

**MINUTES  
CITY OF DEL CITY  
PLANNING COMMISSION  
Regular Meeting  
April 24, 2025**

The Planning Commission of the City of Del City met in regular session at City Hall on April 24, 2025, at 6:00 p.m. Public notice of said meeting, setting forth thereon the date, time, place and agenda for the meeting was posted in prominent public view at the principal office of said City, at least forty-eight hours prior to said meeting, excluding Saturdays, Sundays and Holidays legally declared by the State of Oklahoma. Notice of said meeting, setting forth thereon the date, time, place and agenda for the meeting was given to the City Clerk at least forty-eight hours prior to said meeting, excluding Saturdays, Sundays, and Holidays legally declared by the State of Oklahoma. The following actions were included as items on said agenda.

**1. Call to Order**

Chairman Michelle Caruso called the meeting to order at 6:00 p.m.

**2. Roll Call**

City Planner, Andrew Meyers, took the roll call and the following were present at the meeting:

**Present:**

Michelle Caruso  
Joe Satterwhite  
Joshua Schultz  
Jacque Mooney  
Richard Hutchinson  
Wendell Kluge  
Terry Parker  
Michael Streetman

**Absent:**

Sam Turk

*There was a quorum and the meeting was held.*

**3. Pledge of Allegiance**

Chairman Michelle Caruso led the meeting in the Pledge of Allegiance

**4. Public and Commissioner Input**

A maximum of fifteen (15) minutes has been set aside for those wishing to discuss non-agenda items. Citizens may speak for a maximum of five (5) minutes during this time. Additional time can be granted at the Chair's discretion.

There was no public input from the attendees however there was some commissioner input. Commissioner Wendell Kluge spoke about the City and how the commissioners

were supposed to be getting iPads to be able to be ready for the meeting. He raised concerns about the plan and that the commissioners had not yet received the technology.

Joshua Schultz had some concern directed at the stoplight at the intersection of SE 15<sup>th</sup> Street, Vickie Road, and Interstate Highway 40. The commissioner also had concern about a car parked too close to the intersection of Matthews and 10<sup>th</sup>. The issue is that there is an off ramp to the highway and it is a dangerous intersection.

**5. Consent Docket**

Discussion, consideration, and possible action to approve, approve with modifications, or deny the following items:

- A. Approve Minutes of the January 30, 2025, meeting.
- B. Approve Minutes of the February 24, 2025, meeting.

Joshua Schultz made a motion to approve the consent docket, Joe Satterwhite seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**6. PC-RZ 674-25**

*901 N Sooner*

The applicant, Jeffrey Burr, on behalf of Ellsworth Construction, is seeking to rezone a portion of 901 N. Sooner from A-C to I-2.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for rezoning.

Joshua Schultz made a motion to open the public hearing, Richard Hutchinson seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing

Terry Parker made a motion to close the public hearing, Jacque Mooney seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the rezoning of 901 N. Sooner Rd to I-2, Heavy Industrial, District.

Joshua Schultz made a motion to approve the rezoning per PC application PC-RZ 674-25, Joe Satterwhite seconded the motion.

*A vote was conducted, and the rezoning passed 8-0, with one member absent.*

**7. PC-PLAT 675-25**

*901 N Sooner Rd.*

The applicant, Jeffrey Burr, on behalf of Ellsworth Construction, is seeking to Final Plat approximately 66 acres, encompassing 901 N. Sooner.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a Final Plat.

Wendell Kluge made a motion to open the public hearing, Joe Satterwhite seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Joe Satterwhite seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the Final Plat of 901 N. Sooner.

Terry Parker made a motion to approve the Final Plat of Crutch Creek Addition per PC application PC-PLAT 675-25, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**8. PC-PLAT 676-25**

*3900/4000 SE 29<sup>th</sup> St.*

The applicant, William Sullens, on behalf of SCI Oklahoma Funeral Services, is seeking to plat approximately 4.9996 acres out of the North Half of the Northeast Quarter of the

Northwest Quarter of Section 18, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a Preliminary Plat.

