



Office of Community of Development
**NOTICE OF A MEETING FOR
CITY OF CHICKASHA
PLANNING COMMISSION**

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act, including the posting of notices and agenda, be advised that the **City of Chickasha Planning Commission** of the City of Chickasha, Oklahoma, meeting on **Tuesday, September 12, 2023, at 4:00 PM.**

Said meeting will be held at City Hall, 2nd Floor City Council Chambers, 117 N. 4th Street, Chickasha, Oklahoma.

The City of Chickasha encourages participation from all its citizens. If special accommodations are needed, please notify the City Clerk at least 48 hours prior to the scheduled meeting. The City may waive the 48-hour rule if the necessary accommodations can be easily made.

AGENDA

1 Call to Order/Roll Call

2 Meeting Items

- a. Discussion, consideration and possible action to approve the minutes from the July 11, 2023 Meeting
- b. Public hearing to discuss and consider the Rezoning request for Bassm Alzoubi to rezone ***Lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof from R-1 Residential to C-2 General Commerical.***
- c. Discussion, Consideration and Possible action to approve the Rezoning request for Bassm Alzoubi to rezone ***Lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof from R-1 Residential to C-2 General Commerical.***
- d. Public hearing to discuss and consider the request for an oversized building for applicant Denise and Jim Gerlach to be located at 820 E Choctaw.
- e. Discussion, Consideration and possible action to approved the request for an oversized building for applicant Denise and Jim Gerlach to be located at 820 E Choctaw.

3 Motion to Adjourn.

Rachel Bernish, Community Development Director



City of
CHICKASHA

Meeting Type: Planning Commission 9/12/23

Meeting Date: 9/12/2023

Department: Community Development

Agenda Item No. 2.a.

AGENDA ITEM: Discussion, consideration and possible action to approve the minutes from the July 11, 2023 Meeting

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

Meeting Date:
September 12, 2023

V. ATTACHMENTS:

1. Minutes for City Planning 07-11-2023

PLANNING COMMISSION MEETING

07/11/2023 at: 4:00 pm

1. Call meeting to order:

Roll Call: Mike Mosley, Tim Smith, John Grote, Glenn Snedeker, James Schoppa, Vaughn Wand (alternate), Joe Hutmacher (alternate)

Present: Mike Mosley, Tim Smith, John Grote, Glenn Snedeker, James Schoppa

Absent:

Staff Present: Rachel Bernish Community Development Director, Darren Martin Chief Building Official, Kelly Deatherage Permit Clerk

Citizens Present: Janet Cobb, Brannon Bordwine and Vaughn Wand

2. Meeting Items

- a. Discussion, consideration, and possible action to approve the minutes of the June 13, 2023, meeting.

***Motion by: Smith and Seconded by Mosley**

Roll Call: Mike Mosley, Tim Smith, John Grote, Glenn Snedeker, James Schoppa, Vaughn Wand (alternate), Joe Hutmacher (alternate)

Ayes: Smith, Snedeker, Mosley, Grote, and Schoppa

Nays:

Abstain:

- b. Public hearing to discuss and consider the Use on Review request for a home daycare to be located at 917 S. 13th Street for applicant Kelsea Dobbins.

Hearing opened: 4:04 PM

Hearing closed: 4:04 PM

- c. Discussion, consideration, and possible action to approve the Use on Review Permit for a home daycare to be located at 917 S. 13th Street for applicant Kelsea Dobbins.

***Motion by: Smith and Seconded by Mosley**

Roll Call: Mike Mosley, Tim Smith, John Grote, Glenn Snedeker, James Schoppa, Vaughn Wand (alternate), Joe Hutmacher (alternate)

Ayes: Smith, Snedeker, Mosley, Grote, and Schoppa

Nays:

Abstain:

Motion carries: Yes

- d. Public hearing to discuss and consider the rezoning request for Brannan Bordwine located in n A Tract Of Land out of the E/2 W/2 NE/4 NW/4 Section 8, Township 6 North, Range 7 West of the I.M., Grady County, State of Oklahoma, described as follows: Beginning at the NW/Corner of said E/2 W/2 NE/4 NW/4 of section 8-6N-7W, I.M., Thence running East 150 Feet: Thence South 580.8 Feet; thence West 150 Feet; Thence North 580.8 Feet to the point of Beginning

