

**STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF JULY 17, 2018  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED JULY 13, 2018 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair  
Ariel Ross, Vice-Chair  
Cindy Thielman-Braun

STAFF PRESENT

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

MEMBERS ABSENT

Dusty Lane, Member  
Mike Buchert, Member

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. Trinitas, **FORM BASED CODE ALTERNATIVE COMPLIANCE (FBC18-01)**, requesting review and approval of an Alternative Compliance to the Form Based Code for parking at property addressed as 416 W. Maple and 113 S. West Street in the T6 transect.

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

Lanc asks if there are any questions.

Vice-Chair Ross asks where the entrance to the parking garage is located.

Lanc advises that there is an entrance on the north and south side of the building.

Commissioner Thielman-Braun asks what street the north entrance of the building is located on.

Lanc advises that it is Elm Avenue.

Vice-Chair Ross states that the other garage entrance on the south side of the building is on Maple Avenue. Lanc confirms.

Chair Rickelman asks is there are any other questions for staff.

Commissioner Thielman-Braun asks what the action will be going before the City Council or for clarification on what the applicant wants an alternative compliance to and if the project has already been approved.

Discussion is held among the Commissioners and staff that the project has not been approved and the applicant is requesting alternative compliance to the Form Based Code in this area before making a formal application to build. Lanc also advises that an Alternative Compliance application does not go to City Council.

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

Mrs. Kelly Harris of Keystone Engineering, 923 S. Lowry, comes to speak on the following:

- Representing the owners.
- Explains to the Commissioners the applicant's request of alternative compliance for the parking garage.
- Advises on the layout of the parking garage levels, bed and unit counts, as well as the layout for the remainder of the apartment building.
- The required number of parking spaces will be achieved.

Vice-Chair Ross asks what the reason was for changing the garage layout.

Mrs. Harris advises that she does not know the exact answer to the question but there was a full re-design of the project and that, originally, the garage was in the middle of the development and surrounded by the apartments.

Vice-Chair Ross states that there is no on-street parking. Mrs. Harris confirms.

Mrs. Harris asks if there are any other questions for her; none respond.

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

Mr. Will Quintanilla of Humphreys and Partners Architects, L.P., Dallas, TX, comes to speak on the following:

- Project Manager for the development.
- Presents renderings, explanations for the alternative compliance request, landscaping plans, and material for the window screenings of the parking garage.

Vice-Chair Ross asks if the reason behind the redesign was to visually unify the structure so that there wasn't just a large block of parking.

Mr. Quintanilla states that the original design had the garage hidden behind the building. It was a metal frame, Type I construction, meaning it was all non-combustible and, from a cost standpoint, it was more favorable to go with a wood frame. Everything is wood frame for the apartments above the garage and the garage is still non-combustible concrete walls and columns with a metal mesh and stone face.

Vice-Chair Ross asks if it was mostly a cost issue. Mr. Quintanilla says yes for change.

Commissioner Thielman-Braun asks for clarification as to what will be on each floor.

Mr. Quintanilla states that the basement level is the parking garage, the ground level is the garage and the leasing office, and the other levels are apartments and amenities.

Vice-Chair Ross asks if the amenities are on one of the levels with the apartments.

Mr. Quintanilla states that the second level has the amenities.

Commissioner Thielman-Braun asks for clarification on the amenities and where they are located.

Mr. Quintanilla advises on those locations and what the amenities consist of.

Mr. Quintanilla asks if there are any other questions for him; none respond.

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

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

Lanc presents alternatives, which are:

1. Accept findings and approve the Alternative Compliance as requested.
2. Approve the Alternative Compliance with amendments.
3. Find that the Alternative Compliance is not acceptable and deny the request.

Chair Rickelman asks the Commissioners if there are any questions.

Commissioner Thielman-Braun states some concerns she has with the findings and possible inconsistencies in the Staff Report within the published packet versus the PowerPoint given by Staff.

