

PLANNING COMMISSION MEETING AGENDA
DECEMBER 5, 2023



723 S. Lewis Street, Room 1122
Stillwater, OK 74074
5:30 PM

Chair Jana Phillips, Vice-Chair Mark Prather, Commissioner Mike Shanahan, Commissioner Riley Williams, and Commissioner Andrew Van Leuven.

NOTE: Members of the Planning Commission and City Staff will gather prior to the regular meeting in Room 1121 beginning at 5:00 PM. No Planning Commission business will be discussed or otherwise acted upon at this time. This is not a closed session, and members of the public and press are welcome to attend.

1. Call Meeting to Order

2. Public Hearing

The Planning Commission will hear public comments, discuss, and take action including a vote or series of votes on each item unless otherwise indicated.

- a. City of Stillwater, **Specific Use Permit (SUP23-08)** consideration, Jacquelyn Porter discussion and possible action, including recommending approval or denial of an application for a Specific Use Permit to install a Public Safety Communications Tower at the property addressed as 623 E 8th Avenue.
- b. **SHORT TERM RENTAL (STR-0129)**, consideration, discussion and Diana Hood possible action, including recommendation approval or denial of an application for a Short Term Rental from Yuechen Wu for property addressed as 1015 W. Graham Avenue in the Single Family Large Lot Residential (RSL) district.
- c. **SHORT TERM RENTAL (STR-0130)**, consideration, discussion and Diana Hood possible action, including recommendation approval or denial of an application for a Short Term Rental from Rudy Mandeville for property addressed as 1607 S. Berkshire Drive in the Single Family Small Lot Residential (RSS) district.
- d. **SHORT TERM RENTAL (STR-0134)**, consideration, discussion and Diana Hood possible action, including recommendation approval or denial of an application for a Short Term Rental from Jared Thomblin for property addressed as 910 S. Ridge Dr. in the Single Family Small Lot Residential (RSS) district.
- e. **SHORT TERM RENTAL (STR-0140)**, consideration, discussion and Diana Hood possible action, including recommendation approval or denial of

an application for a Short Term Rental from Steve and Stacy Davis for property addressed as 1215 S. Martin Street in the Single Family Small Lot Residential (RSS) district.

- f. **SHORT TERM RENTAL (STR-0143)**, consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from HNTR Properties, LLC, Keving and Amy Carwile for property addressed as 1106 N. Sunnybrook Drive in the Single Family Small Lot Residential (RSS) district. Diana Hood

- g. **SHORT TERM RENTAL (STR-0144)**, consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from Carissa Gabilheri for property addressed as 1301 W. Richmond Road in the Two-Family Residential (RT) district. Diana Hood

3. Miscellaneous Items from Staff, Planning Commissioners or City Attorney for Discussion and Possible Action:

a.	Next Planning Commission Meeting is December 19, 2023.
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- b. Review and approval of the Planning Commission 2024 Meeting Schedule.

4. Adjourn

On _____ at _____, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

The Planning Commission may take action, including a vote or series of votes on all items listed on the agenda, unless the item specifically indicates that no action will be taken. The City of Stillwater encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, please notify the Community Development Desk at least 48 hours prior to the meeting by calling 405.742.8220.

- Meetings are televised on AT&T U-verse channel 99 and Optimum channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the Office of Community Development.

Date of Meeting: December 5, 2023

Subject: Specific Use Permit: 623 East 8th Avenue

Purpose of Report: The applicant requests the review and approval of a Specific Use Permit to allow a 419 feet and 6 inches telecommunication tower for emergency response in a Public (P) zoning district at the property addressed as 623 East 8th Avenue.

Background: On May 2, 2023, the Planning Commission approved a Specific Use Permit for a telecommunication tower for emergency response on the property addressed as 4220 North Perkins Road, South of Parkview Estates.

The City's Emergency Management team and contractors had to abandon and change the proposed location of the telecommunication tower at 4220 North Perkins Road.

After further research, the City's Emergency Management team and contractors identified the subject property address as 623 East 8th Avenue as a new location for the telecommunication tower.

The subject property is near the intersection of South Perkins Road and East 8th Avenue. The operation of the City of Stillwater's Public Works maintenance shop is at the subject property. Section 23-113.1 of the Stillwater Land Development Code requires that any telecommunication tower that exceeds the height of 75 feet must obtain a Specific Use permit.

The subject property is zoned Public District (P), and with the City Council's approval, the tower will be allowed on the City-owned property.

Adjacent properties located to the East and South are zoned Public District (P), Commercial General District (CG), and Small-Lot Single Family Residential (RSS) to the West, and the zoning to the North is Light Industrial District (IL).

Application Processing Information:

Owner/Applicant – City of Stillwater

Notice – Letters mailed to property owners within 300 feet and notice in the NewsPress

Processing Track:

Submittal Date – November 11, 2023

Planning Commission – December 5, 2023

City Council – December 18, 2023

Project/Site Design Data/Details:

Zoning – Public District (P), Section 23-171

Existing Use – City of Stillwater's Public Work's maintenance barns, vehicle services and storage uses.

Proposed Use – add a 419'-6" 9 Telecommunication tower for emergency response

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property currently has access off of East 8th Avenue.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently available along the south side of East 8th Avenue. OSU Transit Services –No available route.
- Electric: City electric is available

Applicable City Plans/Policies:

The Future Land Use Map within the Comprehensive Plan indicates that the desired land use within this part of the community is Public (10-4).

Discussion: The applicant is requesting a Specific Use Permit to allow the height of the tower to exceed 75 feet per Section 23-113.1.d. The proposed tower is going to be 419 feet and 6 inches. The City Council granted Emergency Management Department funding to construct a telecommunication tower for emergency responses in November 2022. The tower is designed to withstand 116 mph basic wind and 40 mph basic wind with 1.5 inches of ice. The tower is designed to have a theoretical zero-fall zone radius.

Findings:

1. The Land Development Code allows the height of a telecommunication tower to exceed 75 feet with specific use permit..
2. The Comprehensive Plan calls for Public at the property's location.

Alternatives:

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 for the property based upon the impacts to the surrounding vicinity and do not recommend that 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 certain date.

Prepared by: Jacquelyn Porter, City Planner

Reviewed by: Jeff Mathews, Community Development Director
Joshua Brown, Project Manager

Date of Preparation: November 21, 2023

Attachments: Application, Area Map, SST Specs, FAA Tower Certification, Survey
Conceptual Plans

Map Designation: SE

CITY OF STILLWATER - DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR REVIEW/ACTION

ZONING:

- ☐ Map Amendment
☐ Planned Unit Dev.
 ☐ Preliminary
 ☐ Final
 ☐ Subdivision
 ☐ Amendment
☒ Specific Use Permit
☐ Annexation

SUBDIVISION:

- ☐ Lot Split
☐ Commercial Minor Subdivision
☐ Minor Subdivision
☐ Preliminary Plat
☐ Final Plat

OTHER:

- ☐ Closing
☐ Drainage Plans/Study
☐ Drilling Permit
☐ Improvement Plans
☐ Right-of-Way Agreement
☐ Small Business Permit
☐ Text Amendment

SITE PLANS:

- ☐ Minor Amendment
☐ Final Drill Site Dev. Plan

Title of Subdivision/Plan/Use: Stillwater Public Works

Owner(s) of Property: City of Stillwater

Owner(s) Address: 707 E 8th Ave., Stillwater, OK 74074

Owner(s) Phone/Fax/Email: (405) 533-8483

Applicant/Developer of Property: Enertech Resources, LLC on behalf of the City of Stillwater

Applicant/Developer Address: 5920 W. William Cannon Dr Bldg 1, Suite 102, Austin, TX 78749

Applicant/Developer Phone/Fax/Email: Timmie Bui / 512-699-3274 (m) / 830-387-4502 (o) / timmie.bui@enertechresources.com

Design Engineer address/phone/fax/email & Registration No.: Dale Shumaker, P.E.

dale.shumaker@enertechresources.com / same address as applicant / OK Registration #22713

Surveyor address/phone/fax/email & Registration No.: Universal Surveying & Mapping / Michael Spears
216 W. 6th Avenue, Stillwater, OK 74074 / 405-372-0000 (o) / 405-372-0002 (f) / Registration # 32757

Address or Description of Property to be Subdivided/Developed: Stillwater Public Works

623 E 8th Ave, Stillwater, OK 74074

Original Tract Deed Book and Page Number: City of Stillwater

Number of Acres in Development: (Please see attached legal description)

Number of Lots Created: None

Current Zoning/Requested Zoning: Public (P)

Reason for zoning request/use permit/map amendment (describe project):

Request to submit SUP to construct a new 400' self support tower for the City of Stillwater, dedicated to public safety use.

This application must be accompanied by the appropriate checklist for the type of item being submitted for review. This application must be completed, signed, and dated by the Applicant and Owner(s).

We do hereby certify that the information provided herein is both complete and accurate to the best of our knowledge, and we understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

Timmie Bui Timmie Bui 11/8/2023
Applicant/Preparer Date

J. Trump Moore 11/15/23
Owner/Agent (with documentation) Date

Applicant/Preparer Date

Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: SUP23-08

Submission Date: 11/14

Processing Tract: IRC 11/29, PC 12/5, CC 12/18

Approval Date: _____

Fees: _____ Number of Copies: _____

**City of Stillwater
Specific Use Permit (SUP)
Chapter 23, Article 6, Division 7**

Applications will be accepted Monday through Friday, from 8:30 AM to 11:30 AM
Per Resolution CC-2007-16

Because the uses identified as requiring specific use permits are more intense or have a greater impact than those permitted by right, such uses shall be evaluated based upon their ability to locate next to less intensive uses. This CHECKLIST identifies the items needed. All items indicated as SUCH are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
	Section 23-180	
TB	COMPLETED APPLICATION FORM AND CHECKLIST	
TB	FILING FEE: NEW CONSTRUCTION @ \$350.00 PLUS \$0.01/SQ FOOT OF BUILDING OR EXISTING BUILDING @ \$250.00 SHALL BE PAID UPON VERIFICATION OF COMPLETE SUBMITTAL.	
TB	A TYPEWRITTEN LIST, CERTIFIED BY A LICENSED ABSTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT OF ALL PROPERTY OWNERS WITHIN 300 FEET OF THE SUBJECT PROPERTY AND AN ELECTRONIC/DIGITAL COPY CAPABLE OF BEING REPRODUCED AS MAILING LABELS. THE OWNERSHIP LIST SHALL NOT HAVE BEEN PREPARED MORE THAN 30 DAYS PRIOR TO SUBMISSION OF APPLICATION.	
TB	TYPED LEGAL DESCRIPTION EMAILED TO DIGITALS@STILLWATER.ORG	
TB	COPY OF EXISTING OR PROPOSED RESTRICTIVE COVENANTS	
TB	BUILDING ELEVATION DRAWINGS AND CONSTRUCTION MATERIALS WHEN ABUTTING A RESIDENTIAL DISTRICT.	
TB	ELECTRONIC PDF DRAWING, EMAILED TO DIGITALS@STILLWATER.ORG shall show the following:	
TB	a. Dimensions of the site, including easements and rights-of-way, and location with respect to streets and adjacent properties;	
TB	b. Dimension of buildings and location with respect to property boundaries;	
TB	c. Location and type of existing and proposed outdoor features such as signs, fences, landscaping, or outdoor light fixtures;	
TB	d. Location, arrangement, and dimensions of off-street parking and loading spaces and access drives;	
TB	e. Number of residential dwelling units, if any, per structure;	
TB	f. Any other physical features or characteristics which may be unique to the property or particular use proposed;	
TB	g. Existing use of abutting/adjoining properties	
TB	h. Existing zoning of the subject property and the abutting/adjoining properties;	
TB	i. Location of existing and proposed public utilities	
TB	j. Distance from any public place as defined in Oklahoma Administrative Code Title 310, Chapter 681 (Per Ordinance No. 3416)	
TB	COPY OF OKLAHOMA STATE DEPARTMENT OF HEALTH MEDICAL MARIJUANA LICENSE FOR ☐ COMMERCIAL GROWER ☐ PROCESSING/MANUFACTURING ☐ DISPENSARY/RETAIL (PER ORDINANCE NO. 3416)	
TB	FINAL DRAINAGE STUDY AND FINAL DRAINAGE PLAN (ARTICLE 19)	

**City of Stillwater
Specific Use Permit (SUP)
Chapter 23, Article 7, Division 7**

INFORMATIONAL	
Required fire flows. Appendix B (2009 IFC)	
Hydrant spacing Section 507.5 and Appendix C (2009 IFC)	
Sprinkler requirements, Section 903 (IFC)	
Annual Inspections will occur to verify continual compliance with the conditions of approval of the SUP	

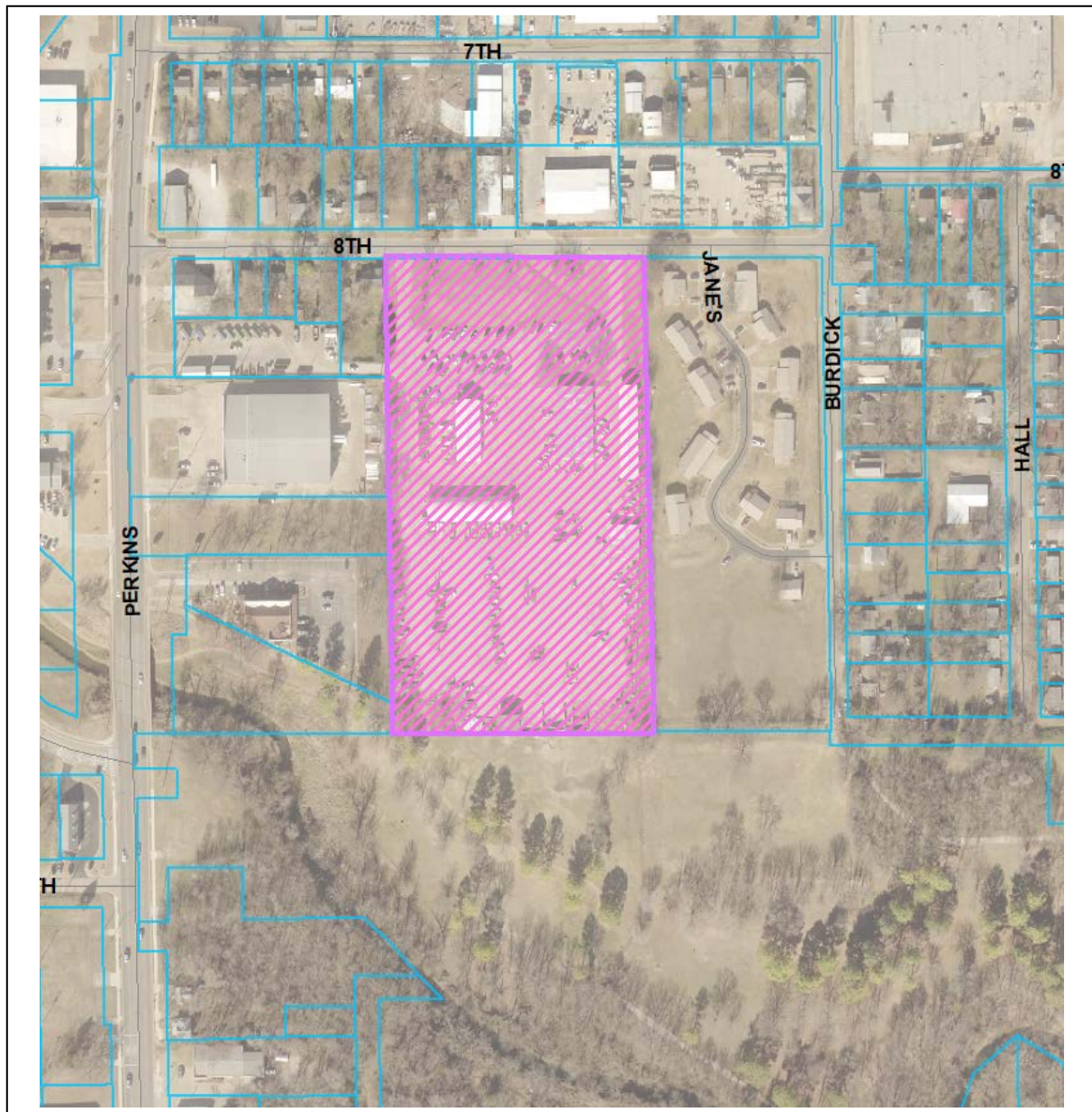
Certification: I hereby certify that the information provided herein is both complete and accurate to the best of my knowledge and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

Timmie Bui

Preparer's Signature

11/8/2023

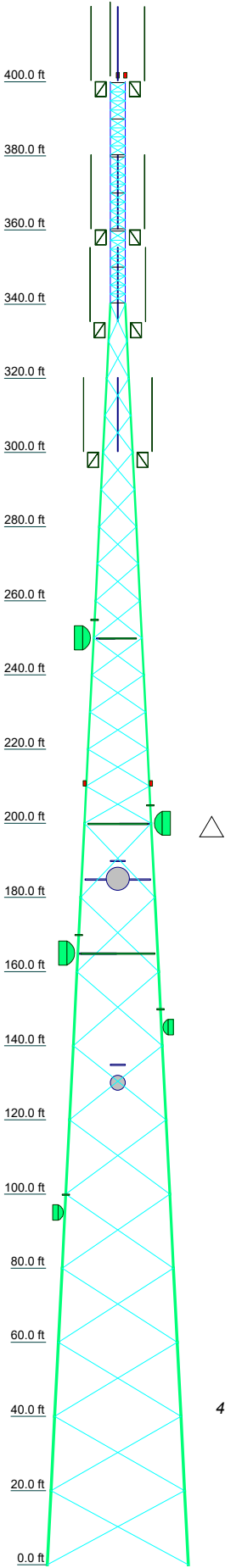
Date



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: Specific Use Permit (SUP23-08)
Request: Install a Public Safety Communications Tower in Public (P) zoning
Address: 623 E 8th Ave
Applicant: City of Stillwater c/o Enertech Resources

Section	T1	T2	T3	T4	T5	T6	T7	T8	T9	T10	T11	T12	T13	T14	T15	T16	T17	T18	T19	T20	
Legs	SR 1 1/4	SR 1 3/4	SR 2 1/4	A	B	C	D	L	L3x3x3/16	L3x3x5/16	2L3x3x3/16	2L3 1/2x3 1/2x1/4	2L4x4x1/4								
Leg Grade	A572-58																				
Diagonals	L2 1/2x2 1/2x3/16																				
Diagonal Grade	A572-50																				
Top Girts	N.A.																				
Mid Girts	N.A.																				
Bottom Girts	N.A.																				
Horizontals	N.A.																				
Face Width (ft)	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	87.0		
# Panels @ (ft)	24 @ 2.42708																				
Weight (K)	0.7	1.0	1.5	1.9	1.9	2.3	2.4	3.1	3.1	3.7	4.2	4.6	5.6	5.7	6.4	6.5	7.4	8.0	8.1	8.7	

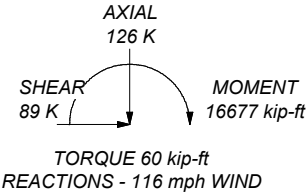
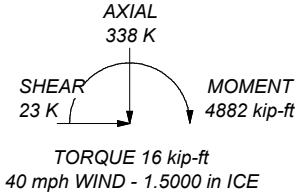


ALL REACTIONS
ARE FACTORED

MAX. CORNER REACTIONS AT BASE:

DOWN: 549 K
SHEAR: 57 K

UPLIFT: -458 K
SHEAR: 48 K



SYMBOL LIST

MARK	SIZE	MARK	SIZE
A	#12ZG-58 - 1.25" - 1.00" conn. (Pirod 194434)	G	#12ZG-58 - 2.50" - 0.875" conn.-TR4-(Pirod 195962)
B	#12ZG-58 - 1.50" - 1.00" conn. (Pirod 194651)	H	#12ZG-58 - 2.50" - 0.875" conn. (Pirod 195964)
C	#12ZG-58 - 1.75" - 1.00" conn.-TR1-(Pirod 195213)	I	#12ZG-58 - 2.75" - 0.875" conn. (Pirod 196299)
D	#12ZG-58 - 1.75" - 1.00" conn. (Pirod 195217)	J	#12ZG-58 -2.75"-0.875 -DB-0.625"-HP- (Pirod 196955)
E	#12ZG-58 -2.00" - 0.875" conn.-TR3-(Pirod 195637)	K	#12ZG-58 BASE - 3.00" - 0.875" -DB-0.625"-HP(Pirod 281160)
F	#12ZG-58 -2.25" - 0.875" conn. (Pirod 195960)	L	L2 1/2x2 1/2x1/4

MATERIAL STRENGTH

GRADE	Fy	Fu	GRADE	Fy	Fu
A572-58	58 ksi	75 ksi	A572-50	50 ksi	65 ksi

TOWER DESIGN NOTES

1. Tower is located in Payne County, Oklahoma.
2. Tower designed for Exposure C to the TIA-222-H Standard.
3. Tower designed for a 116 mph basic wind in accordance with the TIA-222-H Standard.
4. Tower is also designed for a 40 mph basic wind with 1.50 in ice. Ice is considered to increase in thickness with height.
5. Deflections are based upon a 60 mph wind.
6. Tower Risk Category III.
7. Topographic Category 1 with Crest Height of 0.00 ft
8. Two Waveguide Ladder considered in the design.
9. Tower design includes one outside climbing ladder to top of the tower.
10. The tower is designed to have a theoretical zero fall zone radius.
11. TOWER RATING: 67.5%

valmont
STRUCTURES

1545 Pidco Drive
Plymouth, IN
Valmont Industries, Inc.- Global Telecom
Phone: (574) 936-4221
FAX: (574) 936-6458

Job: Quotation 564679-06

Project: U-38 x 400' - Stallard Streek

Client: Motorola	Drawn by: GD	App'd:
Code: TIA-222-H	Date: 10/06/23	Scale: NTS
Path:	Dwg No. E-1	

A detailed diagram of a 400-foot lattice tower. The tower is a green lattice structure with a central vertical axis. Key features include:

- Height Markers:** Vertical labels on the left side from 0.0 ft to 400.0 ft in 20.0 ft increments.
- Top Section (380.0 ft - 400.0 ft):** Contains a blue vertical pipe with a red valve and a small red light.
- Antennas:** Two green circular antennas are mounted on the tower. One is at approximately 245 ft, and the other is at approximately 165 ft.
- Internal Structure:** A blue lattice structure is visible inside the main green lattice, particularly in the upper half.
- Access Points:** Several horizontal lines and small black squares indicate access points or structural joints.
- Base:** The tower tapers to a point at the 0.0 ft mark.

TYPE	ELEVATION	TYPE	ELEVATION
21" LRE with 7'-6" lightning rod (arm=11.5')	400	HP6-6	250
Beacon		Beacon	210
Beacon	400	Beacon	210
Beacon	400	6' Dish Ice Shield	205
DS7C12P36U-D	400	SP1 R5 (Includes 4.5"x72" Pipe)	200
DS7C12P36U-D	400	2-1/2" x 18' Sch. 40 FACE TIE BACK PIPE	200
OA40-41-DIN	400		
TTA (24"x12"x8")	400	2-1/2" x 18' Sch. 40 FACE TIE BACK PIPE	200
SP1 HS6-K	398		
SP1 HS6-K	398	HP6-6	200
SP1 HS6-K	398	6' Dish Ice Shield	190
OA40-41-DIN	360	SP1 R5 (Includes 4.5"x72" Pipe)	185
OA40-41-DIN	360	2-1/2" x 20' Sch. 40 FACE TIE BACK PIPE	185
OA40-41-DIN	360		
SP1 HS6-K	358	2-1/2" x 20' Sch. 40 FACE TIE BACK PIPE	185
SP1 HS6-K	358		
SP1 HS6-K	358	HP6-6	185
OA40-41-DIN		6' Dish Ice Shield	170
OA40-41-DIN	335	2-1/2" x 22' Sch. 40 FACE TIE BACK PIPE	165
OA40-41-DIN	335		
OA40-41-DIN	335	2-1/2" x 22' Sch. 40 FACE TIE BACK PIPE	165
SP1 HS6-K	333		
SP1 HS6-K	333	SP1 R5 (Includes 4.5"x72" Pipe)	165
SP1 HS6-K	333		
DS7C12P36U-D	300	HP6-6	165
DS7C12P36U-D	300	4' Dish Ice Shield	150
DS7C12P36U-D	300	SP1 R5 (Includes 4.5"x72" Pipe)	145
DS7C12P36U-D	300	HP4-4	145
SP1 HS6-K	298		
SP1 HS6-K	298	4' Dish Ice Shield	135
SP1 HS6-K	298	SP1 R5 (Includes 4.5"x72" Pipe)	130
SP1 HS6-K	298		
6' Dish Ice Shield	255	HP4-4	130
SP1 R5 (Includes 4.5"x72" Pipe)	250	4' Dish Ice Shield	100
2-1/2" x 13' Sch. 40 FACE TIE BACK PIPE	250	SP1 R5 (Includes 4.5"x72" Pipe)	95
		HP4-4	95
2-1/2" x 13' Sch. 40 FACE TIE BACK PIPE	250		

MARK	SIZE	MARK	SIZE
A	#12ZG-58 - 1.25" - 1.00" conn. (Pirod 194434)	G	#12ZG-58 - 2.50" - 0.875" conn.-TR4-(Pirod 195962)
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D	#12ZG-58 - 1.75" - 1.00" conn. (Pirod 195217)	J	#12ZG-58 -2.75"-0.875 -DB-0.625"-HP- (Pirod 196955)
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F	#12ZG-58 -2.25" - 0.875" conn. (Pirod 195960)	L	L2 1/2x2 1/2x1/4

GRADE	Fy	Fu	GRADE	Fy	Fu
A572-58	58 ksi	75 ksi	A572-50	50 ksi	65 ksi

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4. Tower is also designed for a 40 mph basic wind with 1.50 in ice. Ice is considered to increase in thickness with height.
5. Deflections are based upon a 60 mph wind.
6. Tower Risk Category III.
7. Topographic Category 1 with Crest Height of 0.00 ft
8. Two Waveguide Ladder considered in the design.
9. Tower design includes one outside climbing ladder to top of the tower.
10. The tower is designed to have a theoretical zero fall zone radius.

FAA TOWER CERTIFICATION

Site Name: Boomer Alt Walk - Public Works Site 1A

Site Number:

Site Address:

I hereby certify that the following Latitude and Longitude values for the center of the above referenced tower are accurate to within +/- 1 foot horizontally; and the following tower site elevation is accurate within +/- 1 foot vertically.

Horizontal Datum

NAD 83

Latitude:

N 36°06'43.9115"

Longitude:

W 97°02'55.2044"

Vertical Datum:

NAVD 88

Ground Elevation at Base of Tower:

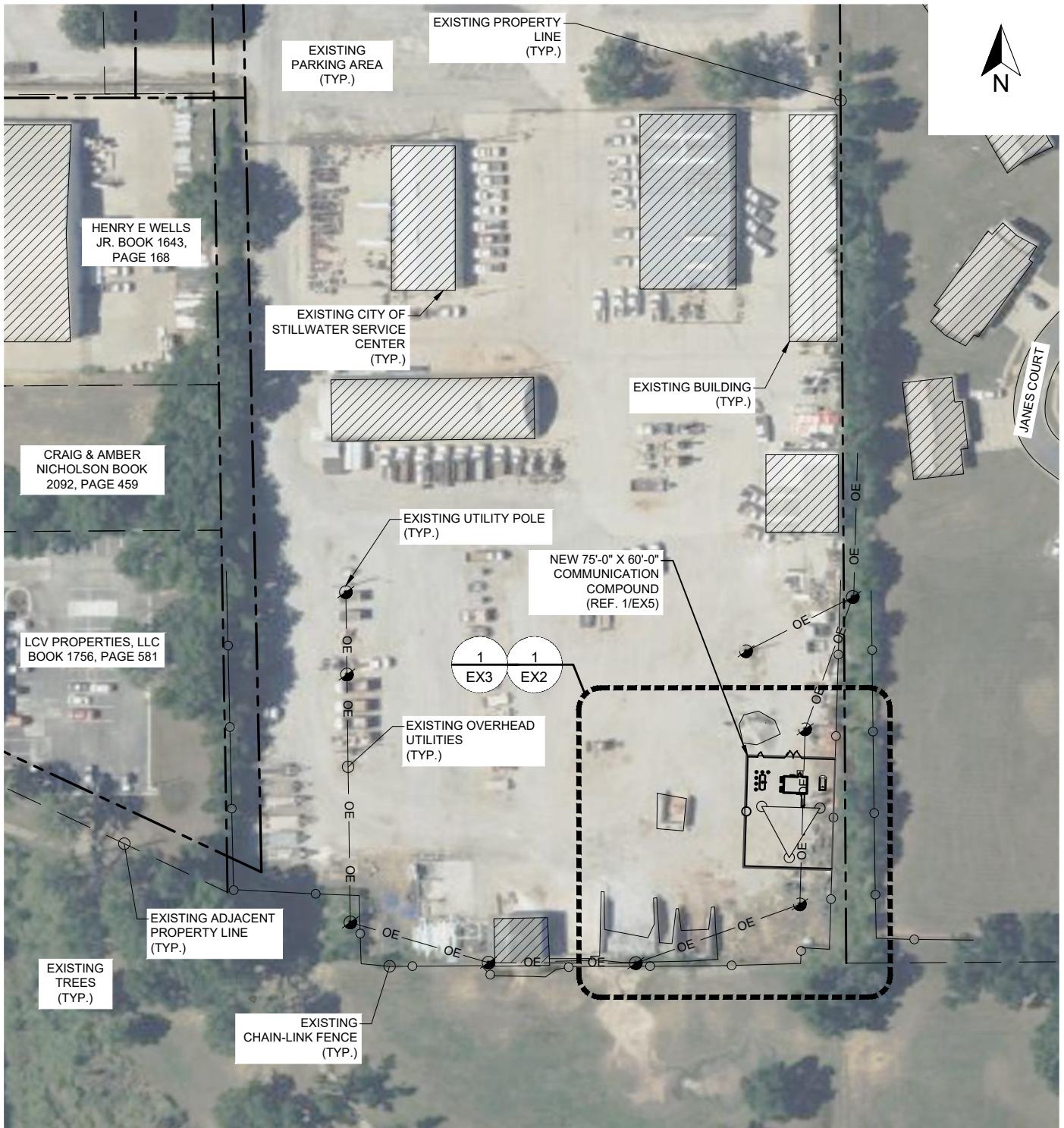
866.4'



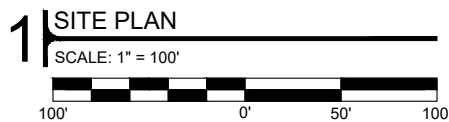
Michael Spears, P.E.S.

