

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF MARCH 06, 2018
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED MARCH 02, 2018 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair
Ariel Ross, Vice-Chair
Dusty Lane, Member
Mike Buchert, Member
Cindy Thielman-Braun, Member

STAFF PRESENT

Dennis McGrath, Assistant City Attorney
Paula Dennison, Development Services Director
Lanc Gross, Development Review Manager
Patty Evans, Planner II
Ashley Camren, Administrative Assistant

MEMBERS ABSENT

1. CALL MEETING TO ORDER.

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

2. LAND USE ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- a. City of Stillwater, 12th Avenue Land Use Plan, **MAP AMENDMENT (MA18-02)**, requesting review and approval of Map Amendments to apply the Neighborhood Conservation Overlay Districts to specific properties in an area generally bound by 12th Avenue, Willis Street, 8th Avenue and Washington Street and to apply the Neighborhood Mixed-Use Overlay District to specific properties in an area generally bound by 12th Avenue, Blakeley Street, 11th Avenue between Blakeley Street and Jefferson Street, Washington Street and 6th Avenue. **This item was tabled from the 02.06.2018 Planning Commission meeting. See staff memo to dismiss.**

Chair Rickelman acknowledges the staff memo and legal counsel advises to strike the item from the agenda.

Time: 1 minute

- b. The Saville Center, **SPECIFIC USE PERMIT (SUP18-01)**, requesting review and approval of a Specific Use Permit to expand parking at properties addressed as 1523 W. 9th Avenue and 902 S. Pine Street in the RSS (Residential Single-Family Small-Lot) zoning district.

Lanc Gross, Development Review Manager, presents staff's report and findings.

Lanc asks if there are any questions for him.

Commissioner Buchert asks for more detail on finding number 5, landscaping, what can be done and if it will be compatible with the neighborhood. Lanc advises that the fence is required due to the residential uses to the South but landscaping could also be added to soften it but not required. Lanc advises that the North fence is not typically allowed but requested as proposed screening for the

parking lot.

Commissioner Buchert asks how tall the proposed fence is on the North and on the South. Lanc responds that they are both to be 6 feet tall.

Commissioner Lane asks why the North fence is required. Lanc advises that it is proposed by the applicant and is not required.

Commissioner Lane asks if landscaping can be used in lieu of the fence on the South. Lanc advises that the Planning Commission can make it a requirement of the SUP.

Vice-Chair Ross asks if the landscaping can be used in lieu of just one fence or either fence. Lanc advises that it could be required for either fence and is entirely up to the Planning Commission.

Chair Rickelman asks if there are any other questions for staff; none respond.

Chair Rickelman opens the public hearing and asks if there is anyone who would like to speak in favor of the item.

Mr. Stephen Gose of Gose & Associates, 113 E. 8th Avenue, comes to speak on the following:

- Speaking on behalf of the applicant.
- The fence on the South would be done even if it wasn't required just to have the buffer for the residential neighborhood.
- The fence on the North is being proposed to provide privacy for the Saville Center and those using the parking lot and that a 4 foot fence is allowed without the SUP.
- Shrubs and other landscaping would be difficult to grow and to keep living with the trees already in existence on the site.

Commissioner Lane states that it seems like it is more of a safety and privacy concern for the fence on the North side. Mr. Gose confirms.

Commissioner Thielman-Braun asks what the hours of operation are for the Saville Center and if there are public hours or if it is more of a 24 hour facility.

Mrs. Kelly Harris of Keystone Engineering, 923 S. Lowry, comes to speak. She advises that she is on the board for the Saville Center and that it is an on-call facility and not open to the public. It is for appointment only as a safety factor and does not have walk-in hours but staff is there from 8 am to 5 pm Monday through Friday.

Commissioner Thielman-Braun asks if there is any need for lighting in the lot. Mr. Gose advises that it hasn't been discussed but possible. Commissioner Thielman-Braun states that safety was mentioned and the fence would serve as privacy but without added lighting it could potentially provide a hiding place. Mr. Gose states that there are probably enough street lights above the fence height to prevent that.

