

PLANNING COMMISSION MEETING AGENDA

JANUARY 9, 2024

AMENDED

723 S. Lewis Street, Room 1122 B

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. General Orders

The board/committee/commission will hear a staff presentation and take action including a vote or series of votes on each item listed as presented or as amended or revised by members of the board/committee/commission unless the agenda entry specifically states no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the board/committee/commission.

- a. KMR Development, LLC, **SUB21-13 (Preliminary Plat)**, consideration, discussion and possible approval or denial to a request for a 12 month extension, to comply with Chapter 23, Section 23-63.g.1, to the expiration date on an approved preliminary plat known as Park View Estates, Section 10 currently located on property referenced as 4698 N. Rogers Drive.

Diana Hood

3. 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. **SHORT TERM RENTAL (STR-0130)**, consideration, discussion and 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. *(Tabled from the December 5th, 2023 meeting.) The applicant has withdrawn their application.* Diana Hood
- b. **SHORT TERM RENTAL (STR-0140)**, consideration, discussion and 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. *(Tabled from*

Diana Hood

the December 5th, 2023 meeting.) The applicant has withdrawn their application.

- c. **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. *(Tabled from the December 5th, 2023 meeting.)* Diana Hood
- d. Pintail Properties, LLC & Big Oaks Property, LP, **MAP AMENDMENT (MA23-06)**, consideration, discussion and possible action, including recommending approval or denial to rezone properties currently addressed as 6001 & 6099 N. Perkins Road from Single Family Small Lot Residential (RSS) to General Industrial (IG). Jacquelyn Porter

4. Meeting Summary for Review and Possible Action.

- a. Regular Meeting Summary of August 1, 2023.
- b. Regular Meeting Summary of August 15, 2023.

c.	Regular Meeting Summary of September 12, 2023.
d.	Regular Meeting Summary of September 19, 2023.

5. Reports from Officers and Boards

6. 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: January 9, 2024

Subject: Preliminary Plat: Park View Estate Section 10

Purpose of Report: The applicant requests review and approval of a twelve month extension of the preliminary plat that consists of 37 lots at property currently addressed as 4698 North Rogers Drive.

Previous Meeting: [January 11, 2022 Planning Commission](#) (Report is hereto attached)

Background:

Park View Estate Section 10 Preliminary Plat was approved by Planning Commission on January 11, 2022. Section 23-63.f. 3 and Section 23-63.g.1 states that if a final plat approval for any portion is not filed within two years of the date of the approved preliminary plat, it shall be considered disapproved unless the planning commission agrees to an extension of time prior to the expiration date.

Gose & Associates has formally requested for a twelve month extension to the Preliminary Plat approval for Park View Estates, Section 10 on behalf of KMR Development, LLC.

Construction of improvements has taken longer than anticipated.

Application Processing Information:

Applicant/Owner – KMR Development, LLC

Notice – Letters mailed to property owners within 300 feet

Processing Track:

Submittal Date – December 22, 2023

Planning Commission – January 9, 2024

Project/Site Design Data/Details:

Zoning –Small Lot Single-Family Residential District, Sec. 23-137

Existing Use –Vacant land

Proposed Use – 37 Single-Family Residential Lots

Lot – 11.6 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property has street connectivity to Rogers Drive, which has connectivity to Richmond Road.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: There is transit service available via the Gray Route which can be accessed along Richmond Road. A trail connection at the southern edge of the neighborhood provides access to the Boomer Lake area and the Kameoka Trail.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available.

Applicable City Plans/Policies:

The C³ Plan: Low-Density Residential (Page 10-8) is indicated on the Future Land Use Plan.

Findings:

1. The request for extension to the approved preliminary plat prior to the expiration date to the Planning Commission is set forth by Section 23-63.g.1.
2. The preliminary plat expiration date is January 11, 2024.
3. The C3 Plan recommends low density uses at this location.

Alternatives:

1. Accept findings and approve the proposed extension of the approved preliminary plat as presented.
2. Approve the proposed extension of the approved preliminary plat with conditions, noting what conditions should be met for the approval of the final plat.
3. Reject findings and deny the proposed extension of the approved preliminary plat as presented.

