

**STILLWATER PLANNING COMMISSION SUMMARY
 REGULAR MEETING OF JUNE 19, 2018
 IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
 LAW, THE AGENDA WAS POSTED JUNE 12, 2018 IN THE
 MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair
 Dusty Lane, Member
 Mike Buchert, Member

STAFF PRESENT

Dennis McGrath, Assistant City Attorney
 Paula Dennison, Development Services Director
 Lanc Gross, Development Review Manager
 Tom Coots, Planner I
 Ashley Camren, Administrative Assistant

MEMBERS ABSENT

Cindy Thielman-Braun, Member
 Ariel Ross, Vice-Chair

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. Jim Rutledge, **SPECIAL EXCEPTION TO PLANNING COMMISSION (SEPC18-01)**, requesting review and approval, per City Code Section 23-64, of a subdivision design modification for street requirements, for a portion of property addressed as 3805 W. Rutledge Drive, and known as Juniper Ridge, located outside City Limits.

Lanc Gross, Development Review Manager, advises that the application requires ¾ vote of the entire Planning Commission and as two of the five Planning Commission members are absent, the item is requested to be tabled to the next regularly scheduled meeting of July 10, 2018.

Chair Rickelman asks if there is a motion.

Commissioner Buchert moved, Commissioner Lane seconded to table the Special Exception to Planning Commission to the next Planning Commission meeting of July 10, 2018.

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

Time: 1 minute

- b. Liz and Ryan Robbins, **SPECIFIC USE PERMIT (SUP18-04)**, requesting review and approval of a Specific Use Permit to allow personal and laundry service uses (salon and spa) at property addressed as 1121 S. Western Road, in the O (Office) zoning district.

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

Chair Rickelman asks if there are any questions for staff.

Commissioner Lane asks what the screening requirement is on the East and North sides of the development.

Lanc advises that it is a 6 foot privacy fence.

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

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

- Speaking on behalf of the owner.
- The salon and spa is to look like a house to blend in with the neighborhood.
- They will be placing a fence for screening on the North and East sides of the property but there is already a fence on the South portion of the property due to an office already to the South.
- They will keep as many trees as possible but others will come out with the parking lot development and structure.
- The preliminary drainage study has already been approved.
- The existing site drains to an existing drainage channel and a change to the parking lot design would still drain properly but would change the rate of drainage.

Mrs. Harris asks if there are any questions for her.

Commissioner Buchert states that he would prefer that Mrs. Harris make the necessary changes to keep the parking area away from the residential structures with the ability to plant more trees.

Commissioner Lane asks about the North parking lot.

Mrs. Harris advises that it currently drains down naturally to the South drainage channel.

Commissioner Lane asks if Mrs. Harris moves the South lot over to the West would she also move the North lot over as well.

Mrs. Harris responds that she could do that.

Commissioner Lane asks Commissioner Buchert for his thoughts. Mr. Buchert states that he would recommend moving both lots to the West.

Mrs. Harris states that it would make it more uniform.

Commissioner Buchert asks Mrs. Harris for clarification of distances of the parking lot to the property lines on the North as there was some confusion and states that he would move the parking areas on both the North and South sides farther west to create greater distance between the development and the residential areas.

Commissioner Lane states that if the North lot is moved farther west the large tree to be removed might be saved.

Mrs. Harris advises that it would be a possibility if the building didn't get into the area as well.

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

Ms. Belinda Bruner, 1110 S. Ridge Drive, comes to speak on the following:

- The back of her property abuts the east side of the development.
- The owner of the development has been forthcoming and has worked with Ms. Bruner in answering all her questions and concerns especially in regards to drainage.

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; 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 conditions necessary for mitigation to adjacent properties.
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 request.
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 or discussion; none respond.

Commissioner Buchert moved, Commissioner Lane seconded to accept findings and recommend that the City Council approve the proposed Specific Use Permit as presented.

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

Time: 14 minutes

- c. JBJR, LLC, **PRELIMINARY PLAT (SUB18-08)**, requesting review and approval of a Preliminary Plat on a portion of property addressed as 1910 W. 26th Avenue, and known as Teal Ridge Estates, to create 38 residential lots in the RSS (Residential Single-Family Small-Lot) and RT (Residential Two-Family) zoning districts.

Commissioner Lane is the applicant for this item and must abstain from taking an active vote. As there are two of five Planning Commissioners absent there is not a quorum for the item and will be tabled to the next regularly scheduled meeting of July 10, 2018.

Commissioner Buchert moved, Commissioner Lane seconded to table the Preliminary Plat to the next Planning Commission meeting of July 10, 2018.

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

Time: 1 minute

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

- a. Approval of the regular meeting summary of May 15, 2018.

Commissioner Buchert moved, Commissioner Lane seconded to approve the regular meeting summary of May 15, 2018.

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

Time: 1 minute

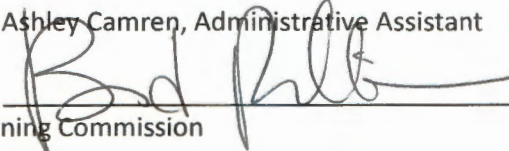
4. MISCELLANEOUS ITEMS FROM STAFF FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission meeting July 10, 2018.

5. ADJOURNMENT

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Buchert, seconded by Commissioner Lane at approximately 5:47 p.m. on June 19, 2018 with all members present in agreement, the next regularly scheduled meeting will be held July 10, 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