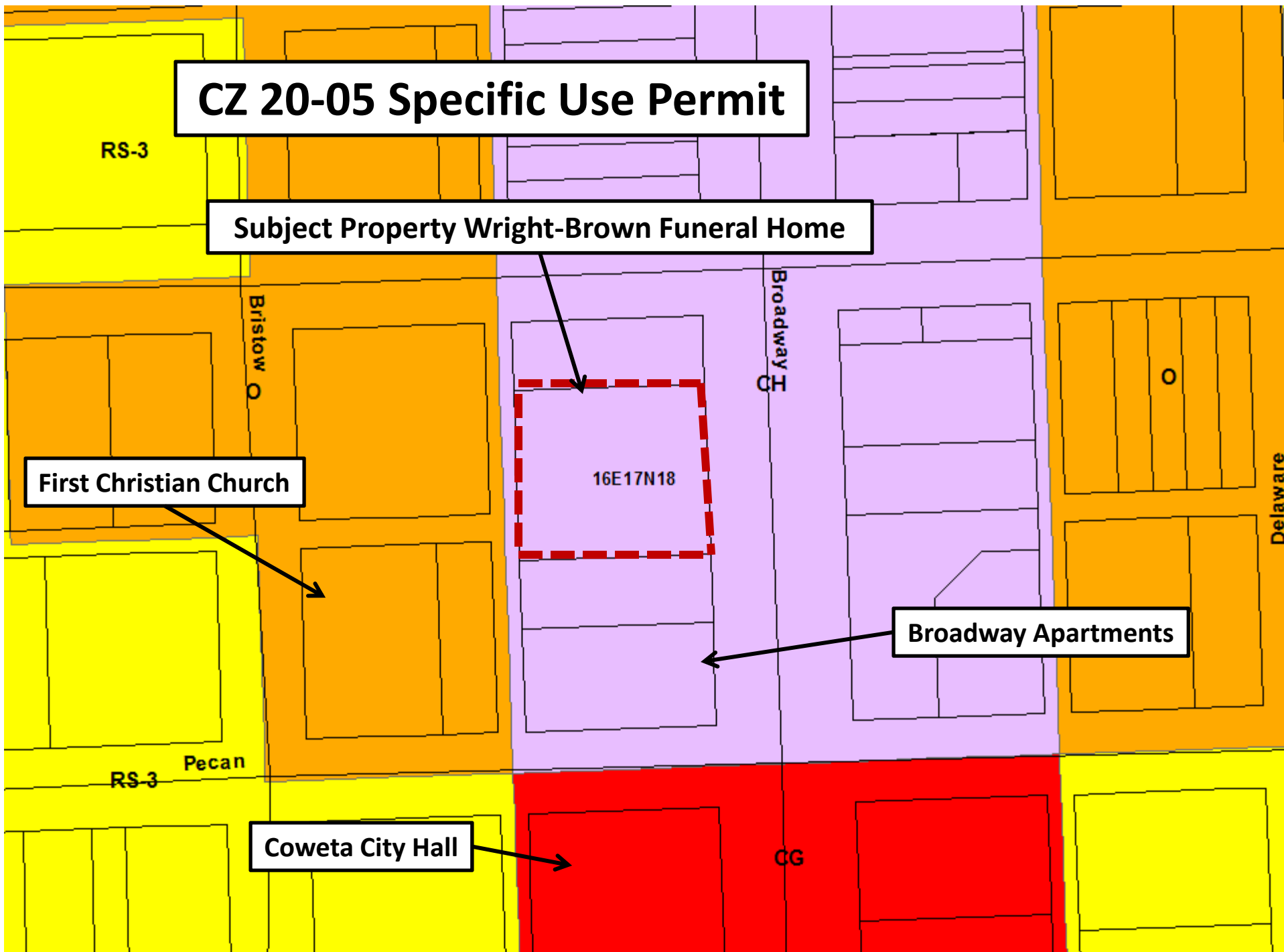
Bristow

Broadway

Delaware

RS-3 Pecan

CG



**Wright-Brown Family Funeral Home**  
**210 S. Broadway**  
**Coweta, OK 74429**

