



STILLWATER WEST 51 DEVELOPMENT DISTRICT PROJECT PLAN

CITY OF STILLWATER, OKLAHOMA

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Paula J. Dennison, Development Services Director
Aaron Baggarly, Planning Manager
John E. Dorman, City Attorney

Adopted April 4, 2016

I. INTRODUCTION

The Stillwater West 51 Development District is established pursuant to the Local Development Act, 62 O.S. §850, *et seq.*, for the purpose of facilitating key development objectives, stimulating private investment, enhancing the tax base, and generally improving the quality of life for Stillwater citizens. This project is a significant element in fostering public-private partnerships to create the type of community development that the City of Stillwater seeks but can achieve only by means of the financing tools available under the Local Development Act.

II. BOUNDARIES

The “Project Area” is the geographic area wherein the activities authorized by this Project Plan will occur. This area consists of all presently unproductive, undeveloped, and underdeveloped commercially zoned properties lying north and south of State Highway 51 (also known as “Sixth Avenue”) situated between Range Road on the west and Sangre Road on the east. This area is more particularly described by the legal description and map appended hereto as Exhibit “A.” These are also the boundaries of “Increment District No. 2, City of Stillwater.”

III. ELIGIBILITY

The Project Area is a reinvestment area as defined by 62 O.S. §853(17). It is an area requiring public improvements to serve as a catalyst for retaining or expanding employment, to attract major investment in the area, and to preserve or enhance the tax base. The Project Area is considered unproductive, undeveloped and underdeveloped as required by Article 10, §6C of the Oklahoma Constitution.

IV. OBJECTIVES

The principal objectives of the project and Increment District No. 2 are:

A. To serve as a catalyst for retaining or expanding employment and to attract major investment in the area.

B. Provide funding through apportionment of tax increments for site acquisition and preparation, public facilities and improvements, and other public enhancements required by the Stillwater Municipal Code to support new retail development in the Project Area.

C. To preserve and enhance the tax base and make possible investment, development, and economic growth that would otherwise be difficult without the project and the apportionment of incremental sales tax revenues.

D. To stimulate private commitments to invest and reinvest in the Project Area.

E. Increase sales tax revenues, raise property values, and improve economic stability.

F. To create an attractive viable commercial retail area to attract residents and visitors.

V. PROJECT IMPLEMENTATION

This Project Plan shall be implemented through the utilization of any combination of the following actions as determined appropriate for the entire project or any individual development eligible herein:

A. Planning and design.

B. Site preparation or rehabilitation.

C. Acquisition of real property for public improvements, including, but not limited to utilities, streets, sidewalks, traffic control, and drainage facilities, necessary for development in the Project Area.

D. Construction, modification, rehabilitation, or repair of public improvements, including, but not limited to utilities, streets, sidewalks, traffic control, and drainage facilities.

E. Construction of aesthetically based improvements including, but not limited to landscaping and streetscaping.

F. "Development Agreements" to encourage private investment in the Project Area.

G. Any action compensable as a "project cost" pursuant to 62 O.S. §853(17).

VI. INCREMENT DISTRICT NO. 2, CITY OF STILLWATER

A. Increment District No. 2, City of Stillwater, a sales tax increment district, is hereby created.

B. A portion of the non-dedicated sales tax generated by entities located within the Project Area operating under a development agreement executed pursuant to the provisions of this Project Plan may be used to pay Project Costs for a period not to exceed twenty (20) fiscal years from the effective date of Increment District No. 2, City of Stillwater, as provided by law, or the period required for payment of the Project Costs authorized by this Project Plan, whichever period is less.

C. The allowable increment shall not exceed fifty percent (50%) of the City of Stillwater's two percent (2%) non-dedicated sales tax. This allowable increment shall not be increased during the effective period of this Project Plan should the City of Stillwater increase its sales tax rate.

D. An apportionment fund shall be established and (1) shall be available to pay Project Costs, (2) shall constitute special funds of the City of Stillwater, or, at the direction of the City, the Stillwater Economic Development Authority, a public trust, or another public entity designated by the City, and (3) shall not be subject to annual appropriation as a part of the general fund of the City of Stillwater.