Prepared by:

Diana Hood, Associate City Planner

Reviewed by:

Joshua Brown, Project Manager

Jeff Mathews, Community Development Director

Date of Preparation:

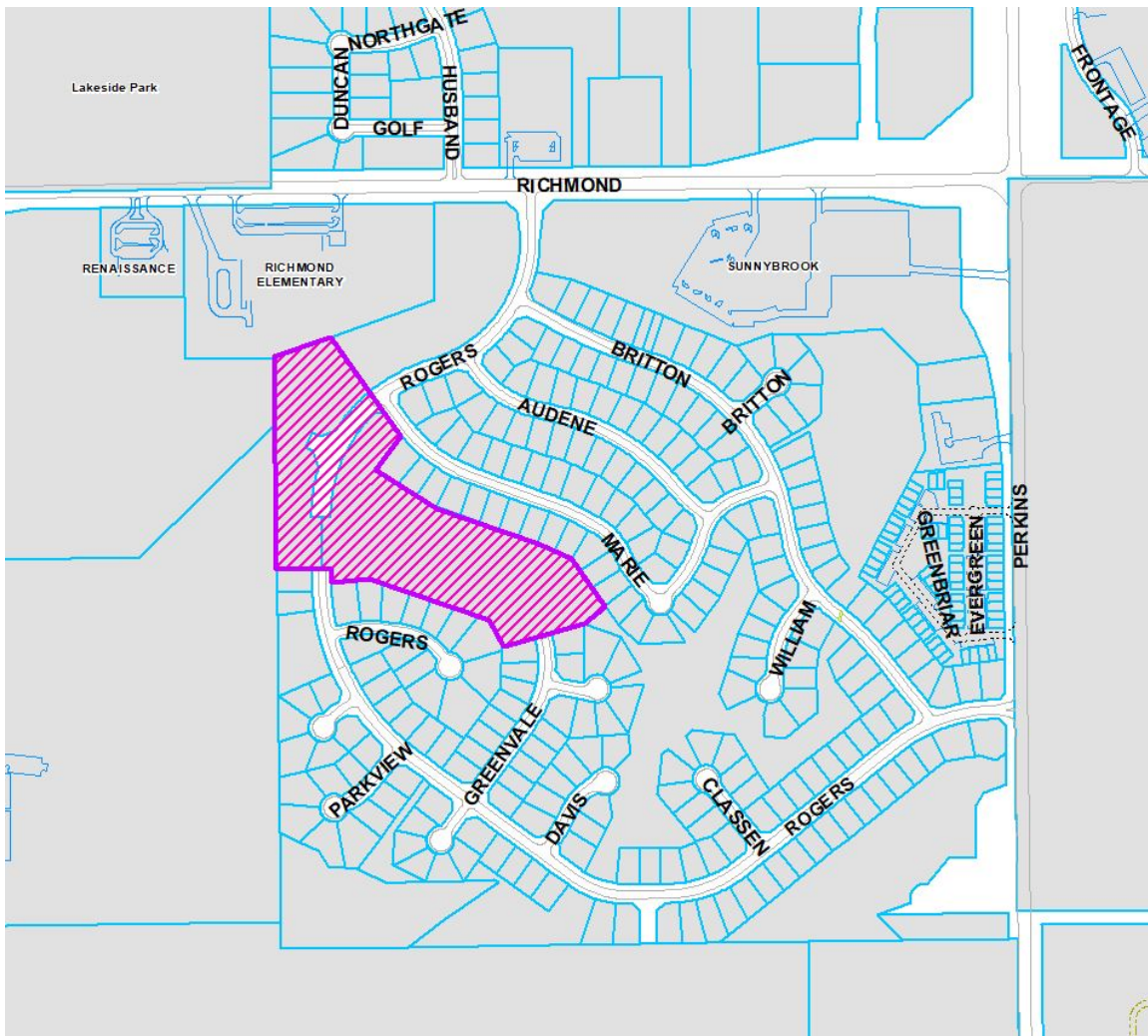
January 2, 2024

Attachments:

Area Map, Zoning Map, Letter of Extension Request, Approved Preliminary Plat, January 11, 2022 Planning Commission Report