Oklahoma Licensed Surveyor #1910

10/25/23



TOWER LOCATION		
LAT:	36° 06' 43.9" N	(NAD 83)
LONG:	97° 02' 55.3" W	(NAD 83)



5920 West William Cannon Drive,
Building 1, Suite 102
Austin, Texas 78749
www.enertechresources.com

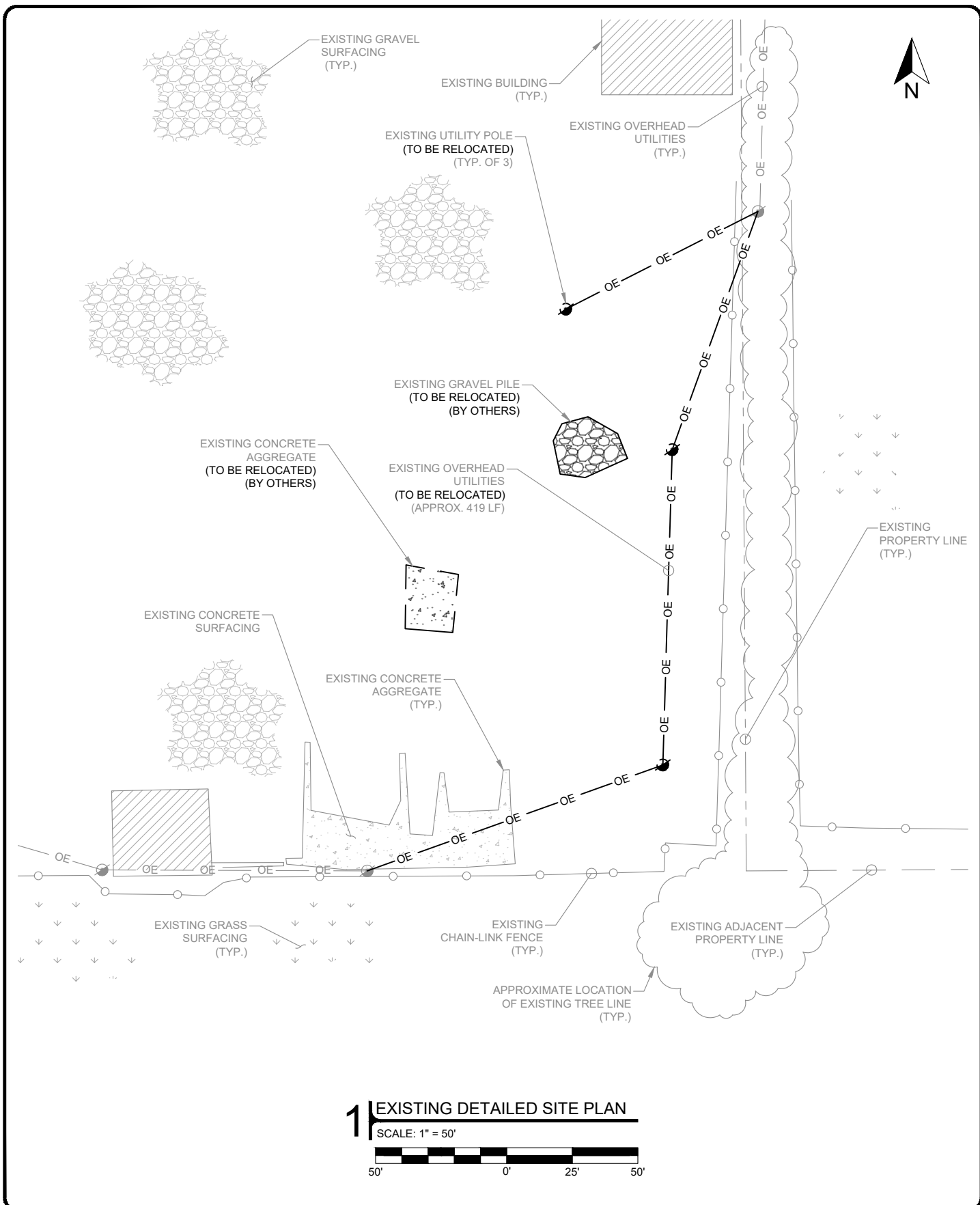
MOTOROLA SOLUTIONS
STILLWATER, OKLAHOMA

PUBLIC WORKS

DATE
PRINTED

11/13/23

EX1



5920 West William Cannon Drive,
 Building 1, Suite 102
 Austin, Texas 78749
www.enertechresources.com

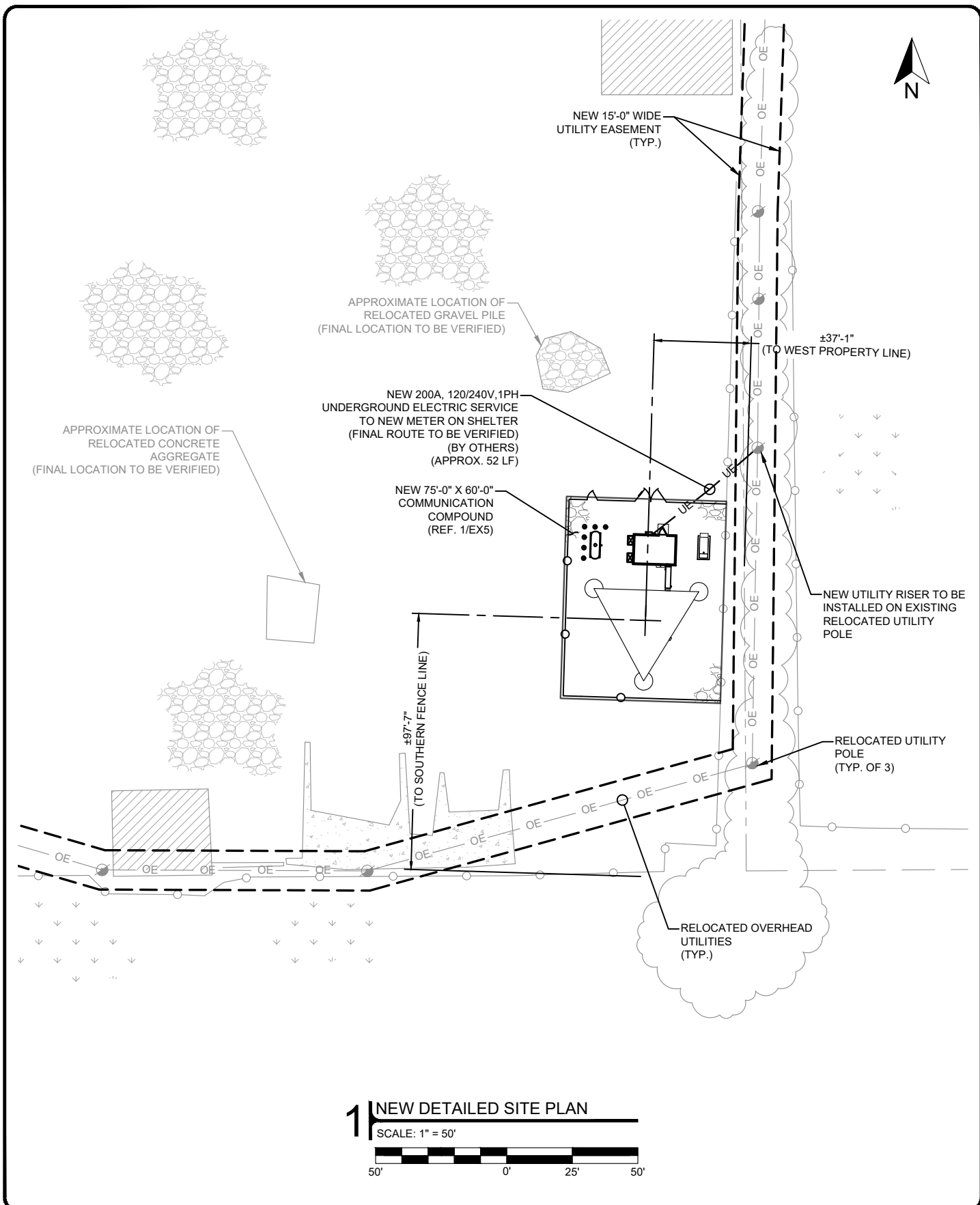
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EX2



ENERTECH
an ONTIVITY company

5920 West William Cannon Drive,
Building 1, Suite 102
Austin, Texas 78749
www.enertechresources.com

MOTOROLA SOLUTIONS
STILLWATER, OKLAHOMA

PUBLIC WORKS

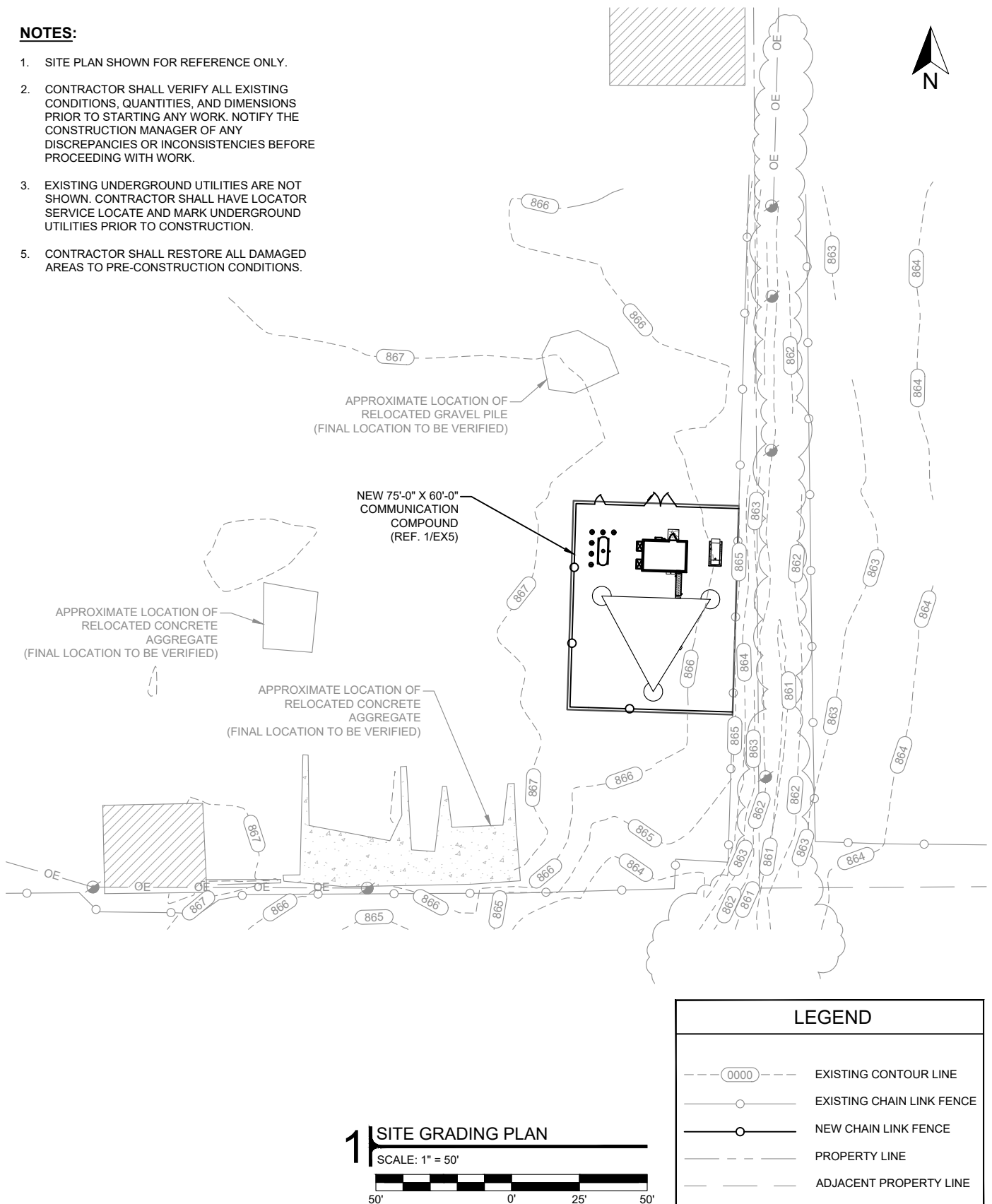
DATE
PRINTED

11/13/23

EX3

NOTES:

1. SITE PLAN SHOWN FOR REFERENCE ONLY.
2. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS, QUANTITIES, AND DIMENSIONS PRIOR TO STARTING ANY WORK. NOTIFY THE CONSTRUCTION MANAGER OF ANY DISCREPANCIES OR INCONSISTENCIES BEFORE PROCEEDING WITH WORK.
3. EXISTING UNDERGROUND UTILITIES ARE NOT SHOWN. CONTRACTOR SHALL HAVE LOCATOR SERVICE LOCATE AND MARK UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.
5. CONTRACTOR SHALL RESTORE ALL DAMAGED AREAS TO PRE-CONSTRUCTION CONDITIONS.



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Austin, Texas 78749
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MOTOROLA SOLUTIONS
STILLWATER, OKLAHOMA

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EX4

TOP OF NEW LIGHTNING ROD
ELEV. ±419'-6" AGL (TO BE VERIFIED)

TOP OF NEW ANTENNAS
ELEV. ±417'-6" AGL (TO BE VERIFIED) (REF. NOTE 2)

TOP OF NEW TOWER
ELEV. ±400'-0" AGL (TO BE VERIFIED)
(REF. NOTE 1)

NEW DS7C12P36U-M RX OMNI ANTENNA
ON 6'-0" STANDOFF MOUNT
ELEV. 397'-0" AGL (ANTENNA BASE)
(REF. NOTE 2)

NEW DS7C12P36U-M TX OMNI ANTENNA
ON 6'-0" STANDOFF MOUNT
ELEV. 397'-0" AGL (ANTENNA BASE)
(REF. NOTE 2)

RELOCATED LIFENET VHF DIPOLE ANTENNA
ON NEW 6'-0" STAND OFF MOUNT
ELEV. ±296'-0" AGL (ANTENNA BASE) (TO BE VERIFIED)
(REF. NOTE 2)

RELOCATED ELECTRIC COMPANY VHF DIPOLE
ANTENNA ON NEW 6'-0" STAND OFF MOUNT
ELEV. ±253'-0" AGL (ANTENNA BASE) (TO BE VERIFIED)
(REF. NOTE 2)

FUTURE PAD6-W59BC MICROWAVE DISH
W/ 6'-0" ICE SHIELD
ELEV. ± 250'-0" AGL (RAD CENTER) (TO BE VERIFIED)

(2) NEW DUAL OBSTRUCTION BEACONS
ELEV. ±200'-0" AGL

FUTURE PAD6-W59BC MICROWAVE DISH
W/ 6'-0" ICE SHIELD
ELEV. ± 165'-0" AGL (RAD CENTER) (TO BE VERIFIED)

NEW SC3-W100A MICROWAVE DISH W/ 4' ICE SHIELD
ELEV. ±130'-0" AGL (RAD CENTER) (REF. NOTE 3)

NEW SC3-W100A MICROWAVE DISH W/ 4' ICE SHIELD
ELEV. ±95'-0" AGL (RAD CENTER) (REF. NOTE 3)

NEW LIGHTNING ROD ON
EXTENSION PIPE
(INSTALL MINIMUM 24" ABOVE
TOP OF NEW ANTENNAS)

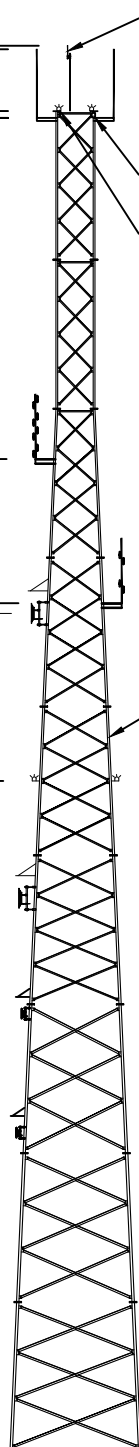
NEW TTA
(SECURED TO TOWER)

NEW TOWER BEACON
(TYP. OF 2)

NOTES:

1. THE ANTENNA STRUCTURE IS SHOWN FOR GENERAL CONFIGURATION PURPOSES ONLY. FINAL TOWER DESIGN TO BE PROVIDED BY TOWER MANUFACTURER.
2. ANTENNA CONFIGURATION IS SUBJECT TO CHANGE. VERIFY ANTENNA HEIGHT, DOWN TILT, AND AZIMUTH WITH MOTOROLA RF ENGINEER PRIOR TO INSTALLATION.
3. MICROWAVE DISHES AND MOUNTING HARDWARE TO BE PROVIDED AND INSTALLED BY MICROWAVE PROVIDER.

EXISTING GROUND ELEVATION
ELEV. 0'-0" (REF.)



1 TOWER ELEVATION
SCALE: N.T.S.



5920 West William Cannon Drive,
Building 1, Suite 102
Austin, Texas 78749
www.enertechresources.com

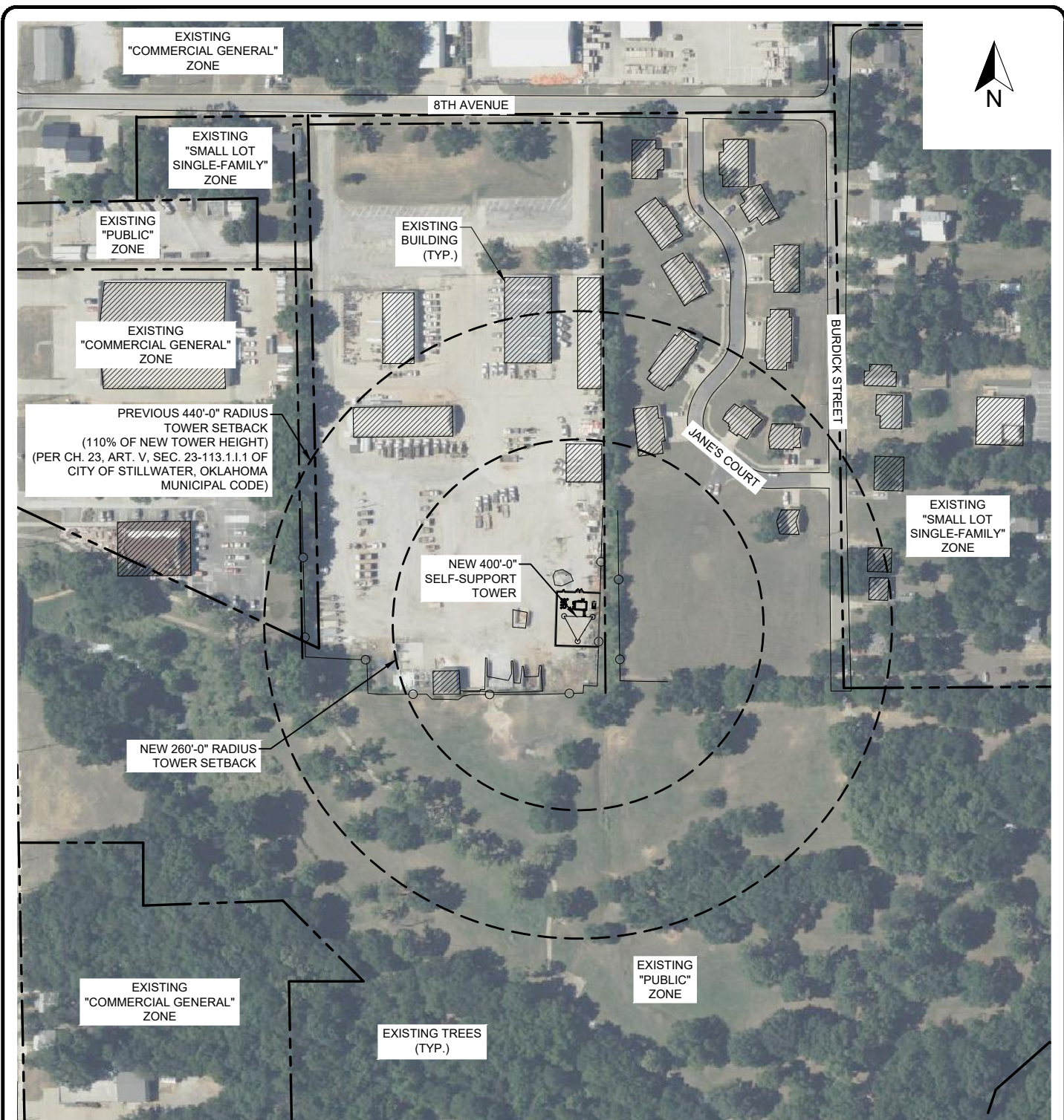
MOTOROLA SOLUTIONS
STILLWATER, OKLAHOMA

PUBLIC WORKS

DATE
PRINTED

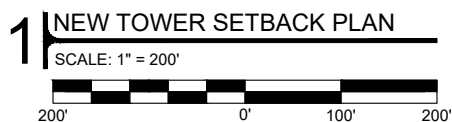
11/13/23

EX6



TOWER LOCATION

LAT: 36° 06' 43.9" N (NAD 83)
 LONG: 97° 02' 55.3" W (NAD 83)



5920 West William Cannon Drive,
 Building 1, Suite 102
 Austin, Texas 78749
www.enertechresources.com

MOTOROLA SOLUTIONS
 STILLWATER, OKLAHOMA

PUBLIC WORKS

DATE
 PRINTED

11/13/23

EX7

MEMORANDUM

DATE: 12/5/2023
TO: Stillwater Planning Commission
FROM: Jacquelyn Porter, City Planner
SUBJECT: Short-Term Rental (STR) Application Review

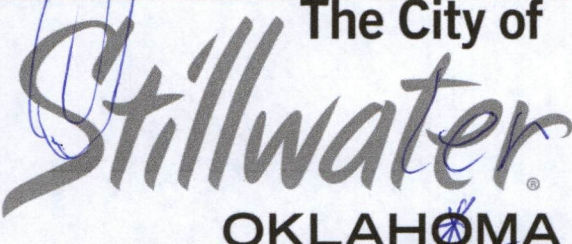
Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **1015 West Graham Avenue** in the RSL zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.

	Application for RESIDENTIAL SHORT-TERM RENTAL
--	--

Property Owner: Yuechen Wu Mailing Address: 1502 S Culpepper Dr. Stillwater
OK 74074

Owner Contact Information: Phone: 216-262-4082 Email: zhenghan2021@gmail.com

Property Management Contact Name: Zheng Han
Phone: 216-262-4082 Email: zhenghan2021@gmail.com

Property Street Address: 1015 W Graham Ave, Stillwater 74075

Zoning Classification: RSL Number of Bedrooms Offered for Rent: 4

URL for an advertisement of the rental. N/A

Required documents to be submitted with the residential short-term rental application.

SUBMITTED BY APPLICANT	DOCUMENT	VERIFIED BY CITY
✓	Completed Application form	
✓	Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission.	EMAIL
	Initial application fee of \$100.00. NOTE: Licenses expire January 31 of each year or upon change of ownership. The annual renewal fee is \$10.00.	✓
✓	Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.	✓
✓	Floorplan depicting the location of: • Rooms provided for rent • Smoke detectors • Carbon monoxide detector • Fire extinguishers	✓
✓	Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor (Payne County Assessor website)	✓
✓	Sales Tax Permit issued by State of Oklahoma or evidence tax collection is done by a rental agent. Evidenced by either a completed and executed contract or notarized statement from the rental agent.	✓

APPLICANT SIGNATURE: Zheng Han DATE: 8-22-23

Date Application Received: <u>8-25-23</u>	Application # <u>STR-0129</u>	Received by: <u>AL</u>
30-Day Objection Period: <u>9-28-23</u>	Objection Filed: ☒ YES ☐ NO	PC Hearing Date: _____
Approval Date: _____	Denial Date: _____	

City of Stillwater
*****Customer Receipt*****

8/22/2023
R12824
Job ID: STR-0129 - \$100.00
1015 W GRAHAM AVE -
SHORT TERM RENTAL
SHORT TERM RENTAL- \$100.00
NEW
Tender Detail:
Total Tendered: \$100.00
Total Paid EMV
1143828189
\$100.00

Signature for credit card

Thank you for your payment

**SMOKE ALARM CARBON AND MONOXIDE DETECTOR
AFFIDAVIT**

1015 W Graham Ave
Stillwater, OK 74075

Yuechen Wu, being duly sworn, deposes and says:

1. That Deponent is the owner of the above-referenced real property, which is improved by a one- or two-family dwelling used as a residence.
2. That there is installed in said one- or two-family dwelling used as a residence an operable single station smoke detecting alarm device or devices.
3. That there is installed in said one or two family dwelling used as a residence an operable carbon monoxide detector
4. That the word "Deponent" shall be construed to read in the plural whenever the sense of this affidavit so requires.

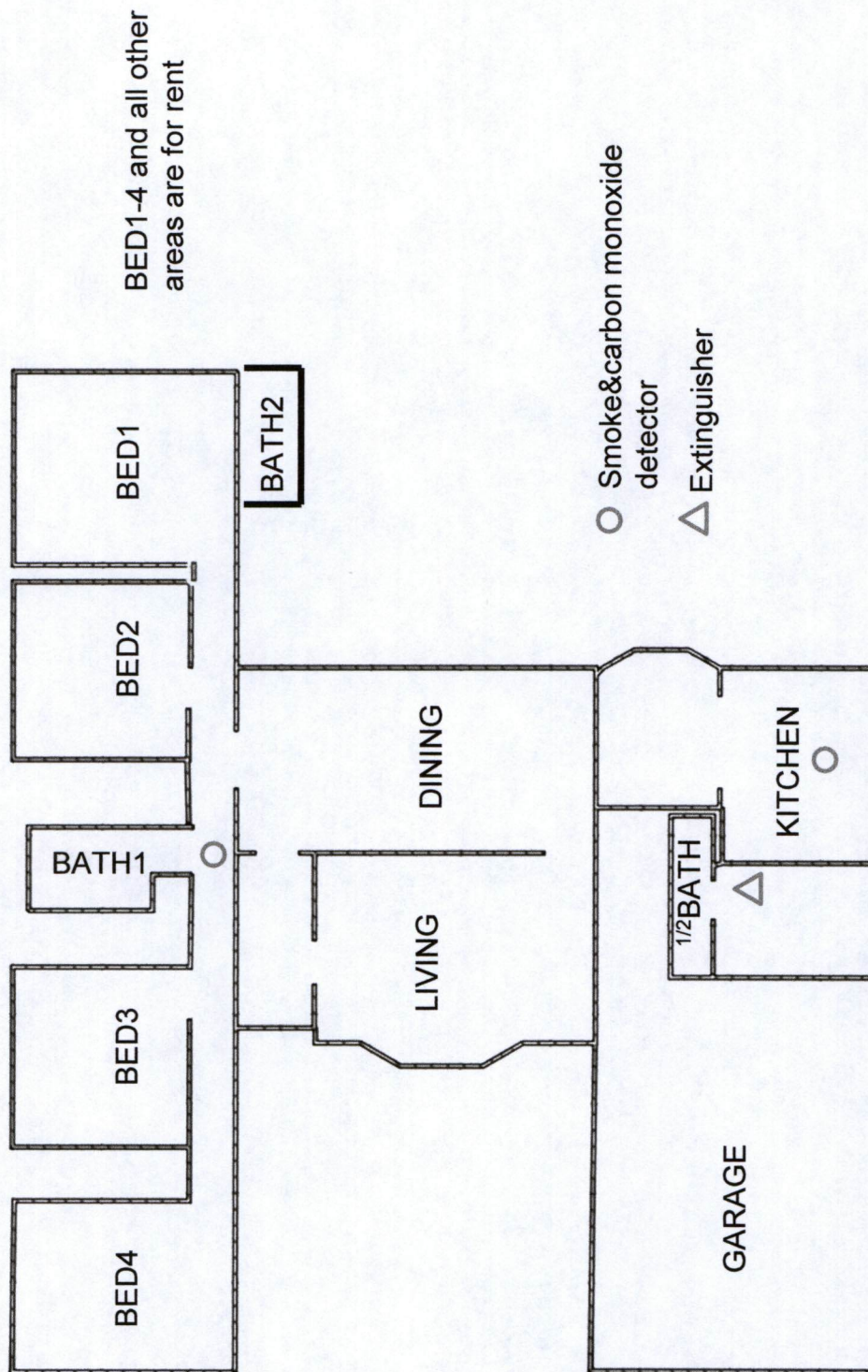
Yuechen Wu

Sworn to before me this

21st day of Aug, 2023

Hannah Nelsen
Notary Public





Return to:
OCTS
614 South West Street
Stillwater, OK 74074
File No.: 23-0453ESC



1-2023-006171 Book: 2756 pg: 35
6/29/2023 3:47 PM pgs: 35 - 35
Fees: \$18.00 Doc: \$427.50
Glenna Craig, Payne County Clerk
Payne County - State of Oklahoma

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS:

THAT Kenneth K. Eastman and Laurie N. Eastman, Husband and Wife party/parties of the first part, in consideration of the sum of Ten and no/100 Dollars and other good and valuable considerations, in hand paid, the receipt of which is hereby acknowledged, do/does hereby grant, bargain, sell and convey unto:

Yuechen Wu

1502 Cul pepper dr.
Stillwater, OK 74074

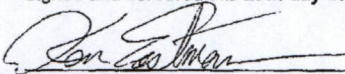
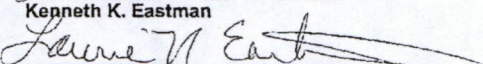
party/parties of the second part, the following described real property and premises situated in Payne County, State of Oklahoma, to-wit:

Lot Five (5), Block One (1), WASHINGTON HEIGHTS ADDITION to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof.

together with all the improvements thereon and the appurtenances thereunto belonging and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said parties of the second part, and to the heirs and assigns of the survivor, forever free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature, **EXCEPT SUBJECT** to easements, restrictions, covenants, zoning ordinances, and mineral reservations of record.

