

**STILLWATER PLANNING COMMISSION SUMMARY
SPECIAL MEETING OF October 20, 2020
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED October 16, 2020 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair
Jana Phillips, Vice-Chair
Vicky Jerome, Member
Brett Allred, Member

STAFF PRESENT

Dennis McGrath, Assistant City Attorney
Lanc Gross, Development Review Manager
Rian Harkins, Senior Planner
Chelsey Jones, Administrative Assistant

MEMBERS ABSENT

Mike Shanahan, Member

1. CALL MEETING TO ORDER.

Ms. Jones took a verbal role call.

2. PUBLIC HEARINGS:

- a. IH Development, LLC, **FINAL PLAT (SUB20-14)**, requesting review and approval for the final plat of "Park Valley Addition" to create 329 new single family residential lots on property currently addressed as 1823 W. 26th Avenue and zoned Residential Single Family Small Lot (RSS). Harkins

Chair Rickelman introduced SUB20-14 and asked staff to present.

Mr. Harkins presented staff report and asked if there were any questions of staff.

Chair Rickelman asked if there were any questions of staff; none. Chair Rickelman opened the public hearing and asked if the applicant or someone wanting to speak for the applicant was available.

Christopher Anderson representing SMC Consulting Engineerings, 815 W Main, OKC OK:

- Stated that he was not at the last meeting and that his partner had filled in for him and advised him about the issue with the traffic study which has now been submitted.
- Believes the traffic study is good but not sure if staff has had time to go through it.
- The summary of the report says that through 2025 in the first phase there are no issues.
- At full buildout with their project, Frye Farms project, and the two other projects on the north side of west 26th St projected at 2030, that there could be some issues at the interection of Western and 26th and at that time will need to be looked at.

Chair Rickelman asked if there were any questions of the applicant unless Mr. Anderson had something else he would like to say.

Mr. Anderson said that he is just requesting approval of the plat.

Chair Rickelman asked if there was anyone else who would like to speak in favor of the item; none. Chair Rickelman said seeing no others speaking in favor, is there anyone else who would like to speak in opposition of the item; none. Chair Rickelman closed the public hearing and asked for staff alternative.

Mr. Harkins presented the findings and stated that they are still reviewing the traffic impact analysis. Mr Harkins presented the alternatives and asked if there were any questions of staff.

Chair Rickelman said there did not look to be any questions of staff and asked if there was any commissioner's discussion or a motion.

Commissioner Jerome moved to accept finding and approved the final plat as presented, Commissioner Allred seconded the motion.

Roll call:	Rickelman	Phillips	Shanahan	Jerome	Allred
	Yes	Yes	Absent	Yes	Yes

Time: 9 minutes

3. PLANS, POLICIES AND ORDINANCES FOR PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION:

- a. Text Amendment (**TXT20-01**) to Chapter 23, Land Development Code, Article XIII, Overlay Districts, Division 2 Special Purpose Overlay District, amending regulations for Section 23-270, Requirements, Section 23-273 Development Standards, and Section 23-274 Duration of Designation.

Chair Rickelman introduced the text amendment and asked for staff to present.

Mr. Harkins said that this is an ordinance that previously came before the Planning Commission and was approved but is back by City Council request:

- Staff originally took the original overlay district and tried to create extra opportunities.
- Council asked of staff is to go back and to take a broader look and get some additional input.
- Staff held sessions via zoom with stakeholders in the community, downtown interests and other businesses and created some revisions.
- The revision created a boader approach and created a section that is using off street parking for businesses as well as temporary on street parking for 48 hours or less so if a business wanted to do something for gameday there would be a section for that.
- There would also be a section for longer term type of use for food and beverage that would like to utilize this process.
- Staff also did some cleaning up of sidewalk dining previsions that already exist.
- This is a revised but beefed up version of what it was originally after a lot of good feedback from the community.

Mr. Harkins asked if there were any questions that he could answer.

Vice-Chair Phillips said that in section C where it is addressing temporary on street parking stalls that are not to exceed 48 hours it appears that the physical barriers materials are slightly different in their listing in section D where it is up to 6 months with the option to renew and asked if that intentional.

Mr. Harkins said that yes, the thought behind that is that short term (48 hours and less), and using Eskimo Joe's for example, they right now under the mayor's emergency order, use moveable fence type barriers to help with additional use space in those on street parking stalls but they aren't acutally seating people in them. That gives them something very flexible to setup the night before a game and take them down and move them very quickly say 3-4 hours after. Trying to be a little more flexible and easier to use but understand that they may have to work through some things once they get through the application of that but are trying to be as open and as flexible as possible especially with the more short term options.

Vice-Chair Phillips said that this sounds reasonable. Follwing up on the same thing, in section D looking at the materials, are the materials evaluated when the plans and site plan come in. Earlier in the article it talks about there are certain materials that are prohibited on buildings, is there a review involved when looking at the 6 month license.