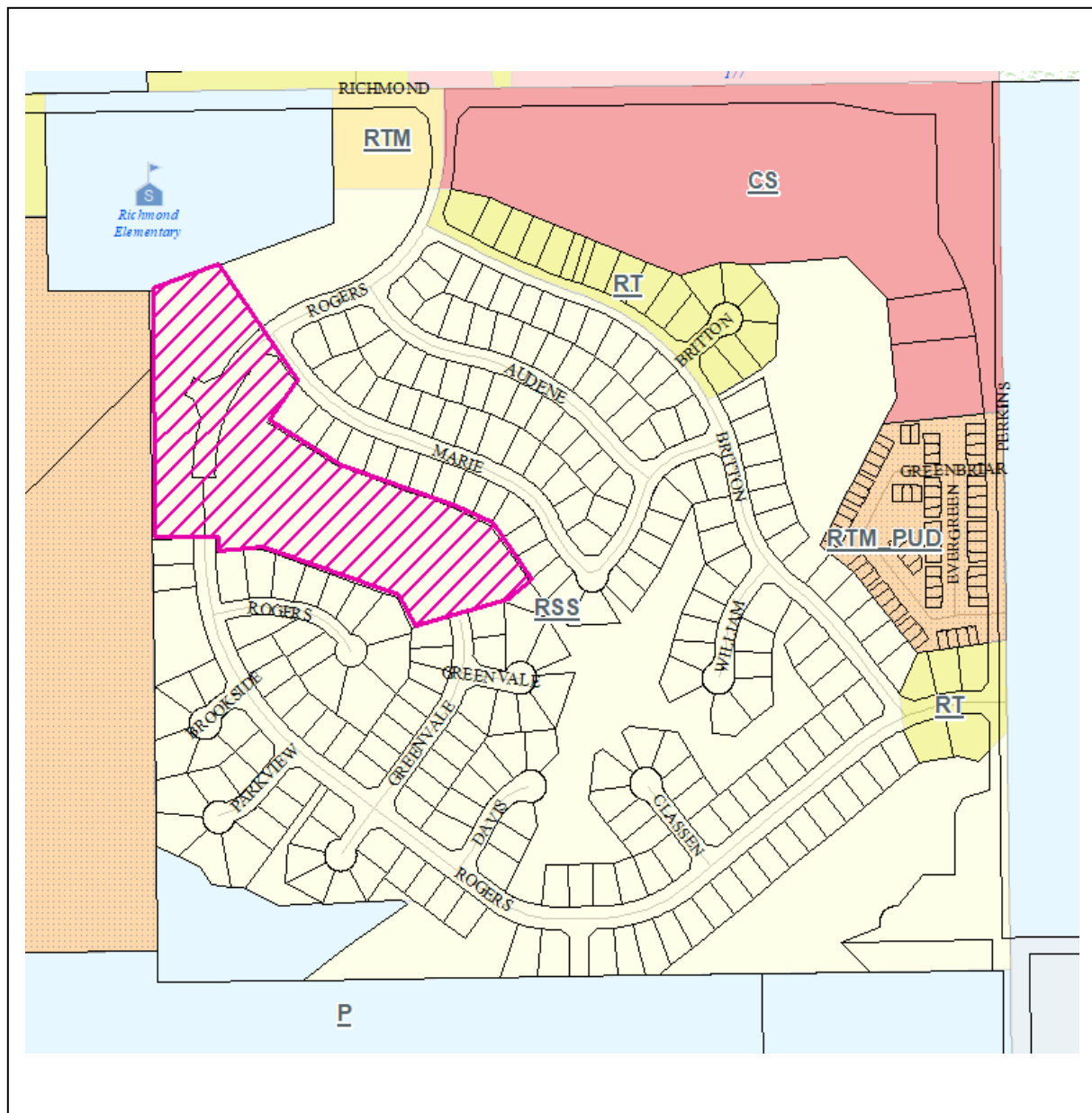
Map Designation:

NE



The City of
Stillwater
 OKLAHOMA

Project Type: Preliminary Plat (SUB21-13)
Request: To develop 37 residential lots named "Park View Estates – Section 10"
Address: 4698 N. Rogers Drive
Applicant: KMR Development, LLC. c/o Universal Surveying & Mapping, LLC.



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**Gose &
Associates**
ENGINEERING • PLANNING • LAND SERVICES

December 22, 2023

Jacquelyn Porter, City Planner
Community Development Department
City of Stillwater
723 South Lewis Street
Stillwater, Oklahoma 74074

**RE: Request for Preliminary Plat Extension
Park View Estates, Section 10**

Dear Ms. Porter,

Please let this letter serve as a formal request for a 12-month extension to the Preliminary Plat approval for Park View Estates, Section 10 which was approved in January of 2022. Construction has taken longer than anticipated. and is wrapping up on the public improvements in Block 2. It is anticipated that record drawings for those improvements and a Final Plat for Block 2 will be submitted in the next 4 to 6 weeks.

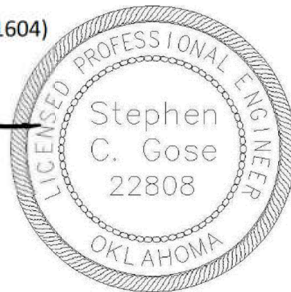
In accordance with your email dated this day, attached with this request is a current 300-foot property owner list.