E. Project Costs shall mean: (1) the costs authorized to be paid by apportioned tax increments pursuant to this Project Plan; (2) additional costs necessary or appropriate to implementing this Project Plan, which may be approved and incurred without amending this Plan;

or (3) those costs authorized by 62 O.S. §853(17).

VII. PROJECT AND INCREMENT DISTRICT AUTHORIZATION

A. The City of Stillwater is designated and authorized as the principal public entity to carry out and administer the provisions of this Project Plan and to exercise all powers necessary or appropriate thereto as provided in 62 O.S. § 854.

B. The Stillwater Economic Development Authority, a public trust (SEDA) is authorized and designated to carry out those provisions of the project related to issuance of bonds or notes as provided in 62 O.S. §854(B) and §863, subject to approval of the Stillwater City Council. SEDA is authorized to assist with the execution of this Project Plan and to exercise all powers necessary or appropriate thereto pursuant to 62 O.S. §854, except for approval of this Project Plan and those powers specifically enumerated in 62 O.S. §854(1)(2)(3)(4)(7)(13) and (16).

C. SEDA is authorized to: (1) issue tax apportionment notes; (2) incur Project Costs, pursuant to this Project Plan; (3) provide funds to or reimburse the City for the payment of Project Costs and other costs incurred in support of the implementation of the project; and (4) incur the cost of issuance of notes for payment of such costs and to accumulate appropriate reserves, if any, in connection with them.

D. City Manager Norman McNickle, who also serves as the General Manager of the Stillwater Economic Development Authority, shall be the person in charge of implementation of the Project Plan in accordance with the provisions, authorizations, and respective delegations of responsibilities contained in this Project Plan. The City Manager, his/her successor in office, or his/her designee is authorized to empower one or more designees to exercise responsibilities in connection with project implementation.

VIII. BUDGET OF ESTIMATED PROJECT COSTS TO BE FINANCED BY TAXES APPORTIONED FROM INCREMENT DISTRICT NO. 2, CITY OF STILLWATER

A. Estimated Project Costs

<i>Project Improvements</i> (other than Public Improvements)	\$22,500,000
<i>Public Improvements</i> (including in-kind participation)	\$20,602,000
TOTAL PROJECT COSTS	\$43,102,000

This total is exclusive of financing costs, costs of issuance, necessary or appropriate reserves, and interest on repayment of Project Costs.

B. Additional Project Costs

Additional costs necessary or appropriate to implement this Project Plan that are to be financed by means other than apportioned sales tax increments may be approved by the City or SEDA at any time. The provisions of this Section are not a limitation on such Project Costs.

IX. FINANCING AND REVENUE SOURCES

A. Financing Authorizations

Any necessary fund and/or asset transfer shall be authorized by SEDA as provided in this Project Plan.

B. Financing Revenue Sources

Eligible Project Costs shall be financed from increment revenues derived through development and investment within Increment District No. 2, City of Stillwater as provided in this project Plan. SEDA shall be the entity responsible for making payment as authorized herein.

C. Financial Reports and Audits

All activities authorized by this Project Plan shall be reported by periodic financial statements as required by 62 O.S. §867 and annual fiscal year audits as required by the City of Stillwater.

D. Other Necessary and Supporting Costs

SEDA is authorized to issue bonds and notes and to apply for and obtain grants from other sources for costs incurred or to be incurred in connection with the project and the construction of improvements therein in addition to Project Costs financed pursuant to this Project Plan.

X. PRIVATE AND PUBLIC INVESTMENT

Private investment within the Project Area is expected to consist of new sales tax generating retail and similar commercial development. Potential total private investment within the boundaries of the Project Area during the twenty year term of this Project Plan and Increment District No. 2, City of Stillwater is \$758,233,000. The total estimated private investment for such development during this period is \$454,939,800. Public investment consisting of in-kind participation, reimbursement for infrastructure costs, and payment for eligible Project Costs shall not exceed \$43,102,000.

XI. PUBLIC REVENUE

The estimated incremental increase in sales tax revenue, which will serve as the revenue source for financing the Project Costs authorized by this Project Plan, is the public revenue directly attributable to the project defined by establishment of the sales tax increment district. Both the City and the State will experience increases in sales tax revenues that are not a part of the increment. Ad valorem taxing entities will also experience additional revenues from increasing real property values near and adjacent to the Project Area.