Mr. Harkins said that yes, an applicant would submit a site plan and indicate materials that they would be using and give us any kind of design on how they want that material to be used and where in each location, if they still have questions they follow up with them and work through the site plan to make it the best plan possible to fit that situation. What you see now is in cases jersey barriers that have been borrowed and placed in those locations or metal movable fence pannels with black sheeting on it. They are trying to avoid that look and do something that would be a little more permanent that may fit in more arcetechtually and aesthetically to the surrounding environment.

Vice-Chair Phillips said that she wasn't apart of the first round but that she thinks it looks like a very good amendment to the article and it would be something great for Stillwater. There is just one typo that she would like to verify that is in section D item 12 the word should be encouraged and not encourages.

Mr. Harkins said that that is correct.

Chair Rickelman asked if there were any other questions of staff; none. Chair Rickelman opened the public hearing and asked if there was anyone there to speak in favor of the item; none. Chair Rickelman asked if there was anyone there that would like to speak in opposition to the item; none. Chair Rickelman closed the public hearing and asked for staff alternatives.

Mr. Harkins presented the findings and alternatives and asked if there were any questions of staff.

Chair Rickelman said that his only question was since it was the City Council that was dissatisfied with the previous version, does staff feel like they have adequately answered whatever it is that they were looking for since a list was not provided.

Mr. Harkins said that staff does, based on: 1. the feedback that they got from council right away after that meeting, and 2. the feedback they have gotten from community stakeholders whether they be downtown or other commercial areas.

Chair Rickelman asked if there were any other questions by the commission or a motion.

Vice-Chair Phillips moved to accept staff findings and recommend to the City Council to approve the proposed text amendment as presented, Commissioner Jerome seconded.

Roll call:	Rickelman	Phillips	Shanahan	Jerome	Allred
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	Yes	Yes	Absent	Yes	Yes
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Time: 13 minutes

- b. Text Amendment (TXT20-03) to Chapter 23, Land Development Code, Article V, Use Categories and Limitations, Division 1, Generally, Section 23-137 RSS Small Lot Single Family Residential, and Section 23-153 CG Commercial General District.

Chair Rickelman introduced the text amendment and asked staff to present.

Mr. Harkins said that this is another text amendment that originally went to council after being reviewed by Planning Commission and giving a recommendation of approval council has remanded this one back to Planning Commission after review by staff. The original ordinance and text amendment had a use added to a permitted use of cemeteries and associated facilities to the RSS zoning district as well as general accomodation added to General Commercial zoning. Because of timing of some of the development, City Council remanded it back to the Planning Commission and asked staff to review things and make some changes. The changes that they have made are to hold off on the General Commercial change adding that use, but to go forward with the RSS zoning district addition of cemeteries and their associated facilities but not as a permitted use but adding it as a specific use. Currently, cemeteries are not allowed permitted or specific use in the RSS zoning district. That type of use is not allowed anywhere in the zoning, there is no zoning district to accommodate that. The cemetery on the east side of town allong 6th Ave is essentially sitting in RSS zoning as nonconforming. This would bring it into conformance with the zoning code and allow them to, with a specific use permit, have the opportunity for an expansion if that is in the future. Staff after council, sat down with their feedback and worked through some revisions, the City Manager's office and Legal have reviewed this and they are ok with everything which is why it is back before them. Mr. Harkins asked if there were any questions of staff.

Chair Rickelman asked if this change would allow the location to be able to go forth with whatever they were doing.

Mr. Harkins said that it should, right now they are trying to add on space and do a new building. They are looking at taking on some new land and having some land donated to the cemetery so they can get a new accessory building for storage. This would give them the potential for that, being a SUP there would be the publication process and it would come before the Planning Commission and City Council but it gives them a process to move forward and do that.

Chair Rickelman asked if there were any questions for staff; none. Chair Rickelman opened the public hearing and asked if there was anyone who would like to speak in favor of the item; none. Chair Rickelman asked if there was anyone who would like to speak in opposition of the item; none. Chair Rickelman closed the public hearing and asked for staff recommendations.

Mr. Harkins presented the findings and alternatives and asked if there were any questions of staff.

Chair Rickelman asked if there was any discussion of the commission or a motion.

Commissioner Jerome moved to accept findings and recommend City Council approve the proposed text amendment as presented, Vice-Chair Phillips seconded.

Roll call:	Rickelman	Phillips	Shanahan	Jerome	Allred
	Yes	Yes	Absent	Yes	Yes

Time: 7 minutes

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

- a. Next Planning Commission meeting November 3, 2020.

5. ADJOURN.

This special meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Allred, seconded by Commissioner Jerome at approximately 5:59 p.m. on October 20, 2020 with all members present in agreement, the next regularly scheduled meeting will be held November 3, 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 - [Approved by the Planning Commission on the 11/03/2020 Virtual Meeting](#)
Stillwater Planning Commission