Should you have any questions please feel free to contact me at 405.743.4907

Sincerely,

Gose & Associates (CA 1604)


Stephen C. Gose, P.E.
Project Manager



Cc: Jimbo Carnley, KMR Development, LLC.

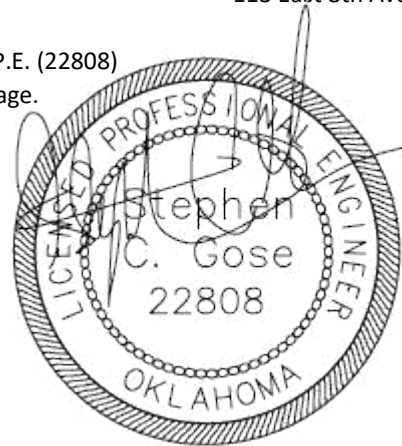
300-foot Property Owner List - Park View Estates, Section 10

<u>Account</u>	<u>Formatted Location</u>	<u>Owner</u>	<u>Billing Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
600004150	4701 N Washington St	Links At Stillwater, Phase II	PO Box 13000	Fayetteville	AR	72703-1000
600006654	201 W Richmond Rd	Independent School District No 16	314 S Lewis St	Stillwater	OK	74074-3500
600006656	113 E Marie Dr	Ceschini, Silvio & Hsu, Pei	905 S Linford Dr	Stillwater	OK	74074-5863
600017171	4602 N Rogers Dr	Capps, Joseph R & Leslie M	4602 N Rogers Dr	Stillwater	OK	74075-1654
600017174	100 E Rogers Dr	Angel, Rosemary	100 E Rogers Dr	Stillwater	OK	74075-1695
600017180	4524 N Brookside Ct	Oliver, Steven R & Melissa G	4524 Brookside Ct	Stillwater	OK	74075-1636
600017182	4516 N Brookside Ct	Rakes, Winford R & Debra L	39 Hiland Dr	Fort Smith	AR	72901-6584
600017183	4504 N Brookside Ct	Molloy, Janice M & Hays, Sandra M & Parks, Kenneth S CO-TTEE	4504 Brookside Ct	Stillwater	OK	74075-1636
600017221	4606 N Greenvale Cir	Dittmeyer, C Douglas & Marsha J	4606 N Greenvale Cir	Stillwater	OK	74075-1663
600017223	4602 N Greenvale Cir	Butler, Thomas J & Butler, Jay T	4602 N Greenvale Cir	Stillwater	OK	74075-1663
600017225	4524 N Greenvale Cir	Loftis, Kaely Tickel	4524 N Greenvale Cir	Stillwater	OK	74075-1658
600017230	4514 N Greenvale Cir	Majors, Haven A & Michael J	4514 N Greenvale Cir	Stillwater	OK	74075-1658
600017231	4510 N Greenvale Cir	Lester, John W & Lynn E	4424 N Greenvale Cir	Stillwater	OK	74075-1657
600017234	204 E Greenvale Ct	Atkinson, Robin L	204 E Greenvale Ct	Stillwater	OK	74075-1662
600017235	4607 N Greenvale Cir	Osborne, Bette S(TOD)	4607 N Greenvale Cir	Stillwater	OK	74075-1664
600017237	210 E Greenvale Ct	Petri, Julie & Jeremiah	210 E Greenvale Ct	Stillwater	OK	74075-1662
600017240	218 E Greenvale Ct	Gardner, Loren H & Joyce M	218 E Greenvale Ct	Stillwater	OK	74075-1662
600017245	219 E Greenvale Ct	Dollar, Douglas O & Gayla S TTEE	219 E Greenvale Ct	Stillwater	OK	74075-1662
600017246	215 E Greenvale Ct	Whitney, Thomas W	215 E Greenvale Ct	Stillwater	OK	74075-1662
600017248	209 E Greenvale Ct	Gudgel, Fred G & Judith E & Gudgel, Stephanie A	209 E Greenvale Ct	Stillwater	OK	74075-1662
600017249	203 E Greenvale Ct	Wilcoxon, Steve N & Judy A & Wilcoxon, Brent CO-TTEE	203 E Greenvale Ct	Stillwater	OK	74075-1662
600017251	4521 N Greenvale Cir	Jackson, Kenneth E & Norma S Trustees	4521 N Greenvale Cir	Stillwater	OK	74075-1659
600017261	125 E Marie Dr	Gage-Wanaamaker, Jessica L	125 E Marie Dr	Stillwater	OK	74075-1676
600017264	129 E Marie Dr	Tefft, Donita R TTEE	129 E Marie Dr	Stillwater	OK	74075-1676
600017266	133 E Marie Dr	Waite, Eric	101 W Glencoe Rd	Stillwater	OK	74075-1705
600017268	201 E Marie Dr	Feasley, Charles E & Sue C	201 E Marie Dr	Stillwater	OK	74075-1619
600017270	204 E Marie Dr	Crow, Clifton R & Searcy T	204 E Marie Dr	Stillwater	OK	74075-1618
600017273	200 E Marie Dr	Hanan, Jackie R	200 E Marie Dr	Stillwater	OK	74075-1618
600017275	128 E Marie Dr	Waters, Benni D	128 E Marie Dr	Stillwater	OK	74075-1686
600017277	124 E Marie Dr	Scantlen, Jamie & Pitts, Fredrick N	124 E Marie Dr	Stillwater	OK	74075-1686
600017278	114 E Marie Dr	Miller, Eugene L & Betty C	114 E Marie Dr	Stillwater	OK	74075-1686
600017280	110 E Marie Dr	Bell, Donald & Dudgeon, Christie	110 E Marie Dr	Stillwater	OK	74075-1686
600017282	106 E Marie Dr	Ward, Dean S & Karen G	106 E Marie Dr	Stillwater	OK	74075-1686
600017283	102 E Marie Dr	Wardlaw, Aaron S	102 E Marie Dr	Stillwater	OK	74075-1686
600017285	4823 N Rogers Dr	Rhodes, Carl A & Renee M	4823 N Rogers Dr	Stillwater	OK	74075-1694
600017287	105 E Audene Dr	Fanning, Rhonda Sue & Vance	105 E Audene Dr	Stillwater	OK	74075-1644
600017291	117 E Audene Dr	Kilschautzky, Torsten & Rachel A	4611 N William Ct	Stillwater	OK	74075-1630

