

**STILLWATER PLANNING COMMISSION SUMMARY
 REGULAR MEETING OF NOVEMBER 20, 2018
 IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
 LAW, THE AGENDA WAS POSTED NOVEMBER 14, 2018 IN THE
 MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Brad Rickelman, Chair
 Mike Buchert, Member
 Cindy Thielman-Braun, Member
 Vicky Jerome, Member
 Mike Shanahan, Member

STAFF PRESENT

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

MEMBERS ABSENT

1. CALL MEETING TO ORDER.

Chair Rickelman called the meeting to order at 5:30 PM.

2. INTRODUCTION OF NEW PLANNING COMMISSIONERS.

Chair Rickelman introduces the two new members of the Stillwater Planning Commission which are Mr. Mike Shanahan and Ms. Vicky Jerome.

3. MISCELLANEOUS ITEMS FROM PLANNING COMMISSIONERS:

a. Election of Chair.

Commissioner Buchert moved, Commissioner Shanahan seconded to nominate Commissioner Thielman-Braun as new Chair of the Planning Commission.

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Abstain	Yes	Yes

Time: 1 minute

b. Election of Vice-Chair.

Commissioner Buchert moved, Commissioner Thielman-Braun seconded to nominate Commissioner Shanahan as new Vice-Chair of the Planning Commission.

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Abstain

Time: 1 minute

4. PUBLIC HEARINGS:

- a. Isley, Brandan, **SPECIFIC USE PERMIT (SUP18-05)**, requesting review and approval of a Specific Use Permit to establish a Medical Marijuana Dispensary at property addressed as 106 W. Elm Avenue in the CG (Commercial General) zoning district.

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

Lanc asks if there are any questions for him.

Chair Rickelman asks if there is anyone currently occupying the house. Lanc responds that it is currently occupied.

Commissioner Thielman-Braun asks if there is a distance requirement from the dispensary to other facilities such as schools, etc.

Lanc advises that it is 1000 feet.

Commissioner Thielman-Braun asks if it is just for schools. Lanc confirms.

Chair Rickelman asks if there are any other questions; none respond.

Chair Rickelman opens the public hearing and asks if there is anyone who would like to speak in favor of the item; 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 Specific Use Permit as presented.
2. Find that the Specific Use Permit is not an appropriate use based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the proposed Specific Use Permit.
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 for any discussion among the Commissioners.

Commissioner Thielman-Braun asks if there is any separation between the facility and the house.

Mr. Jim McCollom, 712 S. Kings, applicant, advises that there is no opening between the two structures.

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

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

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Yes

Time: 6 minutes

- b. Presley, LLC, **SPECIFIC USE PERMIT (SUP18-06)**, requesting review and approval of a Specific Use Permit to allow conventional single-family use in the RTM (Residential Two-Family and Multi-Family) zoning district at properties addressed as 423, 424, 501, and 505 S. Gray Street and at 514 S. Pine Street.

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

Lanc asks if there are any questions for him.

Commissioner Thielman-Braun asks what the parking requirements are for this type of residential use.

Lanc advises that they will find out that information.

Commissioner Jerome asks if this is in the Westwood Overlay District. Lanc advises that it is not.

Lanc advises that for Residential Single-Family and Two-Family, 1 or 2 bedrooms, the parking requirement is 2 spaces per dwelling unit. For 3 or more bedrooms, the parking requirement is 1 space per bedroom.

Commissioner Thielman-Braun asks why the parking spaces are stacked instead of angled in order to not block anyone into the spots.

Lanc advises that it is just an option, and the spaces are not striped.

Commissioner Thielman-Braun asks if it just shows a theoretical accommodation. Lance confirms.

Chair Rickelman asks is there are any more questions; none respond.

Chair Rickelman opens the public hearing and asks if there is anyone who would like to speak in favor of the item; 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 Specific Use Permit as presented.
2. Find that the Specific Use Permit is not an appropriate use based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the proposed Specific Use Permit.
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 among the Planning Commissioners; none respond.

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

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Yes

Time: 9 minutes

- c. Forbecker, Rich, **SPECIFIC USE PERMIT (SUP18-07)**, requesting review and approval of a Specific Use Permit to establish a Medical Marijuana Dispensary at property addressed as 1103 S. Perkins Road in the CG (Commercial General) zoning district.