Incremental sales tax revenues are estimated to be \$14,882.848 annually (based on fifty percent build out). The development anticipated will not result in a measurable increase in demand for services by or in costs to the City of Stillwater, the only affected taxing entity, whose public sector costs will be substantially defrayed from apportioned sales tax increments. The public

revenue anticipated includes increased tax revenue both inside and outside the Project Area. The economic benefits of the Project Plan for the City as the affected taxing jurisdiction indicate positive financial impacts for the community as a whole. The aggregate impacts on the City from implementation of the Project Plan are positive and include the achievement of the objectives set forth in Section IV.

XII. LAND

No changes in zoning are required to accommodate sales tax generating retail and similar commercial development within the Project Area. This Project Plan complies with the objectives and priorities of the City of Stillwater C-3 Plan. Existing uses and condition of real property in the Project Area are shown on the map attached as Exhibit "B."

XIII. INELIGIBLE BUSINESSES

Commercial businesses not eligible for funding or assistance under this Project Plan:

1. New and Used Motor Vehicle Sales and/or Service
2. Hotels, Motels, or any other type of temporary lodging or accommodation establishment
3. Adult Businesses as defined in Chapter 23, Stillwater City Code
4. Any sales tax generating retail establishment or similar commercial development operating within the boundaries of the Project Area on or before May 1, 2016
5. Any sales tax generating retail establishment or similar commercial development that relocates into the boundaries of the Project Area after May 1, 2016, except to the extent that the relocation will create new sales tax revenue based on a three year annual collection average as determined by Oklahoma Tax Commission remittance records

