

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

MEMBERS PRESENT

Josh Marler, Chair
Brad Rickelman, Vice-Chair
Mike Buchert, Member
Ariel Ross, Member
Zelte Wilkins, Member

STAFF PRESENT

Dennis McGrath, Asst. City Attorney
Paula Dennison, Development Services Director
Mike Beaty, Development Review Manager
Tom Coots, Planner I
Patty Evans, Planner II
Ashley Camren, Administrative Assistant

MEMBERS ABSENT

Dusty Lane, Member
Gilbert Emde, Member

1. CALL MEETING TO ORDER.

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

2. LAND USE ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- a. E & M of Stillwater, LLC, **MAP AMENDMENT (REZONING) (PZ.16.2133)**, requesting review and approval of a Map Amendment for property addressed as 1220 W 12th Avenue to rezone from the RSS (Residential Single-Family Small Lot) zoning district to the RTM (Residential Two-Family and Multi-Family) and O (Office) zoning districts.

Mike Beaty, Development Review Manager, presents staff's report and findings.

Chair Marler asks if there is anyone who would like to speak in favor of the proposal.

Steven Gose, 113 E. 8th Ave, comes to speak on the following:

- Engineer for the developer
- Available for questions if needed

Chair Marler asks if there is anyone else who would like to speak in favor; none respond.

Chair Marler asks if there is anyone who would like to speak in opposition of the proposal; none respond.
Chair Marler closes the public hearing and asks for staff's alternatives.

Mike presents alternatives, which are:

1. Accept findings and recommend that the City Council approve the proposed Map Amendment as presented
2. Recommend that the City Council approve a Map Amendment of the property with a different boundary between the O, Office and RTM, Residential Two-Family and Multi-Family portions.
Recommend that the City Council approve a Map Amendment of the property with the

Office zoning on the Southern portion and with Neighborhood Transition Zone (NTZ) or RT, Residential One and Two-Family on the Northern portion.

3. Find that the Map Amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the Map Amendment.
4. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Commissioner Buchert moved, Chair Marler seconded to accept findings and recommend that the City Council approve the proposed Map Amendment as presented.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Abstain

Time: 6 minutes

- b. Tradan Development, LLC, **PRELIMINARY PLAT (PZ.16.2135)**, requesting review and approval of a revised Preliminary Plat for Tradan Heights Estates consisting of 125 residential lots and 3 outlots.

Mike Beaty, Development Review Manager, presents staff's report and findings.

Chair Marler opens the public hearing and asks if there is anyone who would like to speak in favor of the proposed Preliminary Plat.

Vice-Chair Rickelman asks about Mike's comments regarding the revised plans before the Final Plat and if those comments all need to be addressed.

Mike advises that they must be addressed due to the Final Plat being presented to City Council and that all outstanding issued must be resolved before that time.

Chris Anderson, 815 W. Main, OKC, comes to speak on the following:

- Representing developer
- Available for any questions

Chair Marler asks if there is anyone else who would like to speak in favor; none respond.

Chair Marler asks if there is anyone would like to speak in opposition of the proposed Preliminary Plat.

The following come to speak:

- Mary Davey, 4320 Prescot
- Cindy Cummings, 1406 S. Mansfield
- Gail Garst, 1310 S. Mansfield
- Daryl Gee, 4415 W. Country Club

The concerns presented are as follows:

- Provisions for neighborhood recreation area
- Drainage impacts
- Traffic flow and density

Mr. Anderson comes to the podium and advises that there is an area labeled "outlot G" which is to be a common/recreational area.

Mike comes to the podium and discusses traffic flow and other concerns presented by the citizens.

Chair Marler asks if there is anyone else who would like to speak in opposition of the proposed Preliminary Plat; none respond. Chair Marler closes the public hearing and asks for staff's alternatives.

Mike presents alternatives, which are:

1. Accept findings and approve the proposed Preliminary Plat with the provision that all comments be addressed and revised plans submitted prior to presentation of the Final Plat to the Planning Commission.
2. Find that the Preliminary Plat is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not approve the Preliminary Plat.
3. Table the request to a certain date to provide the applicant time to submit the revised plans and address all the comments.

Discussion is held between the Commissioners and staff.

Commissioner Buchert moved, Chair Marler seconded to accept findings and approve the Preliminary Plat with the provisions that all comments be addressed and revised plans submitted prior to presentation of the Final Plat to the Planning Commission.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Yes

Time: 15 minutes

- c. Tradan Development, LLC, **FINAL PLAT (PZ.16.2136)**, requesting review and approval for the Final Plat of Tradan Heights Estates, Section 2, consisting of 43 residential lots.

Chair Marler advises that a memorandum from staff has been submitted requesting the Final Plat be postponed to November 15, 2016.

Commissioner Buchert moved, Chair Ross seconded to postpone the proposed Final Plat to Tuesday, November 15, 2016.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Yes

Time: 1 minute

- d. Staubus, Michael H & Lesa A, **MAP AMENDMENT (REZONING) (PZ.16.2137)**, requesting review and approval of a Map Amendment to rezone property addressed as 510 E Virginia Avenue from CG (Commercial General) district to RTM (Residential Two-Family and Multi-Family) district.

Mike Beaty, Development Review Manager, presents staff's report and findings.

Chair Marler opens the public hearing and asks if there is anyone who would like to speak in favor of the proposed Map Amendment.

Steven Gose, 113 E. 8th Ave, comes to speak on the following:

- Engineer for the applicant
- Available for any questions or concerns
- Provides additional information on the purpose of the request

Chair Marler asks if there is anyone else who would like to speak in favor of the proposed Map Amendment; none respond.

Chair Marler asks if there is anyone who would like to speak in opposition of the proposed Map Amendment; none respond. Chair Marler closes the public hearing and asks for staff's alternatives.

Mike presents alternatives, which are:

1. Accept findings and recommend that the City Council approve the proposed Map Amendment as presented.
2. Find that the Map Amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the Map Amendment.
3. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date.

Commissioner Buchert moved, Vice-Chair Rickelman seconded to accept staff findings and recommend that the City Council approve the proposed Map Amendment as presented.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Yes

Time: 3 minutes

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

- a. Approval of the regular meeting summary of October 18, 2016.

Commissioner Buchert moved, Vice-Chair Rickelman seconded to approve the regular meeting summary of Tuesday, October 18, 2016.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Yes

Time: 1 minute

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

- a. Appoint Planning Commission representative to the Board of Adjustment.

Chair Marler nominates Commissioner Brad Rickelman.

Chair Marler moved, Commissioner Buchert seconded to appoint Brad Rickelman as the Planning Commission representative to the Board of Adjustment.

Roll call:	Marler	Rickelman	Lane	Buchert	Ross	Emde	Wilkins
	Yes	Yes	Absent	Yes	Yes	Absent	Yes

Time: 1 minute

- b. Next Planning Commission meeting is Tuesday, November 15, 2016.

5. ADJOURNMENT.

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Buchert, seconded by Commissioner Ross at approximately 5:57 PM on November 01, 2016 with all members present in agreement, the next regularly scheduled meeting will be held November 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