Chair Rickelman asks if there is anyone else who would like to speak in favor.

Mrs. Harris returns to the podium to state the following:

- The Saville Center is a not for profit agency.
- There are at least 15 vehicles at any point in time and this SUP would allow for more parking.
- Advises that the landscaping would be hard to maintain and is why the fence is being requested as well as for privacy concerns for the individuals using the Saville Center.

Commissioner Buchert asks what material the fences would be made out of. Mrs. Harris advises that it would be of standard screening fence.

Mrs. Harris states that another reason for the fence on the South side against the residential neighborhood is due to dogs that bark and scare the children who come to the Saville Center.

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

Chair Rickelman asks if there is anyone who would like to speak in opposition of the item; none respond.

Chair Rickelman acknowledges the receipt of a letter from a citizen in opposition of the item as follows:

- Anthony C. Reding, 2129 NW 114th Street, OKC, owns property located at 916 S. Pine Street.

Commissioner Thielman-Braun asks if anyone has any information on the opposition letter.

Patty Evans, Planner II, comes to the podium and advises that she is the staff member who received the letter from the citizen.

Commissioner Thielman-Braun asks for clarification as to where the properties are located in relation to one another. Staff advises that the property from the opposition is located south of the Saville Center property and is not adjacent to Saville Center property.

Chair Rickelman reads the opposition letter and asks if there is anyone else who would like to speak in opposition; none respond.

Chair Rickelman closes the public hearing and asks for staff's alternatives.

Lanc presents alternatives which are:

1. Accept findings and recommend that the City Council approve the proposed specific use permit as presented.
2. Accept findings and recommend that the City Council approve the proposed specific use permit with identified changes.
3. Find that the specific use permit 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 SUP.
4. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Chair Rickelman asks if there are any questions for staff; none respond.

Chair Rickelman asks if there is any discussion.

Commissioner Buchert and Vice-Chair Ross both voice their position in favor of the item.

Commissioner Buchert moved, Commissioner Lane seconded to accept findings and recommend that the City Council approve the specific use permit as presented.

Roll call:	Rickelman	Ross	Lane	Buchert	Thielman-Braun
	Yes	Yes	Yes	Yes	Yes

Time: 22 minutes

- c. Richard Butzler, **PRELIMINARY PLAT (SUB18-04)**, requesting review and approval of a Preliminary Plat on 7.327 acres (m/l), at properties addressed as 3098 E. 4th Avenue, 3106 E. 4th Avenue, 3112 E. 4th Avenue, and 498 S. Mockingbird Street, to create a new residential subdivision consisting of 21 lots in the RT (Residential Two-Family) and RTM (Residential Two-Family and Multi-Family_ zoning districts. See staff memo to postpone.

Chair Rickelman acknowledges receipt of the staff memo to postpone to the March 27th, 2018 Planning Commission meeting.

Commissioner Buchert asks if the item can just move forward to the March 27th meeting. Attorney Dennis McGrath advises to make a motion and second to a date certain.

Commissioner Buchert moved, Commissioner Thielman-Braun seconded to accept findings and recommend that the item be postponed to the March 27th, 2018 Planning Commission meeting.

Roll call:	Rickelman	Ross	Lane	Buchert	Thielman-Braun
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

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

- a. Approval of the regular meeting summary of February 20, 2018.

Commissioner Buchert moved, Vice-Chair Ross seconded to approve the regular meeting summary of February 20, 2018.

Roll call:	Rickelman	Ross	Lane	Buchert	Thielman-Braun
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

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

- a. Next Planning Commission meeting March 27, 2018.

5. ADJOURNMENT

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Buchert, seconded by Vice-Chair Ross at approximately 5:54 p.m. on March 06, 2018

with all members present in agreement, the next regularly scheduled meeting will be held March 27, 2018 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 - _____
Stillwater Planning Commission

DRAFT