The City of
Stillwater
OKLAHOMA
STILL PIONEERING

Proposed West TIF

VIRGINIA

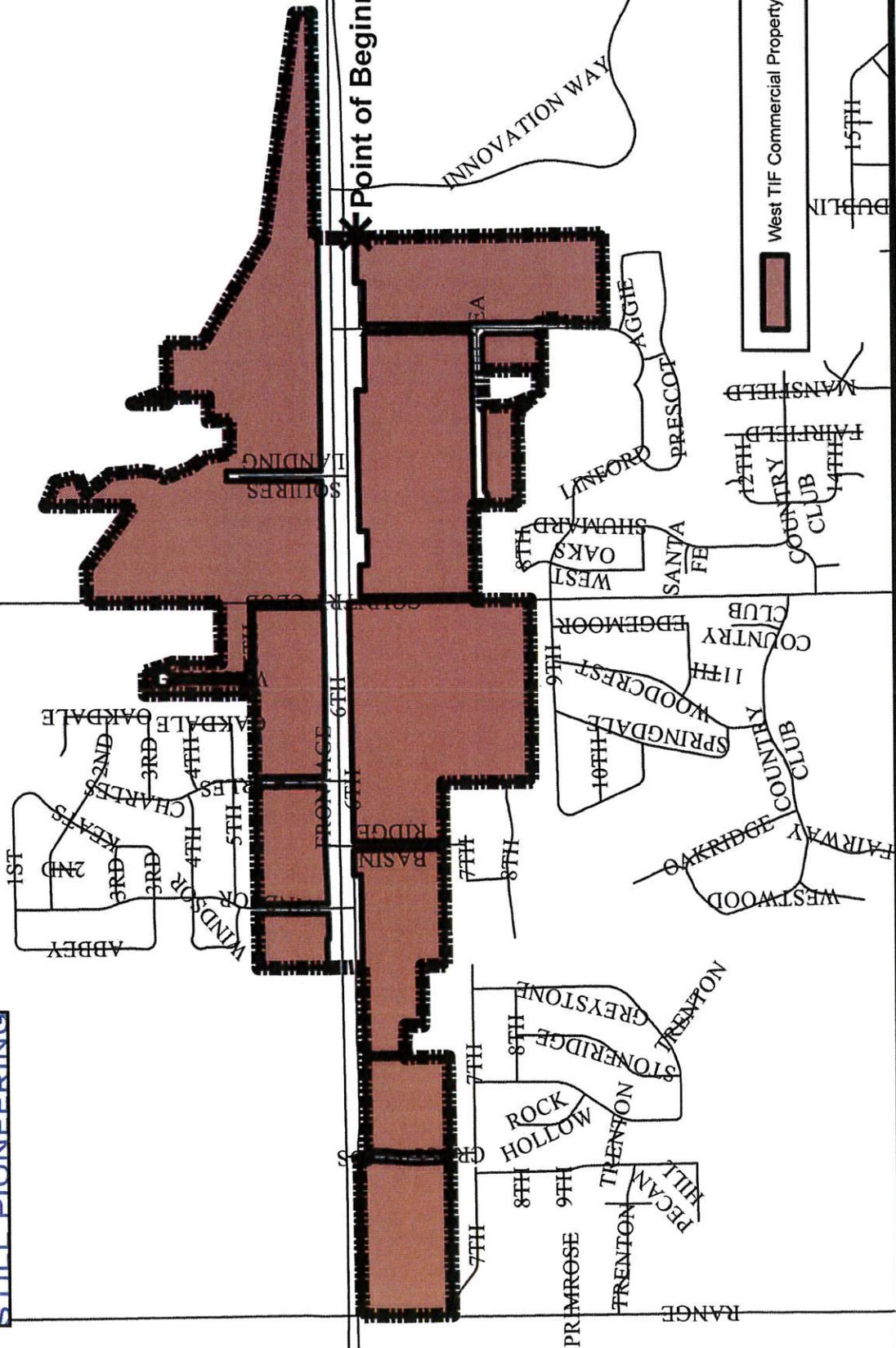
SANGRE

Point of Beginning

INNOVATION WAY



West TIF Commercial Property



15TH

12TH
14TH

11TH
13TH

10TH
9TH

8TH
7TH

9TH
8TH

7TH

RANGE

LEGAL DESCRIPTION

The proposed Increment Financing District No. 2, City of Stillwater consists of all undeveloped and underdeveloped commercially zoned property lying immediately north or south of State Highway 51 between Range Road on the west and Sangre Road on the east. The specific boundaries of increment district and project area are:

From the center line intersection of 6th Avenue (Hwy 51) and Sangre Road S89-28-55W along the center line of West 6th Avenue 2,637.75 feet, 173.35 feet N90-0-0E to point of beginning, 1,810.92 feet S1-10-34E, 642.26 feet S89-27-34W, 296.18 feet N1-5-7E, 34.97 feet N43-47-42E, 134.31 feet N0-24-25W, 462.81 feet S89-45-48W, 30.21 feet N81-16-37W, 30.10 feet N64-22-40W, 12.45 feet N19-57-56E, 148.80 feet N89-32-50E, 404.61 feet N0-33-8W, 261.21 feet S89-27-37W, 182.54 feet S0-34-11E, 202.04 feet S20-13-17E, 120.09 feet N30-28-53W, a curve with a chord 77.85 feet N67-32-29W with a radius of 100 feet, 634.04 feet S89-32-54W, 327.82 feet N1-12-23W, 691.362 feet S89-26-56W, 396.59 feet S0-59-54E, 1,317.97 feet S89-40-21W, 651.96 feet N1-10-8W, 1,319.23 feet S89-16-12W, 171.24 feet N1-26-49W, 429.10 feet S89-22-23W, 130.6 feet N1-26-32W, 230.99 feet S89-22-12W, 309.99 feet S1-26-31E, 1,865.99 feet S89-26-20W, 657.57 feet N0-48-15W, 1,128.18 feet N89-17-4E, 50.01 feet S1-26-38E, 60.38 feet N89-23-0E, 355.19 feet N89-17-21E, 117.63 feet N89-19-3E, 200.05 feet S89-58-58E, 31.00 feet N89-17-52E, 629.00 feet N89-3-29E, 256.88 feet N1-33-58W, 508.69 feet N0-30-21W, 389.89 feet N89-23-46E, 69.99 feet N89-23-39E, 850.01 feet N89-23-41E, 70.24 feet N89-23-47E, 600.00 feet N89-23-40E, 800.00 feet N0-24-55W, 160.00 feet N89-21-7E, 210.67 feet S18-57-38E, 360.01 feet S0-24-55E, 437.90 feet N89-21-8E, 976.83 feet N0-32-9W, 250.59 feet N89-26-40E, 573.99 feet S52-54-0E, 641.28 feet N0-29-21W, 191.77 feet S-67-14-50E, 164.48 feet S13-27-15E, 133.828 feet S62-6-56W, 223.31 feet S37-25-5E, 234.65 feet S6-48-42E, 108.70 feet