Hearing opened: 4:10PM

Hearing closed: 4:14PM

- e. Discussion, consideration, and possible action to approve the rezoning request for Brannan Bordwine located in A Tract Of Land out of the E/2 W/2 NE/4 NW/4 Section 8, Township 6 North, Range 7 West of the I.M., Grady County, State of Oklahoma, described as follows: Beginning at the NW/Corner of said E/2 W/2 NE/4 NW/4 of section 8-6N-7W, I.M., Thence running East 150 Feet: Thence South 580.8 Feet; thence West 150 Feet; Thence North 580.8 Feet to the point of Beginning

Motion by: Smith and Seconded by Mosley

Roll Call: Mike Mosley, Tim Smith, John Grote, James Schoppa, Vaughn Wand (alternate), Glenn Snedeker

Ayes: Smith, Snedeker, Mosley, and Grote

Nays: Schoppa

Abstain:

Motion carries: Yes

3. Motion to Adjourn:

***Motion by: Smith and second by Schoppa to Adjourn**

Roll Call: Mike Mosley, Tim Smith, John Grote, Glenn Snedeker, James Schoppa, Vaughn Wand (alternate), Joe Hutmacher (alternate)

Ayes: Smith, Snedeker, Mosley, Grote, and Schoppa

Nays:

Abstain:

Meeting Adjourned: 4:26 PM



City of
CHICKASHA

Meeting Type: Planning Commission 9/12/23

Meeting Date: 9/12/2023

Department: Community Development

Agenda Item No. 2.b.

AGENDA ITEM: Public hearing to discuss and consider the Rezoning request for Bassm Alzoubi to rezone *Lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof from R-1 Residential to C-2 General Commerical.*

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

Meeting Date:
September 12, 2023

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Planning Commission 9/12/23

Meeting Date: 9/12/2023

Department: Community Development

Agenda Item No. 2.c.

AGENDA ITEM: Discussion, Consideration and Possible action to approve the Rezoning request for Bassm Alzoubi to rezone *Lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof from R-1 Residential to C-2 General Commerical.*

I. BACKGROUND/DESCRIPTION:

The applicant wishes to rezone approximately 10,500 sq ft to the Commercial 2 (C-2) District.
The applicant wishes to rezone to C2 so he may build a laundry mat.

II. RECOMMENDED ACTION:

approval

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: September 12, 2023	(From)		

V. ATTACHMENTS:

1. PC LAundry mat rezone (002) (002)
2. 20230907130100410



**NOTICE OF PUBLIC HEARING
PC PETITION
REQUEST FOR REZONE FROM R1 to C2.**

NOTICE IS HEREBY GIVEN, that the City Of Chickasha Planning Commission will hold a public hearing beginning at 4:00 p.m. on Tuesday, September 12th, 2023, at Chickasha City Hall, 117 North 4th St., Chickasha, Oklahoma. This public hearing is regarding the petition by Bassm Alzoubi requesting to rezone from Single Family Residential (R1) District to the Commercial 2 (C-2) District, one parcel approximately 10,500 Sq FT. The limit of the proposed rezoning includes the following described property:

Lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof

FUTURE TRACT 1 (to be C2).

lots 30,31, and 32 in block 1 in University Heights Addition to the City of Chickasha, Grady County, Oklahoma, according to the recorded plat thereof



BRIEF DESCRIPTION OF REQUEST: The applicant wishes to rezone approximately 10,500 sq ft to the Commercial 2 (C-2) District. The applicant wishes to rezone to C2 so he may build a laundry mat.

Any person supporting or having any objections to this petition may appear before the Planning Commission on the above date set for hearing and show cause why the petition should or should not be approved. Written comments regarding this petition should be emailed to Rachel.bernish@chickasha.org or be mailed to City of Chickasha, Community Development Department, 117 North 4th Street Chickasha, Oklahoma 73018.

Please call the Community Development Department at 405-222-6010 or email Rachel.Bernish@chickahsa.org should you have any questions regarding this petition.

Sincerely,

Rachel Bernish,

Assistant City Manager



Received: _____
Planning Commission Date: _____
City Council Date: _____

PROCESS AND PROCEDURES REZONING REQUEST

NOTE: PRIOR TO COMPLETING THIS APPLICATION, PLEASE REVIEW YOUR REQUEST WITH THE COMMUNITY DEVELOPMENT DIRECTOR. THIS WILL ALLOW US TO ADVISE YOU ON WHETHER YOUR PROPOSED CHANGE IS CONSISTENT WITH THE CITY'S COMPREHENSIVE PLAN AND TO INFORM YOU OF WHAT STAFF'S RECOMMENDATION TO THE PLANNING COMMISSION WILL BE.