Joshua Schultz made a motion to open the public hearing, Joe Satterwhite seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Wendell Kluge seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the Preliminary Plat for 3900/4000 SE 29<sup>th</sup> Street.

Joshua Schultz made a motion to approve the Preliminary Plat per PC application PC-PLAT 676-25, Mike Streetman seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

**9. PC-SUP 677-25**

*5501 Main Street, Ste 103*

The applicant, Manuel Mata, is seeking a Special Use Permit (SUP) in order to sell alcohol at a restaurant.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a SUP.

Terry Parker made a motion to open the public hearing, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Richard Hutchinson seconded the motion.

*A vote was conducted, and the motion passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the SUP for on-premise alcohol sales at 5501 Main Street, Ste 102.

Joshua Schultz made a motion to approve the SUP for on-premise alcohol sales per PC application PC-SUP 677-25, Jacque Mooney seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**10. PC-ORD 678-25**

*Del City*

The City of Del City Community Development Department, along with the City Manager and legal counsel, is requesting a temporary moratorium on the erection of new billboards, or "Sign Non-Accessory [Electronic]" within the corporate City Limits of the City of Del City.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a moratorium.

Joshua Schultz made a motion to open the public hearing, Jacque Mooney seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing.

Wendell Kluge made a motion to close the public hearing, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the moratorium on new "Sign: Non-accessory [Electronic]", more commonly known as "billboards".

Wendell Kluge made a motion to approve the moratorium per PC application PC-ORD 678-25, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**11. PC-ORD 679-25**

*Del City*

The City of Del City Community Development Department is requesting an update to the current City of Del City Sign Regulations.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a Sign Ordinance update.

Joshua Schultz made a motion to open the public hearing, Mike Streetman seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Richard Hutchinson seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the updates to the Del City Sign Regulations.

Mike Streetman made a motion to approve the moratorium per PC application PC-ORD 679-25, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**12. PC-ORD 680-25**

*Del City*

The City of Del City Community Development Department is seeking to reclassify "Bail Bondsman and Bail Services" as its own use within the Zoning Ordinance and allowing that as a use.

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a SUP.

Wendell Kluge made a motion to open the public hearing, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Mike Streetman seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the reclassification of "Bail Bondsman and Bail Services" as its own use.

Richard Hutchinson made a motion to approve the establishment of commercial uses per PC application PC-ORD 680-25, Joshua Schultz seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**13. PC-ORD 681-25**

*Del City*

The City of Del City Community Development Department is seeking to add a definition of "Story (Building)" and limit the height of structures within the Interstate Highway Commercial District (H-C District).

**A. Staff Report**

City Planner, Andrew Meyers, presented the staff report.

**B. Public Hearing**

Discussion, consideration, and possible action to approve or deny holding a public hearing on the above-referenced application for a zoning code update.

Terry Parker made a motion to open the public hearing, Joe Satterwhite seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

There was no public input for the public hearing.

Joshua Schultz made a motion to close the public hearing, Terry Parker seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**C. Ruling on Application**

Discussion, consideration, and possible action to approve, approve with modifications, or deny, the height limitation on structures within the Interstate Highway Commercial District.

Joshua Schultz made a motion to approve the height limitation in the H-C district per PC application PC-ORD 681-25, Terry Parker seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

**14. Commissioner Input**

Joshua Schultz mentioned several events such as Long John Silvers grand reopening, a visit from the Lt. Governor of Oklahoma, and a Lunch and Learn in August.

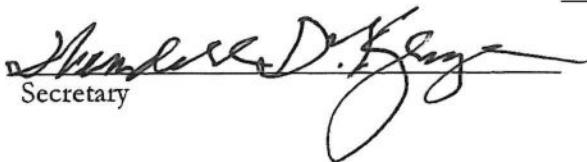
**15. Adjournment**

Michelle Caruso made a motion to adjourn the meeting, Terry Parker seconded the motion.

*A vote was conducted, and the motion was passed 8-0, with one member absent.*

The meeting was adjourned at 6:52 p.m.

APPROVED THIS 22 DAY OF May, 2025.

  
Secretary

  
Chairman