

Meeting Minutes for the
Regular Meeting of the Del City Board of Adjustment

September 8, 2025

The Board of Adjustment of the City of Del City met in regular session at City Hall on September 8, 2025. Public notice of said meeting, setting doeth 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 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

AGENDA

1. Call to Order

Chairman Joe Satterwhite called the meeting to order at 6:00 p.m.

2. Roll Call

Roll Call was conducted, and board members present are:

Jason Coleman
Joe Satterwhite
Jim Studebaker
Rex Warlick
Christy Duane

Staff members present:

Andrew Meyers, City Planner

3. Pledge of Allegiance

Joe Satterwhite led the meeting in the Pledge of Allegiance.

4. Public and Board Member 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.)

Jim Studebaker mentioned that Rex Warlick welcomed a second (2nd) great grandchild.

Christy Duane mentioned neighbors night out. This will be from 6-8:00 p.m. on October 7, 2025 at Sequoyah Park.

5. **Consent Docket**

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

- A. Approve Minutes of the January 13, 2025, Regular Meeting.
- B. Approve Minutes of the June 9, 2025, Regular Meeting.
- C. Approve Minutes of the July 14, 2025, Regular Meeting.

Jason Coleman made a motion to approve the consent docket, Rex Warlick seconded the motion.

A vote was conducted, and the motion was passed 4-0 (2 abstain)

6. **Building Code Variance – BA/BCV 208-25**
4408 E Reno

A. Staff Report

Andrew Meyers, City Planner, gave the staff report.

B. Public Hearing

Discussion, consideration, possible action to approve, approve with modifications or deny the above-referenced application which seeks a variance to the Del City Building Code in order to remodel the garage into a living space. Requested by Andrew Meyers. City Planner.

Jason Coleman made a motion to open the public hearing, Christy Duane seconded the motion.

A vote was conducted, and the motion was passed unanimously.

Austin Hamm, 525 NW 11th Street, reiterated the staff report. In addition he mentioned that the construction had not started and that denying the variance, it would create an unnecessary hardship for the applicant.

Jason Coleman made a motion to close the public hearing, Christy Duane seconded the motion.

A vote was conducted, and the motion was passed unanimously.

C. Ruling on Application

Discussion, consideration, possible action to approve, approve with modifications or deny the above-referenced application which seeks a variance to the Del City Building Code in order to remodel the garage into a

living space. Requested by Andrew Meyers, City Planner.

Christy Duane made a motion to approve BA/BCV 208-25, Rex Warlick seconded the motion.

A vote was conducted, and the motion was passed unanimously.

7. Board Member Input

There was no Board Member input.

8. Adjournment

Joe Satterwhite made a motion to adjourn the meeting, Rex Warlick seconded the motion.

A vote was conducted, and the motion was passed unanimously.

The Planning Commission meeting was adjourned at 6:12 p.m.

APPROVED THIS 8 DAY OF Dec, 2025.



Chairman



Secretary