APPLICANT RESPONSIBILITY

At least twenty-five (25) days prior to the Planning Commission meeting, all application materials shall be submitted to the Community Development Department.

Application materials include the following:

- ☒ A certified abstractor's list of property owners within 300' of the property for which the zoning change is requested. This is obtained from an abstract company.
- ☒ A completed application form.
- ☒ A letter requesting the zoning change and describing the purpose for the request signed and dated by the property owner.
- ☒ The application fee of ~~\$330.00~~ \$560.00. Payable by check, cash, money order or credit card.
- ☒ A plot plan of the property which shows all necessary information for the case.
- ☒ Any other information deemed necessary to understand the specifics of the request.



City of
Chickasha
Community Development

Received: _____
Planning Commission Date: _____
City Council Date: _____

APPLICATION FOR ZONING CHANGE

Applicant(s) Name: Bassm AL204bi

Address: 1601 West Grand ave.

Phone: 405-448-0381

Legal Description: 30-31-32 Block1 University Heights
addition

Address of subject property: 1602 Park ave.

Present zoning of subject property: R1

Proposed zoning of subject property: C2

Physical Characteristics of subject property: city LOT

Frontage on Street: 16TH STREET

Lot Depth: 140'

Drawing Attached: X YES _____ NO

Proposed Use for the Property: Laundry

Public Utilities Which Serve the property: city water, P50, Summit gas

Street, Surface Material: asphalt & concrete

City Water: X YES _____ NO, then list source of water _____

City Sanitary Sewer: X YES _____ NO, then list provider _____

Number of Off-Street Parking Spaces: 9

Surface Material of Parking Spaces: concrete

Owner of Record: Bassm AL204bi

Address: 1601 West Grand ave Chickasha OK 73018 Phone Number: 405-448-0381

ALL INFORMATION ON THIS FORM MUST BE COMPLETED IN ORDER TO PROCESS YOUR REQUEST

Applicant(s) Signature: [Signature] Date: 08/10/23

Dear Sirs

I am requesting a zoning change
from Residential To Commercial for the purpose
of Building a laundro-Mat at this location

Bassm AL Zoubi 08/10/23



Legal Publication
(Published in The Express-Star August 24,
2023)

NOTICE OF PUBLIC HEARING
PC PETITION REQUEST FOR
REZONE FROM R1 to C2.

NOTICE IS HEREBY GIVEN, that the City Of
Chickasha Planning Commission will hold a
public hearing beginning at 4:00 p.m. on
Tuesday, September 12th, 2023, at Chickasha
City Hall, 117 North 4th St., Chickasha,
Oklahoma. This public hearing is regarding the
petition by Bassm Alzoubi requesting to rezone
from Single Family Residential (R1) District to
the Commercial 2 (C-2) District, one parcel
approximately 10,500 Sq FT. The limit of the
proposed rezoning includes the following
described property:

Lots 30,31, and 32 in block 1 in University
Heights Addition to the City of Chickasha,
Grady County, Oklahoma, according to the
recorded plat thereof
FUTURE TRACT 1 (to be C2).

lots 30,31, and 32 in block 1 in University
Heights Addition to the City of Chickasha,
Grady County, Oklahoma, according to the
recorded plat thereof

BRIEF DESCRIPTION OF REQUEST: The
applicant wishes to rezone approximately
10,500 sq ft to the Commercial 2 (C-2) District.
The applicant wishes to rezone to C2 so he may
build a laundry mat.

Any person supporting or having any
objections to this petition may appear before
the Planning Commission on the above date set
for hearing and show cause why the petition
should or should not be approved. Written
comments regarding this petition should be
emailed to Rachel.bernish@chickasha.org or be
mailed to City of Chickasha, Community
Development Department, 117 North 4th Street
Chickasha, Oklahoma 73018.

Please call the Community Development
Department at 405-222-6010 or email
Rachel.Bernish@chickahsa.org should you
have any questions regarding this petition.