S7-21-26W, 67.53 feet S34-31-15W, 204.74 feet S20-54-23E, 124.53 feet S35-55-16E, 197.35 feet S10-9-12E, 237.54 feet N89-26-45E, 159.80 feet N0-29-16W, 169.79 feet N89-26-37E, 300.11 feet N0-29-19W, 45.35 feet S89-26-39W, 251.65 feet N0-29-21W, 269.44 feet S21-29-27E, 340.72 feet N89-26-37E, 269.23 feet S0-26-34E, 887.55 feet S58-41-35E, 1,633.35 feet S81-49-50E, 122.55 feet S0-23-51E, 1,615.14 feet S89-21-17W, 290.26 feet S0-36-43E to point of beginning.

**FINDINGS AND RECOMMENDATIONS OF
THE STILLWATER SALES TAX INCREMENT FINANCING DISTRICT
REVIEW COMMITTEE**

After review of the proposed Stillwater West 51 Development District Project Plan (“Project Plan”) and such other information as deemed relevant, the Stillwater Sales Tax Increment Financing District Review Committee (“Review Committee”) makes the following findings and recommendations:

A. Findings Regarding Eligibility of the Project Area and Increment District

1. The Project Area and the Increment District No. 2, the City of Stillwater (“Increment District”) proposed in the Stillwater West 51 Development District Project Plan comply with the statutory definition of a “reinvestment area” under the Local Development Act (62 O.S. § 853(17)).
2. The level of investment, development, and economic growth desired by the City of Stillwater (“City”) is difficult, but possible, within the Project Area and Increment District if the provisions of the Local Development Act are utilized.
3. Tax increment financing is a necessary component in stimulating reinvestment in the Project Area and Increment District.
4. Tax increment financing will be used to supplement and not supplant or replace normal public functions and services in the Project Area and Increment District.
5. Tax increment financing will be used in conjunction with existing programs and efforts and other locally implemented economic development efforts.
6. The Project Plan emphasizes conservation, preservation, and rehabilitation.

B. Findings Regarding Financial Impact on the Affected Taxing Jurisdiction Within the Project Area and Increment District

1. The anticipated private development will generate sales tax increments sufficient to pay a substantial portion of the authorized project costs of the project proposed by the Project Plan; without the Project Plan and Increment District, the development described in the Project Plan and the resulting increases in sales tax revenues would not occur.
2. The development anticipated to be stimulated by the Project Plan will not result in a measurable increase in demand for services by or in costs to the City of Stillwater, the only affected taxing entity, whose public sector costs will be substantially defrayed from apportioned tax increments as provided in the Project Plan.

3. The public revenue anticipated to result from the development described in the Project Plan includes increased sales tax revenue both inside and outside the Increment District.
4. The economic benefits of the Project Plan, for the affected taxing jurisdiction and the community as a whole offset the adverse financial impacts, if any, of the Project Plan, on the affected taxing jurisdiction.
5. The aggregate impacts on the affected taxing jurisdiction from implementation of the Project Plan are positive and include the achievement of the objectives set forth in Section IV of the Project Plan.

Resolution Recommending Approval

NOW, WHEREAS, the Review Committee has reviewed the proposed Stillwater West 51 Development District Project Plan and Increment District No. 2, City of Stillwater; and

WHEREAS, the findings of the Review Committee demonstrate that the Project Area and Increment District meet the conditions for eligibility; and

WHEREAS, the findings of the Review Committee demonstrate that the financial impacts on the affected taxing jurisdiction from implementation of the Project Plan are positive; and

WHEREAS, the findings of the Review Committee demonstrate that approval of the Project Plan is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Stillwater Sales Tax Increment Financing District Review Committee that approval of the proposed Stillwater West 51 Development District Project Plan is hereby recommended.

ADOPTED by the Stillwater Sales Tax Increment Financing District Review Committee this 26th day of February 2016, and **SIGNED** by its Chair.