600017309	200 E Audene Dr	Priess, Mark & Stephanie	9872 E 473 Rd	Claremore	OK	74017-4903
600017310	4901 N Rogers Dr	Ozenbaugh, Mark Alger	4901 N Rogers Dr	Stillwater	OK	74075
600017312	4907 N Rogers Dr	Clement, Karen S	4907 N Rogers Dr	Stillwater	OK	74075-1693
600017391	317 E Audene Dr	Williamson, Jaylene & Mitchel	317 E Audene Dr	Stillwater	OK	74075-1606
600017392	311 E Audene Dr	Thomas, Linda I (TOD)	311 E Audene Dr	Stillwater	OK	74075-1606
600017402	208 E Marie Dr	Gibbs, Peggy L (TOD)	208 E Marie Dr	Stillwater	OK	74075-1618
600017403	212 E Marie Dr	Backoulou, Geroge F & Mankedi, Veronique J Apendi	212 E Marie Dr	Stillwater	OK	74075-1618
600017404	216 E Marie Dr	Cathey, Scott Thomas	216 E Marie Dr	Stillwater	OK	74075-1618
600017405	218 E Marie Dr	Severe, John T & Karen S	218 E Marie Dr	Stillwater	OK	74075-1618
600017406	224 E Marie Dr	Hughes, Mary F TTEE	224 E Marie Dr	Stillwater	OK	74075-1618
600017407	312 E Marie Dr	Spitz, Randy L	2002 Birchwood Ct	Stillwater	OK	74075-8269
600017408	314 E Marie Dr	Taylor, Matt & Taylor	1100 Northcutt Rd	Milton	TN	37118-9506
600017410	205 E Marie Dr	Schulz, Kelsey A	205 E Marie Dr	Stillwater	OK	74075-1619
600017411	209 E Marie Dr	Weece, Morgan	209 E Marie Dr	Stillwater	OK	74075-1619
600017412	215 E Marie Dr	Cathey, Ryan & Morgan H	215 E Marie Dr	Stillwater	OK	74075-1619
600017413	219 E Marie Dr	White, Michael F & Jennifer B	219 E Marie Dr	Stillwater	OK	74075-1619
600017414	223 E Marie Dr	Tyner, Michael L & Linda J	223 E Marie Dr	Stillwater	OK	74075-1619
600017415	301 E Marie Dr	McGlade, Thomas	301 E Marie Dr	Stillwater	OK	74075-1621
600017416	305 E Marie Dr	Coates, Reagon W & Laura E	305 E Marie Dr	Stillwater	OK	74075-1621
600017417	307 E Marie Dr	Hughes, Seth & Kellen	307 E Marie Dr	Stillwater	OK	74075-1621
600017418	309 E Marie Dr	Rhymer, Lindsay & Timothy M	309 E Marie Dr	Stillwater	OK	74075-1621
600017419	311 E Marie Dr	Hawkins, Ulys L & Janet Sue	311 E Marie Dr	Stillwater	OK	74075-1621
600017441	4606 N William Ct	Parkview Homeowners Assoc	4606 N William Ct	Stillwater	OK	74075-1630
600049736	111 E Marie Dr	Wells, Henry E Jr TTEE	2020 E Lakeview Rd	Stillwater	OK	74075-1856
600049737	109 E Marie Dr	Evans, Paula D	109 E Marie Dr	Stillwater	OK	74075-1676
600049738	105 E Marie Dr	Meyer, David J & Raeann	105 E Marie Dr	Stillwater	OK	74075-1676
600049769	315 W Richmond Rd	The Renaissance Kids, Inc.	315 W Richmond Rd	Stillwater	OK	74075-1687
600070153	4599 N Washington St	Links at Stillwater	1165 E Joyce Blvd	Fayetteville	AR	72703-5183
600070153	4599 N Washington St	Links at Stillwater	1165 E Joyce Blvd	Fayetteville	AR	72703-5183
600078225	4622 N Rogers Dr	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078226	4616 N Rogers Dr	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078227	107 E Rogers Ct	Gustafson, Teresa & Jon	107 E Rogers Ct	Stillwater	OK	74075-1699
600078228	111 E Rogers Ct	Freedom Homes Company, LLC	6837 N Wilderness Trl	Owasso	OK	74055-8276
600078229	117 E Rogers Ct	Unrau, Lucia R & Terry, Peter R	117 E Rogers Ct	Stillwater	OK	74075-1699
600078230	121 E Rogers Ct	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078231	128 E Rogers Ct	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078232	124 E Rogers Ct	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078233	120 E Rogers Ct	Olcomendy, Steven & Tamara Co-TTEE	100 Yale Ln	Seal Beach	CA	90740-2522
600078234	116 E Rogers Ct	Mailler, Roger T	116 E Rogers Ct	Stillwater	OK	74075-1681

