

**MINUTES**  
**CITY OF BETHANY**  
**PLANNING AND ZONING COMMISSION**  
**AUGUST 21, 2025**

MEMBERS PRESENT: Justin Peck, Chair  
James Clemmer, Vice-Chair  
Robert Helton  
Steve Marx  
Jennifer Edmonson  
Trent Reid  
Arvel Williams

MEMBERS ABSENT: Keith Wright  
Ron Crouch

STAFF PRESENT: Ray Jones, City Attorney  
Brent Crecelius, Comm. Dev. Director  
Raquelynne Diaz, Comm. Dev. Associate  
Linda Hlinicky, Adm. Assistant

NOTICE: Agenda posted in the lobby and on the front door of Bethany City Hall, 6700 NW 36th St., Bethany, OK 73008 on or before Friday, August 15, 2025 at 4:00 p.m.

Justin Peck, Chair called the meeting to order. Steve Marx gave the invocation. Motion was made by Robert Helton, seconded by James Clemmer to approve the August 7, 2025 Planning and Zoning Commission minutes as emailed. The votes are as follows: AYE- Justin Peck, James Clemmer, Robert Helton, Steve Marx, Jennifer Edmonson, Arvel Williams. NAY- None. ABSTAIN- Trent Reid. The motion carried 6 - 0 - 1.

**ITEM 1:**     **PC 25-15**  
Consider a request by Brian Murray, Applicant, and City of Bethany, Property Owner for a special use permit for an accessory building at 3919 N. Rockwell Ave.

**LEGAL DESCRIPTION:** Forrest Highland 000 000 Beg. NE/C, Blk. 4, S. 250 Ft., W. 300.07 Ft., N. 250 Ft., E. 300.07 Ft. to Beg.  
**(ITEM TO BE HEARD BY CITY COUNCIL ON SEPTEMBER 2, 2025.)**

**ACTION:** Brett Crecelius, Comm. Dev. Director presented the staff report to consider a special use permit for an accessory building at 3919 N. Rockwell Ave. that will be used as a training facility. The

applicant went to the Board of Adjustment for a variance request and was approved. Crecelius summarized the zoning of surrounding properties and presented photos of the proposed structure.

Commissioner Reid asked about fencing around the proposed structure.

Brian Murray, Bethany Fire Chief stated there will be fencing put up around the structure.

Commissioner Clemmer asked when they would start building the structure.

Brian Murray, Bethany Fire Chief explained it will be a couple of months from now after we receive all the approvals.

Commissioner Clemmer asked staff if any comments have been received from the public.

Brett Crecelius, Comm. Dev. Director stated we have not received any comments from the public.

After some discussion, motion was made by Steve Marx, seconded by Trent Reid to recommend approval of the special use permit for an accessory building at 3919 N. Rockwell Ave. The votes are as follows: AYE- Justin Peck, James Clemmer, Robert Helton, Steve Marx, Jennifer Edmonson, Trent Reid, Arvel Williams. The motion carried unanimously 7 - 0.

**ITEM 2:**     **PC 25-17**

Discussion and possible action for an ordinance on hearing procedures for the Planning and Zoning Commission.

**ACTION:**     Brett Crecelius, Comm. Dev. Director passed the ordinance item off to the Ray Jones, City Attorney who drafted the ordinance.

Ray Jones, City Attorney spoke about the new sub-section G that lays out hearing procedures for the Planning and Zoning Commission to review; and see if any proposed changes need to be made.

Commissioner Helton asked if we really need time limits for the applicants.

Ray Jones, City Attorney said yes you do.

Commissioner Edmonson questioned wording in (G)(3), "absence or failure to vote". Could we change the word failure?

Ray Jones, City Attorney said a failure to vote would be an abstention.

Motion was made by James Clemmer, seconded by Steve Marx to recommend approving the proposed ordinance on hearing procedures for the Planning and Zoning Commission with the following changes:

- 1) G(1)(d): change the word "lengthen" to "alter".
- 2) G(3): change the work "failure" to abstention.

The votes are as follows: AYE- Justin Peck, James Clemmer, Robert Helton, Steve Marx, Trent Reid, Jennifer Edmonson, Arvel Williamson. NAY- None. ABSTAIN - None. The motion carried unanimously 7 - 0.

**ITEM 3: PC 25-18**

Discussion and possible action for an ordinance on pressure release valves and back water prevention systems.

**ACTION:** Brett, Crecelius, Comm. Dev. Director presented the ordinance on pressure release valves and back water prevention systems. This is something that was recommended by City Council that we look at pop-off valves and retrofitting drain cleanouts. We did decide to step up the back water prevention to three plus units (in the plumbing code it is four plus units). We added the backwater clause in Section B. Section A is the pop-off cap. He presented photos of each one.

Commissioner Williams asked if this is already a part of the IPC.

Brett Crecelius, Comm. Dev. Director said in working with the City Inspector, it was four plus units commercial and residential units.

Ray Jones, City Attorney said the State is the minimum standard. The municipalities can take more strenuous path.

Commissioner Williams asked if there any reason why this should not apply to single residences.

Brett Crecelius, Comm. Dev. Director stated if the Commission feels we should, that would be an option.

Commissioner Peck asked if we should change "B" to new construction or renovation of commercial and residential properties?

Ray Jones, City Attorney said we could word section with connection to public sewer.

Ray Jones, City Attorney said we need to explore the definition of renovation under IPC. If there is not a definition of renovation, then we need to create a definition.

Commissioner Williams suggested anytime you change the connection to the sanitary sewer that you have to upgrade.

After several comments, Brett Crecelius, Comm. Dev. Director said after hearing the comments, we can produce a new draft of the proposed ordinance and come back to another meeting.

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Motion was made by Arvel Williams, seconded by James Clemmer to adjourn. The motion carried unanimously 7 - 0.