Sincerely,
Rachel Bernish,
Assistant City Manager

Proof of Publication

PC Laundry Mat Rezo

Affidavit of Publication

State of Oklahoma, County of Grady, ss:

I, the undersigned publisher, editor or Authorized Agent of the Chickasha
Daily Express, do solemnly swear that the attached advertisement was
published in said paper as follows:

1st Publication

August 24, 2023

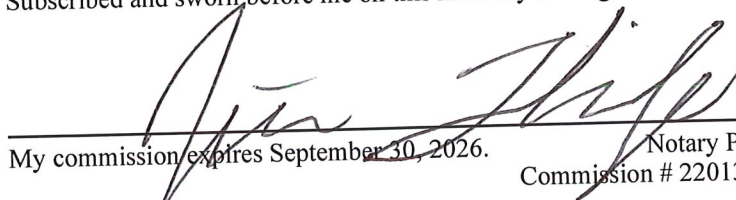
That said newspaper is Weekly, in the city of Chickasha, Grady County,
Oklahoma, a Weekly newspaper qualified to publish legal notices,
advertisements and publications as provided in Section 106 of Title 25,
Oklahoma Statutes 1971, as amended, and complies with all other
requirements of the laws of Oklahoma with reference to legal
publications.

That said Notice, a true copy of which is attached hereto, was published
in the regular edition of said newspaper during the period and time of
publications and not in a supplement, on the above noted dates.



Signature

Subscribed and sworn before me on this 25th day of August 2023.



My commission expires September 30, 2026.

Notary Public
Commission # 22013298

Cost of Publication \$ 42.15

Ad # 00514231

Acct # 22100075

Copies: 1

PAY TO

The Express Star
PO Drawer E
Chickasha, OK 73023





City of
CHICKASHA

Meeting Type: Planning Commission 9/12/23

Meeting Date: 9/12/2023

Department: Community Development

Agenda Item No. 2.d.

AGENDA ITEM: Public hearing to discuss and consider the request for an oversized building for applicant Denise and Jim Gerlach to be located at 820 E Choctaw.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

Meeting Date:
September 12, 2023

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Planning Commission 9/12/23

Meeting Date: 9/12/2023

Department: Community Development

Agenda Item No. 2.e.

AGENDA ITEM: Discussion, Consideration and possible action to approved the request for an oversized building for applicant Denise and Jim Gerlach to be located at 820 E Choctaw.

I. BACKGROUND/DESCRIPTION:

The applicant wishes to be granted an exception for an oversized building to be built on a parcel of land located at 820 E. Choctaw. The proposed building is approximately 960 SQ FT and has sidewalls with a height of 10ft.

II. RECOMMENDED ACTION:

Approval

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

Meeting Date:
September 12, 2023

V. ATTACHMENTS:

1. Gerlach Oversize_
2. 20230907131311789



**NOTICE OF PUBLIC HEARING
PC PETITION
REQUEST FOR An OVERSIZED BUILDING**

NOTICE IS HEREBY GIVEN, that the City Of Chickasha Planning Commission will hold a public hearing beginning at 4:00 p.m. on Tuesday, September 12th, 2023, at Chickasha City Hall, 117 North 4th St., Chickasha, Oklahoma. This public hearing is regarding the petition by Denise and Jim Gerlach requesting an oversized building exception.

BRIEF DESCRIPTION OF REQUEST: The applicant wishes to be granted an exception for an oversized building to be built on a parcel of land located at 820 E. Choctaw. The proposed building is approximately 960 SQ FT and has sidewalls with a height of 10ft.

Any person supporting or having any objections to this petition may appear before the Planning Commission on the above date set for hearing and show cause why the petition should or should not be approved. Written comments regarding this petition should be emailed to Rachel.bernish@chickasha.org or be mailed to City of Chickasha, Community Development Department, 117 North 4th Street Chickasha, Oklahoma 73018.

Please call the Community Development Department at 405-222-6010 or email Rachel.Bernish@chickahsa.org should you have any questions regarding this petition.

Sincerely,

Rachel Bernish,

Assistant City Manager





City of
Chickasha

117 North 4th Street
Chickasha, OK 73018

Community Development

Due On: _____

Planning Commission Meeting Date: _____

CITY OF CHICKASHA
APPLICATION FOR USE ON REVIEW

DATE: Aug 9, 23

1. Applicant(s) Name: Denise + Jim Gerlach
Address: 820 E Choctaw / 27 Village DR
Phone: 970-901-5844
2. Legal Description of subject property: _____
3. Address of subject property: 820 E Choctaw
4. Present zoning of subject property: Commercial / Ag?
5. Physical Characteristics of Subject Property:
Frontage on Street: _____
Lot Depth: _____
Drawing Attached: _____ YES _____ NO
6. Proposed Use for the Property: _____
7. Public Utilities Which Serve the Property:
Street, Surface Material: _____
City Water: _____ YES _____ NO, then list source of water _____
City Sanitary Sewer: _____ YES _____ NO, then list provider _____
8. Number of Off-Street Parking Spaces: _____
Surface Material of Parking Spaces: _____
9. Abstractors Certified Property Owners List Provided: ☒ YES _____ NO
10. Owner of Record: _____
Address: _____ Phone Number: _____
11. \$330.00 Application Fee Paid: _____ YES _____ NO

