

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF MAY 15, 2018
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED MAY 10, 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
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 DISCUSSTION AND POSSIBLE ACTION:

- a. Stillwater Delta Tau Delta Corporation, **MAP AMENDMENT (MA18-03)**, requesting review and approval to rezone property addressed as 1306 W. University Avenue from RTM (Residential Two-Family and Multi-Family) to RMI (Residential Multi-Family Intermediate).

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

Chair Rickelman asks if parking will be an issue and if it is sufficient. Lanc states the applicant can answer the question.

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

Mr. Joe Millar, 3005 W. 33rd Avenue, comes to speak on the following:

- Speaking as treasurer of the house corporation that owns the building.
- Wants to go from a 2-story to a 3-story building.
- Will lose 2-3 parking spaces at most if not gain some parking given that the overall size of the building is going be reduced but go up in height.
- Number of beds will not change.

Commissioner Thielman-Braun states that the two zoning districts have different setback requirements and wants to know if the new building will conform. Mr. Millar says yes.

Vice-Chair Ross asks if the new building will conform to the 50 foot height limit. Mr. Millar says yes and that if they wanted to go another route with the Board of Adjustment they would have had to do a flat roof which they did not want so they decided to request a change in zoning.

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 or discussion.

Commissioner Thielman-Braun states that the staff report uses the terminology of "fraternity houses" and the zoning uses show the term "boarding house" and wants to know if the use will be by right or if it will require a use permit.

Lanc advises that the fraternity house will be permitted by right.

Commissioner Thielman-Braun asks if that is normally how they are permitted in Stillwater. Lanc says yes.

Commissioner Thielman-Braun states that when a fraternal house is in a community area, in some jurisdictions, these kinds of uses are subject to a use permit because it gives the jurisdiction the ability to enforce things like hours of operation, noise levels, lighting, events, etc. and this may be something the Planning staff may want to take a look at. She states that in this case, Stillwater has co-existed with all the fraternity and sorority houses.

Commissioner Buchert moved, Vice-Chair Ross 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: 8 minutes

- b. Epsilon Omicron Holding Corporation and Chi Omega Fraternity, **MAP AMENDMENT (MA18-04)**, requesting review and approval of a Map Amendment to rezone properties addressed as 310 and 324 S. Monroe Street from RMI (Residential Multi-Family Intermediate) to RMU (Residential Multi-Family Urban).

Lanc presents staff's report and findings.

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

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

- Representing the applicants.
- Advises that parking is based upon the use and, in this case, is based on the number of beds, not zoning classification which the applicants are fully aware of.
- Advises that the applicants are also aware of any setback changes and some of the alleyway may be closed at a later date.

Vice-Chair Ross asks if both applicants are going to rebuild or just one. Mrs. Harris advises that both will rebuild. The rezoning is being done for both properties at once but the Chi Omega Fraternity will not rebuild until a later date.

Commissioner Thielman-Braun asks if both are separate projects and if there is no intermingling. Mrs. Harris says that is correct.

Chair Rickelman asks is 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 of the item; 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

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

- a. Approval of the regular meeting summary of May 01, 2018.

Vice Chair Ross moved, Commissioner Buchert seconded to approve the regular meeting summary of May 01, 2018.

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

Time: 1 minute

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

- a. Next Planning Commission meeting June 05, 2018.

5. ADJOURNMENT

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Buchert, seconded by Vice-Chair Ross at approximately 5:44 p.m. on May 15, 2018 with all members present in agreement, the next regularly scheduled meeting will be held June 05, 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