

**TOWN OF HOCHATOWN  
REGULAR MEETING OF THE PLANNING COMMISSION**

August 28<sup>th</sup>, 2025, at 4:00 p.m.

Hochatown Town Hall

101 Rock Oak Lane - Hochatown, OK 74728

**MEETING MINUTES**

All items on this agenda, including but not limited to any agenda item concerning the recommendation of the adoption of any ordinance, resolution, or any other item of business, are subject to **amendment**, including additions and or deletions. This rule will apply to every individual agenda item without exception, and without providing the same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the Commission will be advised to continue the item.

The Commission may recommend approval, recommend denial, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Commission may refer the matter to staff, attorney.

**1. Call to Order.**

*Who ordered:* Chairman Tommy (Blue) McDaniel

*Time:* 4:05 p.m.

**2. Roll Call.**

Member Name	Present	Absent
Chairman Tommy (Blue) McDaniel	Y	
Ruth Notestine	Y	
Courtney Shupert		Y
Scott Cross	Y	
Scott Christian	Y	

A quorum was present.

**3. Public Comment.**

There were no requests to address the Board.

**4. Consent Docket:**

- a. Approval of the July 31, 2025, Regular Meeting Minutes.

*Motion:* To approve Consent Docket.

*By:* Scott Cross

*Second:* Scott Christian

**Roll Call Vote:**

<b>Member</b>	<b>Vote</b>
Chairman Tommy (Blue) McDaniel	Y
Ruth Notestine	Y
Courtney Shupert	Absent
Scott Cross	Y
Scott Christian	Y

The motion carried.

- 5. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding a proposed amendment to Zoning Ordinance Section 20-3-9(A)(2) related to mobile food unit operations.**

Town Administrator Adam Vossen explained that the current ordinance only permits operation within designated food truck parks. Commissioners expressed concerns about unregulated vendors, noting potential issues with public safety, sanitation, and fairness to brick-and-mortar businesses.

The Board took no action.

- 6. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) on the draft Hochatown Subdivision Regulations.**

The Commission reviewed the draft Hochatown Subdivision Regulations and emphasized the need to adopt regulations soon to prevent unregulated development.

The Board took no action.

- 7. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) regarding the draft Fee Schedule for Alcoholic Beverage Licenses.**

*Motion:* To approve setting fee at 10% of the state license fee, not to exceed \$100 annually, per state tax ID and per location, based on Title 37A, Section 2-101, effective August 28, 2025.

*By:* Ruth Notestine

*Second:* Scott Christian

**Roll Call Vote:**

<b>Member</b>	<b>Vote</b>
Chairman Tommy (Blue) McDaniel	Y
Ruth Notestine	Y
Courtney Shupert	Absent
Scott Cross	Y
Scott Christian	Y

The motion carried.

**8. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding proposed amendments to the Town of Hochatown road design standards.**

Commissioners noted that the current standards only address major collector roads, and proposals were presented to add residential and local road standards, including a 40-foot right-of-way with 20 feet of pavement, a 50-foot cul-de-sac radius, and the potential prohibition of on-street parking in certain cases. The Commission agreed that updated standards are needed but deferred action until engineering drawings and formal recommendations are available.

The Board took no action.

**9. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the review of the preliminary plat for “Evergreen Hills.”**

The preliminary plat for the Evergreen Hills subdivision was reviewed, with the surveyor having made the requested changes to setbacks, easements, and cul-de-sac design. The Oklahoma Department of Environmental Quality also reviewed and approved the lots for septic and aerobic systems. However, due to the pending adoption of updated road design standards, the Commission deferred action.

The Board took no action.

**10. New Business: any matter not known or which could not have been reasonably foreseen prior to the time of posting the agenda.**

Chairman McDaniel initiated discussion on the definition of “conflict of interest,” particularly as it applies to financial thresholds and familial relationships in a small-town context.

**11. Discussion, consideration and possible action to adjourn.**

*Motion:* To adjourn.

*By:* Scott Cross

*Second:* Scott Christian

**Roll Call Vote:**

Member	Vote
Chairman Tommy (Blue) McDaniel	Y
Ruth Notestine	Y
Courtney Shupert	Absent
Scott Cross	Y
Scott Christian	Y

The motion carried and the meeting adjourned.

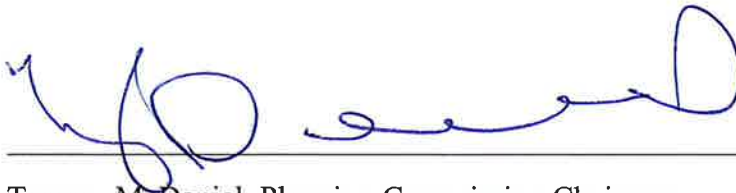
Time: 5:02 p.m



Scott Christian, Planning Commission Member



Scott Cross, Planning Commission Member



Tommy McDaniel, Planning Commission Chairman



Ruth Notestine, Planning Commission Member

ABSENT



Courtney Shupert, Planning Commission Member

Attest:



Julie Arrieta, Town Clerk