Signed and delivered this 28th day of June, 2023.


Kenneth K. Eastman

Laurie N. Eastman

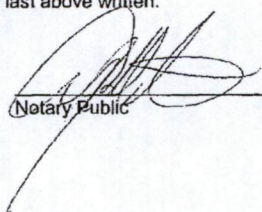
INDIVIDUAL ACKNOWLEDGMENT-OKLAHOMA FORM

STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

On this 28th day of June, 2023, before me, the undersigned, a Notary Public in and for the County and State aforesaid, personally appeared Kenneth K. Eastman and Laurie N. Eastman, Husband and Wife to me known to be the identical person(s) who executed the within and foregoing instrument and acknowledged to me that he/she/they executed the same as his/her/their free and voluntary act and deed for the uses and purposes therein set forth.

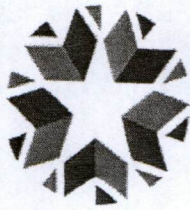
Given under my hand and seal the day and year last above written.

My Commission Expires:


Notary Public

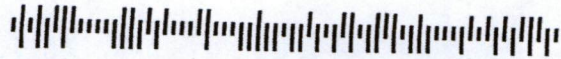


RETURNED AT COUNTER



OKLAHOMA

Tax Commission



OUHSC
1502 S CULPEPPER DR
STILLWATER OK 74074-1873

Date Issued: August 7, 2023

Letter ID: L0466181056

Taxpayer ID: **-***6801

TRO

Licenses/Permits at this Location

SALES TAX PERMIT

County PAYNE COUNTY

Holders of an Oklahoma Sales Tax Permit will find notice of penalties for violation of the Oklahoma Sales Tax code at tax.ok.gov

If the sales tax permit at this location becomes invalid then all associated permits will become invalid. If the business changes location or ownership or is discontinued for any reason, this permit must be returned to the Oklahoma Tax Commission for cancellation WITH AN EXPLANATION ON THE REVERSE SIDE.

Sales Account ID

STS-16266033-04

Site Permit Number

1689128960

Business Location	Industry Code	City Code	Site Effective	Expires
HAN LLC 1502 S CULPEPPER DR STILLWATER OK 74074-1873	531390	6071	August 4, 2023	August 4, 2026

PLEASE POST IN CONSPICUOUS PLACE

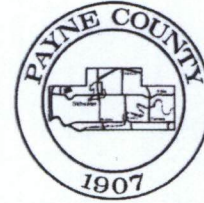
Mark Wood, Chairman
Shelly Paulk, Vice-Chairman
Charles Prater, Secretary Member

Non-Transferable

This permit is a probationary permit for the first six (6) months after the permits issuance. After the probationary period has passed, this permit will be valid for an additional thirty (30) months unless you are notified of the Commissions refusal to extend the permit. You may not use the permit during the probationary period to obtain a commercial license plate for your motor vehicle.

The probationary permit will not automatically be renewed if (1) factual inaccuracies are included in the application, (2) you or any of the partners, officers or members of the entity holding the probationary permit are delinquent in the filing of tax returns and/or payment of taxes, or (3) you have purchased the business or stock of goods/assets from a business who has a tax liability.

James C Cowan
Payne County Assessor



CERTIFICATE OF OWNERSHIP

Re: Account # 600016008
Address: 1015 W Graham Ave

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within the Three Hundred feet of the following described property, to-wit:

Lot Five (5), Block One (1), WASHINGTON HEIGHTS ADDITION to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof.

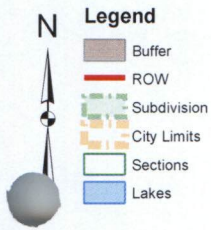
Attached you will find the current year's tax roll list of ownership that is within the Three Hundred feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 22 day of August, 2023.

PAYNE COUNTY ASSESSOR'S OFFICE

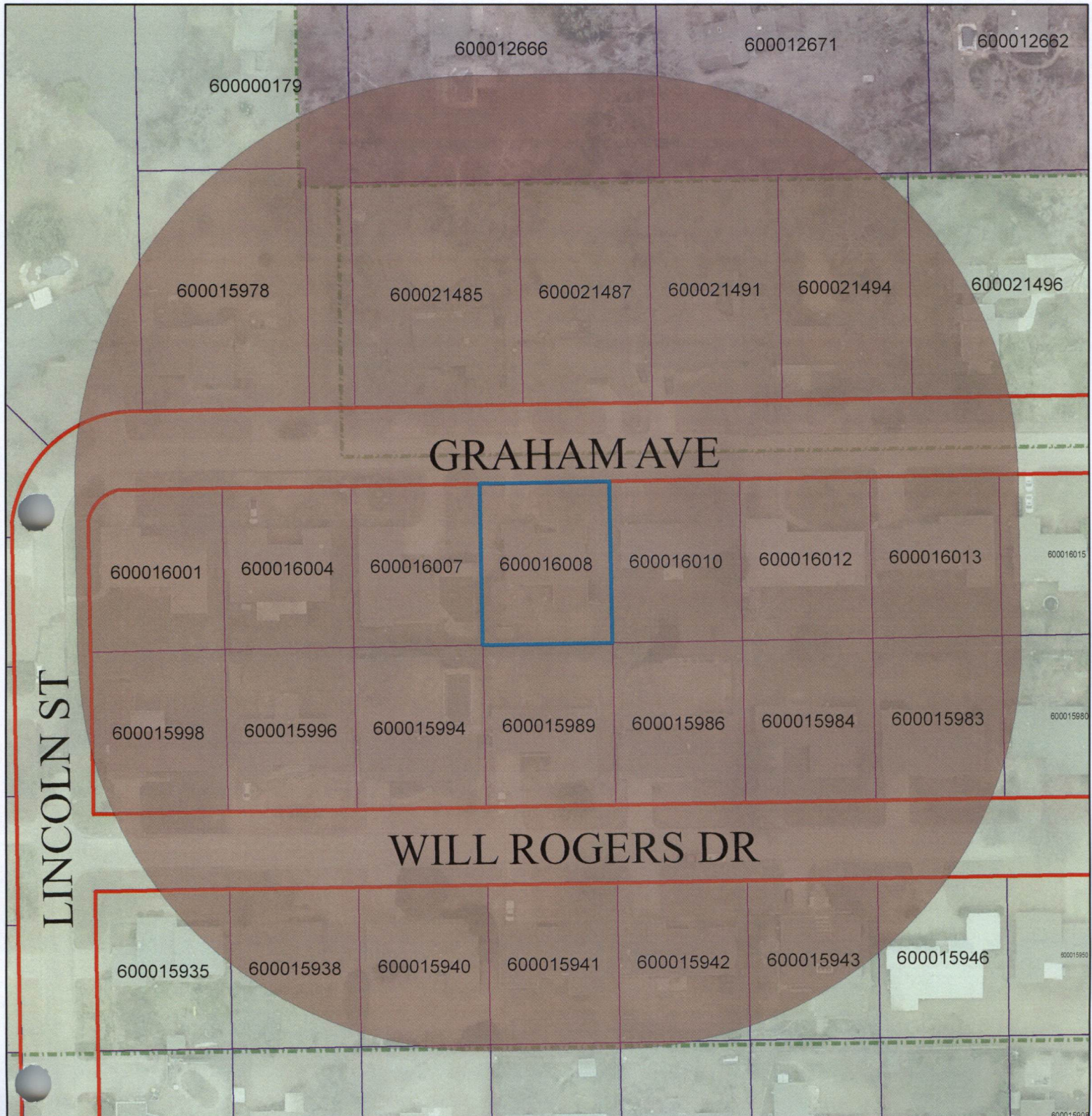
BY: Cynthia Rosa



Payne County

300' BUFFER

1015 W Graham Ave



This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.

PropertyID	Cadastre	Owner1	Mailing	City	State	ZipCode	PrimaryLoc	LegalDescr
600021496	50690-01001-000000	Henson, Michael S & Sara M Co-TEE	1310 N Washington St	Stillwater	OK	74075	1310 N Washington SStillwater, OK 74075	Graham's Add Blk 1 Lot 1
600021494	50690-01002-000000	Wenson, Kathryn S	924 W Graham Ave	Stillwater	OK	74075	924 W Graham AveStillwater, OK 74075	Graham's Add Blk 1 Lot 2
600021491	50690-01003-000000	Foss, Sarah A & Joshua L(TOD)	1010 W Graham Ave	Stillwater	OK	74075	1010 W Graham AveStillwater, OK 74075	Graham's Add Blk 1 Lot 3
600021487	50690-01004-000000	Cowboy Club, LLC	3902 E 514 St, Ste 100	Tulsa	OK	74135	1020 W Graham AveStillwater, OK 74075	Graham's Add Blk 1 Lot 4
600021485	50690-01005-000000	Dunaway, Richard C	3902 E 514 St, Ste 100	Stillwater	OK	74075	1024 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 1
600016013	50060-01001-000000	Chaloner, Cody M & Sarah E	4824 W Woodland Dr	Stillwater	OK	74074	901 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 2
600016012	50060-01002-000000	Black Properties, LLC	3224 Timberline Dr	Stillwater	OK	74074	915 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 3
600016010	50060-01003-000000	Roth Properties, LP	1201 Joe Allen Rd	Pilot Point	TX	76258	923 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 4
600016008	50060-01004-000000	Wu, Yuchen	301 N Gardena Ave	Broken Arrow	OK	74032	1001 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 5
600016007	50060-01005-000000	Jaysingh, Pundian D & Emily S	1502 S Culepepper Dr	Stillwater	OK	74074	1015 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 6
600016004	50060-01006-000000	Kelly, Steven L & Brenda J	2030 W Sherman Ave	Stillwater	OK	74074	1023 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 7
600016001	50060-01007-000000	Burke, Stephen L & Giti	1123 W Graham Ave	Stillwater	OK	74074	1101 W Graham AveStillwater, OK 74075	Washington Hts Blk 1 Lot 8
600015998	50060-01008-000000	Chase, Charles E & Cida S Trust	2030 W Sherman Ave	Stillwater	OK	74075	1123 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 9
600015996	50060-01009-000000	Johnston, Dwight C & Margaret A	1124 W Will Rogers Dr	Stillwater	OK	74075	1124 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 10
600015994	50060-01010-000000	Fieldsend, Trevor C & Joy	1102 W Will Rogers Dr	Stillwater	OK	74075	1024 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 11
600015989	50060-01011-000000	Strecker, Brian N & Kimberly I	1024 W Will Rogers Dr	Stillwater	OK	74075	1024 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 12
600015986	50060-01012-000000	Watts, Ricky & Laura	1020 W Will Rogers Dr	Stillwater	OK	74075	1020 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 13
600015984	50060-01013-000000	1051 Properties, LLC	23 Orchard Ln	Ponca City	OK	74604	1002 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 14
600015983	50060-01014-000000	Gasem, Khaled A M & Safia	6215 S Range Rd	Stillwater	OK	74074	924 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 15
600015980	50060-01015-000000	Byford, Dennis W & Marsha L TTEE	916 W Will Rogers Dr	Stillwater	OK	74075	916 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 1 Lot 16
600015978	50060-01016-000000	Estrella, Jorge G & Muchina, Amy E	1724 N Lincoln St	Stillwater	OK	74075	902 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 2 S-185.71' Lot 1 Less E-5'
600000179	50060-02001-000000	Deckler, William M Revoc Tr	1102 W Graham Ave	Stillwater	OK	74075	1102 W Graham AveStillwater, OK 74075	Washington Hts Blk 2 N-196.71' Lot 1 & E-5' Of S-185.71' Lot 1 & W/2 Vac St Adj On E 807'382.42'
600015977	50060-02002-000000	Bales, Jeffrey P & Patty A	1112 W Graham Ave	Stillwater	OK	74075	1112 W Graham AveStillwater, OK 74075	Washington Hts Blk 2 Lot 2
600015946	50060-03002-000000	Poke One, LLC	1513 S Boston Ave	Tulsa	OK	74119	915 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 2
600015943	50060-03003-000000	Potter, Brandon M & Kimber L	923 W Will Rogers Dr	Stillwater	OK	74075	923 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 3
600015942	50060-03004-000000	Potter, D'Antae	633 N 41st St	Omaha	NE	68131	1001 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 4
600015940	50060-03005-000000	Wright, Douglas A	1019 W Will Rogers Dr	Stillwater	OK	74075	1019 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 5
600015938	50060-03006-000000	Davis, Jeremy J & Courtney K	15 Chancery Pl	The Woodlands	TX	77381	1021 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 6
600015928	50060-03007-000000	Lewis, William H III TTEE	PO Box 423	Headton	OK	73438	1101 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 7
600015926	50062-03012-000000	Neal, Krista K & Brandon M	1123 W Will Rogers Dr	Stillwater	OK	74075	1123 W Will Rogers DrStillwater, OK 74075	Washington Hts Blk 3 Lot 8
600015924	50062-03012-000000	Forhan, Joel D & Kristi L	10000 Hidden Hollow Ln	Oklahoma City	OK	73151	1024 W Eskridge AveStillwater, OK 74075	Washington Hts 2nd Blk 3 Lot 11
600015921	50062-03012-000000	B-6, LLC	1995 W Lake Hellums Rd	End	OK	73703	1012 W Eskridge AveStillwater, OK 74075	Washington Hts 2nd Blk 3 Lot 12
600015921	50062-03012-000000	Lutz, Leslie J	1002 W Eskridge Ave	Stillwater	OK	74075	1002 W Eskridge AveStillwater, OK 74075	Washington Hts 2nd Blk 3 Lot 13
600015917	52999-19N02E-10B252	Justus, Harley H & Kerri E	1326 N Washington St	Stillwater	OK	74075	1326 N Washington SStillwater, OK 74075	Misc Tr 10-19N-02E B-252 (14cm/I) Beg 417.42'S & 208.71'W NE(C SE/A, W-208.71' E-208.71' N-208.71' POB
600012666	52999-19N02E-10B253	Burk, Teresa & Johnny	1328 N Washington St	Stillwater	OK	74075	1328 N Washington SStillwater, OK 74075	Misc Tr 10-19N-02E B-253 (1.14cm/I) Beg 417.42'S & 417.42'W NE(C SE/A, W-208.71' E-208.71' N-208.71' POB & 30' Strip Of Vacated St On W

Teresa Kadavy

From: Emily Thaden <birdnerd@gmail.com>
Sent: Sunday, September 10, 2023 10:09 AM
To: CityClerk
Subject: Objection to short term rental application #STR-0129

'23SEP11AM8:01

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

To Whom it May Concern,

I am writing this email to express my objection for the short term rental application for the property located at 1015 W. Graham Ave. in Stillwater, # STR-0129. According to the mailer I received on 30 August 2023, this application was submitted to the city on 25 August 2023. I have lived next door to this property for approximately 12.5 years.

My first objection is that, noting the dates I provided above, an alert neighbor pointed out that this property is already listed on AirBnb (link to listing: https://www.airbnb.com/rooms/949770772534909366?check_in=2023-11-10&check_out=2023-11-12&guests=1&adults=2&s=67&unique_share_id=f3e4b97b-855d-41c4-b57b-2a0dbfbb5dc0). This is in clear violation of Stillwater City Ordinance Article V, Division 4, Sec. 23-115.4, part (2). Even assuming they had only just posted the listing when I saw it yesterday, this is only 15 days from the submission of the application. According to the AirBnB listing, it has already had a customer stay there earlier this month. Seeing as they are already disregarding the straightforward rules set out in the city ordinance for short term rentals, I do not wish to be affected by any other rules and regulations they choose not to follow as they rent out this property.

My second objection is more to the fact that this neighborhood is quickly turning over to property investors who snap up houses with no plans to ever actually live in this neighborhood. This is destroying the sense of community and safety remaining in this neighborhood for those of us who are both financially and personally invested in this place. Instead of having neighbors we get to know for years, we will instead have an unending stream of strangers coming and going next door to us, as well as diagonally across the street at 1020 W. Graham Ave. We have two young children at home, and Will Rogers Elementary school is located at the end of our street. Who gets to stay at these rental properties? Are the customers vetted by anyone at some point? What is our recourse if we have a bad experience with these temporary "neighbors" before they leave town, never to be seen again? Are there city codes regarding the number of people who are allowed to stay in a property at one time?

Those of us who have lived in this neighborhood for years would like to have some say over what this neighborhood becomes. We pay our property taxes. We take care of these 50-60 year old houses. These AirBnB listings all brag about how peaceful and charming this neighborhood is. It's because of us! We make sure it stays that way. Please show us some respect and stop rubber-stamping all these short term rental licenses for developers who only see us as an economic opportunity.

Thank you for reading,

Emily Thaden

Teresa Kadavy

From: Stephen <stephenburke1111@gmail.com>
Sent: Monday, September 4, 2023 6:53 PM
To: CityClerk
Subject: application #STR-0129

'23SEP5AM7:39

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

To Whom it may concern,

I am formally objecting to the application for short term rental at 1015 W. Graham Ave. and would like an opportunity to voice my concerns at a public forum.

Thank you,
Stephen Burke
Sent from [Mail](#) for Windows

'23AUG31AM10:52

STR-0129??

Teresa Kadavy

From: Chase, Cida <cida.s.chase@okstate.edu>
Sent: Wednesday, August 30, 2023 10:49 PM
To: CityClerk
Subject: R/Application to establish a residential short-term rental in a Single Family Large Lot Residential (RSL) zoning district

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Dear Sirs: as a property owner in 1124 W. Will Rogers Dr., Stillwater, Ok 74075, a single family zoning district, I object to the establishment of a short rental house in my neighborhood. This is an area of family homes where people want to live safely in peace. Many of them have young children and they fear the possibility of having periodical disturbances after football games and other sport events that take place at OSU. I respectfully request that you reject the application for a residential short-term rental that you received on July 31, 2023.

Sincerely, *Cida S. Chase*
1124 W. Will Rogers Dr.
Stillwater, Ok 74075

Teresa Kadavy

23SEP12AM7:35

From: Chase, Cida <cida.s.chase@okstate.edu>
Sent: Monday, September 11, 2023 9:46 PM
To: CityClerk
Subject: Establishment of a residential short-term rental in the Single Family Large Lot Residential (RSL) zoning district

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Dear Sirs.:

On August 25, 2023 you received an application to establish a residential short-term rental in my neighborhood. I categorically object to such a rental. I live on 1124 W. Will Rogers Dr., Stillwater, Ok 74075 and this is a single-family residential area. The residents in this neighborhood want to raise their children in a safe and quiet environment. The establishment of a short-term rental business in our neighborhood will bring about disturbances created by people from out of town who attend OSU sports events and have noisy and drunken celebrations.

Respectfully submitted, *Cida S. Chase*
Cida S. Chase, 1124 W. Will Rogers Dr.
Stillwater, Ok 74075
Phone (405) 377-0671

'23SEP11AM10:31

Teresa Kadavy

From: Sarah Foss <sarah.foss22@gmail.com>
Sent: Monday, September 11, 2023 10:24 AM
To: CityClerk
Subject: objection letter for short term rental

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Good morning,

I'm writing to object to the application for a short term rental in my neighborhood, Application # STR-0129, address 1015 W. Graham Ave. I am objecting because this is a residential neighborhood that had been full of single-owner homes, and in the last year we have seen numerous properties purchased and turned into short term rentals. Because only residents within 300 feet are notified, as a neighborhood we were unaware of this larger trend until recently, and we are dissatisfied with the lack of regulations concerning both short- and long-term rentals. It creates an environment of uncertainty in our neighborhood, increases traffic and on-street parking. It is also driving up home prices in our neighborhood, which had been an affordable, centrally located residential neighborhood. I am also a parent, and I am concerned that this pattern is detrimental to my children and is also problematic given the very close proximity of Will Rogers Elementary School.

Further, this particular property is already listed on Airbnb, with several fall dates marked as reserved, and seems to be taking in guests from what we have observed, although from the notification, I do not think they have yet received a license. This is very unsettling to me as a homeowner and mother of two young children. I am concerned that the owners seem to disregard city regulations.

The purpose of this letter is to object to this short term rental, but I hope that in doing so, it also raises awareness among the city government officials that the limited regulations on short term rentals is exacerbating the affordable housing problem that Stillwater faces. I hope that our neighborhood can work with the city to come up with solutions that would still allow for some short-term rentals, as I realize these are important for our community, but perhaps limit how many can be located in a particular area. And I hope that greater enforcement of existing regulations can occur, to the benefit of all.

Thank you,

Sincerely,
Sarah Foss

1010 W. Graham Ave.

From: noreply@civicplus.com
Sent: Saturday, September 9, 2023 7:41 AM
To: CityClerk
Subject: Online Form Submittal: Short-Term Rental Complaint

'23SEP11AM8:01

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Short-Term Rental Complaint

Short-Term Rental Complaint

All complaints will be investigated. Anonymous criminal and property complaints will be forwarded to the Stillwater Police D

Address 1015 W. Graham Ave.

City Stillwater

State OK

Zip Code 74075

Please describe:

- Exactly what occurred or the extent of the violation.
- The effect of the situation to you or to your neighborhood.

Complaint This house is listed on AirBnB and apparently already had a customer stay for the weekend. We o
when we are still within the 30 day window to file objections, which we are absolutely going to do. f
12&adults=2&check_in=2023-11-10&viralityEntryPoint=1&s=76&unique_share_id=3B39164A-21B
B1DFE363512B&_branch_match_id=1229031043159194272&_branch_referrer=H4sIAAAAAAAA

Date & Time of Occurrence 9/9/2023 7:30 AM

(Se

Please read the following before attesting.

By submitting this form, I affirm that the above information is true and accurate to the best of my ability.

From: noreply@civicplus.com
Sent: Monday, September 11, 2023 7:37 AM
To: CityClerk
Subject: Online Form Submittal: Short-Term Rental Complaint

'23SEP11AM8:00

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Short-Term Rental Complaint

Short-Term Rental Complaint

All complaints will be investigated. Anonymous criminal and property complaints will be forwarded to the Stillwater Police Department. Complete this form for complaints on the short-term rental use of the property.

Address 1015 W. Graham Ave.

City Stillwater

State OK

Zip Code 74075

Please describe:

- Exactly what occurred or the extent of the violation.
- The effect of the situation to you or to your neighborhood.

Complaint I know I already submitted a complaint this weekend about this house operating as a short term rental without a license yet. They have new customers who arrived yesterday in large white Chevy pickups with Texas plates and they are still there right now, Monday morning, Sep. 11. One of them even parked on the wrong side of the street right by the "No parking this side of street" sign.

Date & Time of Occurrence 9/11/2023 7:00 AM

(Section Break)

Teresa Kadavy

From: noreply@civicplus.com
Sent: Friday, October 27, 2023 6:03 PM
To: CityClerk
Subject: Online Form Submittal: Short-Term Rental Complaint

'23OCT30AM8:15

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Short-Term Rental Complaint

Short-Term Rental Complaint

All complaints will be investigated. Anonymous criminal and property complaints will be forwarded to the Stillwater Police Department. Complete this form for complaints on the short-term rental use of the property.

Address 1015 W. Graham Ave.

City Stillwater

State OK

Zip Code 74075

Please describe:

- Exactly what occurred or the extent of the violation.
- The effect of the situation to you or to your neighborhood.

Complaint This property owner does not have a short term rental. I have reported him in the past for using this property as an illegal rental. He pulled it off of AirBnB but a family arrived at 5:24pm today, Oct. 27, and is clearly using it as a rental for the weekend. I have security camera footage available if needed.

Date & Time of Occurrence 10/27/2023 5:30 PM

(Section Break)

MEMORANDUM

DATE: 12/5/2023
TO: Stillwater Planning Commission
FROM: Jacquelyn Porter, City Planner
SUBJECT: Short-Term Rental (STR) Application Review

Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **1607 South Berkshire Drive** in the RSS zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.

The City of Stillwater® OKLAHOMA	Application for RESIDENTIAL SHORT-TERM RENTAL
--	--

Property Owner: Rudy L. Mandeville Mailing Address: P.O. Box 364
Perkins, OK 74059

Owner Contact Information: Phone: 405-747-4248 Email: _____

Property Management Contact Name: Rudy Mandeville
Phone: 405-747-4248 Email: Cimarronmechanical@gmail.com

Property Street Address: 1607 S. Berkshire Dr., Stillwater

Zoning Classification: RSS Number of Bedrooms Offered for Rent: 3

URL for an advertisement of the rental. Airbnb

Required documents to be submitted with the residential short-term rental application.

SUBMITTED BY APPLICANT	DOCUMENT	VERIFIED BY CITY
	Completed Application form	
	Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission.	
Contact Connie 405-547-2994/pymt.	Initial application fee of \$100.00. ✓ NOTE: Licenses expire January 31 of each year or upon change of ownership. The annual renewal fee is \$10.00.	✓
	Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.	✓
	Floorplan depicting the location of: - Rooms provided for rent - Smoke detectors - Carbon monoxide detector - Fire extinguishers	✓
	Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor (<u>Payne County Assessor website</u>)	✓
	Sales Tax Permit issued by State of Oklahoma or evidence tax collection is done by a rental agent. Evidenced by either a completed and executed contract or notarized statement from the rental agent.	✓

APPLICANT SIGNATURE: Rudy Mandeville DATE: 8-24-2023

Date Application Received: <u>8-25-23</u>	Application # <u>STR-0130</u>	Received by: <u>JK</u>
30-Day Objection Period: <u>9-28-23</u>	Objection Filed: ☒ YES ☐ NO PC Hearing Date: _____	
Approval Date: _____	Denial Date: _____	

City of Stillwater

Customer Receipt

8/24/2023

R12841

Job ID: STR-0130 - \$100.00

1607 S BERKSHIRE DR -

SHORT TERM RENTAL

SHORT TERM RENTAL- \$100.00

NEW

Tender Detail:

Total Tendered: \$100.00

Total Paid EMV

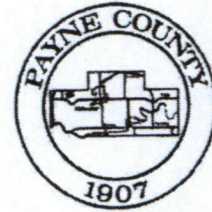
1144902557

\$100.00

Signature for credit card

Thank you for your payment

James C Cowan
Payne County Assessor



CERTIFICATE OF OWNERSHIP

Re: Account # 600015462
Address: 1607 S Berkshire Dr

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within the Three Hundred feet of the following described property, to-wit:

Lot Twelve (12), in Block Five (5), WESTBROOK ESTATES, SECOND SECTION to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof

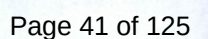
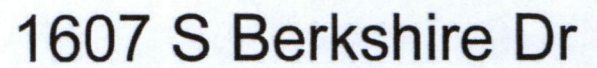
Attached you will find the current year's tax roll list of ownership that is within the Three Hundred feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 11 day of August, 2023.

