

**STILLWATER PLANNING COMMISSION SUMMARY
SPECIAL MEETING OF March 2, 2021
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED March 1, 2021 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair
Jana Phillips, Vice-Chair
Mike Shanahan, Member
Brett Allred, Member

STAFF PRESENT

Dennis McGrath, Assistant City Attorney
Beth Ann Childs, Special Council
Lanc Gross, Development Review Manager
Rian Harkins, Senior Planner
Zachery Henson, Stormwater Program Manager
Chelsey Jones, Administrative Assistant

MEMBERS ABSENT

1. CALL MEETING TO ORDER.

Chair Rickelman calls the meeting order at 5:30 PM. Mrs. Cindy Gibson, Administrative Services Manager calls roll; and all members are present except Mr. Preston Bobo. Commissioner Rickelman explains the procedures and process for the meeting.

2. INTRODUCTION OF NEW PLANNING COMMISSIONER, MR. PRESTON BOBO.

3. PUBLIC HEARING:

- a. OZMJC, LLC, **SPECIFIC USE PERMIT (SUP21-02)**, requesting review and approval of a specific use permit to allow for single family construction at property addressed as 815, 817 and 823 N. Jefferson in the Residential Two & Multi-Family) zoning district. **Harkins**

Mr. Rian Harkins, Senior Planner presents staff report and findings. Mr. Harkins asks if there are any questions for him.

Commissioner Shanahan asks for clarification that the request is basically down zoning to allow for single family; Rian responds yes and discusses the pocket neighborhood concept.

Commissioner Shanahan states that he hopes the applicant or representative can explain why the area is zoned for low density but the project is higher in density. Rian states that both the applicant and their representative are in attendance and can answer that.

Commission Bobo joins the virtual meeting at 5:38pm.

Commissioner Rickelman opens the public hearing. Commissioner Rickelman asks if there is anyone that wishes to speak in favor of this item.

Mr. Steve Carpenter, 201 W. Hall of Fame Avenue, comes to speak on the following:

- Is the applicant
- Wants to create a neighborhood feel
- Good way to utilize existing infrastructure
- Meet with staff to discuss options for building in this area

Commissioner Shanahan asks if this was to be marketed to families and if so, how will that be done in an area overwhelmed with students. Mr. Carpenter responds yes it is in an area that mainly rental but from a marketing standpoint, it is a matter of creating a neighborhood for multi-generational interest because the units aren't large, no garages so it fosters the neighborhood concept with the front doors facing to the courtyard area. Mr. Carpenter states that the location is close to school, both elementary and college functions for walkability.

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

- Project is designed to be appealing to many different demographics
- All doors will be faced to the center green area
- Application is to allow the single family homes to be built

Commissioner Rickelman asks if there is anyone that wishes to speak.

Vice-Chair Phillips asks about the front doors opening to the green space and how would the utilities enter into these houses; Mrs. Harris responds that the public infrastructure is in place, water is on Jefferson and all other utilities are on the east side of the property.

Commissioner Rickelman asks if there is anyone that wishes to speak in favor; none respond. Commissioner Rickelman asks if there is anyone that wishes to speak in opposition of this item; none respond. Commissioner Rickelman closes the public hearing. Commissioner Rickelman asks for staff to represent alternatives.

Rian comments that staff has reviewed the utility layouts and are in support of the proposal. Rian presents alternatives and recommendation. Rian asks if there any questions; none respond.

Commissioner Rickelman asks for discussion or motion.

Commissioner Shanahan moved to accept findings and recommend that the City Council approve the proposed specific use permit as presented, Vice-Chair Phillips seconded.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 16 minutes

- b. Scott Mikulick, Select Physical Therapy Holdings, Inc., **SPECIFIC USE PERMIT (SUP21-03)**, requesting review and approval of a specific use permit to allow a physical therapy office at property addressed as 2230 N. Perkins Road in the Commercial Shopping (CS) district. **Harkins**

Rian Harkins, Senior Planner presents staff report.

Commissioner Rickelman asks if there any question for staff; none respond. Commissioner Rickelman opens the public hearing. Commissioner Rickelman asks if there is anyone that wishes to speak in favor of this item; none respond. Commissioner Rickelman asks if there is anyone that wishes to speak in opposition of this item; none respond. Commissioner Rickelman closes the public hearing.

Commissioner Rickelman asks for alternatives and recommendations.

Rian presents alternatives and recommendations. Rian asks if there any questions of staff; none respond.

Commissioner Rickelman asks for discussion or motion.

Vice-Chair Phillips moved to accept findings and recommend that the City Council approve the proposed specific use permit as presented, Commissioner Shanahan seconded.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 5 minutes

4. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION:

- a. Special Meeting Summary of November 3, 2020.

Commissioner Rickelman asks if each minutes can be approved in one motion or separately; Mr. Dennis McGrath, Assistant City Attorney advises that each set will need acted upon.

Commissioner Rickelman comments about a needed correction on Page 6 and 12 with minor misspellings.

Vice-Chair Phillips moved, Commissioner Shanahan seconded to approve the special meeting summary of November 3, 2020 with corrections as noted.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 2 minutes

- b. Regular Meeting Summary of November 17, 2020.

Commissioner Rickelman asks if there are any changes and/or correction; none respond.

Commissioner Shanahan moved, Vice-Chair Phillips seconded to approve the regular meeting summary of November 17, 2020.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

c. Regular Meeting Summary of December 1, 2020.

Commissioner Rickelman asks if there are any changes and/or correction; none respond.

Vice-Chair Phillips moved, Commissioner Shanahan seconded to approve the regular meeting summary of December 1, 2020.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

d. Regular Meeting Summary of January 5, 2021.

Commissioner Rickelman asks if there are any changes and/or correction; none respond.

Commissioner Shanahan moved, Vice-Chair Phillips seconded to approve the regular meeting summary of January 5, 2021.

Roll call:	Rickelman	Phillips	Shanahan	Allred	Bobo
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

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

a. Next Planning Commission meeting March 23, 2021.

Rian comments that staff is working on a Planning Commission training and as soon as a schedule is prepared then we will send to commissioners.

6. ADJOURN.

This special meeting of the Stillwater Planning Commission was called for adjournment by Vice-Chair Phillips, seconded by Commissioner Shanahan at approximately 6:04 p.m. on March 2, 2021 with all members present in agreement, the next regularly scheduled meeting will be held January 19, 2021 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 S. Lewis Street.

Prepared by – Cindy Gibson, Administrative Services Manager

Approved by - [Approved by the Planning Commission at the 03.23.2021 virtual meeting.](#)
Stillwater Planning Commission