

**STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF MARCH 27, 2018  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED MARCH 23, 2018 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

**MEMBERS PRESENT**

Brad Rickelman, Chair  
Ariel Ross, Vice-Chair  
Mike Buchert, Member  
Cindy Thielman-Braun, Member

**STAFF PRESENT**

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

**MEMBERS ABSENT**

Dusty Lane, 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. Stillwater Retirement, LLC, **AMENDMENT TO PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD18-01)**, requesting review and approval of an amendment to the Preliminary Planned Unit Development to allow two additional duplex units at property addressed as 823 S. Range Road.

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

Lanc asks if there are any questions for him; none respond.

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

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

- Representing the owners.
- Advises that she is available for questions if needed.

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

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 map amendment as presented.
2. Find that the map amendment 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 map amendment.
3. 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 for staff or discussion; none respond.

**Commissioner Buchert moved, Commissioner Thielman-Braun seconded to accept findings and recommend that the City Council approve the proposed map amendment as presented.**

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

*Time: 4 minutes*

- b. Richard Butzler, **PRELIMINARY PLAT (SUB18-04)**, requesting review and approval of a Preliminary Plat on 7.327 acres (m/l), at properties addressed as 3098 E. 4<sup>th</sup> Avenue, 3106 E. 4<sup>th</sup> Avenue, and 498 S. Mockingbird Street, to create a new residential subdivision consisting of 20 lots in the RT (Residential Two-Family) and RTM (Residential Two-Family and Multi-Family) zoning districts. This item was postponed from the 03.06.2018 Planning Commission meeting.

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

Lanc asks if there are any questions for him.

Chair Rickelman states that he saw dirt work being done in that area of 4<sup>th</sup> Avenue and wanted to know if that was part of this project or something else.

Lanc states that it is for the utilities.

Commissioner Thielman-Braun asks about the locations of the private gates, the streets and how they will be go through and where they will terminate.

Lanc states that they are sub-streets and will end by connecting to driveways and the engineer could answer most of the questions.

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

Mr. Stephen Gose of Gose and Associates, 113 E. 8<sup>th</sup> Avenue, comes to speak on the following:

- Speaking on behalf of the applicant.
- Advises that 4<sup>th</sup> Avenue will be extended and be 20' wide to meet fire code requirements. Gates will be in place at the back of the property line to prevent pedestrian traffic as well as other



types of traffic. It will be a private gated community and have a home-owners association to maintain all of that.

Commissioner Thielman-Braun asks if the gates on the back of the property will be for residents or strictly fire access.

Mr. Gose advises that it will be strictly for fire and emergency access at the back of the property and that the streets at the end of the property will end in driveways to each duplex.

Mr. Gose states that they attempted to make arrangements with the senior housing development on 6<sup>th</sup> Avenue but they were already too far along in order to get access to their fire lane.

Mr. Gose also explains the reason for the preliminary plat instead of individual minor subdivisions and making it a cleaner process by doing everything at once.

Commissioner Thielman-Braun asks if the HOA will consist of just these lots or if it will encompass more of the neighborhood. Mr. Gose advises that it will only be for the lots and duplex units behind the private access gate.

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 approve the proposed preliminary plat as presented.
2. Find that the preliminary plat is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not approve the preliminary plat.
3. 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 for staff; none respond.

Chair Rickelman asks if there is any discussion; none respond.

**Commissioner Buchert moved, Vice-Chair Ross seconded to accept findings and approve the proposed preliminary plat as presented.**

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

*Time: 10 minutes*

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

- a. Approval of the regular meeting summary of March 06, 2018.

**Commissioner Buchert moved, Vice-Chair Ross seconded to approve the regular meeting summary of March 06, 2018.**



<b>Roll call:</b>	<b>Richelman</b>	<b>Ross</b>	<b>Lane</b>	<b>Buchert</b>	<b>Thielman-Braun</b>
	<b>Yes</b>	<b>Yes</b>	<b>Absent</b>	<b>Yes</b>	<b>Yes</b>

Time: 1 minute

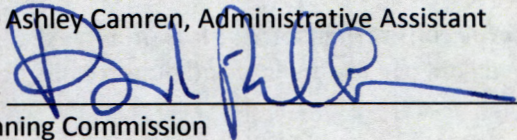
4. MISCELLANEOUS ITEMS FROM STAFF FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission meeting April 03, 2018.

5. ADJOURNMENT

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice-Chair Ross, seconded by Commissioner Buchert at approximately 5:45 p.m. on March 27, 2018 with all members present in agreement, the next regularly scheduled meeting will be held April 03, 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