

**STILLWATER PLANNING COMMISSION SUMMARY  
SPECIAL MEETING OF May 12, 2020  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED May 5, 2020 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Mike Buchert, Chair  
Brad Rickelman, Vice Chair  
Mike Shanahan, Member  
Vicky Jerome, Member  
Brett Allred, Member

MEMBERS ABSENT

STAFF PRESENT

Dennis McGrath, Assistant City Attorney  
Lanc Gross, Development Review Manager  
Rian Harkins, Senior Planner  
Cindy Gibson, Manager Administrative Services

1. CALL MEETING TO ORDER.

Chair Buchert announces the beginning of the meeting and reads the first item. Chair Buchert asks staff to make their presentation.

2. PUBLIC HEARINGS:

- a. IH Development, LLC, **PRELIMINARY PLAT (SUB20-02)**, requesting review and approval to create a new residential single family subdivision of 329 residential lots and seven (7) outlots on 79.55 acres (m/l), to be named Park Valley Addition, located on property currently addressed as 1823 W. 26<sup>th</sup> Avenue and zoned as Residential Single Family Small Lot (RSS) district. Harkins

Mr. Harkins introduces the item and explains that it was first heard in March. Mr. Harkins said that staff has noted that there were issues with water and sewer and said that the applicant is proposing to add a lift station and that those are concerns that the applicant can address. Mr. Harkins asks if there are any questions of staff.

Commissioner Shanahan asked that in regards with the revisions received has there been adequate time for their review and approval.

Mr. Harkins said that we have received revisions, however he is going to let Mr. Gross jump in.

Mr. Gross said that he knows that they have been received but that we have not seen any response from staff.

Mr. Harkins said that the official response that he can give is that we have received them and are waiting for feedback from Engineering and Water Utilities on any other comments.

Chair Buchert asked if there were any other questions from staff; none. Chair Buchert asked if the applicant would like to say anything.

Zach Roach, 1320 N Porter Norman OK said that the preliminary plat that they are presenting before them today is an accumulation of their work over the last year. As they were doing the design there and layout one of the things that they have in the southeast south side of this plat is a large green space that they are going to be able to incorporate into the amenities. When they look at a development they don't just look at the homes, they look at a lifestyle. This one is no different from some of the other plats they have done in town. On the south side of this there are two detention ponds that will both be stocked fishing ponds with a catch and release program. They have someone that will be managing the biodiversity and keep the ponds clean. They plan on incorporating walking trails, splash pads, large park, a playground, and a pavilion. There is a water line easement that runs through the center part of this is a water line easement. They will be looking at making that a green walking path so that people will have a direct walking connection to the amenities.

Chair Buchert asked if anyone on Planning Commission had any questions.

Chris Anderson, SMC Consulting Engineers said that he wanted to address some of the engineering issues, he has a letter from City Staff. There was a letter sent out about a month ago with issues that needed to be addressed and that going back through the second letter it looks like almost everything has been addressed. There are still some issues with the sewer and water that they think they have worked out. They are connecting to a water pressure zone that is to the west of this site that gets the pressures up to where they need. For the sanitary sewer they are connecting to an existing line to the north and that there is just one portion of the line that was laid in too flat and that they are going to relay that portion of line to get the slope that is to capacity. They did turn in the revised drainage report and he doesn't have any negative comments on that and he believes they have addressed all the concerns.

Chair Buchert asks if there are any questions of the engineer on the project.

Commissioner Shanahan said that he knows that in the past there has been some water pressure issues in the southwest quadrant of the city. As he understands it is one of their solutions to add one lift station.

Mr. Anderson said that the lift station is for the sanitary sewer not the water. The water is being taken care of because there are two zones and they are sitting in the lower zone and that is why they have issues, they are connecting to the higher pressure zone and tying into that pressure zone which will allow to get the pressures up to where they need.

Commissioner Shanahan said asked that in their estimation one lift station will be adequate for a development of this size.

Mr. Anderson said that yes and they are actually partnering up with a preliminary plat that they approved last month Frye Farms directly adjacent to the south because they needed a sewer solution as well. So they are doing a lift station that will be adequate to serve their side and this side.