APPROVED:

CHAIR

I, _____, Acting Secretary of the Stillwater Sales Tax Increment Financing District Review Committee, certify that the foregoing resolution was duly adopted at a special meeting of the Stillwater Sales Tax Increment Financing District Review Committee, held at City Hall in Stillwater, Oklahoma, on the 26th day of February 2016; that said meeting was held in accordance with the Open Meeting Act of the State of Oklahoma; that any notice required to be given of such meeting was properly given; that a quorum was present at all times during such meeting; and that said resolution was adopted by a majority of those present.

ACTING SECRETARY

RESOLUTION NO. PC-2016-1

A RESOLUTION OF THE STILLWATER PLANNING COMMISSION DETERMINING THAT THE STILLWATER WEST 51 DEVELOPMENT DISTRICT PROJECT PLAN IS IN CONFORMANCE WITH THE COMPREHENSIVE PLAN FOR THE CITY OF STILLWATER AND RECOMMENDING APPROVAL AND ADOPTION OF THE PROJECT PLAN

WHEREAS, the City of Stillwater ("City") seeks to promote and generate development in order to retain and expand employment in the area, attract major investment, enhance the tax base, and stimulate economic growth in the City; and

WHEREAS, the City envisions the development of an area in the City, located at and consisting of all undeveloped and underdeveloped commercially zoned property lying immediately north or south of State Highway 51 between Range Road on the west and Sangre Road on the east, as more particularly described on Exhibit "A" attached hereto; and

WHEREAS, economic development within the City will promote the public good, general welfare, economic security, and prosperity of the City and its inhabitants; and

WHEREAS, the provisions of the Local Development Act, 62 O.S. § 850, *et seq.*, as amended, provide procedures for developing a qualified area such as the project area; and

WHEREAS, the Stillwater Sales Tax Increment Financing District Review Committee, including a representative of the Stillwater Planning Commission, has recommended the approval of the Stillwater West 51 Development District Project Plan; and

WHEREAS, the Stillwater Planning Commission has reviewed both the adopted Comprehensive Plan for the City of Stillwater ("C3 Plan") and the Stillwater West 51 Development District Project Plan; and

WHEREAS, the Stillwater Planning Commission finds it appropriate and desirable to recommend to the City Council that it approve and adopt the Stillwater West 51 Development District Project Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF STILLWATER, OKLAHOMA:

1. That the Stillwater West 51 Development District Project Plan is hereby declared to be in conformance with the Comprehensive Plan for the City of Stillwater.
2. That the Stillwater Planning Commission recommends to the Stillwater City Council that it approve and adopt the Stillwater West 51 Development District Project Plan.

PASSED AND APPROVED this 1st day of March, 2016.

ATTEST:


City Clerk



Michael Buchert, Chair

Approved as to form and legality this 1st day of March, 2016.



City Attorney

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF March 01, 2016
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED February 26, 2016 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Mike Buchert, Chair
Dusty Lane, Vice-Chair
Josh Marler, Member
Ariel Ross, Member
Brad Rickelman, Member

MEMBERS ABSENT

Tray McCune, Member
Richard Krysiak, Member

STAFF PRESENT

Paula Dennison, Dev. Services Dir.
John Dorman, City Attorney
Dennis McGrath, Deputy City Attorney
Ashley Camren, Administrative Assistant

1. CALL MEETING TO ORDER.

Chair Buchert called the meeting to order at 5:30 PM.

2. PLANS/POLICIES/ORDINANCES FOR DISCUSSION:

a. **RESOLUTIONS Planning Commission-2016-1: STILLWATER WEST 51 DEVELOPMENT DISTRICT PROJECT PLAN AND INCREMENT DISTRICT NO. 2, CITY OF STILLWATER**

Mr. John Bartley, TIF (Tax Increment Financing) Committee Member, opens presentation.

Mr. John Dorman, City Attorney, presents statutory process and creation process of the proposal.

Vice-Chair Lane comments that the TIF could also be used, not only for undeveloped or under-developed land, but also for redevelopment within that district.

Mr. Dorman confirms and states that the purpose is to enhance the property and stimulate an area that needs some help in creating development.

Commissioner Rickelman asks if a developer comes in and wants to develop a property within the TIF District, if that developer would have to come back before the Planning Commission for approval to build within the district.

Mr. Dorman states that the developer would start with the City Manager's Office and a Development Agreement, which would be reviewed by the City Council, would be established before the developer was allowed to build and receive the benefits of the TIF.

