



REPORT TO:
STILLWATER PLANNING COMMISSION No. TXT21-01
ISSUED BY THE COMMUNITY DEVELOPMENT DEPARTMENT - STILLWATER,
OKLAHOMA

Date of Meeting: July 20, 2021

Subject: Text Amendment for the Preliminary Plat section of the Land Development Code to include a Traffic Impact Analysis

Purpose of Report: Review and Recommendation of a Text Amendment to the Land Development Code Chapter 23, Land Development Code, Article XVI, Subdivision Preparation and Requirements, Section 23-325 Preliminary Plat requirements within the Land Development Code.

Background: This item was recommended for inclusion within the Land Development Code by individuals who work within the development industry. The proposed text amendment has been suggested at the preliminary plat stage to clarify when the traffic impact analysis is required to be submitted.

Application Processing Information:

Applicant – The City of Stillwater
Notice – Newspaper of general circulation
Assigned Planner – Rian Harkins, Senior Planner

Processing Track:

Planning Commission – July 20, 2021
City Council - August 16, 2021

Applicable City Plans/Policies:

Land Development Code Chapter 23, Land Development Code, Article XVI, Subdivision Preparation and Requirements, Section 23-325 Preliminary Plat.

Discussion: Currently, City of Stillwater engineering standards note that the traffic impact analysis is to be submitted for review, but such an analysis is not mentioned in the land development code. This has led to confusion about when a traffic impact study should be conducted and when it should be submitted to the City for review.

After discussion amongst members of the development community, a written request was submitted to the City to include the traffic impact analysis as part of the application submittal for the preliminary plat. Utilizing a level of trips generated that is the current standard for transportation engineering, the proposed text amendment would include the traffic impact analysis as one of the required items to be included in the application provided one of the following criteria are met:

- More than 1,000 vehicle trip ends during a single day and/or
- More than 100 vehicle trip ends during a single hour

Findings:

1. The current traffic impact analysis requirements are only found in the City's engineering standards.

2. A text amendment to the Land Development Code is needed to further clarify if and when a traffic impact analysis is required.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed Text Amendment as presented.
2. Find that the Text Amendment is appropriate for the Definition with identified amendments and recommend the City Council approve the request.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a future Planning Commission meeting.
4. Find that the Text Amendment is not needed and do not recommend that the City Council approve the request.

Prepared by:	Rian Harkins, Senior Planner
Reviewed by:	Lanc Gross, Planning Manager
Date of Preparation:	July 1, 2021
Attachments:	Draft Ordinance