Vice Chair Rickelman asked if there was anything contingent on the Frye Farm project that is south of them or is it wholly encapsulated within itself.

Mr. Anderson said that if anything their project is dependent on them because the lift station side is on their project. No there is nothing in their project that they are dependent on.

Chair Buchert asked if there were any other questions of the engineer; none. Chair Buchert opened the public hearing and asked Mrs. Gibson if there was anyone that was signed up to speak.

Mrs. Gibson said that yes Mr. Jimmy Hill would like to speak.

Chair Buchert said that he is welcome to speak if he will just introduce himself.

Jimmy Hill, 2700 S Western said that they own 15 acres of land at 2700 S Western. They know this preliminary plat proposes many rows of minimal size lots approximately 329. He does have two specific requests he would like to make. As platted the proposed addition would include about 18-20 lots which back up to Western across from their property. Unless screened their view will consist of that many back yards. Also residents of those lots would be exposed to the traffic on Western which is surely to increase. If there is not required screening then there will be a variety of colors and some unfenced leaving a negative view of the development. They would request that any approval of this plat be conditioned on the installation and maintenance of an opaque visual barrier at least 6ft in height and should be required before the first certificate of occupancy. They would also like to have a sewer easement platted that would allow them to preserve the possibility of a future sewer connection for their property.

Chair Bucher asked if there were any questions of Mr. Hill; none. Chair Buchert asked if there was anyone else to speak; Mrs. Gibson said no.

Chair Buchert closed the public hearing. Chair Buchert asked if the developer would like to add any comments specifically about the fence and sanitary sewer.

Mr. Roach said that he can end some of those concerns that they every development that they do has a home owners association. Written into the covenants and guidelines will be written in the fence standards and that fence will be installed and maintained by the HOA. Another thing that they like to do is a green wall, they will have trees and shrubs and greenery. Fences age but as they plant vegetation that is provided with an irrigation system it will only get bigger and stronger.

Chair Buchert asked what material they would use for the fence.

Mr. Roach said that they would put in a six-foot dog eared privacy fence.

Chair Buchert clarified a wood privacy fence.

Mr. Roach said yes and that the question about the sewer easement he sure that they can plat an easement over to the corner of the property over to the right of way and he doesn't think that would be an issue.

Chair Buchert asked if he was in agreement that is they add that on there that that easement

needs to be plated in the final plat that he would agree with that.

Mr. Roach said that yes they would just incorporate that into that.

Chair Buchert asked if the Planning Commission had any other questions of the applicant; none respond.

Chair Buchert asked staff to go over the recommendations.

Mr. Harkins stated the following findings:

1. The proposed layout of the preliminary plat potentially meets subdivision and zoning requirements.
2. Subdivisions containing more than 30 lots are required by code to provide two points of access to the development.
3. The C3 Plan recommends low-density residential uses at this location. The current land use in this area is residential and agriculture.
4. The proposed density is in alignment with the RSS zoning requirements.

Mr. Harkins stated the following alternatives:

1. Accept findings and approve the proposed preliminary plat as presented.
2. Reject findings and deny the proposed preliminary plat as presented.
3. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Chair Buchert asked if they could add assuming that the developer would agree to this that there will be a fence along Western Avenue and there will be a sanitary sewer easement in the project.

Mr. Harkins said that they can make that a condition of approval to include that easement, yes.

Chair Buchert asked in terms of the fence is there anything they can do to include that in their motion or is it already included in the plat or is it not appropriate to include that.

Mr. Harkins said that they have not included that in the preliminary plat that they have shared with us. What they have shared with you tonight is that that is something they would do through covenants as just a matter of procedure of what they do in their practices. There is nothing in the development code that would require them to do that type of screening along the perimeter lots of this subdivision. You can make the ask but there is no requirement of them to do that.

Chair Buchert asked if there were any questions of staff from the Planning Commission; none.  
Chair Buchert asked if there was any discussion.

Vice-Chair Rickelman said that he remembers when they talked about this in March there was a lot of people that had concerns about traffic and has there been any progress from the city side on that.

