

MINUTES  
CITY PLANNING COMMISSION

Minutes of the City Planning Commission meeting held June 4, 2020 in the City Council Auditorium, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 1:30 p.m. by Vice-Chairman John Jones.

MEMBERS PRESENT:     Ron Jarvis  
                                 Paula Bowen\*  
                                 Neil Springborn  
                                 Darren Medders  
                                 John Jones  
                                 Dave Davison

MEMBERS ABSENT:     David Denham  
                                 Deborah Jones

ALSO PRESENT:        Richard Rogalski, Secretary  
                                 Debbie Dollarhite, Assistant Secretary  
                                 Greg Gibson, Assistant City Attorney  
                                 Tammy Anderson, Recording Secretary  
                                 Christine James, Housing & Community Development  
                                 Administrator

\*entered meeting at 1:32 p.m.

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HOLD A PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON THE  
CITIZEN PARTICIPATION PLAN AMENDMENT AND PROVIDE A  
RECOMMENDATION TO THE CITY COUNCIL.

The purpose of the Citizen Participation Plan is to encourage broad citizen participation and provide Lawton's citizens impacted or affected by federal housing and community development programs, particularly low- and moderate-income citizens of the community, opportunities to participate in the consolidated and annual planning processes. The Citizen Participation Plan requires a public hearing before the City Planning Commission (CPC) and City Council to consider any adoption of plans or substantial amendments along with a public notice requirement of at least fifteen days. In April of this year, the CARES Act was approved in response to the COVID-19 pandemic and as a result, HUD has made several exceptions available in order for municipalities to respond quickly. One of the exceptions is to reduce the public hearing notice requirement to five days. This Amendment will reduce the public hearing notice requirement to five days for amendments to the Citizen Participation Plan, Annual Action

Plan for 2019, Consolidated Plan for 2016-2020, and Annual Action Plan for 2020 in response to the CARES Act.

Vice-chairman J. Jones declared the public hearing open.

Vice-chairman J. Jones declared the public hearing closed.

**MOTION by Medders, SECOND by Bowen, to recommend to the City Council approval of the Citizen Participation Plan Amendment. AYES: Jarvis, J. Jones, Medders, Davison, Bowen, Springborn. NAYS: None. MOTION CARRIED 6 - 0.**

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HOLD A PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON THE CONSOLIDATED PLAN AMENDMENT FOR 2016-2020 AND PROVIDE A RECOMMENDATION TO THE CITY COUNCIL.

The Citizen Participation Plan requires a public hearing before the City Planning Commission (CPC) and City Council to consider any substantial Amendment to the Consolidated Plan for 2016-2020. The purpose of the hearings is to obtain input from Lawton citizens prior to the approval of the amendment by the City Council. The Consolidated Plan for 2016-2020 was originally approved on April 26, 2016 and outlines the community's strategy for implementation of housing and community development activities. In April of this year, the CARES Act was approved in response to the COVID-19 pandemic and as a result, the City of Lawton has been allocated \$419,193 in CDBG-CV1 funds. The Amendment to the Consolidated Plan for 2016-2020 will create a Covid-19 Project which will allow for the development and implementation of a new program in the Annual Action Plan for 2019.

Vice-chairman J. Jones declared the public hearing open.

Vice-chairman J. Jones declared the public hearing closed.

Commissioner Davison asked how this funding would be spent.

James said currently all funding from the CARES act is being used for the utility assistance program. However, the funding can be used for other purposes if it's not being spent in a timely manner.

**MOTION by Jarvis, SECOND by Medders, to recommend to the City Council approval of the Consolidated Plan Amendment for 2016-2020. AYES: Springborn, Jarvis, Medders, Davison, Bowen, J. Jones. NAYS: None. MOTION CARRIED 6 - 0.**

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HOLD A PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON THE ANNUAL ACTION PLAN AMENDMENT FOR 2019 AND PROVIDE A RECOMMENDATION TO THE CITY COUNCIL.

The Citizen Participation Plan requires a public hearing before the City Planning Commission (CPC) and City Council to consider any substantial Amendment to the Annual Action Plan (AAP) for 2019. The purpose of the hearings is to obtain input from Lawton citizens prior to the approval of the amendment by the City Council. The AAP for 2019 was originally approved on April 23, 2019 and allocated funds for the program year beginning July 1, 2019 and ending June 30, 2020. In April of this year, the CARES Act was approved in response to the COVID-19 pandemic and as a result, the City of Lawton has been allocated \$419,193 in CDBG-CV1 funds. The Amendment to the AAP for 2019 will set aside these funds to be used for a utility assistance program that will be managed by the Lawton Housing Authority.

Vice-chairman J. Jones declared the public hearing open.

Vice-chairman J. Jones declared the public hearing closed.

**MOTION by Medders, SECOND by Davison, to recommend to the City Council approval of the Annual Action Plan Amendment for 2019. AYES: Jarvis, J. Jones, Medders, Davison, Bowen, Springborn. NAYS: None. MOTION CARRIED 6 – 0.**

#### COMMISSIONERS' REPORTS OR COMMENTS

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#### SECRETARY'S REPORT

None.

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#### AUDIENCE PARTICIPATION

None.

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Meeting adjourned at 1:47 p.m.

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John Jones, Vice-Chairman  
City Planning Commission

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