PAYNE COUNTY ASSESSOR'S OFFICE

BY: Cynthia Ross



PropertyID	Cadastral	Owner1
600015626	SW240-002006-000000	Kittle, Cody L
600015622	SW240-002007-000000	Kizer, Eric A
600015617	SW240-002008-000000	The Lower Hop, LLC
600015614	SW240-002009-000000	Moorhead, Earl W & Robinson, Brenda G
600015611	SW240-002010-000000	Hammock, Ronald G Revocable Living Trust
600015610	SW240-002011-000000	Bitner, Rosalie
600015607	SW240-002012-000000	Kloiber, Cameron J
600015606	SW240-002013-000000	Teague, Keith A & Sherry M
600015604	SW240-002014-000000	Adkins, Dennis G & Susan F
600015602	SW240-002015-000000	Vessar, Keilani M
600015581	SW240-003006-000000	Brooks, William S II & Patricia A
600015580	SW240-003007-000000	Sloan, David W & Iva A TTEE
600015579	SW240-003008-000000	Burri, Sheryl L
600015578	SW240-003009-000000	Jam Group, LLC
600015576	SW240-003010-000000	Flint Family Trust
600015574	SW240-003011-000000	Perry, Marcus Glenn & Lora J
600015573	SW240-003012-000000	Ross, Thomas A Revoc Tr
600015572	SW240-003013-000000	Niles, Matt E & Joy C Co-TTEE
600015544	SW240-003026-000000	Buxton, Michael S & Sabrina K TTEE
600015543	SW240-003027-000000	Hensch, Philip & F Gayle TTEE
600015541	SW240-003028-000000	Snider, Aubrey, L & Snider, Timothy A & Julie
600015469	SW246-005007-000000	Campbell, Martha
600015468	SW246-005008-000000	Hubbard, Clarence E & Elaina
600015466	SW246-005009-000000	Medlock, Ellen L TTEE
600015465	SW246-005010-000000	Schnelle, Michael A & Jeannine
600015463	SW246-005011-000000	Herring, Sean-Lee A & Carol J
600015462	SW246-005012-000000	Madeville, Rudy L TTEE
600015460	SW246-005013-000000	Telford, Kaia R & David A
600015459	SW246-005014-000000	Nguyen, Kimha
600015457	SW246-005015-000000	Younge, Mamie K
600015456	SW246-005016-000000	Sloan, David Jr & Claudia F TTEE & Sloan, David W & Iva A TTEE
600015453	SW246-005017-000000	Walthall, Kevin W & Mindy A
600015447	SW246-005019-000000	Hipsher, Brian
600015446	SW246-005020-000000	Minor, Jack D & Romana M
600015444	SW246-005021-000000	Fogle, Jack D & Donna J
600015416	SW246-006012-000000	Harms, Kenneth D & Recilla K
600015413	SW246-006013-000000	Sinclair, Ronald E & Kimberly G
600015411	SW246-006014-000000	Harring, Charles & Tia
600015409	SW246-006015-000000	Wilson, Joboishe M & Trentham, Allison L
600015408	SW246-006016-000000	Ferguson, Dana R & Duane A
600015392	SW246-007002-000000	Dublin Rentals, LLC
600015391	SW246-007003-000000	Wiggins, Will D & Jodie M
600015389	SW246-007004-000000	Myers, Harvey B & Linda L
600015386	SW246-007005-000000	Peters, Shannon L Woodfin
600015383	SW246-007006-000000	Jacques, Charles Lee II

600015380 SW246-007007-000000 Davis, Kyla D
600015378 SW246-007008-000000 Mitchell, Brenda J TTEE
600015375 SW246-007009-000000 Sloan, David Jr & Claudia F TTEE & Sloan, David W & Iva A TTEE
600015373 SW246-007010-000000 Higgins, Carl G & Debra C TTEE
600015372 SW246-007011-000000 Szymanski, Steven C & Crystal A

1604 S Berkshire Dr	Stillwater	OK	74074
1518 S Berkshire Dr	Stillwater	OK	74074
172 College Park Dr	Seal Beach	CA	90740
1506 S Berkshire Dr	Stillwater	OK	74074
4103 W 15th Ave	Stillwater	OK	74074

Mailing	City	State	ZipCode
4112 Westbrook Dr	Stillwater	OK	74074
4110 Westbrook Dr	Stillwater	OK	74074
3109 Hunter Crest Dr	Edmond	OK	73034
PO Box 341	Vinita	OK	74301
PO Box 29	Ponca City	OK	74602
PO Box 519	Walsh	CO	81090
4020 Westbrook Dr	Stillwater	OK	74074
3415 W 32nd Ave	Stillwater	OK	74074
4010 Westbrook Dr	Stillwater	OK	74074
4006 Westbrook Dr	Stillwater	OK	74074
4111 Westbrook Dr	Stillwater	OK	74074
209 College Park Dr	Seal Beach	CA	90740
4103 Westbrook Dr	Stillwater	OK	74074
520 W 6th Ave	Stillwater	OK	74074
1212 NW 195th St	Edmond	OK	73012
4017 Westbrook Dr	Stillwater	OK	74074
1413 W Ash St	El Reno	OK	73036
11118 S Joplin Ave	Tulsa	OK	74137
5203 N Washington St	Stillwater	OK	74075
500 W Knipe Ave	Perkins	OK	74059
10014 N Mt Vernon Rd	Glencoe	OK	74032
1709 S Berkshire Dr	Stillwater	OK	74074
1703 S Berkshire Dr	Stillwater	OK	74074
1623 S Berkshire Dr	Stillwater	OK	74074
1617 S Berkshire Dr	Stillwater	OK	74074
1611 S Berkshire Dr	Stillwater	OK	74074
PO Box 364	Perkins	OK	74059
4635 Seton Hill Rd	Colorado Springs	CO	80918
4305 NE Mossy Oak Dr	Lawton	OK	73507
1515 S Berkshire Dr	Stillwater	OK	74074
172 College Park Dr	Seal Beach	CA	90740
1601 S Westridge St	Stillwater	OK	74074
1508 Westbrook Ct	Stillwater	OK	74074
1516 Westbrook Ct	Stillwater	OK	74074
1513 Westbrook Ct	Stillwater	OK	74074
1702 S Berkshire Dr	Stillwater	OK	74074
5803 W Springhill Ct	Stillwater	OK	74074
1618 S Dublin Dr	Stillwater	OK	74074
1612 S Dublin Dr	Stillwater	OK	74074
1606 S Dublin Dr	Stillwater	OK	74074
PO Box 1441	Stillwater	OK	74076
1513 S Dublin Dr	Stillwater	OK	74074
1605 S Dublin Dr	Stillwater	OK	74074
1616 S Berkshire Dr	Stillwater	OK	74074
925 S Main St, Unit 3434	Grapevine	TX	76051


Rudy L. Mandeville, Property Owner

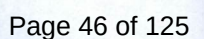
Date 8/23/56

)ss

Before me the above signed, a notary in and for said County and State personally appeared, Rudy Mandeville to be known to the identical person who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein Set forth.

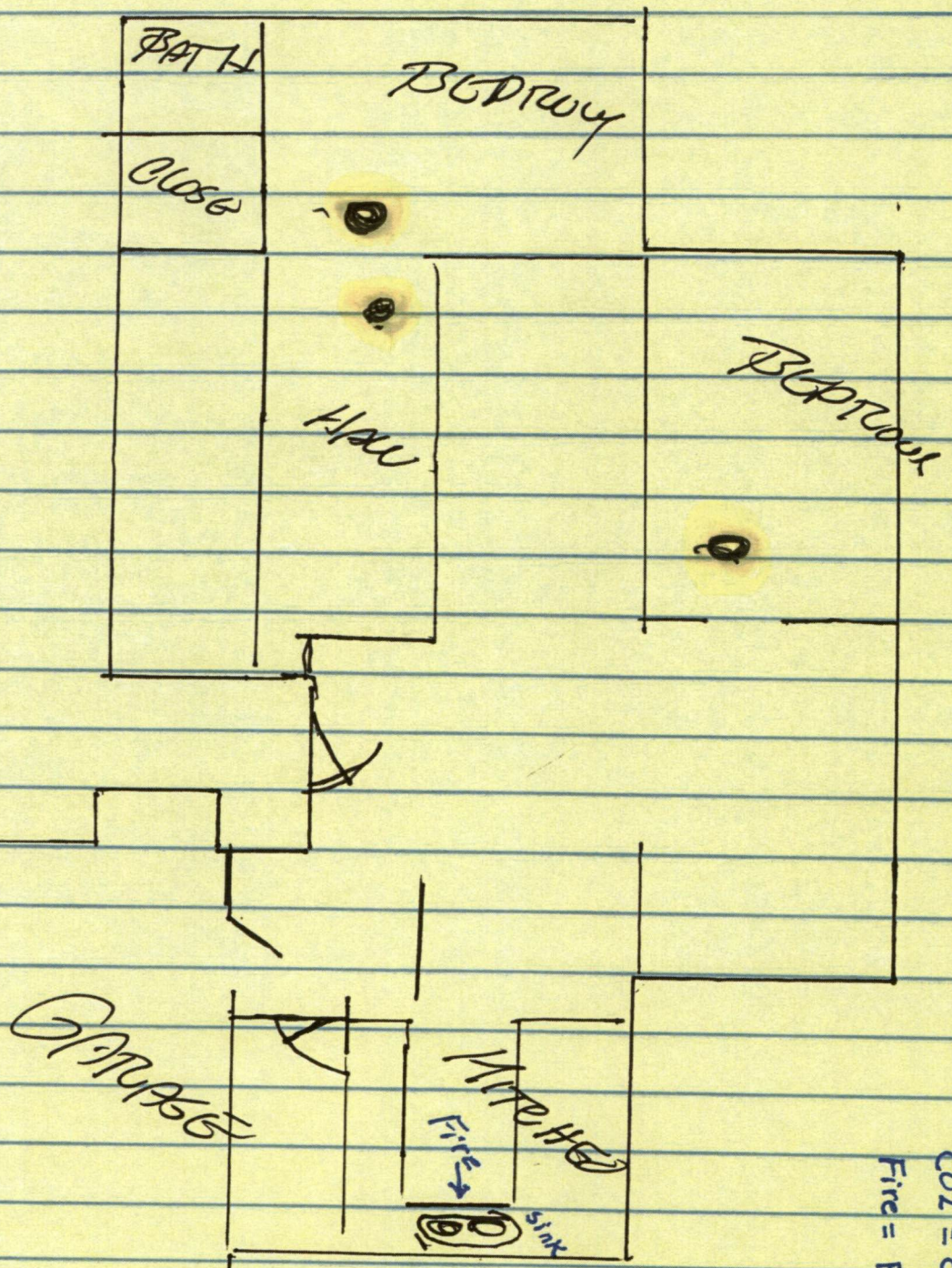
Connie Norrie

My commission expires July 29, 2027



● = smoke detector
 CO2 = carbon monoxide detector
 Fire = Fire extinguisher

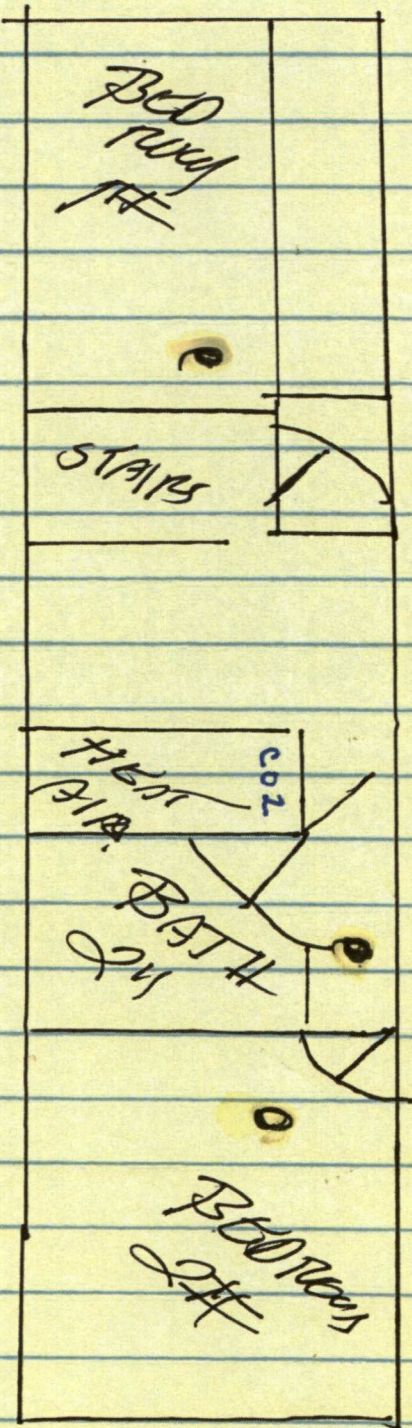
1st Floor



1607 S. Berkshire Dr.
 Stillwater, OK

1607 S. Berkshire Dr.

● = smoke detector
 CO₂ = carbon monoxide detector
 Fire = Fire extinguisher



1607 S. Berkshire Dr.
 Stillwater, OK

After recording Return to:
Community Escrow & Title Co.
623 S. Lewis
Stillwater, OK 74074

I-2022-003172 Book: 2687 pg: 677
3/24/2022 3:44 PM pgs: 677 - 678
Fees: \$20.00 Doc: \$112.50
Glenna Craig, Payne County Clerk
Payne County - State of Oklahoma



RETURNED AT COUNTER

Warranty Deed

KNOW ALL PERSONS BY THESE PRESENTS:

THAT **James Robert Kerns, a single person and Matthew David Kerns, a single person**, parties of the first part, in consideration of the sum of Ten and No/100ths Dollars (\$10.00) and other valuable considerations, in hand paid, the receipt of which is hereby acknowledged, does hereby Grant, Bargain, Sell and Convey unto **Rudy Lee Mandeville, Trustee of the Rudy Mandeville Living Trust, dated the 19th of October 2015, PO Box 364, Perkins, OK 74059**, party of the second part, the following described real property and premises situated in Payne County, State of Oklahoma, to-wit:

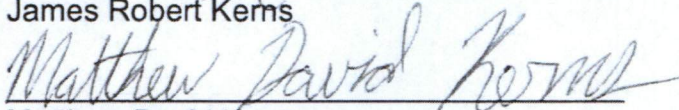
Lot Twelve (12), in Block Five (5), WESTBROOK ESTATES, SECOND SECTION to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof.

together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said party of the second part, and successors and assigns thereof forever, free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature, subject to easements, rights-of-way and restrictions of record, if any, and except all oil, gas and other minerals previously reserved or conveyed of record, if any.

Signed and delivered this 24th day of March, 2022.

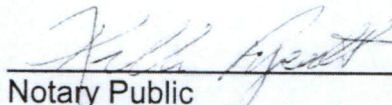

James Robert Kerns


Matthew David Kerns

STATE OF OKLAHOMA

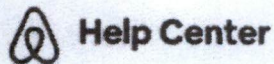
COUNTY OF PAYNE

Before me, the undersigned, in and for this State on this 24th of March, 2022, personally appeared James Robert Kerns, a single person and Matthew David Kerns, a single person, to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.


Notary Public
My commission expires: 07-21-24



Deed Presented for Filing By: Community Escrow & Title Co.
File No.: SW220321112
Name of Title Insurer: American Eagle Title Insurance Company



Home > All topics > Payouts and taxes > Taxes > Occupancy taxes >

How does occupancy tax collection and remittance by Airbnb work?

How-to · Host

How does occupancy tax collection and remittance by Airbnb work?

We automatically collect and pay occupancy taxes on behalf of hosts whenever a guest pays for a booking in specific jurisdictions. Hosts may need to manually collect occupancy taxes in other jurisdictions and in certain listed jurisdictions where Airbnb does not collect all applicable occupancy taxes.

When we automate this process, it doesn't change which taxes are due or the total payout you receive as a host. You'll continue to receive your payout minus the standard Airbnb service fees. Automatic collection and payment simply makes tax collection easier for everyone.

In this article

- Applicable taxes
- How to check your listings for eligibility
- How to check occupancy tax totals
- Other tax obligations

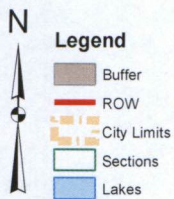
Applicable taxes

Our system determines which taxes are applicable by the address you enter for your listing. Please check the details on the **Manage Your Space** page to make sure your address is correct. Even if Airbnb automatically collects and pays certain occupancy taxes on your behalf, you may still be required to manually collect other occupancy

1607 S. Berkshire Dr.
Stillwater

8-24-2023
Ludy Mandeville

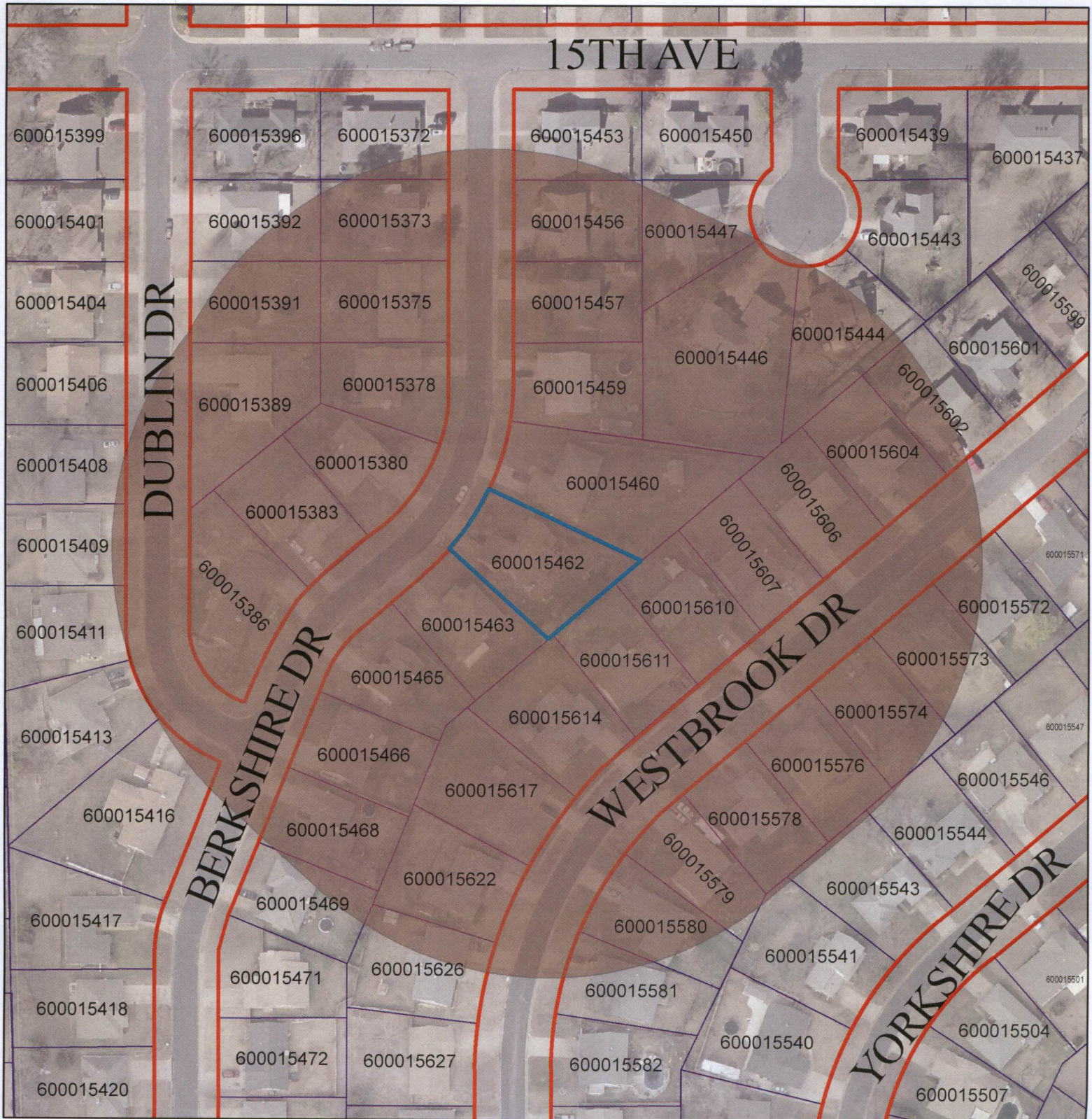
PropertyID	Cadastral	Owner1	Mailing	City	State	ZipCode	PrimaryLoc	LegalDescr
600015626	SW240-002006-000000	Kittle, Cody L	4112 Westbrook Dr	Stillwater	OK	74074	4112 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 6
600015622	SW240-002007-000000	Kizer, Eric A	4110 Westbrook Dr	Stillwater	OK	74074	4110 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 7
600015617	SW240-002008-000000	The Lower Hop, LLC	3109 Hunter Crest Dr	Edmond	OK	73034	4108 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 8
600015614	SW240-002009-000000	Moorhead, Earl W & Robinson, Brenda G	PO Box 341	Vinita	OK	74301	4106 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 9
600015611	SW240-002010-000000	Hammond, Ronald G Revocable Living Trust	PO Box 29	Ponca City	OK	74602	4102 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 10 & S-6.5' Lot 11
600015610	SW240-002011-000000	Bitner, Rosalie	PO Box 519	Walsh	CO	81090	4024 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 11 Less-6.5'
600015607	SW240-002012-000000	Klobier, Cameron J	4020 Westbrook Dr	Stillwater	OK	74074	4020 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 12
600015606	SW240-002013-000000	Teague, Keith A & Sherry M	3415 W 32nd Ave	Stillwater	OK	74074	4016 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 13
600015604	SW240-002014-000000	Adkins, Dennis G & Susan F	4010 Westbrook Dr	Stillwater	OK	74074	4010 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 14
600015602	SW240-002015-000000	Vessar, Kellani M	4006 Westbrook Dr	Stillwater	OK	74074	4006 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 2 Lot 15
600015581	SW240-003006-000000	Brooks, William S II & Patricia A	4111 Westbrook Dr	Stillwater	OK	74074	4111 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 6
600015580	SW240-003007-000000	Sloan, David W & Iva A TTEE	209 College Park Dr	Seal Beach	CA	90740	4107 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 7
600015579	SW240-003008-000000	Burri, Sheryl L	4103 Westbrook Dr	Stillwater	OK	74074	4103 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 8
600015578	SW240-003009-000000	Jam Group, LLC	520 W 6th Ave	Stillwater	OK	74074	4101 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 9
600015576	SW240-003010-000000	Flint Family Trust	1212 NW 195th St	Edmond	OK	73012	4023 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 10
600015574	SW240-003011-000000	Perry, Marcus Glenn & Lora J	4017 Westbrook Dr	Edmond	OK	74074	4013 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 11
600015573	SW240-003012-000000	Ross, Thomas A Revoc Tr	1413 W Ash St	El Reno	OK	73036	4013 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 12
600015544	SW240-003026-000000	Niles, Matt E & Joy C Co-TTEE	11118 S Joplin Ave	Tulsa	OK	74137	4009 W Westbrook DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 13
600015543	SW240-003013-000000	Buxton, Michael S & Sabrina K TTEE	5203 N Washington St	Stillwater	OK	74075	4008 W Yorkshre DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 26
600015541	SW240-003028-000000	Hensch, Philip & F Gayle TTEE	500 W Knipe Ave	Perkins	OK	74059	4010 W Yorkshre DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 27
600015469	SW246-005007-000000	Snider, Aubrey, L & Snider, Timothy A & Julie	10014 N Mt Vernon Rd	Glencoe	OK	74032	4012 W Yorkshre DrStillwater, OK 74074	Westbrook Est Blk 3 Lot 28
600015468	SW246-005008-000000	Campbell, Martha	1709 S Berkshire Dr	Stillwater	OK	74074	1709 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 7
600015466	SW246-005009-000000	Hubbard, Clarence E & Elaine	1703 S Berkshire Dr	Stillwater	OK	74074	1703 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 8
600015465	SW246-005010-000000	Medlock, Ellen L TTEE	1623 S Berkshire Dr	Stillwater	OK	74074	1623 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 9
600015463	SW246-005011-000000	Schnelle, Michael A & Jeannine	1617 S Berkshire Dr	Stillwater	OK	74074	1617 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 10
600015462	SW246-005012-000000	Herring, Sean-Lee A & Carol J	1611 S Berkshire Dr	Stillwater	OK	74074	1611 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 11
600015460	SW246-005013-000000	Madeville, Rudy L TTEE	PO Box 364	Perkins	OK	74059	1607 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 12
600015459	SW246-005014-000000	Telford, Kaia R & David A	4635 Seton Hill Rd	Colorado Springs	CO	80918	1603 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 13
600015458	SW246-005015-000000	Nguyen, Kimha	4305 NE Mossy Oak Dr	Lawton	OK	73507	1521 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 14
600015457	SW246-005016-000000	Younge, Mamie K	1515 S Berkshire Dr	Stillwater	OK	74074	1515 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 15
600015456	SW246-005017-000000	Sloan, David Jr & Claudia F TTEE & Sloan, David W & Iva A TTEE	172 College Park Dr	Seal Beach	CA	90740	1509 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 16
600015453	SW246-005017-000000	Walshall, Kevin W & Mindy A	1601 S Westridge St	Stillwater	OK	74074	1503 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 17
600015446	SW246-005019-000000	Hipsher, Brian	1508 Westbrook Ct	Stillwater	OK	74074	1508 S Westbrook CtStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 19
600015444	SW246-005021-000000	Minor, Jack D & Romana M	1516 Westbrook Ct	Stillwater	OK	74074	1516 S Westbrook CtStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 20
600015441	SW246-006012-000000	Fogle, Jack D & Donna J	1513 Westbrook Ct	Stillwater	OK	74074	1513 S Westbrook CtStillwater, OK 74074	Westbrook Est 2nd Blk 5 Lot 21
600015437	SW246-006013-000000	Harms, Kenneth D & Recilla K	1702 S Berkshire Dr	Stillwater	OK	74074	1702 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 6 Lot 12
600015436	SW246-006013-000000	Sinclair, Ronald E & Kimberly G	5803 W Springhill Ct	Stillwater	OK	74074	1624 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 6 Lot 13
600015411	SW246-006014-000000	Harring, Charles & Tia	1618 S Dublin Dr	Stillwater	OK	74074	1618 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 6 Lot 14
600015409	SW246-006015-000000	Wilson, Joboishie M & Trentham, Allison L	1612 S Dublin Dr	Stillwater	OK	74074	1612 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 6 Lot 15
600015408	SW246-006016-000000	Ferguson, Dana R & Duane A	1606 S Dublin Dr	Stillwater	OK	74074	1606 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 6 Lot 16
600015392	SW246-007002-000000	Dublin Rentals, LLC	PO Box 1441	Stillwater	OK	74076	1507 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 2
600015391	SW246-007003-000000	Wiggins, Will D & Jodie M	1513 S Dublin Dr	Stillwater	OK	74074	1605 S Dublin DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 3
600015389	SW246-007004-000000	Myers, Harvey B & Linda L	1605 S Dublin Dr	Stillwater	OK	74074	1616 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 4
600015388	SW246-007005-000000	Peters, Shannon L Woodfin	1616 S Dublin Dr	Stillwater	OK	74074	1610 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 5
600015383	SW246-007006-000000	Jacques, Charles Lee II	925 S Main St, Unit 3434	Grapevine	TX	76051	1604 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 6
600015380	SW246-007007-000000	Davis, Kyla D	1518 S Berkshire Dr	Stillwater	OK	74074	1518 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 7
600015378	SW246-007008-000000	Mitchell, Brenda J TTEE	172 College Park Dr	Seal Beach	CA	90740	1512 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 8
600015375	SW246-007009-000000	Sloan, David Jr & Claudia F TTEE & Sloan, David W & Iva A TTEE	1506 S Berkshire Dr	Stillwater	CA	90740	1506 S Berkshire DrStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 9
600015373	SW246-007010-000000	Higgins, Carl G & Debra C TTEE	4103 W 15th Ave	Stillwater	OK	74074	4103 W 15th AveStillwater, OK 74074	Westbrook Est 2nd Blk 7 Lot 10
600015372	SW246-007011-000000	Szymanski, Steven C & Crystal A		Stillwater	OK	74074		Westbrook Est 2nd Blk 7 Lot 11



Payne County

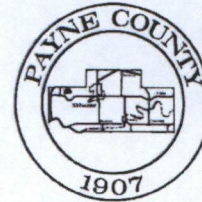
300' BUFFER

1607 S Berkshire Dr



This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.

James C Cowan
Payne County Assessor



CERTIFICATE OF OWNERSHIP

Re: Account # 600015462
Address: 1607 S Berkshire Dr

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within the Three Hundred feet of the following described property, to-wit:

Lot Twelve (12), in Block Five (5), WESTBROOK ESTATES, SECOND SECTION to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof

Attached you will find the current year's tax roll list of ownership that is within the Three Hundred feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 11 day of August, 2023.

PAYNE COUNTY ASSESSOR'S OFFICE

BY: Cynthia Ross

Donna Curtis

STR-0130

To: cityclerk@stillwater.org
Subject: ITEM 013 WESTBROOK ESTATE ADDITION

CITY OF STILLWATER

09-07-2023, Thursday

'23SEP11PM2:32

TO: STIWATER CITY CLERK OFFICE
STILLWATER PLANNER'S OFFICE, Jacquie Porter
STILLWATER MAYOR'S OFFICE - MAYOR. MR. JOYCE

CITY CLERKS OFFICE

THIS IS AN OBJECTION (A NO) ON **ITEM 013** - STILLWATER WESTBROOK ESTATES ADDITION ISSUE, SHORT TERM RENTAL, BUSINESS (AKA) BNB—BED AND BREAKFAST IN A STILLWATER FAMILY RESIDENTIAL HOME AND FAMILY LIVING COMMUNITY. "ONLY ONE WAY INTO THE ADDITION, SAME OUT OF ADDITION, "MANY CHILDREN ALL AGES. "SCHOOL BUS ROUTES, AM AND PM. "3 WAY STREET SPLIT WITH ONLY THE ONE WAY IN AND ONE WAY OUT OF THIS ADDITION.

1. Berkshire Dr. 2. Westbrook Dr. 3. Yorkshire Dr.

"RESIDENTIAL PARENTS WORK IN STILLWATER THERE ARE MORE REASONS TO BE AGAINST THIS BUSINESS CONGLOMERATE (C-STAR, BUSINESS) I UNDERSTAND. WESTBROOK ESTATES ADDITION HAS A COVENANT TO PROTECT US, AS CITY RESIDENTS, FROM BUSINESS _____. We are VOTERS, residents, employees, and your neighbors. (Ask yourself this question, "Would you want a business in your home community. "

Thank you for your services.

I am Donna Riggs Curtis and I live at the entrance and exit of
Westbrook Estates Addition. The Spanish, flat roof home.

4123 Westbrook Dr
Stillwater Oklahoma

Donna Riggs Curtis

I can be reached at

405-377-0074 (H)

405-743-1545 (W) 8-5

cell

918-630-4228

Teresa Kadavy

'23SEP5AM7:43

From: Ellen Medlock <ellenmedlock@gmail.com>
Sent: Monday, September 4, 2023 7:32 PM
To: CityClerk
Subject: Objection Letter Regarding Short Term Rental Application #STR-0130

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Please accept this email as a written objection to the application for Short Term Rental in my residential neighborhood of Westbrook at 1607 S. Berkshire Drive.

1607 S. Berkshire Dr is a 2354 sq ft single family home with 3 bedrooms and 2.5 baths currently for sale for \$325,000 in the heart of our neighborhood.

Allowing more car traffic and parking coming in the area totally changes its residential character, and density- not to mention safety issues.

Children roller skate, ride bikes, play ball often on Berkshire Drive.

Westbrook has been a quiet, well thought of family area since 1982. Please help us preserve our home value and community by denying this application.

Certainly to allow a commercial enterprise in a residential neighborhood is totally incompatible with good city planning.

Thank you for this opportunity to voice an objection.

Ellen Medlock
Homeowner
1623 S. Berkshire Dr.

Teresa Kadavy

From: sherry.osu@gmail.com
Sent: Tuesday, September 19, 2023 10:36 AM
To: CityClerk
Subject: Application #STR-0130 Short-term Rental
Importance: High

CITY OF STILLWATER

'23SEP19AM10:40

CITY CLERKS OFFICE

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

We respectfully object to this application for a short-term rental license. Our property is within 300 ft. of this property.

We understand the need for investment property and have several in Stillwater ourselves. The property affected by this application is a long-term rental that is oriented toward young professionals and families, which is also the primary composition of the neighborhood. We understand the need for our local economy to support short-term rental property. We are aware of many short-term rentals in Stillwater. Those properties are in 'understandable' areas and neighborhoods of Stillwater, which is in the best interest of the City and the investor to be successful. This licensee is very successful with his other properties within Stillwater and Perkins.

Our reasons for rejection of this application have to do with the location and type of the Westbrook neighborhood. It is an "ideal" and superb location for young professionals, young families or starting families, including its peacefulness and calmness, and the ability to monitor and supervise others in safety.