Commissioner Thielman-Braun asks if they are to make their motions from the PowerPoint findings or the findings listed in the published packet.

Dennis McGrath, City Attorney, advises that the packet should be the document used by the Planning Commission as it is what is published to the public.

Commissioner Thielman-Braun asks if the findings in the PowerPoint are additional to what is listed in the published packet.

Vice-Chair Ross states that the PowerPoint findings are just re-phrasings the findings already within the published packet. Lanc confirms.

Paula Dennison, Development Services Director, comes forward and advises on the differences between the packet and the PowerPoint. She states that the PowerPoint presentations are meant to be summarizations of the packet. The report findings in the packet contain the legal and binding verbiage which are published online. The PowerPoint presentations are summaries only.

Commissioner Thielman-Braun still states some confusion on the findings and what is being presented. Mr. McGrath advises her that she must make her decision off of the posted staff report within the packet.

Paula asks if there are any other questions.

Commissioner Thielman-Braun asks about finding number 4 in the published packet's staff report and if the applicant is seeking a variance or if they want something counter to a code.

Paula advises that an Alternative Compliance is the Planning Commission's authority for Form Based Code similar to the Board of Adjustment's variance authority.

Commissioner Thielman-Braun states that because this is the Planning Commission's Form Based Code authority that it is similar but has different terminology. Paula confirms.

Vice-Chair Ross states that the findings show that the applicant is still attempting to comply with the spirit of the Form Based Code but in a different way by screening the garage so that it doesn't look like a garage from the pedestrian level as opposed to hiding it as a separate building in the back.

Commissioner Thielman-Braun asks what weight the Form Based Code has from the perspective of a large block of wall and screening.

Vice-Chair Ross states that a similar conversation was had when looking at this project previously for other alternative compliance requests and, although the Planning Commissioners may like to see certain aspects to a development, they cannot force the developers to put in such things as retail stores if it is not a requirement. She also states that she likes this design better than the previous design.

Chair Rickelman asks Vice-Chair Ross what the favorable differences are to her. Vice-Chair Ross replies that the appearance is more favorable with a visually consistent façade rather than several sides of apartments and then having a block of garage.

Commissioner Thielman-Braun states that this revised plan is a better use of the site but with the other street life that occurs she has reservations as to how close the apartments are to the streetscape but supports the application.

Chair Rickelman states that he would like to see retail on the ground floor and concerns with the location of the parking garage entrances but acknowledges that those were not something presented as a request to the Planning Commission.

Vice-Chair Ross states that they have to have the two entrances since the two parking garage levels do not interconnect.

Commissioner Thielman-Braun asks if there is only one entrance to each of the garage levels and if fire code allows for that.

Mr. Quintanilla returns to answer Commissioner Thielman-Braun's question and advises that as long as

there are two exits as well as stairs it is allowed.

Commissioner Thielman-Braun states that as long as there are pedestrian exits it is allowed.

Mr. Quintanilla responds that they are responsible for the welfare of the citizens but not the vehicles.

Chair Rickelman asks if there is a motion.

**Vice-Chair Ross moved, Commissioner Thielman-Braun seconded to accept findings and approve the Alternative Compliance as requested.**

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

Time: 36 minutes

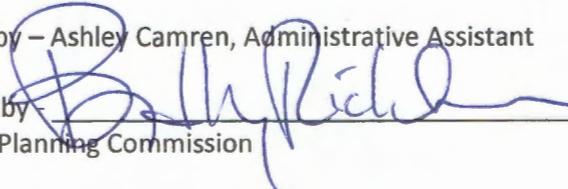
3. MISCELLANEOUS ITEMS FROM STAFF FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission meeting August 07, 2018.

4. ADJOURNMENT.

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Thielman-Braun, seconded by Vice-Chair Ross at approximately 6:07 p.m. on July 17, 2018 with all members present in agreement, the next regularly scheduled meeting will be held August 7, 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