Mr. Harkins said that yes he is correct that was one of the issues that was raised particularly

from those that lived along 26<sup>th</sup>. The issue in terms of how that is resolved would be having to require dedication of additional right of way or purchase of right of way. Right now the development code does not require them to do an additional dedication of right of way. Staff has been working behind the scenes on a potential date for the land development code and have included that as a requirement for issues like this. There is nothing requiring them to do that so there really no resolution that would require them that are currently sitting at two lane rural standards.

Commissioner Shanahan asked if staff has done any consideration or long range planning on how the street infrastructure will be impacted by this development and the development just to the south of it.

Mr. Harkins said that they have not done a traffic impact study but have suggested to the applicant that they sit down with the development to the south and do one large traffic impact study before they submit the final plat for the subdivision and they can start to look for potential solutions that way. Unfortunately right now there isn't a lot at their disposal that they can do more than that.

Commissioner Shanahan said that given that whatever amount of traffic is generated by this development and the other development the City will have to assume the cost of expanding or improving the street infrastructure there to accommodate the traffic.

Mr. Harkins said that is correct that will be a cost born citywide both for 26<sup>th</sup> and for Western.

Commissioner Shanahan said that he also had questions regarding the sanitary sewer, the water pressure, water service, and the drainage. Chis Anderson said that City staff has review the plans and given him favorable feedback.

Mr. Anderson said that is correct.

Commissioner Shanahan said that they have no verification of that in front of the Planning Commission.

Mr. Harkins said that no they do not have that information included in the packet, that that letter would have been a letter staff comment letter sent to the engineer and developer based on the last submittal of revisions that they made to the plat and subsequent material.

Chair Buchert said as he understands the requirements of the City of Stillwater before the final plat is approved the applicant would have to address all those issues and then get a letter and have all that information, but it is not required at this stage. As he hears from the engineer is sounds like they have addressed all those, but it shouldn't hold up the preliminary plat but they need address that and have review and confirmation from the city engineer when the final plat comes back.

Mr. Anderson said that yes absolutely they will have to turn in actual construction plans with the final plat and the city will review it at that time and will not let it go forward if they are not happy with the solution.

Chair Buchert asked in all three areas sanitary sewer, water, and storm water area.

Mr. Anderson said that is correct.

Mr. Harkins said as a point of information once a preliminary plat is given approval an applicant would submit improvement plans, as well as any other changes that need to be made from the preliminary plat process. Staff would review those they would go through revisions if need be. Once those are completed then they would submit the final plat knowing that it would match up to what they walk through with the improvement process. Council and the Planning Commission would see the final plat. When council has the final plat they are basically accepting the improvements at that time.

Mr. Anderson said that another thing is that they're not putting in 300 lots at once the first plat would be about 30 or 60 lots.

Mr. Roach said yes 60 on the first one.

Chair Buchert said but at the same time they will be designing the water, sewer, storm water for the entire development to be implemented before they develop any lots.

Mr. Anderson said yes the lift station, the correction to the existing sewer to the north, and the connection to the higher water pressure zone will all happen with the first phase of 30-60 lots.

Chair Buchert asked as well as the storm water detention facility.

Mr. Anderson said that is correct.

Chair Buchert asked if there were any questions or comments; none. Chair Buchert asked for discussion or a motion.

Vice-chair Rickelman said that he is satisfied.

**Vice-Chair Rickelman moved to approve the preliminary plat as presented conditional on the sewer easement per Mr. Hill, Commissioner Jerome seconded.**

Roll call:	Buchert	Rickelman	Shanahan	Jerome	Allred
	Yes	Yes	Yes	Yes	Yes

**Time: 43 minutes**

**3. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS, OR CITY ATTORNEY:**

- a. Next Planning Commission meeting June 2, 2020.

4. ADJOURN.

This special meeting of the Stillwater Planning Commission was called for adjournment by Vice-Chair Rickelman, seconded by Commissioner Rickelman at approximately 6:07 p.m. on May 12, 2020 with all members present in agreement, the next regularly scheduled meeting will be held June 2, 2020 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 S. Lewis Street.

Prepared by – Chelsey Jones, Administrative Assistant

Approved by - [Apvd by Planning Commission on 06.16.2020 at virtual meeting.](#)  
Stillwater Planning Commission