It has a natural isolation from the traveler, guest, or need from the rest of the City and the University. Just driving to the neighborhood from town with the other city infrastructure, assortment of green space, and natural barriers create that feeling. Need we say anything about the desire of young families to be so close, safe, and comfortable within the two schools and the day care area.

These attributes are a desirable feature for all types of homeowners and for appropriate long-term renters. These types of homeowners and long-term renters do not want to be around short-term visitors, strangers, or transient people or events. The location is a respite from work, and a comfortable area for their families/children. The stability of the area promotes a sense of community and an atmosphere of stability and consistency, things that short-term rentals do not create by their nature.

Introducing short-term rentals in Westbrook would change the atmosphere of this neighborhood no matter the existing short-term rental City ordinances. We oppose granting of this and future applications for short-term rentals in this area as it does not fit the current usage and environment of the neighborhood.

~~~~~  
**Sherry and Keith Teague**  
Stillwater, OK 74074  
[C] 1-405-743-9399



## MEMORANDUM

DATE: 12/5/2023  
TO: Stillwater Planning Commission  
FROM: Jacquelyn Porter, City Planner  
SUBJECT: Short-Term Rental (STR) Application Review

Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **910 South Ridge Drive** in the RSS zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.



|                                                                                   |                                                          |
|-----------------------------------------------------------------------------------|----------------------------------------------------------|
|  | <p>Application for<br/>RESIDENTIAL SHORT-TERM RENTAL</p> |
|-----------------------------------------------------------------------------------|----------------------------------------------------------|

Property Owner: Jared Tomblin Mailing Address: 910 S ridge dr

Owner Contact Information: Phone: 817-889-1046 Email: jared.tomblin@stumo.org

Property Management Contact Name: same as owner

Phone: same as owner Email: same as owner

Property Street Address: 910 s ridge dr stilwater,ok 74075

Zoning Classification: RSS Number of Bedrooms Offered for Rent: 2

URL for an advertisement of the rental. [https://www.airbnb.com/rooms/600938974023488395?preview\\_for\\_ml=true&source\\_impression\\_id=p3\\_1695830354\\_VqlxH6J90wZIH7R](https://www.airbnb.com/rooms/600938974023488395?preview_for_ml=true&source_impression_id=p3_1695830354_VqlxH6J90wZIH7R)

Required documents to be submitted with the residential short-term rental application.

| SUBMITTED BY<br>APPLICANT | DOCUMENT                                                                                                                                                                                                                                                                                                                 | VERIFIED BY<br>CITY |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
|                           | Completed Application form                                                                                                                                                                                                                                                                                               |                     |
|                           | Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission. | <i>Email</i>        |
|                           | Initial application fee of \$100.00.<br>NOTE: Licenses expire January 31 of each year or upon change of ownership.<br>The annual renewal fee is \$10.00.                                                                                                                                                                 | ✓                   |
|                           | Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.                                                                                                                                                                               | ✓                   |
|                           | Floorplan depicting the location of: <ul style="list-style-type: none"> <li>• Rooms provided for rent</li> <li>• Smoke detectors</li> <li>• Carbon monoxide detector</li> <li>• Fire extinguishers</li> </ul>                                                                                                            | ✓                   |
|                           | Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor ( <u>Payne County Assessor website</u> )                                                                                                                            | ✓                   |
|                           | Sales Tax Permit issued by State of Oklahoma or evidence tax collection is done by a rental agent. Evidenced by either a completed and executed contract or notarized statement from the rental agent.                                                                                                                   | ✓                   |

APPLICANT SIGNATURE: Jared Tomblin *[Signature]* DATE: 9/27/23

|                                                                                                                                 |  |  |
|---------------------------------------------------------------------------------------------------------------------------------|--|--|
| Date Application Received: <u>9-28-23</u> Application # <u>STR-0134</u> Received by: <u>AL</u>                                  |  |  |
| 30-Day Objection Period: _____ Objection Filed: <input type="checkbox"/> YES <input type="checkbox"/> NO PC Hearing Date: _____ |  |  |
| Approval Date: _____ Denial Date: _____                                                                                         |  |  |



**City of Stillwater**  
**\*\*\*Customer Receipt\*\*\***

9/27/2023  
R13102

Job ID: STR-0134 - \$100.00  
910 S RIDGE DR -

SHORT TERM RENTAL

SHORT TERM RENTAL- \$100.00  
NEW

Tender Detail:

Total Tendered: \$100.00

Total Paid CASH

\$100.00

---

Signature for credit card

***\*\*Thank you for your payment\*\****



## Affidavit of Jared Miller Tomblin

State of Oklahoma

County of Payne

Jared Miller Tomblin, being duly sworn deposes and states as follows under penalty of perjury:

1. My name is Jared Miller Tomblin, I am presently 26 years old, and my current address of residence is 910 S Ridge Dr, Stillwater, Oklahoma 74074.
2. The purpose of this Affidavit is to verify working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher..
3. I am confirming that there are working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher in my home..

I hereby swear or affirm that the information above is true accurate and complete to the best of my knowledge, and that no relevant information has been omitted.

Dated:

9/27/2023

Signature of Individual:

[Signature]

Notary Public

[Signature]

Jordan Stine

Title And Rank

Notary Public

Date Of Commission Expiry

4/3/27

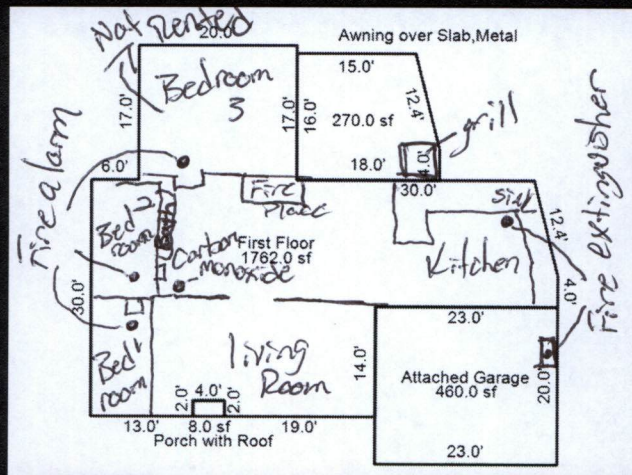




# Floor plan showing

- Rooms Rented
- Smoke detectors
- Fire extinguishers
- Carbon Monoxide detector

910 S. Ridge  
Dr Stillwater, OK  
74074





Proof of  
ownership

Payne County Oklahoma Assessor's Office

910 S ridge dr

All

Print

600017629

910 S Ridge Dr

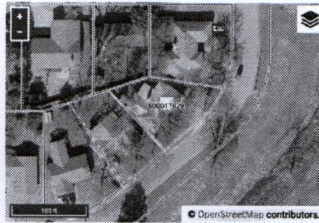
Tomblin, Jared M & Tomblin, Ashton P

910 S Ridge Dr

Stillwater OK 74074-5138

2023 Market Value

\$216,370



1 of 2

Overview

Sales

Buildings

Yard Items

Land

Key Information

2023 Appraisal Details

|                        |                                                                   |                 |                         |
|------------------------|-------------------------------------------------------------------|-----------------|-------------------------|
| Parcel ID              | 19NC2E-22-4-SM950-002-0024                                        |                 |                         |
| Land Size              | 1.00000                                                           | Land Unit       | Lot                     |
| Class                  | UR                                                                | School District | Stillwater Town (0107)  |
| Exemption              | -                                                                 | Section         | 22                      |
| Township               | 19N                                                               | Range           | 02E                     |
| 2023 Taxes (Estimated) | \$2,497                                                           | Neighborhood    | Stillwater SouthCentral |
| Legal Description      | MYERS SUB (SUB LOT 2 & N/2 LOT 1 BLK 3 MCFARLAND AC) BLK 2 LOT 24 |                 |                         |

|                    |           |
|--------------------|-----------|
| Land Value         | \$32,000  |
| Building Value     | \$183,680 |
| Misc Imp Value     | \$690     |
| Total Market Value | \$216,370 |

SALES

| SALE DATE  | SALE PRICE | DEED BOOK | DEED PAGE | INSTRUMENT TYPE | GRANTOR                                      |
|------------|------------|-----------|-----------|-----------------|----------------------------------------------|
| 01/20/2022 | \$208,500  | 2677      | 1         | Warranty Deed   | Fritsche, Gail                               |
| 09/20/2019 | \$0        | 2528      | 42        | Affidavit       | Montoya, William (TOD) & Eshleman, Tracy     |
| 09/20/2019 | \$112,000  | 2528      | 46        | Warranty Deed   | Montoya, William (TOD) & Eshleman, Tracy     |
| 09/19/2017 | \$0        | 2415      | 711       | Death Deed      | Montoya, William & Eshleman, Tracy           |
| 09/18/2017 | \$0        | 2415      | 707       | Affidavit       | Montoya, William & Lilly C & Eshleman, Tracy |
| 05/17/2012 | \$0        | 2020      | 78        | Warranty Deed   | MONTTOYA, WILLIAM & LILLY C                  |
| 10/21/2004 | \$108,000  | 1534      | 539       | Warranty Deed   | WOOD, BEN L & MILDRED J                      |
| 10/16/1990 | \$0        | 939       | 955       | Quit Claim Deed | -                                            |

BUILDING DETAILS

BUILDING (1) - 910 S RIDGE DR

|                      |                         |                |                     |
|----------------------|-------------------------|----------------|---------------------|
| Type                 | Single-Family Residence | Style          | One Story           |
| Finished Living Area | 1,762 sf                | Basement       | -                   |
| Quality              | Average                 | Condition      | Good                |
| Year Built           | 1970                    | Exterior Walls | Veneer, Brick       |
| Bedrooms             | 3                       | Roof Cover     | Composition Shingle |
| Full Bath            | 2                       | HVAC           | Warmed & Cooled Air |
| Half Bath            | 0                       | Garage Type    | Attached Garage     |

Click here to report a data issue.



MISC IMPROVEMENTS

| IMPROVEMENT TYPE  | UNITS/SQ FT | EST YEAR BUILT |
|-------------------|-------------|----------------|
| Shed, Wood - 1637 | 64          | 2002           |

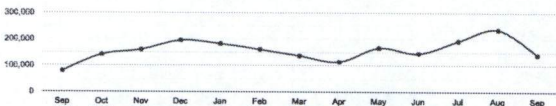
YARD ITEMS

| DESCRIPTION       | TOTAL UNITS | YEAR BUILT | LENGTH | WIDTH | HEIGHT |
|-------------------|-------------|------------|--------|-------|--------|
| Shed, Wood - 1637 | 64          | 2002       | 8      | 8     | 7      |

LAND

| UNITS   | USE CODE | WIDTH | DEPTH | DESCRIPTION                                    | USE VALUE |
|---------|----------|-------|-------|------------------------------------------------|-----------|
| 1.00000 | Lot      | 122   | 103   | Am,Berr,Hall,Ham,McFar,Myers,Rig, Rom,Tho,Misc | \$32,000  |

Median Residential House Price



Assessed Values

Low

\$13,590

Median

\$132,670

High

\$2,579,370

Res. Sales by Type



Sale Values

Biggest Sale

\$2,500,000

Average Home Price

\$190,000

Lowest Sale

\$6,667

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Developed for Payne County Oklahoma Assessor's Office by Spatiabest

Data last updated: 09/27/2023

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Home > Occupancy tax collection and remittance by Airbnb in Oklahoma

Rules

## Occupancy tax collection and remittance by Airbnb in Oklahoma

### State of Oklahoma

Guests who book Airbnb listings that are located in the State of Oklahoma will pay the following taxes as part of their reservation:

- **Oklahoma Sales Tax:** 4.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **Local Sales and Use Tax:** The local sales and use tax rates vary by city and county. The rate is typically 1.0%-5.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **State-Administered Local Lodging Tax:** The local lodging tax rates vary by city and county. The rate is typically 5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.

### Oklahoma City

Guests who book Airbnb listings that are located in Oklahoma City, OK, will pay the following tax as part of their reservation:

- **Hotel Tax:** 5.5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. Whether tax is collected depends on the number of bedrooms in a listing. For detailed information, visit the [Finance Department](#) website.

### Tulsa

Guests who book Airbnb listings that are located in the City of Tulsa, Oklahoma will pay the following tax as part of their reservation:

- **Lodging Tax:** 5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. For detailed information, visit the [City of Tulsa Lodging Tax](#) website.

Find out more about [how occupancy tax collection and remittance by Airbnb works](#).

Note: Hosts located in these areas are responsible for assessing all other tax obligations, including state and city jurisdictions. Hosts with listings in these areas should also review their agreement with Airbnb under the [Terms of Service](#) and familiarize themselves with the Occupancy Tax provisions which allow us to collect and remit taxes on their behalf and explains how the process works. Under those provisions, hosts instruct and authorize Airbnb to collect and remit Occupancy Taxes on their behalf in jurisdictions where Airbnb decides to facilitate such collection. If a host believes applicable laws exempt the host from collecting a tax that Airbnb collects and remits on the host's behalf, the host has agreed that, by accepting the reservation, the host is waiving that exemption. If a host does not want to waive an exemption the host believes exists, the host should not accept the reservation.

Did this article help? [Yes](#) [No](#)

### Contact Superhost support

Our dedicated Superhost support team is here to help Hosts like you.

Contact us

You can also [give us feedback](#).

Sales Tax

910 S Ridge Dr  
Stillwater, OK

Jared Tomblin

#### Support

Help Center

Get help with a safety issue

AirCover

Anti-discrimination

Disability support

Cancellation options

Report neighborhood concern

#### Hosting

Airbnb your home

AirCover for Hosts

Hosting resources

Community forum

Hosting responsibly

Airbnb-friendly apartments

#### Airbnb

Newsroom

New features

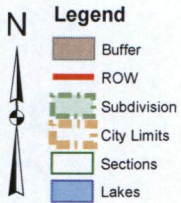
Careers

Investors

Gift cards

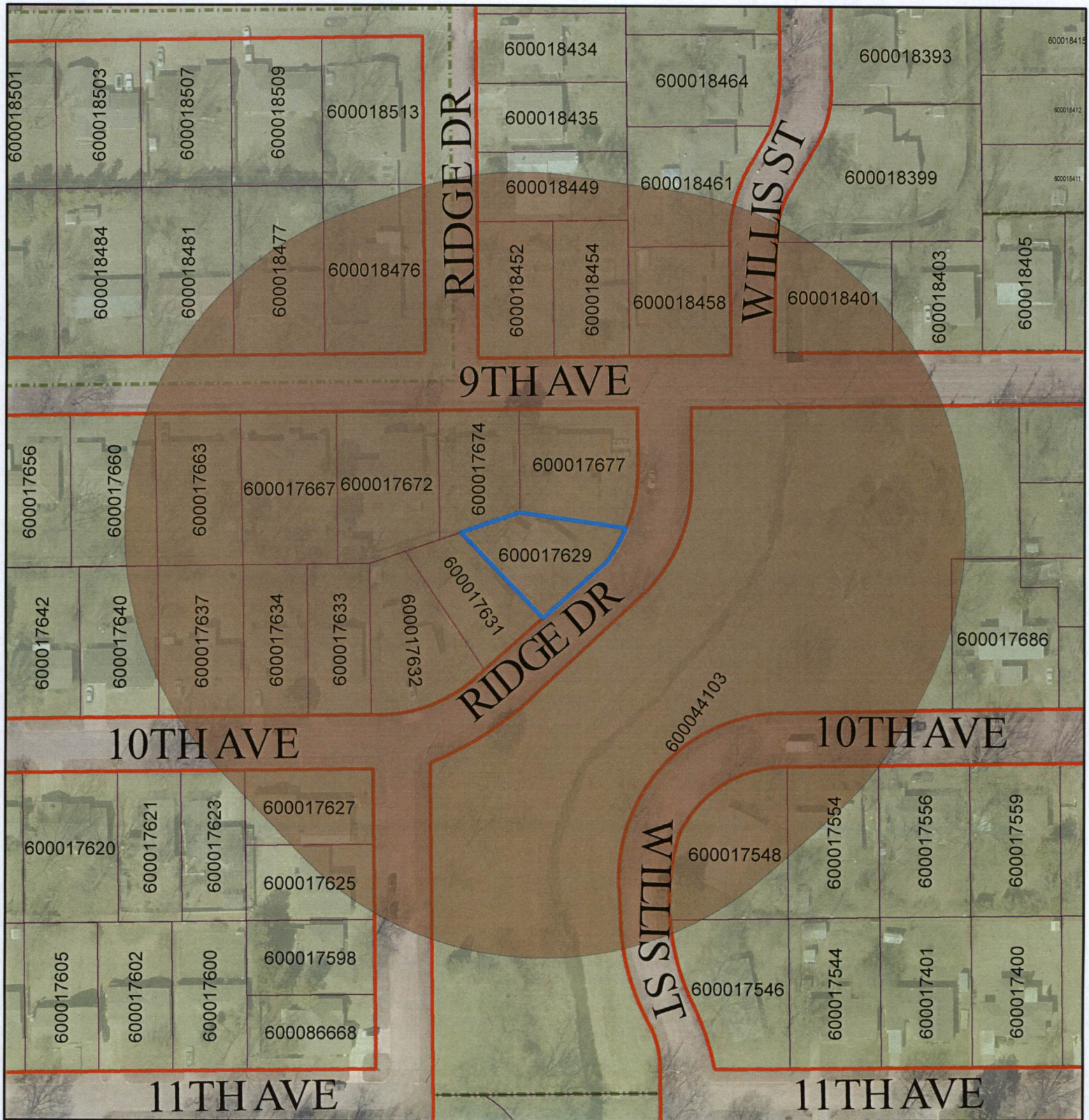
Airbnb.org emergency stays





# Payne County

300' BUFFER  
910 S Ridge Dr

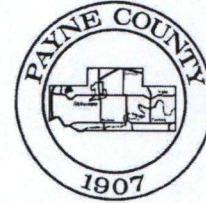




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**James C Cowan**  
Payne County Assessor



---

**CERTIFICATE OF OWNERSHIP**

Re: Account # 600017629  
Address: 910 S Ridge Dr

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within the Three Hundred feet of the following described property, to-wit:

**Lot Twenty-four (24), in Block Two (2), of MYER'S SUBDIVISION of Lot Two (2) and the North Half (N/2) of Lot One (1), Block Three (3), McFarland Acres, an Addition to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof.**

Attached you will find the current year's tax roll list of ownership that is within the Three Hundred feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 28 day of September, 2023.

**PAYNE COUNTY ASSESSOR'S OFFICE**

BY: Cynthia Ross



'23OCT26PM3:09  
CITY CLERKS OFFICE

CITY OF STILLWATER - SINGLE-FAMILY SMALL LOT RESIDENTIAL ZONING

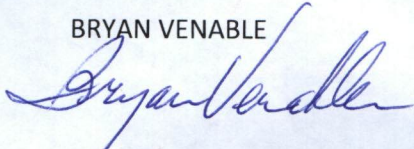
ATTENTION: ASSOCIATE CITY PLANNER DIANA HOOD

DOCUMENT OF FORMAL PROTEST

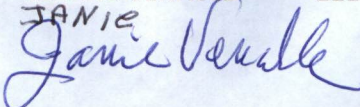
OCTOBER 24, 2023

THE FOLLOWING PROPERTY OWNERS OF ADJOINING AND NEIGHBORHOOD REAL ESTATE  
LOCATED ON RIDGE RD. AND WEST TENTH AVE. IN THE CITY OF STILLWATER, OK.  
ARE HEREBY PROTESTING THE REZONING AND/OR USE OF PROPERTY KNOWN AS  
910 S. RIDGE RD. AS SHORT-TERM RENTAL PROPERTY. WE REQUEST NO CHANGE BE  
MADE TO THE CURRENT ZONING AND/OR USE OF THIS PROPERTY AND IT REMAIN AS  
SINGLE FAMILY RESIDENTIAL PROPERTY.

BRYAN VENABLE



ADAM BELLAMY

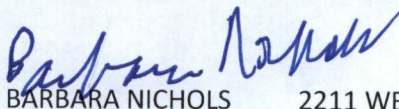
~~JEANNE~~ VENABLE

HANNA BELLAMY

2212 WEST 10<sup>TH</sup> AVE.2210 WEST 10<sup>TH</sup> AVE.

Virgil Nichols

VIRGIL NICHOLS

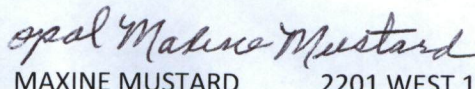


BARBARA NICHOLS

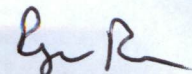
2211 WEST 10<sup>TH</sup> AVE.

Daniel Mustard

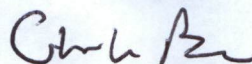
DANIEL MUSTARD



MAXINE MUSTARD

2201 WEST 10<sup>TH</sup> AVE.

RYAN BLAKE



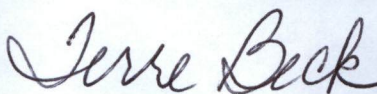
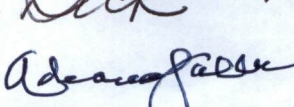
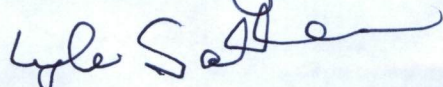
CLARE BLAKE

1006 S. RIDGE RD.

JOHN WOOD

580-436-7873

912 S. RIDGE RD.

Terre Beck  1020 S. Ridge RdAdeana Sallee  2214 W. 10<sup>th</sup>Lyle Sallee  , , ,
 2215 W 10<sup>th</sup> Stillwater Green  
 Steven Green



## MEMORANDUM

DATE: 12/5/2023  
TO: Stillwater Planning Commission  
FROM: Jacquelyn Porter, City Planner  
SUBJECT: Short-Term Rental (STR) Application Review

Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **1215 South Martin Street** in the RSS zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.



|                                                                                   |                                                  |
|-----------------------------------------------------------------------------------|--------------------------------------------------|
|  | Application for<br>RESIDENTIAL SHORT-TERM RENTAL |
|-----------------------------------------------------------------------------------|--------------------------------------------------|

Property Owner: Steve & Stacy Davis Mailing Address: 12400 Heathfield Ln  
OKC OK 73173

Owner Contact Information: Phone: 405-596-1129 Email: stacy@oneelectricokc.com

Property Management Contact Name: Jordan Arnold  
Phone: 405-1178-5946 Email: Jordan@oneelectricokc.com

Property Street Address: 1215 martin st

Zoning Classification: R5S Number of Bedrooms Offered for Rent: 3

URL for an advertisement of the rental. airbnb.com/1215 martin st

Required documents to be submitted with the residential short-term rental application.

| SUBMITTED BY APPLICANT | DOCUMENT                                                                                                                                                                                                                                                                                                                 | VERIFIED BY CITY |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| ✓                      | Completed Application form                                                                                                                                                                                                                                                                                               |                  |
| ✓                      | Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission. | ✓<br>2 ASSESSOR  |
| ✓                      | Initial application fee of \$100.00.<br>NOTE: Licenses expire January 31 of each year or upon change of ownership. The annual renewal fee is \$10.00.                                                                                                                                                                    | ✓                |
| ✓                      | Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.                                                                                                                                                                               | ✓                |
| ✓                      | Floorplan depicting the location of: <ul style="list-style-type: none"> <li>Rooms provided for rent</li> <li>Smoke detectors</li> <li>Carbon monoxide detector</li> <li>Fire extinguishers</li> </ul>                                                                                                                    | ✓                |
| ✓                      | Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor ( <a href="#">Payne County Assessor website</a> )                                                                                                                   | ✓                |
| ✓                      | Sales Tax Permit issued by State of Oklahoma or <u>evidence tax collection is done by a rental agent</u> . Evidenced by either a completed and executed contract or notarized statement from the rental agent.                                                                                                           |                  |

APPLICANT SIGNATURE: Stacy Davis

DATE: 9/27/2023

|                                           |                                                                                      |                        |
|-------------------------------------------|--------------------------------------------------------------------------------------|------------------------|
| Date Application Received: <u>10-9-23</u> | Application # <u>STR-740</u>                                                         | Received by: <u>AL</u> |
| 30-Day Objection Period: <u>11-10-23</u>  | Objection Filed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | PC Hearing Date: _____ |
| Approval Date: _____                      | Denial Date: _____                                                                   |                        |



- Avery, Elizabeth J & Gregory K TTEE  
1213 Autry St  
Stillwater OK 74074
- Babiak, James F & Quinton, Nita K  
1301 Autry St  
Stillwater OK 74074-5867
- Black Properties, LLC  
3724 Timberline Dr  
Stillwater OK 74074-9222
- Bozeman, Lisa  
1222 Martin St  
Stillwater OK 74074-1981
- Brown, Brett J & Michelle M Revoc Liv Tr  
PO Box 366  
Claremore OK 74018-0366
- Cavender, Kelly & Tammy  
4131 Glacier Point Ct  
Prosper TX 75078-9055
- Ciccarelli, Barbara J  
1205 Autry St  
Stillwater OK 74074-5869
- Davis, Steve W & Stacy M Co-TTEE  
1215 Martin St  
Stillwater OK 74074-1988
- Edwards, Emily & Nicholas  
1210 S Martin St  
Stillwater OK 74074-1981
- Heath, Darrell L & Connie  
1210 S Landry Ln  
Stillwater OK 74074
- Hu, Tao  
4226 W Country Club Dr  
Stillwater OK 74074-1979
- Ishoy, Jonathan & Heather  
1211 Martin St  
Stillwater OK 74074-1988
- Komanduri, Srilakshmi  
1303 Martin St  
Stillwater OK 74074-1989
- Landmark Storage, LLC  
2900 Washington Dr  
Norman OK 73069-1014
- Lockwood, Michael C & Cristin M  
4314 W Country Club Dr  
Stillwater OK 74074
- McGee, Andrew & Jillian  
1207 S Martin St  
Stillwater OK 74074
- More, Sunil  
4224 W Country Club Dr  
Stillwater OK 74074
- Neels, Richard  
1219 Martin St  
Stillwater OK 74074-1988
- Parveen, Sabiha  
1307 Martin St  
Stillwater OK 74074-1989
- Perez, Arturo Jr  
1206 S Landry Ln  
Stillwater OK 74074-7481
- Rajendran, Jai H & Raveendran, Ramya  
4310 W Country Club Dr  
Stillwater OK 74074-1978
- Ramsey, Joshua D  
1201 Autry St  
Stillwater OK 74074-5869
- Robinson, Johnny & Karin E  
1222 S Landry Ln  
Stillwater OK 74074
- Rojas, Robert R & Ellyn L  
1206 Martin St  
Stillwater OK 74074-1981
- Samarakoon, Nishantha A  
1214 Martin St  
Stillwater OK 74074-1981
- Scherer, Justen & Ashlee  
4302 W Country Club Dr  
Stillwater OK 74074-1978
- Siebert, Mandi L & Landree P  
7210 E 19th Ave  
Stillwater OK 74074-7056
- Stotts, Jennifer  
1218 S Landry Ln  
Stillwater OK 74074
- Struiksma, Penny & Kelvin  
9329 N Hills Ct  
Oakdale CA 95361-9285
- Tello, Rodrigo A  
4306 W Country Club Dr  
Stillwater OK 74074-1978



Tello, Rodrigo Alberto  
1306 S Landry Ln  
Stillwater OK 74074-7483

Tevebaugh, Treynor & Leslie A TTEE  
199398 E County Road 42  
Woodward OK 73801-5881

Tradan Development, LLC  
1320 N Porter Ave  
Norman OK 73071-6619

Williams, Sheralyn  
1302 S Martin St  
Stillwater OK 74074

Zhang, Lu & Sun, Yanwei  
1302 S Landry Ln  
Stillwater OK 74074-7483

Zhang, Tian  
1203 S Martin St  
Stillwater OK 74074-1988



# AFFIDAVIT CONCERNING SMOKE AND CARBON MONOXIDE DETECTORS

## Public Act 13-272

(For 1-2 family homes)

(Note: Sign the affidavit in the presence of a notary public or commissioner of the superior court.)

State of

ss:

County of

I/we, Steve & Stacy Davis being the owner(s) of

Premises situated in Stillwater, Oklahoma, known as

1215 Martin St, swear that the following statements

Are true:

(A) EXEMPTION FOR NEWER HOMES: ☒ a building permit for new occupancy of the premises named above was issued after October 1, 2005.

-If A is not checked, complete (B), go to (C). If checked sign below before notary or commissioner of the superior court-

(B) SMOKE DETECTORS: The premises named above are equipped with smoke detectors. The smoke detector(s) are:

☒ Hard-wired

☐ Battery-operated

(C) NO COMBUSTION: ☐ the premises named above does not contain any fuel-burning appliance, fireplace or attached garage.

-If C is not checked, complete (D). If checked sign below before notary or commissioner of the superior court-

(D) CARBON MONOXIDE DETECTORS: The premises named above are equipped with carbon monoxide detectors. The carbon monoxide detector(s) are:

☒ Hard-wired