600078235	112 E Rogers Ct	Freedom Homes Company, LLC	PO Box 1898	Stillwater	OK	74076-1898
600078236	108 E Rogers Ct	Fantastic Real Estate Investments, LLC Etal	1577 Aldacourrou St	Tracy	CA	95304-5872
600078237	104 E Rogers Ct	Fantastic Real Estate Investments, LLC Etal	1577 Aldacourrou St	Tracy	CA	95304-5872
600078238	100 E Rogers Ct	Frazier, Zach	100 E Rogers Ct	Stillwater	OK	74075-1681
600078239	101 E Rogers Ct	KMR Development, LLC	PO Box 9515	Tulsa	OK	74157-0515
600078239	101 E Rogers Ct	KMR Development, LLC	PO Box 9515	Tulsa	OK	74157-0515
600078240	4550 N Rogers Dr	KMR Development, LLC	PO Box 9515	Tulsa	OK	74157-0515
600090643	N Rogers Dr	KMR Development, LLC	PO Box 9515	Tulsa	OK	74157
600090648	N Rogers Dr	Sunnybrook Christian Church, Inc	421 E Richmond Rd	Stillwater	OK	74075-1646
600090934	N Rogers Dr	KMR Development, LLC	PO Box 9515	Tulsa	OK	74157-0515
Applicant		KMR Development, LLC	PO Box 9515	Tulsa	OK	74157-0515
Applicants Representative		Gose & Associates	113 East 8th Avenue	Stillwater	OK	74074

Gose & Associates (CA 1640), 113 E. 8th Avenue, Stillwater, OK 74074; Stephen C. Gose, P.E. (22808)
 Prepared 12/22/2023 based on information available from Payne County Assessor webpage.