Commissioner Rickelman asks if the TIF could be used on an individual basis versus doing it as a whole area.

Mr. Dorman states that it would still be possible to do some kind of incentive outside of the TIF statute but wouldn't be able to use the TIF.

Vice-Chair Lane states that, even if a developer is building within the TIF District, the developer is not required to use the TIF if they choose not to do so; Mr. Dorman confirms.

Mr. Bartley returns to the podium to present the Planning Commission's role in the process, which is to do the following:

- Decide if the proposal meets the City of Stillwater's "C3 Plan".
- Find if the proposal meets the applicable zoning ordinances that are currently in place.

Vice-Chair Lane requests that Mr. Bartley give a brief overview of the area of town which is being discussed.

Mr. Bartley states that the area covers the commercially zoned properties along Highway 51 (also known as 6th Avenue) from Sangre Road to Range Road.

Mr. Bartley explains that a TIF District is a tool for economic development and how this is accomplished.

Commissioner Ross asks for confirmation that even though hotels and motels are not allowed to utilize the TIF, they would still be allowed to develop within this area.

Mr. Bartley states that, just because hotels and motels are not allowed to use the TIF, they would still be allowed to develop within the district, but would not be eligible to receive reimbursement on the portion of sales tax revenue collected.

Commissioner Ross asks if the sales tax revenue received from that development would be used to help finance the TIF District; Mr. Bartley confirms.

Mr. Rickelman asks for clarification of "A. 2." under "Findings Regarding Eligibility of the Project Area and Increment District."

Mr. Bartley states that State Legislature has ruled that the State of Oklahoma is "blighted" and that the safety net is that the City has the "but, for" test where, if a development was coming in anyway, it would not be developed but for the Tax Increment Financing.

Vice-Chair Lane states that the rebate will not go back to the individual retail establishments, built within the TIF District, but will go back to the developer.

Mr. Bartley confirms that it goes back to the person who developed and established improvements to such items as traffic improvements, storm sewer, etc.

Mr. Bartley also states that no money goes back to the developer until the property is developed; the retail establishment is built, opened, made sales, and remitted sales tax revenue.

Chair Buchert opens the public hearing and asks if there is anyone who would like to speak on the proposal; none respond.

Chair Buchert closes the public hearing and asks for Staff to present alternatives.

Paula Dennison, Development Services Director, presents alternatives, which are:

1. Accept TIF Committee findings and recommendations, find that the Stillwater West 51 Development District Project Plan and Increment District No. 2 proposal is feasible and conforms to the Stillwater C³ Plan and zoning district designation, and approve PC Resolution 2016-1.
2. Find that an amendment is necessary to the Stillwater West 51 Development District Project Plan and Increment District No. 2 proposal prior to an affirmative action.
3. Find that the Stillwater West 51 Development District Project Plan and Increment District No. 2 proposal is not feasible and does not conform to the Stillwater C³ Plan and zoning district designation; therefore recommend that the City Council not approve the project plan.

Discussion is held between the Planning Commission members.

Commissioner Ross moved, Commissioner Marler seconded to accept findings and recommend the City Council approve the proposed PC Resolution 2016-1.

Roll call:	Buchert	Lane	McCune	Marler	Krysiak	Ross	Rickelman
	Yes	Yes	Absent	Yes	Absent	Yes	Yes

Time: 43 minutes

3. APPROVAL OF THE MEETING SUMMARY FOR DISCUSSION AND POSSIBLE ACTION:

- a. Approval of the regular meeting summary of February 16, 2016.

Vice-Chair Lane moved, Commissioner Marler seconded to approve the regular meeting summary of Tuesday, February 16, 2016.

Roll call:	Buchert	Lane	McCune	Marler	Krysiak	Ross	Rickelman
	Yes	Yes	Absent	Yes	Absent	Yes	Yes

Time: 1 minute

4. MISCELLANEOUS ITEMS FROM STAFF FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission meeting is Tuesday, March 15, 2016.

5. ADJOURNMENT.

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Marler, seconded by Commissioner Ross at approximately 6:14 PM on March 01, 2016 with all members present in agreement, the next regularly scheduled meeting will be held March 15, 2016 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 S. Lewis Street.

Prepared by – Ashley Camren, Administrative Assistant

Approved by - _____
 Chair, Stillwater Planning Commission