☐ Battery-operated and capable of showing the amount of carbon monoxide present as in a parts per million

(E) EQUIPMENT IN WORKING ORDER: The detector(s) indicated in (B) and (D) above are in working order as of the Date of the closing of title, were installed in accordance with the manufacturer's instructions and are capable of providing an alarm suitable to warn occupants when such equipment is activated.

(F) CLOSING CREDIT FOR NON-COMPLIANCE: I/we understand that I/we will credit the Buyer(s) with the sum of \$25 at closing for failing to provide this affidavit.

Owner

Owner



Subscribed and sworn to, before me, this 27 day of SEPTEMBER 2023

Zachary A. Baker

Notary Public/Commission of the Superior Court

My commission expires: 06.23.2027









## Payne County Oklahoma Assessor's Office

600089393  
1215 S Martin StDavis, Steve W & Stacy M Co-TTEE  
1215 Martin St  
Stillwater OK 74074-19882023 Market Value  
\$284,610

## KEY INFORMATION

|                        |                                 |                 |                        |
|------------------------|---------------------------------|-----------------|------------------------|
| Parcel ID              | 19N02E-20-4-ST525-003-0004      |                 |                        |
| Land Size              | 1.00000                         | Land Unit       | Lot                    |
| Class                  | UR                              | School District | Stillwater Town (016T) |
| Exemption              | -                               | Section         | 20                     |
| Township               | 19N                             | Range           | 02E                    |
| 2023 Taxes (Estimated) | \$3,248                         |                 |                        |
| Neighborhood           | Stillwater Southwest            |                 |                        |
| Legal Description      | TRADAN HTS EST SEC 3 BLK 3 LT 4 |                 |                        |

## 2023 APPRAISAL DETAILS

|                    |           |
|--------------------|-----------|
| Land Value         | \$37,500  |
| Building Value     | \$247,110 |
| Misc Imp Value     | \$0       |
| Total Market Value | \$284,610 |

## SALES

| SALE DATE  | SALE PRICE | DEED BOOK | DEED PAGE | INSTRUMENT TYPE | GRANTOR                                             |
|------------|------------|-----------|-----------|-----------------|-----------------------------------------------------|
| 12/06/2021 | \$301,500  | 2670      | 790       | Warranty Deed   | Ideal Homes of Norrman, LP                          |
| 05/06/2021 | \$44,500   | 2630      | 118       | Warranty Deed   | Tradon Development, LLC & Ideal Homes of Norman, LP |

## BUILDING DETAILS



Home > Occupancy tax collection and remittance by Airbnb in Oklahoma

1215 MARTIN ST.

## Rules

# Occupancy tax collection and remittance by Airbnb in Oklahoma

## State of Oklahoma

Guests who book Airbnb listings that are located in the State of Oklahoma will pay the following taxes as part of their reservation:

- **Oklahoma Sales Tax:** 4.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **Local Sales and Use Tax:** The local sales and use tax rates vary by city and county. The rate is typically 1.0%-5.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **State-Administered Local Lodging Tax:** The local lodging tax rates vary by city and county. The rate is typically 5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.

## Oklahoma City

Guests who book Airbnb listings that are located in Oklahoma City, OK, will pay the following tax as part of their reservation:

- **Hotel Tax:** 5.5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. Whether tax is collected depends on the number of bedrooms in a listing. For detailed information, visit the [Finance Department](#) website.

## Tulsa

Guests who book Airbnb listings that are located in the City of Tulsa, Oklahoma will pay the following tax as part of their reservation:

- **Lodging Tax:** 5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. For detailed information, visit the [City of Tulsa Lodging Tax](#) website.

Find out more about [how occupancy tax collection and remittance by Airbnb works](#).

Note: Hosts located in these areas are responsible for assessing all other tax obligations, including state and city jurisdictions. Hosts with listings in these areas should also review their agreement with Airbnb under the [Terms of Service](#) and familiarize themselves with the Occupancy Tax provisions which allow us to collect and remit taxes on their behalf and explains how the process works. Under those provisions, hosts instruct and authorize Airbnb to collect and remit Occupancy Taxes on their behalf in jurisdictions





Today

Inbox

Calendar

Insights

Menu ▾



## Reservation details

[Print](#)

Past guest

**Becky Jones**

Gorgeous Stillwater home!

Sep 16 – 17 (1 night)

4 guests · \$208.55

We didn't realize we needed a permit. This was the only night it was rented. It shows Airbnb is withholding occupancy tax.



### Becky's review:

Perfect place for our family and friends to share while visiting our kids at OSU! The place is very homey, with a warm welcoming aroma. The host went above and beyond with welcoming treats! Will definitely be looking to book again ❤️❤️

### About Becky

5.0 rating from 2 reviewsIdentity verified

Joined Airbnb in 2021

[Show profile](#)[Send or request money](#)[Message](#)[Call](#)

Phone: +1 940-395-1042



Booking details

|                               |                      |
|-------------------------------|----------------------|
| Guests                        | <a href="#">View</a> |
| 4 adults                      |                      |
| Check-in                      |                      |
| Sat, Sep 16, 2023             |                      |
| Check-out                     |                      |
| Sun, Sep 17, 2023             |                      |
| Booking date                  |                      |
| Fri, Sep 8, 2023              |                      |
| Confirmation code             |                      |
| HM2KTD9AB3                    |                      |
| <a href="#">Show calendar</a> |                      |

Guest paid

|                    |          |
|--------------------|----------|
| \$215.00 x 1 night | \$215.00 |
| Guest service fee  | \$30.35  |
| Occupancy taxes    | \$20.02  |
| Total (USD)        | \$265.37 |

Host payout

|                                 |          |
|---------------------------------|----------|
| 1 night room fee                | \$215.00 |
| <a href="#">Show breakdowns</a> |          |
| Host service fee (3.0%)         | -\$6.45  |



Total (USD)

\$208.55

 Transaction History

>

## Calendar note

 Add a private reminder for these dates that only you can view



If your place or belongings were damaged or extra cleaning was needed, we're here to help.

File a request

## Support

 Report this guest

>

 Get help

>

## Common questions

### Editing a review you wrote

To encourage honest and impartial reviews, we limit the ability of Hosts and guests to edit a review after they've written it. For stays, if you submit your review first, you may edit it anytime within the 14-day review period, up until the other party submits their review. Once both reviews are submitted or the 14-day review



ONE FIVE PROPERTIES LLC  
12400 HEATHFIELD LN  
OKLAHOMA CITY, OK 73173



1092

SPECTRUM

PAY The City of Stillwater Ok  
to the order of one hundred & no/100

\$ 100.00  
DOLLARS

BANCFIRST

2930 SW 134TH STREET  
OKLAHOMA CITY, OKLAHOMA 73126  
MEMBER FDIC - (405) 270-5002

for 215 Marshall St

Shawn Davis

⑆ 103003632⑆ 112030681⑆ 1092



**City of Stillwater**

**\*\*\*Customer Receipt\*\*\***

10/2/2023

R13126

Job ID: STR-0140 - \$100.00  
1215 S MARTIN ST -

SHORT TERM RENTAL

SHORT TERM RENTAL- \$100.00  
NEW

Tender Detail:

Total Tendered: \$100.00

Total Paid CHECK

1092

\$100.00

---

Signature for credit card

***\*\*Thank you for your payment\*\****



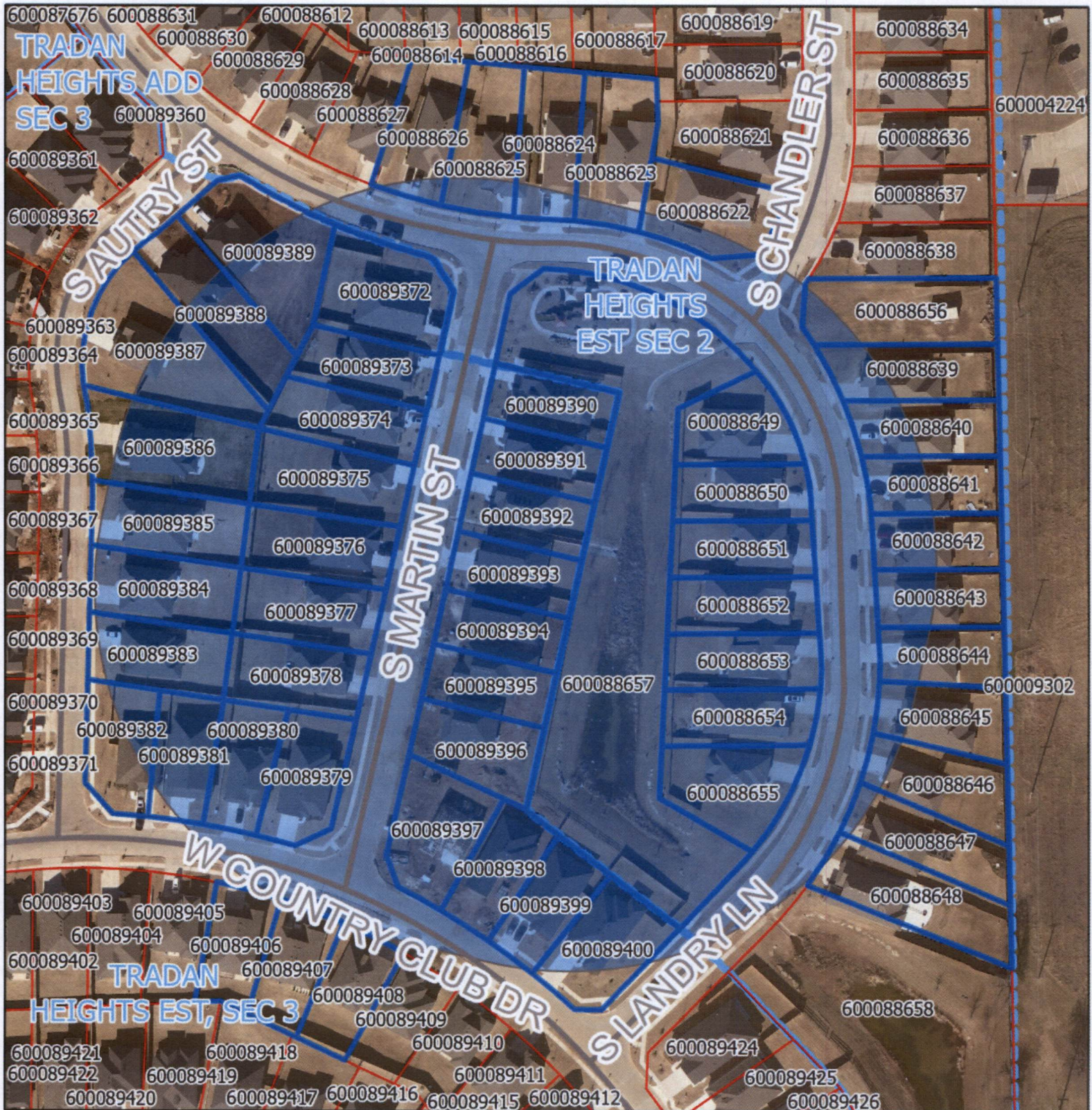
| PropertyID | Cadastral           | Owner1                                       | Mailing                 | City       | State | Prov | Zip   | Code                   | Primary              | Legal                                         | Descr |
|------------|---------------------|----------------------------------------------|-------------------------|------------|-------|------|-------|------------------------|----------------------|-----------------------------------------------|-------|
| 60008649   | ST520-003001-000000 | Perez, Arturo Jr                             | 1206 S Landry Ln        | Stillwater | OK    |      | 74074 | 1206 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 1                 |       |
| 60008654   | ST520-003006-000000 | Zhang, Lu & Sun, Yanwei                      | 1302 S Landry Ln        | Stillwater | OK    |      | 74074 | 1302 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 6                 |       |
| 60008653   | ST520-003005-000000 | Robinson, Johnny & Karin E                   | 1222 S Landry Ln        | Stillwater | OK    |      | 74074 | 1222 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 5                 |       |
| 60008652   | ST520-003004-000000 | Stotts, Jennifer                             | 1218 S Landry Ln        | Stillwater | OK    |      | 74074 | 1218 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 4                 |       |
| 60008651   | ST520-003003-000000 | Cavender, Kelly & Tammy                      | 4131 Glacier Point Ct   | Prosper    | TX    |      | 75078 | 1214 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 3                 |       |
| 60008650   | ST520-003002-000000 | Heath, Darrell L & Connie                    | 1210 S Landry Ln        | Stillwater | OK    |      | 74074 | 1210 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 2                 |       |
| 60008624   | ST520-001013-000000 | Small, Ahmed M                               | 1135 N Landry Ln        | Stillwater | OK    |      | 74074 | 1135 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 1 Lt 13                |       |
| 60008626   | ST520-001015-000000 | Stilly Dreams Properties, LLC                | 1127 S Landry Ln        | Stillwater | OK    |      | 74074 | 1127 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 1 Lt 15                |       |
| 60008625   | ST520-001014-000000 | Young, Rachel E & Blackmon, Dakota J         | 1131 S Landry Ln        | Stillwater | OK    |      | 74074 | 1131 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 1 Lt 14                |       |
| 60008623   | ST520-001012-000000 | Matli, Mark                                  | 1139 S Landry Ln        | Stillwater | OK    |      | 74074 | 1139 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 1 Lt 12                |       |
| 60008622   | ST520-001011-000000 | Patel, Anand P                               | 1130 Chandler St        | Stillwater | OK    |      | 74074 | 1130 S Chandler St     | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 1 Lt 11                |       |
| 60008655   | ST520-003007-000000 | Tello, Rodrigo Alberto                       | 1306 S Landry Ln        | Stillwater | OK    |      | 74074 | 1306 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 3 Lt 7                 |       |
| 60008657   | ST520-00000G-OUTLOT | Tradan Development, LLC                      | 1320 N Porter Ave       | Norman     | OK    |      | 73071 | UNKNOWN                | OK 74074             | Tradn Hts Est Sec 2 Outlot G Drainage Reserve |       |
| 60008648   | ST520-002017-000000 | Ozuna, Ada G C & Clare, Joshua A             | 1317 S Landry Ln        | Stillwater | OK    |      | 74074 | 1317 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 17                |       |
| 60008647   | ST520-002016-000000 | Mitchell, Taylor                             | 1313 S Landry Ln        | Stillwater | OK    |      | 74074 | 1313 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 16                |       |
| 60008646   | ST520-002015-000000 | Moua, Fong & Malida                          | 1309 S Landry Ln        | Stillwater | OK    |      | 74074 | 1309 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 15                |       |
| 60008645   | ST520-002014-000000 | Thayer, Stefanie A                           | 1305 S Landry Ln        | Stillwater | OK    |      | 74074 | 1305 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 14                |       |
| 60008644   | ST520-002013-000000 | Gains, William T                             | 150 Evermay Dr          | Edmond     | OK    |      | 73013 | 1301 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 13                |       |
| 60008643   | ST520-002012-000000 | Walker, Connor ETAL                          | 1221 S Landry Ln        | Stillwater | OK    |      | 74074 | 1221 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 12                |       |
| 60008642   | ST520-002011-000000 | Sun, Yanwei & Zhang, Lu                      | 1302 S Landry Ln        | Stillwater | OK    |      | 74074 | 1217 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 11                |       |
| 60008641   | ST520-002010-000000 | Gammon, Wade M                               | 1213 S Landry Ln        | Stillwater | OK    |      | 74074 | 1213 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 10                |       |
| 60008640   | ST520-002009-000000 | Chen, Anqi & Hu, Anqiao                      | 1209 S Landry Ln        | Stillwater | OK    |      | 74074 | 1209 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 9                 |       |
| 60008639   | ST520-002008-000000 | Zhou, Yuting & Ma, Shengfang                 | 1205 S Landry Ln        | Stillwater | OK    |      | 74074 | 1205 S Landry Ln       | Stillwater, OK 74074 | Tradn Hts Est Sec 2 Bk 2 Lt 8                 |       |
| 60008638   | ST520-00000B-OUTLOT | Tradan Development, LLC                      | 1320 N Porter Ave       | Norman     | OK    |      | 73071 | UNKNOWN                | OK 74074             | Tradn Hts Est Sec 2 Bk 2 Lt 8                 |       |
| 60008937   | ST525-003008-000000 | Tello, Rodrigo A                             | 4306 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4306 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 8                 |       |
| 60008938   | ST525-002018-000000 | Ramsey, Joshua D                             | 1201 Autry St           | Stillwater | OK    |      | 74074 | 1201 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 18                |       |
| 60008938   | ST525-002012-000000 | Babiak, James F & Quinton, Nita K            | 1301 Autry St           | Stillwater | OK    |      | 74074 | 1301 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 12                |       |
| 60008938   | ST525-002013-000000 | Struiksma, Penny & Kevin                     | 9329 N Hills Ct         | Oakdale    | CA    |      | 95361 | 1221 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 13                |       |
| 60008938   | ST525-002014-000000 | Tevebaugh, Treyner & Leslie A TTEE           | 199398 E County Road 42 | Woodward   | OK    |      | 73801 | 1217 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 14                |       |
| 60008937   | ST525-002015-000000 | Avery, Elizabeth J & Gregory K TTEE          | 1213 Autry St           | Stillwater | OK    |      | 74074 | 1213 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 15                |       |
| 60008937   | ST525-002008-000000 | Rajendran, Jai H & Raveendran, Ramya         | 4310 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4310 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 8                 |       |
| 60008937   | ST525-002001-000000 | Black Properties, LLC                        | 3724 Timberline Dr      | Stillwater | OK    |      | 74074 | 1202 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 1                 |       |
| 60008937   | ST525-002006-000000 | Bozeman, Lisa                                | 1222 Martin St          | Stillwater | OK    |      | 74074 | 1222 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 6                 |       |
| 60008937   | ST525-002005-000000 | Landmark Storage, LLC                        | 2900 Washington Dr      | Norman     | OK    |      | 73069 | 1218 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 5                 |       |
| 60008937   | ST525-002004-000000 | Samarakoon, Nishantha A                      | 1214 Martin St          | Stillwater | OK    |      | 74074 | 1214 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 4                 |       |
| 60008938   | ST525-002009-000000 | Lockwood, Michael C & Cristin M              | 4314 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4314 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 9                 |       |
| 60008938   | ST525-002010-000000 | Brown, Brett J & Michelle M Revoc Liv Tr     | PO Box 366              | Claremore  | OK    |      | 74074 | 4318 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 10                |       |
| 60008938   | ST525-002011-000000 | Cravey, Jason R & Barbara J                  | 4322 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4322 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 11                |       |
| 60008937   | ST525-002007-000000 | Williams, Sheralyn                           | 1302 Martin St          | Stillwater | OK    |      | 74074 | 1302 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 7                 |       |
| 60008937   | ST525-002003-000000 | Edwards, Emily & Nicholas                    | 1210 S Martin St        | Stillwater | OK    |      | 74074 | 1210 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 3                 |       |
| 60008937   | ST525-002002-000000 | Rojas, Robert R & Elynn L                    | 1206 Martin St          | Stillwater | OK    |      | 74074 | 1206 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 2                 |       |
| 60008938   | ST525-002016-000000 | Siebert, Mandi L & Landree P                 | 7210 E 19th Ave         | Stillwater | OK    |      | 74074 | 1209 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 16                |       |
| 60008938   | ST525-002017-000000 | Ciccarelli, Barbara J                        | 1205 Autry St           | Stillwater | OK    |      | 74074 | 1205 S Autry St        | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 2 Lt 17                |       |
| 60008939   | ST525-003006-000000 | Komanduri, Sriakashmi                        | 1303 Martin St          | Stillwater | OK    |      | 74074 | 1303 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 6                 |       |
| 60008934   | ST525-003005-000000 | Neels, Richard                               | 1219 Martin St          | Stillwater | OK    |      | 74074 | 1219 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 5                 |       |
| 60008939   | ST525-003001-000000 | Zhang, Tian                                  | 1203 S Martin St        | Stillwater | OK    |      | 74074 | 1203 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 1                 |       |
| 60008939   | ST525-003002-000000 | Mcgee, Andrew & Jillian                      | 1207 Martin St          | Stillwater | OK    |      | 74074 | 1207 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 2                 |       |
| 60008939   | ST525-003004-000000 | Davis, Steve W & Stacy M Co-TTEE             | 1215 Martin St          | Stillwater | OK    |      | 74074 | 1215 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 3                 |       |
| 60008939   | ST525-003003-000000 | Ishoy, Jonathan & Heather                    | 1211 Martin St          | Stillwater | OK    |      | 74074 | 1211 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 4                 |       |
| 60008939   | ST525-003010-000000 | Hu, Tao                                      | 4226 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4226 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 10                |       |
| 60008936   | ST525-003007-000000 | Parveen, Sabiha                              | 1307 Martin St          | Stillwater | OK    |      | 74074 | 1307 S Martin St       | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 7                 |       |
| 60008940   | ST525-003011-000000 | More, Sunil                                  | 4224 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4224 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 11                |       |
| 60008938   | ST525-003009-000000 | Scherer, Justen & Ashlee                     | 4302 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4302 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 3 Lt 9                 |       |
| 60008940   | ST525-004006-000000 | Nachimuthu, Senthil & Balasundaram, Priyanka | 4319 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4319 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 4 Lt 6                 |       |
| 60008940   | ST525-004007-000000 | Hilbig, Zane D                               | 4315 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4315 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 4 Lt 7                 |       |
| 60008940   | ST525-004008-000000 | Gatz, Gary L & Glenda C                      | 4311 W Country Club Dr  | Stillwater | OK    |      | 74074 | 4311 W Country Club Dr | Stillwater, OK 74074 | Tradn Hts Est Sec 3 Bk 4 Lt 8                 |       |





# Payne County

300 FT BUFFER - 1215 S Martin St - Stillwater, OK



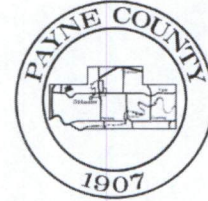
- Roadway Centerlines
- Parcels
- City Limits
- Parcels\_Buffer1
- Subdivision

Current Time: 10/6/2023 9:31 AM

This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.



**James C Cowan**  
Payne County Assessor



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**CERTIFICATE OF OWNERSHIP**

Re: Account # 600089393  
Address: 1215 S Martin St  
Stillwater, OK 74074

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within three hundred (300) feet of the following described property, to-wit:

Lot Four (4), in Block Three (3), TRADAN HEIGHTS ESTATES, SECTION 3, a part of the NW/4 & SW/4 of Section 20, Township 19 North, Range 2 East, I.M., Stillwater, Payne County, Oklahoma, according to the recorded plat thereof.

Attached you will find the current year's tax roll list of ownership that is within three hundred (300) feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 6 day of October, 2023.

**PAYNE COUNTY ASSESSOR'S OFFICE**

**BY:**

A handwritten signature in black ink, appearing to read "Bruce B. Smith", is written over a horizontal line.



Short-term rental objection letter

'23OCT24AM7:15

Application: Steve & Stacy Davis

Location: 1215 S. Martin Street

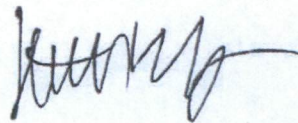
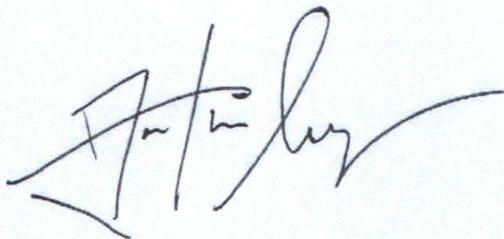
Application #: STR-0140

CITY CLERKS OFFICE

We are formally writing this letter as an objection to the short-term rental application (STR-0140) at 1215 S. Martin Street.

We have concerns about the 1215 S. Martin Street house being made available for short-term rental. We have three children, and the property sits a few hundred feet from a park where small children regularly play. We feel very uneasy about random unknown people renting and staying next door to our family and the neighborhood. We moved into our neighborhood hoping to have a family friendly area and not have it turned into a motel. We also moved into this neighborhood under agreement with the Home Owners Association (HOA) that homes would not be made available for short-term rental. The 1215 S. Martin Street home should also be under the same HOA agreement.

We understand that it would be nice for our neighbors to make some money from the property, but we feel that the request for short-term rental puts our property, neighborhood, and family at risk and in an uncomfortable position with not knowing who our neighbors are going to be day to day.



Sincerely,

Jonathan and Heather Ishoy

1211 Martin Street

Stillwater, Oklahoma 74074



## MEMORANDUM

DATE: 12/5/2023  
TO: Stillwater Planning Commission  
FROM: Jacquelyn Porter, City Planner  
SUBJECT: Short-Term Rental (STR) Application Review

Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **1106 North Sunnybrook Drive** in the RSS zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.



|                                                                     |                                                          |
|---------------------------------------------------------------------|----------------------------------------------------------|
| <h1 style="margin: 0;">The City of<br/>Stillwater<br/>OKLAHOMA</h1> | <p>Application for<br/>RESIDENTIAL SHORT-TERM RENTAL</p> |
|---------------------------------------------------------------------|----------------------------------------------------------|

Property Owner: Kevin + Amy Carwile  
HNTB Properties, LLC Mailing Address: 22873 State Hwy 74  
Purcell OK 73080

Owner Contact Information: Phone: 405-889-9008 Email: Amy.Carwile76@gmail.com

Property Management Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Street Address: 1106 N. Sunnybrook Dr. Stillwater, OK 74075

Zoning Classification: \_\_\_\_\_ Number of Bedrooms Offered for Rent: 4

URL for an advertisement of the rental. Airbnb.com

Required documents to be submitted with the residential short-term rental application.

| SUBMITTED BY<br>APPLICANT | DOCUMENT                                                                                                                                                                                                                                                                                                                                                      | VERIFIED BY<br>CITY |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
|                           | Completed Application form                                                                                                                                                                                                                                                                                                                                    |                     |