LEGAL DESCRIPTION:

TRACT 1

A part of the Northeast Quarter (NE/4) of Section Thirty-five (35), Township Twenty (20) North, Range Two (2) East of the I.M., Payne County, Oklahoma, being more particularly described by Michael Spears on June 30, 2021, Licensed Professional Land Surveyor #1910, with a basis of bearing being the West line of the Northeast Quarter (NE/4) of said Section being South 00°52'01" East:

COMMENCING (P.O.C.) at the Northwest corner (NW/Cor) of the Northeast Quarter (NE/4) of said Section being a found 1/2" rebar;
THENCE South 00°52'01" East along the west line of the Northeast Quarter of said Section, a distance of 610.00 feet to the Northwest corner (NW/cor) of deed recorded at Book 1040, Page 994 filed in the office of the Payne County Clerk being a found 1/2" rebar with L.S. #151 cap;
THENCE North 70°27'50" East (previously described as North 70°14'07" East) along the north line of said Book 1040, Page 994, a distance of 163.46 feet;
THENCE South 41°59'56" East, a distance of 255.28 feet to the east line of said Book 1040, Page 994 being a set 1/2" rebar with C.A. #6858 cap;
THENCE along the east of line of said Book 1040, Page 994 along a curve to the left having a radius of 579.02 feet, a chord bearing of South 39°49'54" West and a chord length of 164.56 feet, a distance of 165.12 feet to a found 1/2" rebar;
THENCE South 69°42'41" West along the east line of said Book 1040, Page 994, a distance of 56.67 feet (previously described as 56.50 feet) to a found 1/2" rebar;
THENCE North 65°17'19" West along the east line of said Book 1040, Page 994, a distance of 33.13 feet to a found 1/2" rebar;
THENCE South 24°42'41" West along the east line of said Book 1040, Page 994, a distance of 60.00 feet to a found 1/2" rebar;
THENCE South 65°17'19" East along the east line of said Book 1040, Page 994, a distance of 30.00 feet to a set 1/2" rebar with C.A. #6858 cap;
THENCE South 20°17'19" East along the east line of said Book 1040, Page 994, a distance of 61.73 feet (previously described as 61.60 feet) to a found 1/2" rebar;
THENCE along the east of line of said Book 1040, Page 994 along a curve to the left having a radius of 579.02 feet, a chord bearing of South 08°17'07" West and a chord length of 183.51 feet, a distance of 184.29 feet to a found 1/2" rebar;
THENCE North 89°10'02" East (previously described as North 89°10'13" East) along the east line of said Book 1040, Page, a distance of 35.00 feet to a found 1/2" rebar;
THENCE South 02°14'32" East along the east line of said Book 1040, Page 994, a distance 184.93 feet (previously described as South 02°21'47" East, 185.24 feet) to a found 1/2" rebar;
THENCE South 88°48'55" West along the south line of said Book 1040, Page 994, a distance of 164.08 feet (previously described as South 88°53'37" East, 164.56 feet) to the West line of the Northeast Quarter (NE/4) of said Section, being the Southwest corner (SW/Cor) of said Book 1040, Page 994 also being a set 1/2" rebar with C.A. #6858 cap;
THENCE North 00°52'01" West (previously described as North) along the west line of the Northeast Quarter (NE/4) of said Section, a distance of 761.53 feet to the POINT OF BEGINNING (P.O.B.).

CONTAINING 146,941 SQUARE FEET OR 3.37 ACRES, MORE OR LESS.