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 of the item; 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 Specific Use Permit as presented.
2. Find that the Specific Use Permit is not an appropriate use based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the proposed Specific Use Permit.
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 asks if there are requirements for off-street parking at this location.

Lanc advises that it requires 1 parking space per every 300 square feet, therefore, 2 parking spaces are required at this location.

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

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Yes

Time: 3 minutes

- d. Badiyan Properties, LLC & G Properties, LLC, **MAP AMENDMENT (MA18-07)**, requesting review and approval of Annexation into the Corridor Redevelopment Area and approval of a Map Amendment to rezone property addressed as 102, 106, 112, 114, 116, 122, and 124 S. Main Street from CG (Commercial General) zoning district to the T5 (Transect 5) zoning district.

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

Chair Rickelman asks where the T5 transect request ends on west side of Main Street.

Lanc shows Chair Rickelman off of the PowerPoint presentation where the cut off is located.

Commissioner Buchert asks Lanc to advise as to the number of stories allowed within the T5 transect.

Lanc states that the T5 transect allows for 5 stories and the T6 transect allows for 7 stories. (Correction of statement: T6 transect allows for 10 stories or 100 feet unless in the 75-foot maximum height area adjacent to OSU campus.)

Chair Rickelman asks if there are any other questions for staff.

Commissioner Shanahan asks what the purpose or intent of this request is and if it is to allow for flexible design.

Lanc advises that we have not received any plans and cannot say for certain but that the intent.

Chair Rickelman asks if there are any other questions for staff.

Commissioner Thielman-Braun asks if the applicant encompasses all of the properties within this request. Lanc confirms.

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

Mr. Roger Gose of Gose & Associates, 113 E. 8th Ave, comes to speak on the following:

- Speaking on behalf of the applicant.
- Advises that the plans they have received as engineers for projects works better if all the properties are under Form Based Code.
- Available for any questions.
- Advises that the reason the request only goes partially down West Main Street is because that is all the properties Mr. Badiyan owns.

Chair Rickelman asks if there is anyone else who would like to speak in favor of the item; 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 based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the proposed 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 other questions or discussion; none respond.

Commissioner Buchert moved, Commissioner Shanahan seconded to accept findings and recommend that the City Council approve the proposed Map Amendment as presented.

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Yes

Time: 7 minutes

5. APPROVAL OF THE MEETING SUMMARY:

- a. Approval of the meeting summary of September 18, 2018.

Commissioner Buchert moved, Commissioner Thielman-Braun seconded to approve the meeting summary of September 18, 2018.

Roll call:	Rickelman	Buchert	Thielman-Braun	Jerome	Shanahan
	Yes	Yes	Yes	Yes	Yes

Time: 1 minute

6. MISCELLANEOUS ITEMS FROM CITIZENS FOR DISCUSSION ONLY.

- a. Presentation by Roger Gose, private citizen, requesting to speak about amendments to previously approved development projects.

7. MISCELLANEOUS ITEMS FROM STAFF:

- a. Introduction to Planning Commission Responsibilities and Realm of Authority.

Paula Dennison, Director of Development Services, discusses the Planning Commission responsibilities and Realm of Authority both on the State and local levels.

Commissioner Buchert states that City of Stillwater staff is a great resource for information and questions or concerns.

Paula confirms and asks that if they have any questions to contact Development Services staff before the Planning Commission meetings.

- b. Discussion of Planning Commission Trainings.

Lanc Gross, Development Review Manager, presents the Planning Commissioners with the item of Planning Commission trainings.

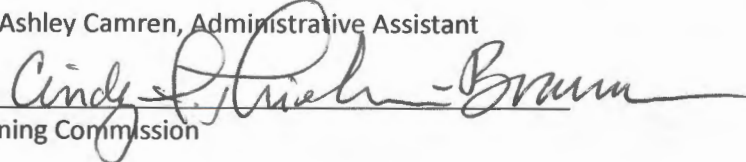
Commissioner Buchert and Chair Rickelman advise staff to put together some possible dates and times and present those to the Commissioners for review.

- c. Next Planning Commission meeting December 4, 2018.

8. ADJOURN.

This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Thielman-Braun, seconded by Commissioner Buchert at approximately 6:18 p.m. on November 20, 2018 with all members present in agreement, the next regularly scheduled meeting will be held December 04, 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