|                           | Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the <u>Payne County Assessor</u> licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission. <u>They are sending report</u> |                     |
|                           | Initial application fee of \$100.00.<br>NOTE: Licenses expire January 31 of each year or upon change of ownership.<br>The annual renewal fee is \$10.00.                                                                                                                                                                                                      |                     |
|                           | Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.                                                                                                                                                                                                                    |                     |
|                           | Floorplan depicting the location of: <ul style="list-style-type: none"> <li>• Rooms provided for rent</li> <li>• Smoke detectors</li> <li>• Carbon monoxide detector</li> <li>• Fire extinguishers</li> </ul>                                                                                                                                                 |                     |
|                           | Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor ( <a href="#">Payne County Assessor website</a> )                                                                                                                                                        |                     |
|                           | Sales Tax Permit issued by State of Oklahoma or evidence tax collection is done by a rental agent. Evidenced by either a completed and executed contract or notarized statement from the rental agent.                                                                                                                                                        |                     |

APPLICANT SIGNATURE: [Signature]

DATE: 9-26-2023

|                                           |                                                                           |                        |
|-------------------------------------------|---------------------------------------------------------------------------|------------------------|
| Date Application Received: <u>10-9-23</u> | Application # <u>STR-0143</u>                                             | Received by: <u>JK</u> |
| 30-Day Objection Period: <u>11-10-23</u>  | Objection Filed: <input type="checkbox"/> YES <input type="checkbox"/> NO | PC Hearing Date: _____ |
| Approval Date: _____                      | Denial Date: _____                                                        |                        |



| Name                         | Address                | City, State, Zip     | Mailing                      | City, State, Zip       |
|------------------------------|------------------------|----------------------|------------------------------|------------------------|
| AMWC Properties              | 1116 N. Sunnybrook Dr. | Stillwater, OK 74075 | 22873 State Hwy 74           | Purcell, OK 73080      |
| Leslie & Elizabeth Hix       | 1118 N. Sunnybrook Dr. | Stillwater, OK 74075 | 601 S Washington St, # 288   | Stillwater, OK 74074   |
| Christopher & Monica Cooper  | 1024 N. Sunnybrook Dr. | Stillwater, OK 74075 | 7845 S Memorial Dr, Apt 8108 | Tulsa, OK 74133        |
| Douglas & Karen Ireland      | 1018 N. Sunnybrook Dr. | Stillwater, OK 74075 | 1018 N. Sunnybrook Dr.       | Stillwater, OK 74075   |
| Karen Rakes                  | 1123 N. Sunnybrook Dr. | Stillwater, OK 74075 | 1123 N. Sunnybrook Dr.       | Stillwater, OK 74075   |
| Leroy & Marjorie Gulick      | 1117 N. Sunnybrook Dr. | Stillwater, OK 74075 | 1117 N. Sunnybrook Dr.       | Stillwater, OK 74075   |
| Michael Ramsey & Jill Smar   | 1109 N. Sunnybrook Dr. | Stillwater, OK 74075 | 1109 N. Sunnybrook Dr.       | Stillwater, OK 74075   |
| Gary Avery & Norma A-Co TTEE | 1023 N. Sunnybrook Dr. | Stillwater, OK 74075 | 3402 Bella Vista Dr.         | Midwest City, OK 73110 |

AMWC Properties is Sending Report



I, Amy Carwile, owner of HNTR Properties, LLC, are hereby certify that I have installed working smoke detectors, carbon monoxide detectors and fire extinguishers in the property located at 1106 N. Sunnybrook Dr., Stillwater, OK 74075

Amy Carwile  
Owner

Kevin Carwile  
Notary Print

10/26/24  
Notary Expiration Date

9-26-2023  
Date

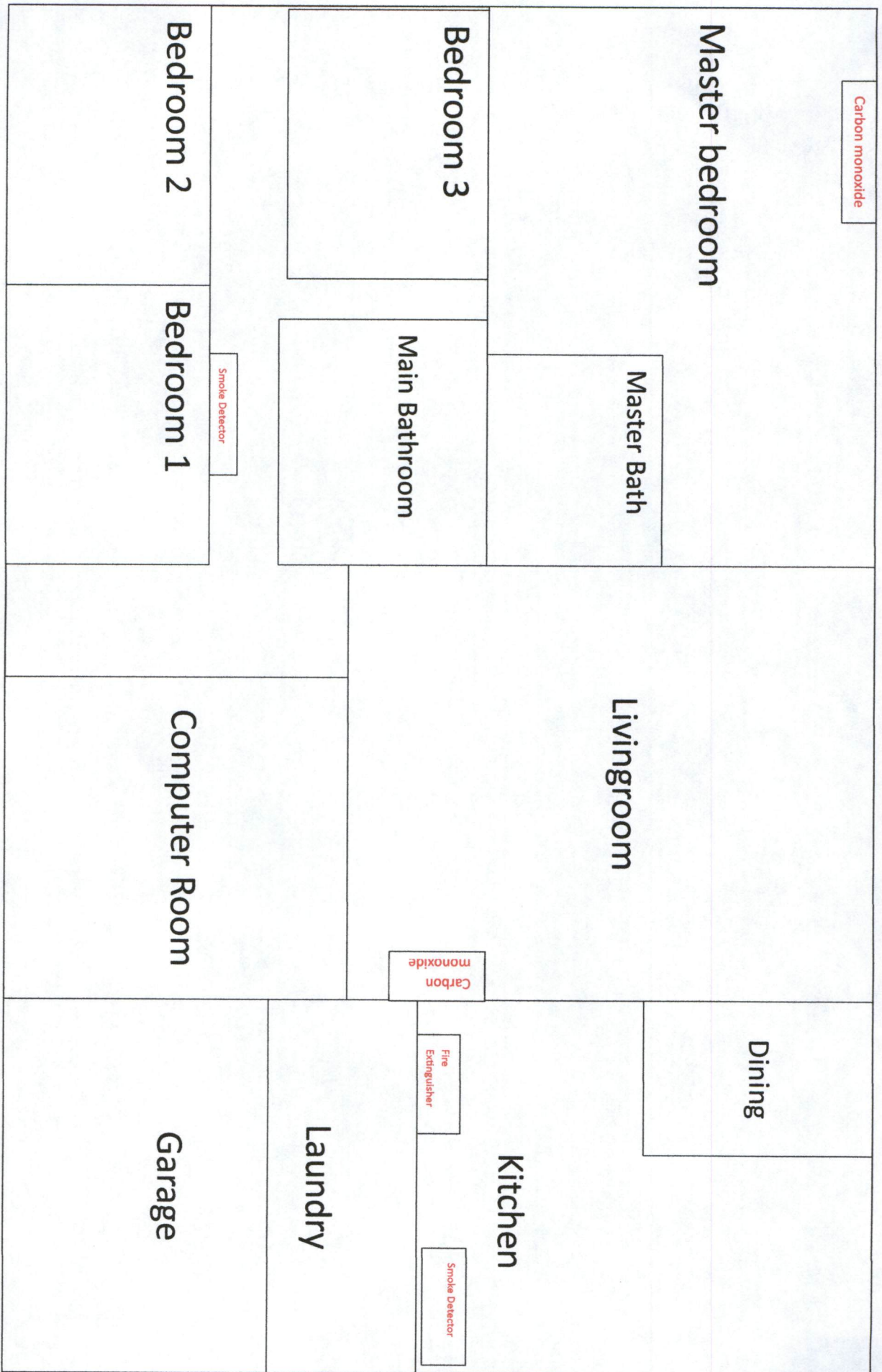
[Signature]  
Notary Signature

09/26/23  
Notary Date

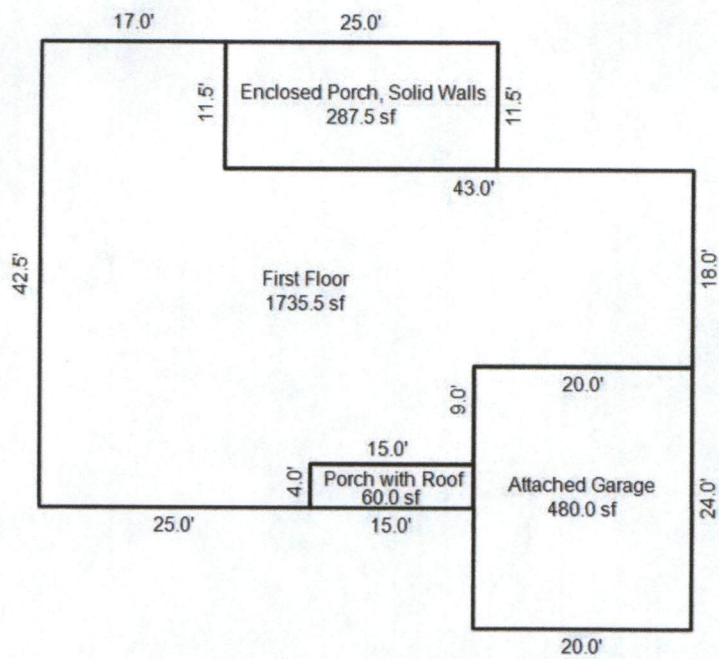


Seal









Data last updated: 09/25/2023





## Payne County Oklahoma Assessor's Office

600015117

1106 N Sunnybrook Dr

HNTR Properties, LLC  
22873 State Highway 74  
Purcell OK 73080-69542023 Market Value  
**\$205,000**

## KEY INFORMATION

|                        |                                              |                 |                        |
|------------------------|----------------------------------------------|-----------------|------------------------|
| Parcel ID              | 19N02E-12-3-SP250-001-0008                   |                 |                        |
| Land Size              | 1.00000                                      | Land Unit       | Lot                    |
| Class                  | UR                                           | School District | Stillwater Town (016T) |
| Exemption              | -                                            | Section         | 12                     |
| Township               | 19N                                          | Range           | 02E                    |
| 2023 Taxes (Estimated) | \$2,191                                      |                 |                        |
| Neighborhood           | Stillwater Northeast                         |                 |                        |
| Legal Description      | PETER'S & BOYLE'S SUNNYBROOK EST BLK 1 LOT 8 |                 |                        |

## 2023 APPRAISAL DETAILS

|                    |                  |
|--------------------|------------------|
| Land Value         | \$30,000         |
| Building Value     | \$173,870        |
| Misc Imp Value     | \$1,130          |
| Total Market Value | <b>\$205,000</b> |

## SALES

| SALE DATE  | SALE PRICE | DEED BOOK | DEED PAGE | INSTRUMENT TYPE | GRANTOR                        |
|------------|------------|-----------|-----------|-----------------|--------------------------------|
| 12/21/2021 | \$0        | 2672      | 958       | Quit Claim Deed | Carwile, Kevin J & Amy M       |
| 07/22/2020 | \$180,000  | 2577      | 440       | Warranty Deed   | Meneger, Kathryn A & Kenneth A |
| 06/17/2016 | \$140,000  | 2330      | 941       | Warranty Deed   | MURRAY, PIA E CHRISTENSEN &    |
| 06/19/2006 | \$128,000  | 1647      | 462       | Warranty Deed   | HARMON, WALTER L JR & MARSHA K |
| 07/21/1992 | \$69,000   | 986       | 280       | Warranty Deed   | JOHNSON, DAVID LOUIS           |

## BUILDING DETAILS



[Log in or sign up](#)[Home](#) > [Occupancy tax collection and remittance by Airbnb in Oklahoma](#)

## Rules

# Occupancy tax collection and remittance by Airbnb in Oklahoma

## State of Oklahoma

Guests who book Airbnb listings that are located in the State of Oklahoma will pay the following taxes as part of their reservation:

- **Oklahoma Sales Tax:** 4.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **Local Sales and Use Tax:** The local sales and use tax rates vary by city and county. The rate is typically 1.0%-5.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **State-Administered Local Lodging Tax:** The local lodging tax rates vary by city and county. The rate is typically 5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.

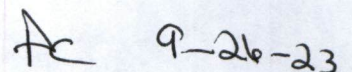
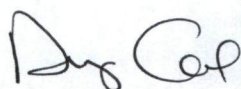
## Oklahoma City

Guests who book Airbnb listings that are located in Oklahoma City, OK, will pay the following tax as part of their reservation:

- **Hotel Tax:** 5.5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. Whether tax is collected depends on the number of bedrooms in a listing. For detailed information, visit the [Finance Department](#) website.

## Tulsa

Guests who book Airbnb listings that are located in the City of Tulsa, Oklahoma will pay the following tax as part of their reservation:





- Lodging Tax: 5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. For detailed information, visit the [City of Tulsa Lodging Tax](#) website.

Find out more about [how occupancy tax collection and remittance by Airbnb works](#).

Note: Hosts located in these areas are responsible for assessing all other tax obligations, including state and city jurisdictions. Hosts with listings in these areas should also review their agreement with Airbnb under the [Terms of Service](#) and familiarize themselves with the Occupancy Tax provisions which allow us to collect and remit taxes on their behalf and explains how the process works. Under those provisions, hosts instruct and authorize Airbnb to collect and remit Occupancy Taxes on their behalf in jurisdictions where Airbnb decides to facilitate such collection. If a host believes applicable laws exempt the host from collecting a tax that Airbnb collects and remits on the host's behalf, the host has agreed that, by accepting the reservation, the host is waiving that exemption. If a host does not want to waive an exemption the host believes exists, the host should not accept the reservation.

Did this article help? [Yes](#) [No](#)

## Support

Help Centre

AirCover

Anti-discrimination

Disability support

Cancellation options

Report neighbourhood concern

## Hosting

Airbnb your home

AirCover for Hosts

Hosting resources

Community forum



Hosting responsibly

---

**Airbnb**

Newsroom

New features

Careers

Investors

Airbnb.org emergency stays

🌐 English (IE) € EUR

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| Date      | Start Date | Nigh | Guest  | Currency | Amount   | Host Fee | Gross Ea | Occupancy Taxes |
|-----------|------------|------|--------|----------|----------|----------|----------|-----------------|
| 9/17/2023 | 9/16/2023  | 1    | Beth P | USD      | \$397.70 | \$12.30  | \$410    | \$38.18         |



|                    |                     |
|--------------------|---------------------|
| Cleaning fee       | \$[REDACTED]        |
| Guest service fee  | \$57.88             |
| Occupancy taxes    | \$38.18             |
| <b>Total (USD)</b> | <b>\$[REDACTED]</b> |

## Host payout

|                                 |                     |
|---------------------------------|---------------------|
| 1 night room fee                | \$[REDACTED]        |
| <a href="#">Show breakdowns</a> |                     |
| Cleaning fee                    | \$[REDACTED]        |
| Host service fee (3.0%)         | -\$12.30            |
| <b>Total (USD)</b>              | <b>\$[REDACTED]</b> |

## Transaction History



## Calendar note

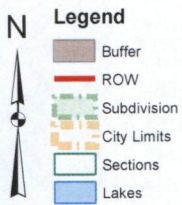
Add a private reminder for these dates that only you can view

If your place or belongings were damaged or extra cleaning was needed, we're here to help.



Page 99 of 125

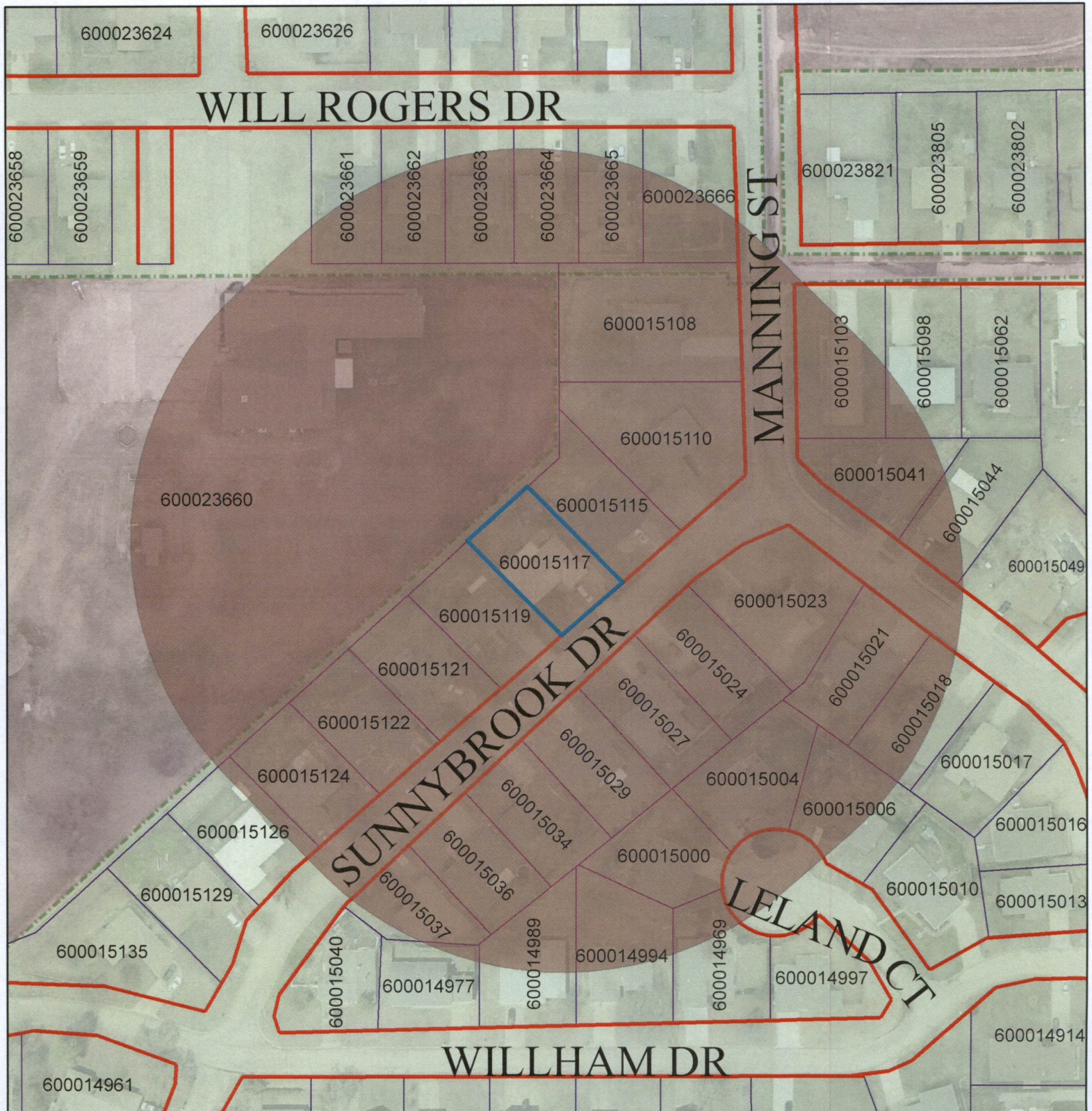




# Payne County

## 300' BUFFER

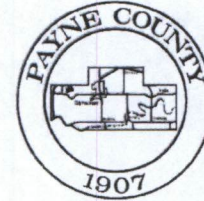
### 1106 N Sunnybrook Dr



This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.



**James C Cowan**  
Payne County Assessor



---

**CERTIFICATE OF OWNERSHIP**

Re: Account # 600015117  
Address: 1106 N Sunnybrook Dr

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within the Three Hundred feet of the following described property, to-wit:

**SURFACE RIGHTS ONLY. Lot Eight (8), Block One (I), of PETERS AND BOYLES SUNNYBROOK ESTATES to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof**

Attached you will find the current year's tax roll list of ownership that is within the Three Hundred feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 29 day of September, 2023.

**PAYNE COUNTY ASSESSOR'S OFFICE**

BY: Cynthia Ross



**City of Stillwater**

**\*\*\*Customer Receipt\*\*\***

10/9/2023

R13168

Job ID: STR-0143 - \$100.00  
1106 N SUNNYBROOK DR

-

SHORT TERM RENTAL

SHORT TERM RENTAL- \$100.00  
NEW

Tender Detail:

Total Tendered: \$100.00

Total Paid CHECK

1016

\$100.00

---

Signature for credit card

*\*\*Thank you for your payment\*\**



**Teresa Kadavy**

---

**Subject:** FW: open records request

CITY CLERKS OFFICE

**From:** sharlene stewart [mailto:sharlenestewart@yahoo.com]

**Sent:** Monday, October 16, 2023 8:25 AM

**To:** Teresa Kadavy <teresa.kadavy@stillwater.org>

**Cc:** Jeff Stewart <jeffestewart@yahoo.com>

**Subject:** Re: open records request

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Good morning,

Is there is another BNB in our neighborhood?

If so I would withdrawal my objection letter as it would be mute point.

I Included the address that was listed on the mailer we received on the below objection letter per your request.

Will we be notified of any updates in this matter?

Please let us know, thank you.

Jeff and Sharlene Stewart

On Monday, October 16, 2023 at 07:26:33 AM CDT, Teresa Kadavy <[teresa.kadavy@stillwater.org](mailto:teresa.kadavy@stillwater.org)> wrote:

Good Morning,

The objection letter you submitted regarding an AirBnB in your neighborhood has been received; however, you need to include the address of the short term rental application or the STR number of the application. Otherwise, I have no way to know which short term rental you are submitting an objection against. Please include this information in your objection letter and resubmit.

Teresa Kadavy

City Clerk

*Stillwater.* OKLAHOMA  
stillwaterok.gov



Office of the City Manager

O: (405) 742-8243 |

E: [teresa.kadavy@stillwater.org](mailto:teresa.kadavy@stillwater.org)

---

**From:** sharlene stewart [<mailto:sharlenestewart@yahoo.com>]  
**Sent:** Saturday, October 14, 2023 11:20 AM  
**To:** Teresa Kadavy <[teresa.kadavy@stillwater.org](mailto:teresa.kadavy@stillwater.org)>; CityClerk <[CityClerk@stillwater.org](mailto:CityClerk@stillwater.org)>  
**Cc:** Jeff Stewart <[jeffestewart@yahoo.com](mailto:jeffestewart@yahoo.com)>  
**Subject:** Re: open records request

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Hello,

We received the notice of a BNB opened in our neighborhood. The address listed is 1106 N Sunnybrook Dr. I would like this to be a formal 'Objection Letter' in regards to this matter.

We have been homeowners in this neighborhood since 2006. My husband and I want to keep our neighborhood as single family residents. The value and charm of our neighborhood is the nearby schools and churches, we take pride in that.

After many years and a lot of different renters in nearby houses we have finally seen it starting to improve and be cleaned up.

We have witnessed young children in the street in a diaper with no parent around (CPS) got involved, having to call the police because of noise and high lawns, and drug use.

Our neighborhood already has more than enough traffic we feel this is not an appropriate location for any commercial businesses especially with no control who will be in our midst and around our children.

We want to keep our neighborhood family friendly, our children safe, and our property values up for future generations.

Sincerely,

Jeff and Sharlene Stewart

On Thursday, October 12, 2023 at 03:44:22 PM CDT, jeff stewart <[jeffestewart@yahoo.com](mailto:jeffestewart@yahoo.com)> wrote:

----- Forwarded Message -----

**From:** Teresa Kadavy <[teresa.kadavy@stillwater.org](mailto:teresa.kadavy@stillwater.org)>  
**To:** 'jeffestewart@yahoo.com' <[jeffestewart@yahoo.com](mailto:jeffestewart@yahoo.com)>  
**Sent:** Thursday, October 12, 2023 at 01:22:11 PM CDT



## MEMORANDUM

DATE: 12/5/2023  
TO: Stillwater Planning Commission  
FROM: Jacquelyn Porter, City Planner  
SUBJECT: Short-Term Rental (STR) Application Review

Under the recent Ordinance 3435, short-term rentals (STR) are to be licensed with the City if located within RSL, RSS, or RT zoning districts. As part of the licensing process, property owners within 300-feet of the subject property are notified of the STR application and have 30-days within which to file an appeal to the licensing.

At this time, appeal(s) have been filed on STR application requests:

- **1301 West Richmond Road** in the RT zoning district.

The Planning Commission is the hearing body for STRs. The hearings will be held as a Specific Use Permit hearing except there is no staff report or presentation. The criteria by which the Planning Commission is to review the STR applications is Section 23.180, attached with the consideration criteria highlighted. The applicant for the STR has the burden for their case.

A question of private restrictions/covenants is likely to arise. The City cannot enforce private restrictions/covenants but the Planning Commission can give weight to them as part of the deliberative process.



|                                                                                  |                                                          |
|----------------------------------------------------------------------------------|----------------------------------------------------------|
|  | <p>Application for<br/>RESIDENTIAL SHORT-TERM RENTAL</p> |
|----------------------------------------------------------------------------------|----------------------------------------------------------|

Property Owner: Carissa Gabilheri Mailing Address: 1301 W. Richmond Rd.  
Stillwater, OK 74075

Owner Contact Information: Phone: 405-880-6726 Email: carissagabilheri@gmail.com

Property Management Contact Name: Carissa Gabilheri  
 Phone: 405-880-6726 Email: carissagabilheri@gmail.com

Property Street Address: 1301 W. Richmond Rd., Stillwater, OK 74075

Zoning Classification: RSS Number of Bedrooms Offered for Rent: 2  
<https://airbnb.com/h/richmondoasisstarlightsuite>

URL for an advertisement of the rental. <https://airbnb.com/h/richmond-oasis-moonlight-suite>

Required documents to be submitted with the residential short-term rental application.

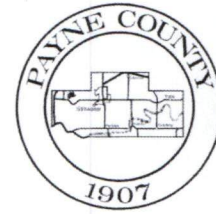
| SUBMITTED BY<br>APPLICANT | DOCUMENT                                                                                                                                                                                                                                                                                                                 | VERIFIED BY<br>CITY |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
|                           | Completed Application form                                                                                                                                                                                                                                                                                               |                     |
|                           | Typewritten list & electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. List shall be prepared no more than 30 days prior to submission. |                     |
|                           | Initial application fee of \$100.00.<br>NOTE: Licenses expire January 31 of each year or upon change of ownership.<br>The annual renewal fee is \$10.00.                                                                                                                                                                 |                     |
|                           | Completed Notarized Affidavit form verifying working smoke detectors, working carbon monoxide detector, and functioning fire extinguisher.                                                                                                                                                                               |                     |
|                           | Floorplan depicting the location of: <ul style="list-style-type: none"> <li>• Rooms provided for rent</li> <li>• Smoke detectors</li> <li>• Carbon monoxide detector</li> <li>• Fire extinguishers</li> </ul>                                                                                                            |                     |
|                           | Proof of Ownership by either a recorded deed, a recorded homestead exemption, or a screenshot of the ownership record from the Payne County Assessor ( <a href="#">Payne County Assessor website</a> )                                                                                                                   |                     |
|                           | Sales Tax Permit issued by State of Oklahoma or evidence tax collection is done by a rental agent. Evidenced by either a completed and executed contract or notarized statement from the rental agent.                                                                                                                   |                     |

APPLICANT SIGNATURE: Carissa Gabilheri DATE: 10/9/2023

|                                            |                                                                                      |                        |
|--------------------------------------------|--------------------------------------------------------------------------------------|------------------------|
| Date Application Received: <u>10-10-23</u> | Application # <u>STR-0144</u>                                                        | Received by: <u>2K</u> |
| 30-Day Objection Period: <u>11-10-23</u>   | Objection Filed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | PC Hearing Date: _____ |
| Approval Date: _____                       | Denial Date: _____                                                                   |                        |



**James C Cowan**  
Payne County Assessor



---

**CERTIFICATE OF OWNERSHIP**

Re: Account # 600059784  
Address: 1301 W Richmond Rd  
Stillwater, OK 74075

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within three hundred (300) feet of the following described property, to-wit:

Lot Fice (5), THE FALLS, a part of the Northeast Quarter of Section thirty-four, Township Twenty North, Range Two East of the I.M., City of Stillwater, Payne County, Oklahoma, according to the recorded plat thereof.

Attached you will find the current year's tax roll list of ownership that is within three hundred (300) feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 5 day of October, 2023.

**PAYNE COUNTY ASSESSOR'S OFFICE**

**BY:**

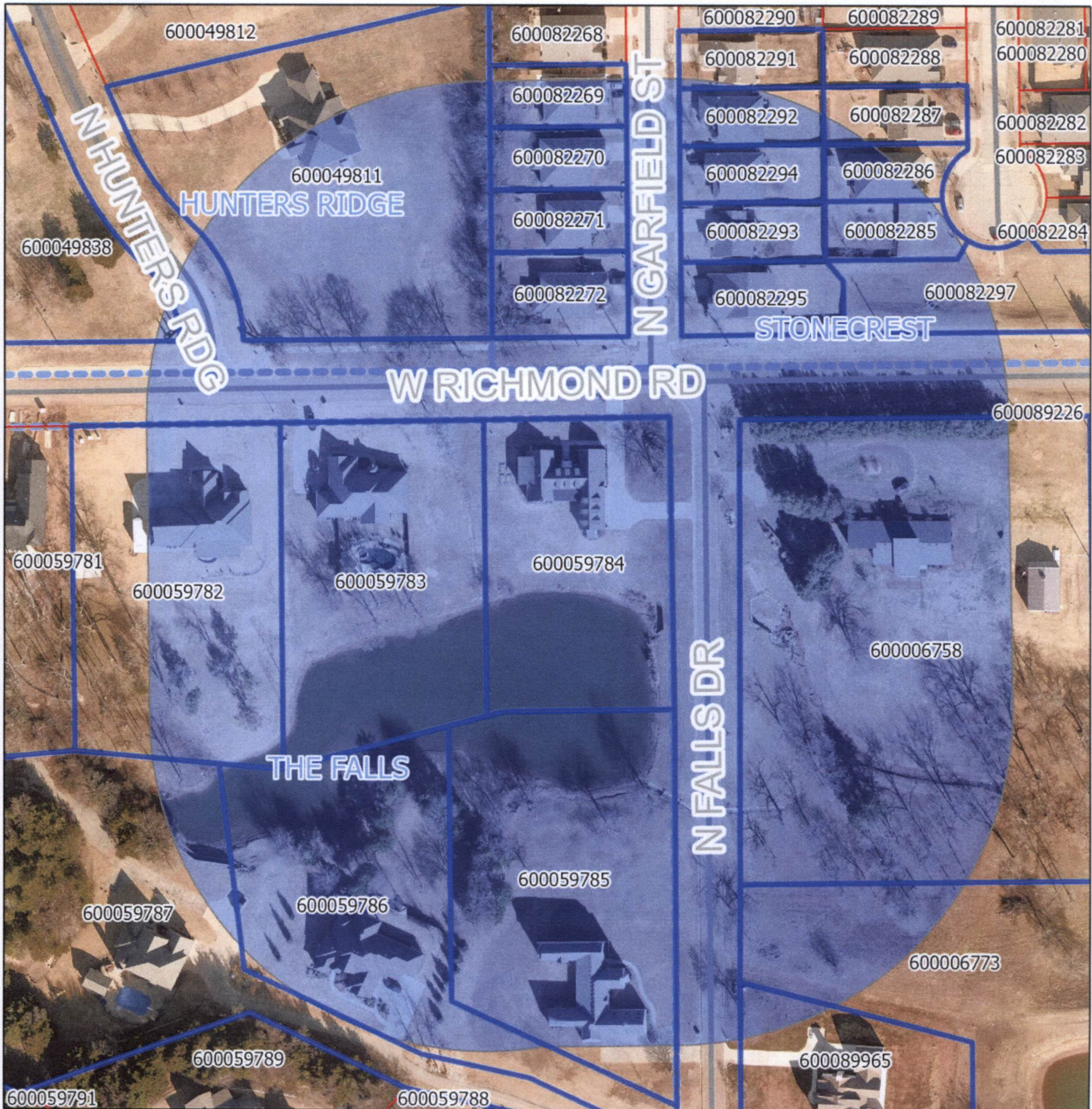
A handwritten signature in dark ink, appearing to read "Bruce Butcher", is written over a horizontal line.





# Payne County

300 FT BUFFER - 1301 W Richmond Rd - Stillwater, OK



- Roadway Centerlines
- City Limits
- Subdivision
- Parcels
- 300 FT Buffer

Current Time: 10/5/2023 2:12 PM

This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.



| ParcelID  | Cadastral             | Owner1                               | Mailing              | City          | State | Provi | ZipCode |
|-----------|-----------------------|--------------------------------------|----------------------|---------------|-------|-------|---------|
| 600049838 | SH900-0000028-0000000 | Flegler, David M & Jeannine M        | 5014 N Hunters Rdg   | Stillwater    | OK    |       | 74075   |
| 600049811 | SH900-0000001-0000000 | Willis, John S & Suzanne M           | 5003 N Hunters Rdg   | Stillwater    | OK    |       | 74075   |
| 600082297 | SS748-000000B-OUTLOT  | Twisted Creek Development, LLC       | PO Box 2210          | Blanchard     | OK    |       | 73010   |
| 600082293 | SS748-002021-0000000  | Cox, Deana R                         | 5013 N Garfield St   | Stillwater    | OK    |       | 74075   |
| 600082295 | SS748-002023-0000000  | McArthur, Greg & Mary                | 5001 N Garfield St   | Stillwater    | OK    |       | 74075   |
| 600082285 | SS748-002013-0000000  | Vernon, Dale & Kelle                 | 5010 N Stonecrest Ct | Stillwater    | OK    |       | 74075   |
| 600082291 | SS748-002019-0000000  | Mohanty, Smitya & Prusti, Rabindra K | 4600 Roundup Rd      | Edmond        | OK    |       | 73034   |
| 600082292 | SS748-002020-0000000  | RKJ Properties, LLC                  | 3990 SW 149th St     | Oklahoma City | OK    |       | 73170   |
| 600082294 | SS748-002022-0000000  | Whitney, Taylor M                    | 5007 N Garfield St   | Stillwater    | OK    |       | 74075   |
| 600082286 | SS748-002014-0000000  | Vernon, Dale & Kelle                 | 5010 N Stonecrest Ct | Stillwater    | OK    |       | 74075   |
| 600082287 | SS748-002015-0000000  | Nickel, John T                       | 5016 N Stonecrest Ct | Stillwater    | OK    |       | 74075   |
| 600082272 | SS748-001025-0000000  | Hadwiger, Mickey J & Charlotte       | 422 Magnolia Dr      | Alva          | OK    |       | 73717   |
| 600082269 | SS748-001022-0000000  | Rakeshaw, Abby D                     | 5018 N Garfield St   | Stillwater    | OK    |       | 74075   |
| 600082271 | SS748-001024-0000000  | Stephens, Margaret D                 | 3300 Deer Vly        | Edmond        | OK    |       | 73034   |
| 600082270 | SS748-001023-0000000  | Goeringer, Leo K & Sherri L          | 11147 N 2280 Rd      | Bessie        | OK    |       | 73622   |
| 600059782 | ST245-000003-0000000  | Lewis, Wayne A TTEE                  | 1407 W Richmond Rd   | Stillwater    | OK    |       | 74075   |
| 600059783 | ST245-000004-0000000  | Perry, Mark A & Mary C               | 1319 W Richmond Rd   | Stillwater    | OK    |       | 74075   |
| 600059784 | ST245-000005-0000000  | Gabilheri, Marcus & Carissa          | 1301 W Richmond Rd   | Stillwater    | OK    |       | 74075   |
| 600059785 | ST245-000006-0000000  | Duke, Roger & Monica                 | 1302 Falls Dr        | Stillwater    | OK    |       | 74075   |
| 600059786 | ST245-000007-0000001  | Hudgins, Laddie D & Maxine F         | 1308 Falls Dr        | Stillwater    | OK    |       | 74075   |