ALL INFORMATION ON THIS FORM MUST BE COMPLETED IN ORDER TO PROCESS YOUR REQUEST

Applicant(s) Signature: Denise Gerlach Date: Aug 9, 23

117 North 4th Street, Chickasha, Oklahoma 73018 (405)222-6010 Fax No. (405)574-1015

E-mail: rachel.bernish@chickasha.org

9/60

Rachel Bernish

From: Denise Gerlach <dgerlachphoto@gmail.com>
Sent: Wednesday, August 9, 2023 2:32 PM
To: Rachel Bernish
Subject: [EXTERNAL] Denise Gerlach building

Hi Rachel,

I am writing a letter to request, special, exception, or a variance on a building I had built. I did not realize that I was building something that did not meet code, and that I should have got a permit before building it. However, I would like to get in compliance, so I am writing a letter explaining the use of my building and why I desired it to be how it is. I am using it as a garage with a small workshop on the side. Which is one of the reasons why I placed it where it is so that it would be close to the house. Also, I wanted it to work as a fence on that side of the yard for my grandchildren that I watch quite a bit.

The building is a little taller than my house, but it only has 10 feet sidewalls. My house, however has a very flat roof, and it would be hard to get anything shorter than my house that would be able to use and get the most storage and space out of it. As for the size of the building, it is basically a three car garage building which I did not think was that excessive for a 2800 sf house. Like I said, we're going to use it as a two car garage and the other doors will be a little workshop/craft area.

I apologize for not getting a permit first, I grew up in an area where we always just worked on our houses and never had permit issues and I realize that is not the case. I would like to get in compliance with these rules, and I ask that you please except my request for a variance, so that I can be in compliance with the city. I would greatly appreciate it.

Thank you,

Denise Gerlach

Sent from my iPhone

Legal Publication
(Published in The Express-Star August 24,
2023)
NOTICE OF PUBLIC HEARING
PC PETITION REQUEST FOR An OVERSIZED
BUILDING

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petition by Denise and Jim Gerlach requesting
an oversized building exception.

BRIEF DESCRIPTION OF REQUEST: The
applicant wishes to be granted an exception for
an oversized building to be built on a parcel of
land located at 820 E. Choctaw. The proposed
building is approximately 960 SQ FT and has
sidewalls with a height of 10ft.

Any person supporting or having any
objections to this petition may appear before
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for hearing and show cause why the petition
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emailed to Rachel.bernish@chickasha.org or be
mailed to City of Chickasha, Community
Development Department, 117 North 4th Street
Chickasha, Oklahoma 73018.

Please call the Community Development
Department at 405-222-6010 or email
Rachel.Bernish@chickahsa.org should you
have any questions regarding this petition.

Sincerely,
Rachel Bernish,
Assistant City Manager

Proof of Publication

Gerlach Oversized Bld

Affidavit of Publication

State of Oklahoma, County of Grady, ss:

I, the undersigned publisher, editor or Authorized Agent of the Chickasha
Daily Express, do solemnly swear that the attached advertisement was
published in said paper as follows:

1st Publication

August 24, 2023

That said newspaper is Weekly, in the city of Chickasha, Grady County,
Oklahoma, a Weekly newspaper qualified to publish legal notices,
advertisements and publications as provided in Section 106 of Title 25,
Oklahoma Statutes 1971, as amended, and complies with all other
requirements of the laws of Oklahoma with reference to legal
publications.

That said Notice, a true copy of which is attached hereto, was published
in the regular edition of said newspaper during the period and time of
publications and not in a supplement, on the above noted dates.

Greta Samuel

Signature

Subscribed and sworn before me on this 25th day of August 2023.

My commission expires September 30, 2026.

Notary Public
Commission # 22013298

Cost of Publication \$ 31.80

Ad # 00514229

Acct # 22100075

Copies: 1

PAY TO

The Express Star
PO Drawer E
Chickasha, OK 73023

