

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
August 28, 2023 at 5:00 PM

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles avenue, Bixby, Oklahoma on August 25, 2023, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the meeting to order at 5:00pm

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Revelis
Councilor Hirshey (Not Present)

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
OC Walker, City Planner
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Agenda

- 1) Presentation, discussion, and update on Zoning Code and Subdivision Regulations.

Mayor Guthrie said Item 1 on the Work Session Agenda is up for discussion and consideration.
Item presented by OC Walker

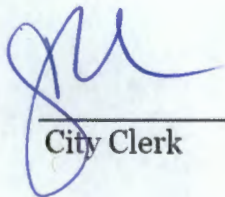
Others who spoke: Matrix team, Jared Cottle, Planning Commission, and Board of Adjustment

OC Walker and the Matrix team provide the council with an update on the status of the Matrix system for the City of Bixby. Discussions were held on the current audit report and the team's recommendations for zoning code and subdivision regulations. Representatives from Matrix presented to the council the suggestions for updating the code and forms for building codes and asked the council for feedback. The team is looking at comp plans, laws, and business processes

within the City. The Comp Plan will need to be amended to match the zoning codes. Discussions were held on the interactive interface for MyGov and for online users. Discussions were held on the information that had been provided to the Matrix team to assist with the audit. Mayor Guthrie advised the team that he would like to see consistency throughout the code. The Planning Commission and Board of Adjustment asks for standard requirements to be in place on PUD's for consistency. Discussions were held on the administrative language about the zoning code to be created for the developer during the application review and developer process. The council would like to see rules in place to make the process easier for applicants. The matrix team recommends the structure of regulations in the districts by consolidating requirements and avoiding cross-referencing. Discussions were on housing in the future in Bixby to integrate new technology and trends. Discussions were held on the flexibility of mobility within districts combining parking requirements, making them shared parking across different sites for having access to trails for pedestrians. Create clear rules on Codes and COMP plans to comply with state and federal requirements. Create visuals for the zoning districts for the planning process to advertise to the public. Further discussions were held on timelines for the project completion.

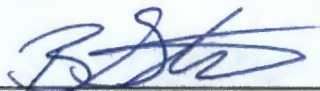
2) Adjournment

An adjournment was called at 5:58 pm



City Clerk





Mayor