| 600059787 | ST245-000007-0000002  | Walstad, Richard G & Carolyn A TTEE  | 1310 Falls Dr        | Stillwater    | OK    |       | 74075   |
| 600006758 | SZ999-20N02E-34A010   | Haney, Joseph L & Pamela P           | 1115 W Richmond Rd   | Stillwater    | OK    |       | 74075   |
| 600006773 | SZ999-20N02E-34A002   | Everett, Marie Ketch & Thomas W      | 4818 N Washington St | Stillwater    | OK    |       | 74075   |
| 600089965 | SZ999-20N02E-34A018   | Depperschmidt, Jase M & Allison N    | 1307 Falls Dr        | Stillwater    | OK    |       | 74075   |



**PrimaryLoc**

5014 N Hunters RdgStillwater, OK 74075  
5003 N Hunters RdgStillwater, OK 74075  
W Richmond RdStillwater, OK 74075  
5013 N Garfield StStillwater, OK 74075  
5001 N Garfield StStillwater, OK 74075  
5004 N Stonecrest CtStillwater, OK 74075  
5025 N Garfield StStillwater, OK 74075  
5019 N Garfield StStillwater, OK 74075  
5007 N Garfield StStillwater, OK 74075  
5010 N Stonecrest CtStillwater, OK 74075  
5016 N Stonecrest CtStillwater, OK 74075  
5002 N Garfield StStillwater, OK 74075  
5018 N Garfield StStillwater, OK 74075  
5008 N Garfield StStillwater, OK 74075  
5012 N Garfield StStillwater, OK 74075  
1407 W Richmond RdStillwater, OK 74075  
1319 W Richmond RdStillwater, OK 74075  
1301 W Richmond RdStillwater, OK 74075  
1302 W Falls DrStillwater, OK 74075  
1308 W Falls DrStillwater, OK 74075  
1310 W Falls DrStillwater, OK 74075  
1115 W Richmond RdStillwater, OK 74075  
4818 N Washington StStillwater, OK 74075  
1307 W Falls DrStillwater, OK 74075



**LegalDescr**

Hunters Ridge Lot 28 Less S-40' Ded Road Bk 1111 Pg 0405

Hunters Ridge Lot 1 Less S-40' Ded Road Bk 1111 Pg 0405

Stonecrest Outlook B

Stonecrest Blk 2 Lot 21 Less-1'

Stonecrest Blk 2 Lot 23

Stonecrest Blk 2 Lot 13

Stonecrest Blk 2 Lot 19

Stonecrest Blk 2 Lot 20

Stonecrest Blk 2 Lot 22 & S-1' Lot 21

Stonecrest Blk 2 Lot 14

Stonecrest Blk 2 Lot 15

Stonecrest Blk 1 Lot 25

Stonecrest Blk 1 Lot 22

Stonecrest Blk 1 Lot 24

Stonecrest Blk 1 Lot 23

The Falls Lot 3

The Falls Lot 4

The Falls Lot 5

The Falls Lot 6

The Falls Lot 7 Less Prt Beg Nw/C Lot 7; S84°E-62.11' N76°E-15.97' S12°W-204.17' N62°W-11.05' N6°W-197.93' Pob

The Falls Lot 8 & Prt Lot 7 Beg Nw/C Lot 7; S84°E-62.11' N76°E-15.97' S12°W-204.17' N62°W-11.05' N6°W-197.93' Pob

Misc Tr 34-20N-02E A-10 (3.75acm/l) Beg 2630.68'N & 984.97'W Se/C Ne/4; W-340' S-480.69' E-340' N-480.91' Pob

Misc Tr 34-20N-02E A-2 (14.3acm/l) Beg 1644.18'N & 51.25'W Se/C Ne/4; W-1054.86' N-371.21' N76°W-225.36' N-82.13' E-792.74' N53°E-253.15' E-278.25' S-656.43' Pc

Misc Tr 34-20N-02E A-18 (.97acm/l) Beg 1644.18'N & 1325.79'W & 244.12'N Se/C Ne/4; N-177.82' S76°E-225.36' S-176.98' N90°W-169.68' N44°W-70.62' Pob



# Affidavit

## Residential Short-Term Rental

October 5, 2023

My legal name is Carissa Elizabeth Andreo Gabilheri ("Affiant"). I am 31 years old, and currently reside at 1301 West Richmond Road, Stillwater, OK 74075.

The following information is true and correct to the best of my knowledge.

I am renting out two bedrooms in my home (1301 West Richmond Road) on Airbnb.

I verify that there are working smoke detectors and working carbon monoxide detectors in my home. There are eight of these in the home and they are the "Google Nest Protect Smoke and CO Alarms," a combination of both smoke detector and carbon monoxide detector.

I verify that there are functioning fire extinguishers in the home, both on the first and the second floor.

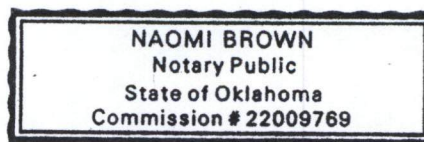
I verify that the information listed above is true to the best of my knowledge.

Affiant's Signature: Carissa Andreo Gabilheri

Date: 10/6/2023

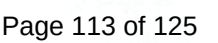
Naomi Brown  
Notary Signature

Notary Seal



exp 7-18-26









## Payne County Oklahoma Assessor's Office

600059784

1301 W Richmond Rd

Gabilheri, Marcus &amp; Carissa

1301 W Richmond Rd

Stillwater OK 74075-1175

2023 Market Value

\$590,380

## KEY INFORMATION

|                        |                            |                 |                        |
|------------------------|----------------------------|-----------------|------------------------|
| Parcel ID              | 20N02E-34-1-ST245-000-0005 |                 |                        |
| Land Size              | 1.00000                    | Land Unit       | Lot                    |
| Class                  | UR                         | School District | Stillwater Town (016T) |
| Exemption              | -                          | Section         | 34                     |
| Township               | 20N                        | Range           | 02E                    |
| 2023 Taxes (Estimated) | \$6,603                    |                 |                        |
| Neighborhood           | Stillwater Northwest       |                 |                        |
| Legal Description      | THE FALLS LOT 5            |                 |                        |

## 2023 APPRAISAL DETAILS

|                    |           |
|--------------------|-----------|
| Land Value         | \$55,000  |
| Building Value     | \$535,380 |
| Misc Imp Value     | \$0       |
| Total Market Value | \$590,380 |

## SALES

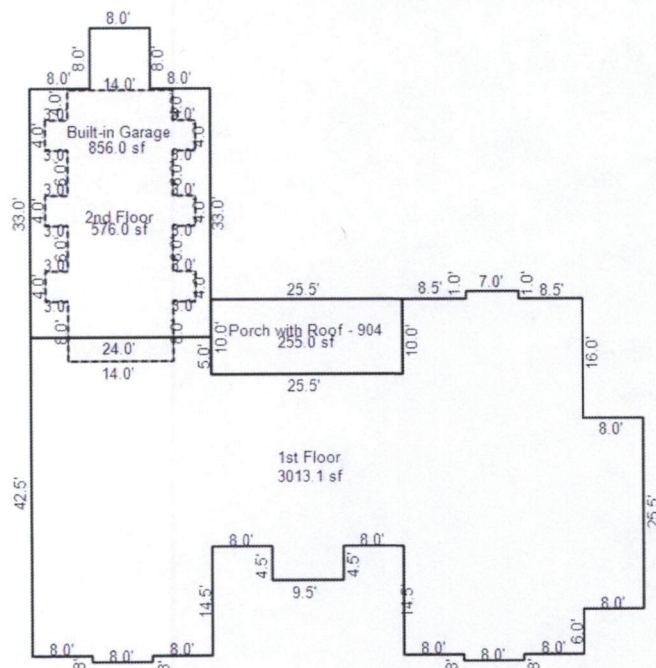
| SALE DATE  | SALE PRICE | DEED BOOK | DEED PAGE | INSTRUMENT TYPE | GRANTOR                           |
|------------|------------|-----------|-----------|-----------------|-----------------------------------|
| 10/05/2020 | \$526,000  | 2591      | 142       | Warranty Deed   | Depperschmidt, Jase M & Allison N |
| 05/26/2016 | \$43,000   | 2326      | 899       | Warranty Deed   | HKW, LLC                          |

## BUILDING DETAILS



BUILDING (1) - 1301 W RICHMOND RD

|                      |                         |                |                      |
|----------------------|-------------------------|----------------|----------------------|
| Type                 | Single-Family Residence | Style          | 1 1/2 Story Finished |
| Finished Living Area | 3,589 sf                | Basement       | -                    |
| Quality              | Good +                  | Condition      | Average              |
| Year Built           | 2017                    | Exterior Walls | Veneer, Brick        |
| Bedrooms             | 4                       | Roof Cover     | Composition Shingle  |
| Full Bath            | 3                       | HVAC           | Warmed & Cooled Air  |
| Half Bath            | 0                       | Garage Type    | Built-in Garage      |



## MISC IMPROVEMENTS



IMPROVEMENT TYPE  
No items to display

UNITS/SQ FT

EST YEAR BUILT

## YARD ITEMS

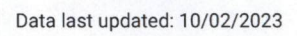
| DESCRIPTION         | TOTAL UNITS | YEAR BUILT | LENGTH | WIDTH | HEIGHT |
|---------------------|-------------|------------|--------|-------|--------|
| No items to display |             |            |        |       |        |

## LAND

| UNITS   | USE CODE | WIDTH | DEPTH | DESCRIPTION | USE VALUE |
|---------|----------|-------|-------|-------------|-----------|
| 1.00000 | Lot      | 172   | 326   | The Falls   | \$55,000  |









Home > [Occupancy tax collection and remittance by Airbnb in Oklahoma](#)

Rules

## Occupancy tax collection and remittance by Airbnb in Oklahoma

### State of Oklahoma

Guests who book Airbnb listings that are located in the State of Oklahoma will pay the following taxes as part of their reservation:

- **Oklahoma Sales Tax:** 4.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **Local Sales and Use Tax:** The local sales and use tax rates vary by city and county. The rate is typically 1.0%-5.5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.
- **State-Administered Local Lodging Tax:** The local lodging tax rates vary by city and county. The rate is typically 5% of the listing price including any cleaning fees. For detailed information, visit the [Oklahoma Tax Commission](#) website.

### Oklahoma City

Guests who book Airbnb listings that are located in Oklahoma City, OK, will pay the following tax as part of their reservation:

- **Hotel Tax:** 5.5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. Whether tax is collected depends on the number of bedrooms in a listing. For detailed information, visit the [Finance Department](#) website.

### Tulsa

Guests who book Airbnb listings that are located in the City of Tulsa, Oklahoma will pay the following tax as part of their reservation:

- **Lodging Tax:** 5% of the listing price including any cleaning fees, for reservations 29 nights and shorter. For detailed information, visit the [City of Tulsa Lodging Tax](#) website.

Find out more about [how occupancy tax collection and remittance by Airbnb works](#).

Note: Hosts located in these areas are responsible for assessing all other tax obligations, including state and city jurisdictions. Hosts with listings in these areas should also review their agreement with Airbnb under the [Terms of Service](#) and familiarize themselves with the Occupancy Tax provisions which allow us to collect and remit taxes on their behalf and explains how the process works. Under those provisions, hosts instruct and authorize Airbnb to collect and remit Occupancy Taxes on their behalf in jurisdictions where Airbnb decides to facilitate such collection. If a host believes applicable laws exempt the host from collecting a tax that Airbnb collects and remits on the host's behalf, the host has agreed that, by accepting the reservation, the host is waiving that exemption. If a host does not want to waive an exemption the host believes exists, the host should not accept the reservation.

Did this article help? [Yes](#) [No](#)

### Related articles

Host

#### [US income tax reporting overview for Hosts](#)

As a US company, we're required to collect certain taxpayer information from hosts who have US-sourced income.

Guest

#### [Booking in Cuba](#)

Airbnb has been granted special authorization by the US Department of Treasury that allows us to offer authorized travel services to non-US ...

Experience Host

#### [What kind of taxes do I need to pay as an experience host in Argentina?](#)

If you're thinking about becoming an Airbnb Experience Host, here's some information to help you

### Need to get in touch?

We'll start with some questions and get you to the right place.

[Contact us](#)

You can also [give us feedback](#).

1301 W. Richmond Rd.  
Stillwater, OK 74075

Carisse Graham  
10/9/2023



**City of Stillwater**

\*\*\*Customer Receipt\*\*\*

10/9/2023

R13180

Job ID: STR-0144 - \$100.00

1301 W RICHMOND RD -

SHORT TERM RENTAL

SHORT TERM RENTAL- \$100.00

NEW

Tender Detail:

Total Tendered: \$100.00

Total Paid CHECK

161

\$100.00

---

Signature for credit card

*\*\*Thank you for your payment\*\**



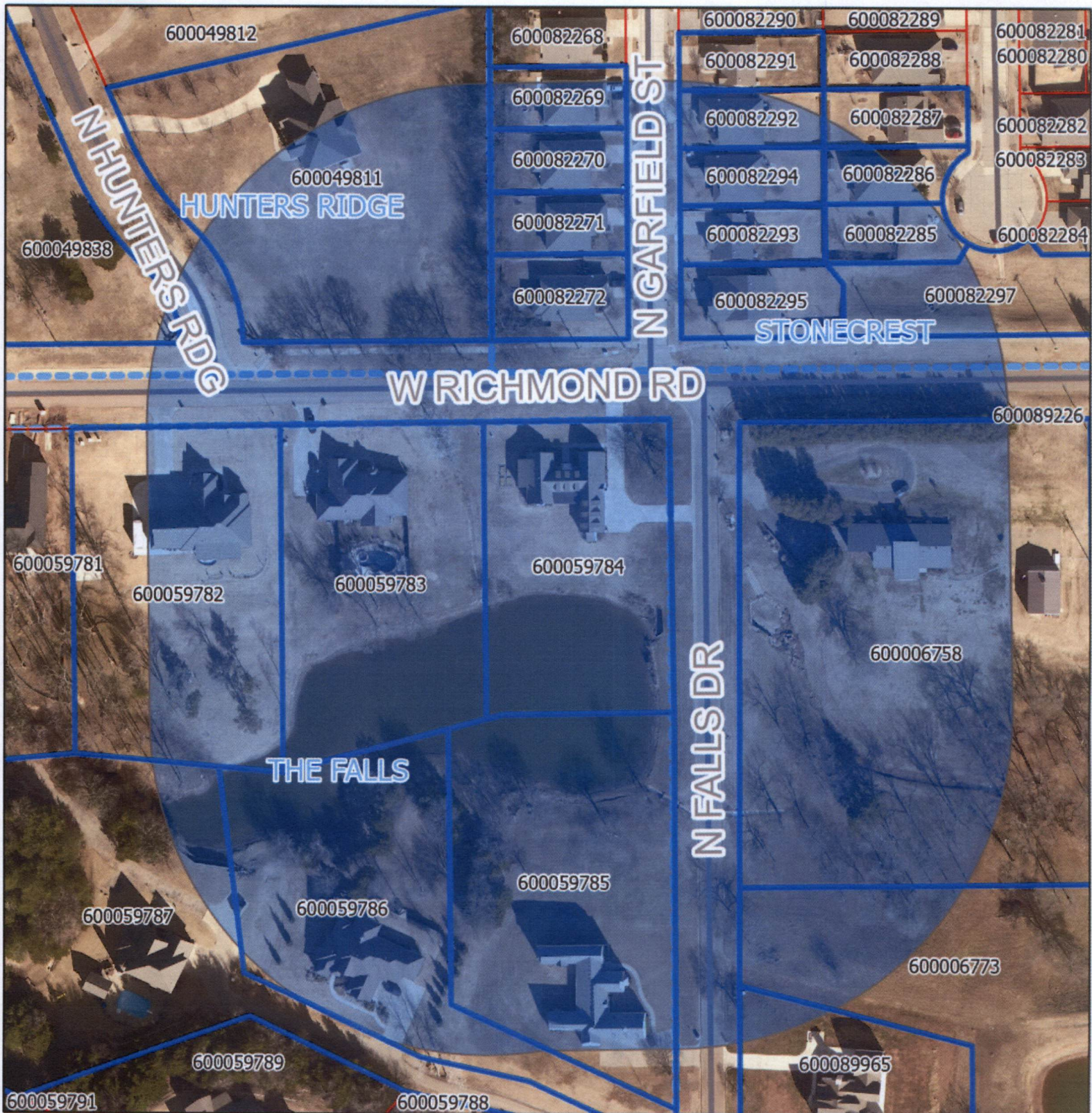
| ParcelID  | Cadastral           | Owner1                              | Mailing              | City          | StateProv | ZipCode | PrimaryLoc                                | LegalDescr                                                                                                                                                        |
|-----------|---------------------|-------------------------------------|----------------------|---------------|-----------|---------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 600049838 | SH900-000028-000000 | Flagler, David M & Jeanine M        | 5014 N Hunters Rdg   | Stillwater    | OK        | 74075   | 5014 N Hunters RdgStillwater, OK 74075    | Hunters Ridge Lot 28 Less S-40' Ded Road Bk 1111 Pg 0405                                                                                                          |
| 600049811 | SH900-000001-000000 | Willis, John S & Suzanne M          | 5003 N Hunters Rdg   | Stillwater    | OK        | 74075   | 5003 N Hunters RdgStillwater, OK 74075    | Hunters Ridge Lot 1 Less S-40' Ded Road Bk 1111 Pg 0405                                                                                                           |
| 600082297 | SS748-000008-OUTLOT | Twisted Creek Development, LLC      | PO Box 2210          | Blanchard     | OK        | 73010   | W Richmond RdStillwater, OK 74075         | Stoncrest Outlook B                                                                                                                                               |
| 600082293 | SS748-002021-000000 | Cox, Deana R                        | 5013 N Garfield St   | Stillwater    | OK        | 74075   | 5013 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 2 Lot 21 Less-1'                                                                                                                                     |
| 600082295 | SS748-002013-000000 | McArthur, Greg & Mary               | 5001 N Garfield St   | Stillwater    | OK        | 74075   | 5001 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 2 Lot 23                                                                                                                                             |
| 600082285 | SS748-002019-000000 | Vernon, Dale & Kelle                | 5010 N Stoncrest Ct  | Stillwater    | OK        | 74075   | 5004 N Stoncrest CStillwater, OK 74075    | Stoncrest Bk 2 Lot 13                                                                                                                                             |
| 600082291 | SS748-002020-000000 | Mohanty, Smita & Prusti, Rabindra K | 4600 Roundup Rd      | Edmond        | OK        | 73034   | 5025 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 2 Lot 19                                                                                                                                             |
| 600082294 | SS748-002022-000000 | RJ Properties, LLC                  | 3990 SW 149th St     | Oklahoma City | OK        | 73170   | 5019 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 2 Lot 20                                                                                                                                             |
| 600082286 | SS748-002014-000000 | Whitney, Taylor M                   | 5007 N Garfield St   | Stillwater    | OK        | 74075   | 5007 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 2 Lot 14                                                                                                                                             |
| 600082287 | SS748-002015-000000 | Vernon, Dale & Kelle                | 5010 N Stoncrest Ct  | Stillwater    | OK        | 74075   | 5010 N Stoncrest CStillwater, OK 74075    | Stoncrest Bk 2 Lot 15                                                                                                                                             |
| 600082277 | SS748-001025-000000 | Nickel, John T                      | 5016 N Stoncrest Ct  | Stillwater    | OK        | 73717   | 5002 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 1 Lot 25                                                                                                                                             |
| 600082269 | SS748-001024-000000 | Hadwiger, Mickey J & Charlotte      | 422 Magnolia Dr      | Alva          | OK        | 73622   | 5012 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 1 Lot 22                                                                                                                                             |
| 600082270 | SS748-001023-000000 | Rakeshaw, Abby D                    | 3300 Deer Vly        | Stillwater    | OK        | 73034   | 5008 N Garfield SSSStillwater, OK 74075   | Stoncrest Bk 1 Lot 24                                                                                                                                             |
| 600059782 | ST245-000003-000000 | Goerringer, Leo K & Sherri L        | 1147 N 2280 Rd       | Bessie        | OK        | 74075   | 1407 W Richmond RdStillwater, OK 74075    | The Falls Lot 3                                                                                                                                                   |
| 600059784 | ST245-000004-000000 | Perry, Mark A & Mary C              | 1319 W Richmond Rd   | Stillwater    | OK        | 74075   | 1319 W Richmond RdStillwater, OK 74075    | The Falls Lot 4                                                                                                                                                   |
| 600059785 | ST245-000005-000000 | Gabillert, Marcus & Carissa         | 1301 W Richmond Rd   | Stillwater    | OK        | 74075   | 1301 W Richmond RdStillwater, OK 74075    | The Falls Lot 5                                                                                                                                                   |
| 600059786 | ST245-000006-000000 | Duke, Roger & Monica                | 1302 Falls Dr        | Stillwater    | OK        | 74075   | 1302 W Falls DrStillwater, OK 74075       | The Falls Lot 6                                                                                                                                                   |
| 600059787 | ST245-000007-000001 | Hudgins, Laddie D & Maxine F        | 1310 Falls Dr        | Stillwater    | OK        | 74075   | 1308 W Falls DrStillwater, OK 74075       | The Falls Lot 7                                                                                                                                                   |
| 600067758 | ST245-000007-344010 | Walstad, Richard G & Carolyn A TTEE | 1115 W Richmond Rd   | Stillwater    | OK        | 74075   | 1115 W Richmond RdStillwater, OK 74075    | The Falls Lot 8 & Prt Lot 7 Beg Nw/C Lot 7, S84°E-15.97' S12°W-204.17' N62°W-11.05' N6°W-197.93' Pob                                                              |
| 600067713 | SZ999-20N02E-344002 | Hannay, Joseph L & Pamela P         | 4818 N Washington St | Stillwater    | OK        | 74075   | 4818 N Washington SSSStillwater, OK 74075 | Misc Tr 34-20N-02E A-10 (3.75acm//) Beg 2650.68'W & 984.97'W S4/C N4/4, W-340' S-480.69' E-340' N-480.91' Pob                                                     |
| 600089965 | SZ999-20N02E-344018 | Everett, Marie Ketch & Thomas W     | 1307 Falls Dr        | Stillwater    | OK        | 74075   | 1307 W Falls DrStillwater, OK 74075       | Misc Tr 34-20N-02E A-2 (14.3acm//) Beg 1644.18'N & 51.25'W S4/C N4/4, W-1054.86' N-371.21' N75°W-225.36' N-82.13' E-792.24' N53°E-253.15' E-278.25' S-656.43' Pob |
|           |                     | Depperschmidt, Jose M & Allison N   |                      |               |           |         |                                           | Misc Tr 34-20N-02E A-18 (97acm//) Beg 1644.18'N & 125.79'W & 244.12'N S4/C N4/4, N-177.82' S76°E-225.36' S-176.98' N80°W-169.68' N44°W-70.62' Pob                 |





# Payne County

300 FT BUFFER - 1301 W Richmond Rd - Stillwater, OK



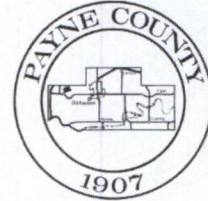
- Roadway Centerlines
- City Limits
- Subdivision
- Parcels
- 300 FT Buffer

Current Time: 10/5/2023 2:12 PM

This map is for assessment purposes only and is not intended for use in making conveyances or for preparing legal descriptions.



**James C Cowan**  
Payne County Assessor



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**CERTIFICATE OF OWNERSHIP**

Re: Account # 600059784  
Address: 1301 W Richmond Rd  
Stillwater, OK 74075

PAYNE COUNTY ASSESSOR'S OFFICE does hereby certify that every effort is made to produce and publish the most current and accurate ownership information possible. The ownership information reflects the tax roll of record owners per instruments filed in the Payne County Clerk's Office. Said ownership is located within three hundred (300) feet of the following described property, to-wit:

Lot Fice (5), THE FALLS, a part of the Northeast Quarter of Section thirty-four, Township Twenty North, Range Two East of the I.M., City of Stillwater, Payne County, Oklahoma, according to the recorded plat thereof.

Attached you will find the current year's tax roll list of ownership that is within three hundred (300) feet of described legal. The ownership information includes the owner's name, mailing address, legal description, and situs address of the property if available.

The Payne County Assessor's Office believes this information to be true and correct at the time of Certification; however, no liability is or can be assumed by the undersigned with reference to the interpretation or validity of an instrument. This report is finished and accepted with the specific understanding above set forth.

Dated this 5 day of October, 2023.

**PAYNE COUNTY ASSESSOR'S OFFICE**

**BY:**

A handwritten signature in black ink, appearing to read "Bruce Battle", is written over a horizontal line.



October 18, 2023  
1308 FALLA Drive  
Stillwater, Ok 74075

Ms. Diana Hood  
Associate City Planner

Dear Ms. Hood:

Our home is on Lot 7 in the Falls Addition. We received the notification that Ms. Carissa Gabilheri has made an application for a Short-Term Rental Permit for her home on Lot 5.

We request that a permit not be granted. The main reason is for the safety for the many pedestrians who walk on our main road Falls Drive. . The only entry/exit to the Falls is directly to the east of Ms. Gabilheri's home. There are a lot of people from our addition and the two additions across Richmond Road with small children and pets who walk on Falls Road. Allowing short-term rentals will invariably result in renter's cars being parked on Falls Drive. That situation makes it much harder for residents or visitors to see walkers or pets.

Another reason we do want to see the zoning district modified is that it will certainly have a negative impact on all the home values in our addition. Rental Property whether long or short term in a family neighborhood does damage the peaceful nature of a neighborhood.

We hope these concerns will be taken in consideration when this change in use is considered.

Thank you,

Sincerely yours

*Ladd & Maxine Hudgins*  
*Maxine Hudgins*  
Ladd & Maxine Hudgins

CITY OF STILLWATER

'23OCT24AM8:15

CITY CLERKS OFFICE



'23OCT24AM7:13

CITY CLERK'S OFFICE

**Teresa Kadavy**

**From:** Rick Walstad <RWalstad@ezdrill.com>  
**Sent:** Friday, October 20, 2023 1:58 PM  
**To:** CityClerk  
**Cc:** 'Carolyn Walstad'; Susie McKenzie (susie.mckenzie@gmail.com); twilson4242@gmail.com; lsnider99@gmail.com; seanrhubbard@gmail.com  
**Subject:** Application for Short Term Rental

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Diana Hood,

I live at 1310 W. Falls Drive in the Falls. My wife and I received notification that Carissa Gabilheri (1301 W. Richmond Rd) has made an application for a Short-Term Rental Permit.

We request that the application not be granted. The primary reason is for the safety of the many pedestrians who walk Falls drive. The only entry/exit to the Falls Subdivision is directly east of the home Gabilheri resides. We have numerous people from our area as well as the two housing areas across Richmond road with small children and pets who utilize our subdivision to walk, ride bikes, etc. Proceeding with the application will invariably result in renter's cars being parked either on Richmond and/or Falls Drive causing safety issues for residents and visitors to see walkers, bikes, and pets while entering or exiting the addition.

Allowing the application to proceed will have a negative impact on all the home values in the Falls Subdivision. Rental property whether short or long term in a family neighborhood does damage to the peaceful nature of the neighborhood.

We expect these concerns to be addressed prior to any decision for application for short term rental.

You may contact me with questions or concerns at 405 880-1906.

***Rick G. Walstad***



E-Z Drill, Inc.

Office: +1 405 372-0121 x3911

Cell: +1 405 880-1906

[www.ezdrill.com](http://www.ezdrill.com)



**SCHEDULE OF REGULAR MEETINGS  
FOR THE CALENDAR YEAR OF 2024**

**City of Stillwater  
Planning Commission**

| DATE                 | TIME    | MEETING LOCATION   |
|----------------------|---------|--------------------|
| January 9, 2024▲     | 5:30 PM | Municipal Building |
| January 23, 2024▲    | 5:30 PM | Municipal Building |
| February 6, 2024     | 5:30 PM | Municipal Building |
| February 13, 2024 ▲  | 5:30 PM | Municipal Building |
| March 5, 2024        | 5:30 PM | Municipal Building |
| March 26, 2024 ▲     | 5:30 PM | Municipal Building |
| April 2, 2024        | 5:30 PM | Municipal Building |
| April 16, 2024       | 5:30 PM | Municipal Building |
| May 7, 2024          | 5:30 PM | Municipal Building |
| May 21, 2024         | 5:30 PM | Municipal Building |
| June 4, 2024         | 5:30 PM | Municipal Building |
| June 25, 2024▲       | 5:30 PM | Municipal Building |
| July 9, 2024▲        | 5:30 PM | Municipal Building |
| July 16, 2024        | 5:30 PM | Municipal Building |
| August 6, 2024       | 5:30 PM | Municipal Building |
| August 20, 2024      | 5:30 PM | Municipal Building |
| September 10, 2024 ▲ | 5:30 PM | Municipal Building |
| September 17, 2024   | 5:30 PM | Municipal Building |
| October 1, 2024      | 5:30 PM | Municipal Building |
| October 15, 2024     | 5:30 PM | Municipal Building |
| November 5, 2024     | 5:30 PM | Municipal Building |
| November 19, 2024 ▲  | 5:30 PM | Municipal Building |
| December 3, 2024     | 5:30 PM | Municipal Building |
| December 17, 2024    | 5:30 PM | Municipal Building |

|                      |                                 |
|----------------------|---------------------------------|
| <b>Submitted By:</b> | C Gibson                        |
| <b>Title:</b>        | Administrative Services Manager |
| <b>Address:</b>      | 723 S. Lewis St.                |

|                      |              |
|----------------------|--------------|
| <b>Phone Number:</b> | 405.742.8213 |
| <b>Fax Number:</b>   | 405.742.8321 |

▲ = Indicates date change due to holiday schedule.

|                                                                                             |
|---------------------------------------------------------------------------------------------|
| Received and filed in the Stillwater City Clerk's Office on the _____ day December of 2023. |
|---------------------------------------------------------------------------------------------|