



MEETING NOTICE AND AGENDA

Town of Washington Planning Commission

Monday, December 8, 2025 5:30pm

Town of Washington Town Hall 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

| | | |
|---------------------|----------------------|--------------|
| David Briscoe: | Catherine Goodspeed: | Beau Potter: |
| Ricky Reed (Chair): | Michael Winn: | |

3. **Pledge of Allegiance & Presentations**

- A. Pledge of Allegiance
- B. Presentations (if any)

4. **Consent Agenda**

- A. Approve the Minutes of the November 4, 2025 Planning Commission Meeting.

| | | |
|----------------|----------------------|--------------------|
| Motion: | Second: | Recording of Votes |
| David Briscoe: | Catherine Goodspeed: | Beau Potter: |
| Ricky Reed: | Michael Winn: | |

5. **Action Items & Public Hearings**

- A. Discuss and consider possible approval, denial, postponement, or other action regarding drafted changes to the ZONING ORDINANCE FOR THE TOWN OF WASHINGTON, OK (Adopted March 20, 1989), SECTION 35. DOWNTOWN COMMERCIAL ZONING DISTRICT (C-1), "Special Requirements" subsection.

| | | |
|----------------|----------------------|--------------------|
| Motion: | Second: | Recording of Votes |
| David Briscoe: | Catherine Goodspeed: | Beau Potter: |
| Ricky Reed: | Michael Winn: | |

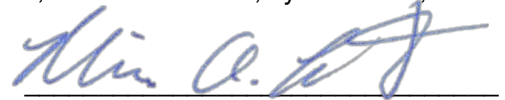
- B. New Business (if any).

6. **Workshop/Work Session & Public Comments**

- A. Discuss the 1989 Zoning Ordinance, drafted Unified Development Code, and Official Zoning Map. No action will be taken.
- B. Public Comment (each speaker limited to three minutes)

7. **Adjournment** Time _____

This agenda was filed in the office of the Town Clerk and posted at 12/5/2025 4:50pm, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N Main St., Washington, Oklahoma 73093, by Mica Lunt, Town Administrator.



Town Administrator



MINUTES

Town of Washington Planning Commission
Tuesday, November 4, 2025 5:30pm
Town of Washington Town Hall 204 N. Main St., Washington, OK 73093

1. **Call to Order.** The meeting was called to order by Chairperson Reed at 5:30pm.
2. **Roll Call.** Roll call was taken and the following Commissioners were present: David Briscoe, Michael Winn, Ricky Reed, Catherine Goodspeed, and Beau Potter. No Commissioners were absent.
3. **Pledge of Allegiance & Public Comments.** Chairperson Reed led the Pledge of Allegiance.

Paul Aday advised that the proposed zoning for the properties at 701 & 703 S Dean were wrong, that he wanted them to be zoned agricultural, and he advised that the Town of Washington had a zoning map that hung on the wall in the Town Hall prior to it's remodel. When asked if the zoning map was supported by ordinances, Paul advised he did not know.

Shelia Vercher advised she did not agree with any of the restrictions of the proposed Unified Development Code.

Justin Braziel advised that we were a railroad town and that we did not need any restrictions.

Lourrinda Renee spoke about several items including the cemetery, volunteers, and other matters.

4. **Public Hearing & Action Items**

- A. Conduct a public hearing and consider possible approval, denial, postponement, or other action regarding the Unified Development Code, Zoning Code, including land use tables, development standards, PUDs, specific use permits, nonconforming uses, subdivision coordination, and administrative provisions.

Larry Curtis was asked for an overview of the Unified Development Code and provided an outline of the UDC outlining what can and cannot be built in the various zoning districts.

Chairperson Reed opened the Public Hearing at 5:49pm.

Tim Wilk asked about nonconforming properties and if they are grand-fathered in. Larry Curtis explained nonconforming properties.

Several citizens asked questions about the "50% Rule" and clarifying information as well as a brief history of the rule was provided.

Delores Givens asked if flood insurance was able to be obtained by residents. It was explained that the Town currently does not have ordinances in place for floodplain management. Shelia Vercher and Delores Givens discussed flooding and water drainage concerns.

Lourrinda Renee advised that restrictions have not been evenly applied across the board and complained about driving in the Town, support for the Fire Department, flooding from newer housing developments in the Town, a lack of there being a City Engineer and Building Inspectors, water and utility rates, and several other issues not directly related to zoning.

Justin Braziel asked for a Facebook post regarding FEMA regulations, and he stated that he wanted stipulations on the 12-month vacancy rule regarding active-duty members of the military.

There was a discussion regarding annexation matters.

Natalie Wansick asked if there were any restrictions on what types of animals could be housed on agriculturally zoned properties.

A request for members of the Planning Commission to introduce themselves was made. Each Commissioner introduced themselves and provided information about their background.

A motion was made by Chairman Reed to recommend approval of the UDC to the Board of Trustees with 701 and 703 S Dean zoned as agricultural and for Section 6.5 Termination or Abandonment, Subsection B. Vacancy first bullet point to read: "The use has ceased for 12 months or more (unless owner is deployed on active military duty)." The motion was seconded by Commissioner Winn. Votes were recorded as follows: David Briscoe Yes, Michael Winn Yes, Ricky Reed Yes, Catherine Goodspeed Yes, Beau Potter Yes.

B. New Business (if any). There was no new business.

6. Adjournment. Chairperson Reed adjourned the meeting at. 7:09pm.

These minutes were approved by the Washington Planning Commission on _____.

Chairperson

Town Administrator



Ordinance ____ - ____

AN ORDINANCE AMENDING THE ZONING ORDINANCE FOR THE TOWN OF WASHINGTON, OKLAHOMA (ADOPTED MARCH 20, 1989) BY AMENDING ARTICLE II. SPECIFIC ZONING DISTRICT REGULATIONS, SECTION 35 (DOWNTOWN COMMERCIAL ZONING DISTRICT (C-1)), SUBSECTION "SPECIAL REQUIREMENTS" BY ADOPTING ARCHITECTURAL REGULATIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING A REPEALER.

Whereas, The Town of Washington Zoning Ordinance was adopted on March 20, 1989 and is in need of revision due to the immediate development opportunity of the Downtown area and desire to preserve its historic architectural beauty; and,

Whereas, the originally adopted ordinance does not have any provisions regarding façade materials or storefront guidelines.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WASHINGTON, OKLAHOMA:

Section 1. Amendments. Section 35. Downtown Commercial Zoning District (C-1), Subsection "Special Requirements" shall now have an additional item #5, which shall read:

5. Façade alterations and storefront guidelines.

a. Applicability: all exterior modifications to contributing structures or infill development

b. Standards:

i. Original materials (brick, wood, stone) should be **retained or repaired** whenever possible.

ii. Replacement materials must closely **match the original in appearance and texture**.

iii. Blank walls along street-facing façades are not permitted.

New façades must include:

a. A defined **base, middle, and top (cornice)**;

b. A storefront zone with **at least 60% transparency**;

c. Architectural detailing that reflects historic patterns (e.g., transoms, recessed entries).

Section 2. Severability. If any section, subsection, sentence, clause, or phrase of these Ordinances are, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of these Ordinances.

Section 3. Repealer. All other Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

ADOPTED AND PASSED by the Board of Trustees of the Town of Washington, Oklahoma, on this ____ day of _____, 20____.

SIGNED by the Mayor of the Town of Washington on this _____ day of _____, 20____.

Joel Siria, Mayor

ATTEST:

Kasey Leshner, Town Clerk

Approved as to form this _____ day of _____, 20____.

Municipal Attorney