AND

TRACT 2

A tract of land that is part of the Northeast Quarter (NE/4), Section Thirty-five (35); Township Twenty (20) North, Range Two (2) East of the Indian Meridian, Payne County, State of Oklahoma, according to the U.S. Government survey thereof, said tract of land being described as follows: Commencing at the Northwest corner (NW/Cor) of said Northeast Quarter (NE/4);
Thence North 89°18'15" East along the North line of said Northeast Quarter (NE/4) for 454.25 feet; Thence South 00°41'45" East for 895.64 feet to the Northwest corner (NW/Cor) of Lot Three (3), Park View Estates, Section Nine (9), an addition to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof;
Thence South 36°27'26" West along the West line of said Lot Three (3) for 153.84 feet to the Southwest corner (SW/Cor) of said Lot Three (3); Thence, South 58°24'36" East along the South line of Park View Estates, Section Nine (9) for 251.36 feet to the Southeast corner (SE/Cor) of Lot One (1), Park View Estates, Section Nine (9);
Thence South 70°18'31" East for 90.01 feet to the Southwest corner (SW/Cor) of Lot Four (4), Block Twenty-four (24), Park View Estates Section Five (5), an addition to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof;
Thence South 70°13'04" East along the South line of said Block Twenty-four (24) for 297.26 feet to the Southwest corner (SW/Cor) of Lot Fifteen (15), Block Fifteen (15), Park View Estates, Section Three (3), an addition to the city of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof;
Thence South 64°11'02" East along the South line of said Block Fifteen (15) a measured distance of 136.93 feet (135.54' plat) to the Southwest corner (SW/Cor) of Lot Thirteen (13), Block Fifteen (15), Park View Estates, Section Three (3);
Thence South 36°06'14" East along the South line of said Block Fifteen (15) for 206.99 feet to the Southeast corner (SE/Cor) of Lot Eleven (11), Block Fifteen (15), Park View Estates, Section Three (3);
Thence South 51°29'33" West for 96.88 feet to the Northeast corner (NE/Cor) of Lot Twelve (12), Block Twenty-five (25), Section Six (6), Park View Estates;
Thence South 73°31'02" West along the North line of said Lot Twelve (12), Block Twenty-five (25), a westerly extension thereof, and along the North line of Lot Eight (8), Block Twenty-six (26), Section (Six) 6, Park View Estates for 300.00 feet to the Northwest corner (NW/Cor) of said Lot Eight (8), Block Twenty-six (26), said point being an easterly corner of Lot Six (6), Block two (2), Park View Estates, Section Eight (8), an addition to the City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof;
Thence North 25°27'26" West along the Easterly line of said Lot Six (6), Block Two (2) for 103.95 feet to a Northerly corner of Lot Six (6), Block Two (2);
Thence North 70°09'52" West along the North line of Lots Six (6), Seven (7), Eight (8), Nine (9), Ten (10) and Eleven (11), Block Two (2) for 450.04 feet to a Northerly corner of Lot Eleven (11), Block Two (2);
Thence South 86°57'33" West along the North line of Lots Eleven (11) and Twelve (12), Block Two (2) for 144.24 feet to the Northwest corner (NW/Cor) of said Lot Twelve (12), Block Two (2), said point being on the East right of way line of North Rogers Drive;
North 02°17'38" West along the East right of way line of North Rogers Drive for 42.60 feet to the Northerly termination of North Rogers Drive;
Thence South 88°50'23 West along said Northerly termination for 35.03 feet to a found 1/2" iron pin being the Southeast corner (SE/Cor) of the property described in corrected warranty deed in favor of Sunnybrook Christian Church, Inc., recorded in Book 1040, Page 994 in the Office of the Payne County Clerk;
Thence North 02°17'12" West (measured) North 02°21'47" East (described) along the East line of the property described in said corrected warranty deed for 184.84 feet (measured) 185.24 feet (described) to a found 1/2" iron pin on the Southerly termination of North Rogers Drive;
Thence North 89°10'43" East along said Southerly termination for 35.00 feet to a found 1/2" iron pin;
Thence northerly and northeasterly along the East right of way line of North Rogers Drive on a curve to the right having a radius of 509.02 feet, a chord bearing of North 22°48'19 East, and a chord distance of 408.00 feet for an arc length of 419.80 feet to a found 1/2" iron pin at the intersection of the East right of way line of Rogers Drive and the South right of way line of East Marie Drive;
Thence South 84°47'34" East along the South right of way line of East Marie Drive for 33.85 feet to a found 1/2" iron pin;
Thence South 36°46'40" East along said right of way line for 88.54 feet to a point of curve;
Thence Southeasterly along said right of way line on a curve to the left having a radius of 535.20 feet, a chord bearing of South 38°06'14" East, and a chord distance of 11.98 feet for an arc length of 11.98 feet to the point of beginning of said tract of land.

CONTAINING 352,687 SQUARE FEET OR 8.10 ACRES, MORE OR LESS.

COMMISSION CERTIFICATION

Signed: _____

Date: _____, 20____

PREPARER OF PRELIMINARY PLAT

Signed: _____

Date: 11/10, 2021

PARK VIEW ESTATES SECTION 10

PRELIMINARY PLAT

KMR DEVELOPMENT, LLC

STILLWATER, OKLAHOMA



TRACT 1 LINE TABLE

Line #	Length	Direction
L1	163.46	N70° 27' 50"E
L2	255.28	S41° 59' 56"E
L3	56.67	S69° 42' 41"W
L4	33.13	N65° 17' 19"W
L5	60.00	S24° 42' 41"W
L6	30.00	S65° 17' 19"E
L7	61.73	S20° 17' 19"E
L8	35.00	N89° 10' 02"E
L9	184.93	S2° 14' 32"E
L10	164.08	S88° 48' 55"W
L11	761.53	N0° 52' 01"W

TRACT 1 CURVE TABLE

Curve #	Length	Radius	Chord Direction	Chord Length
C1	165.12	579.02	S39° 49' 54"W	164.56
C2	184.29	579.02	S8° 17' 07"W	183.51

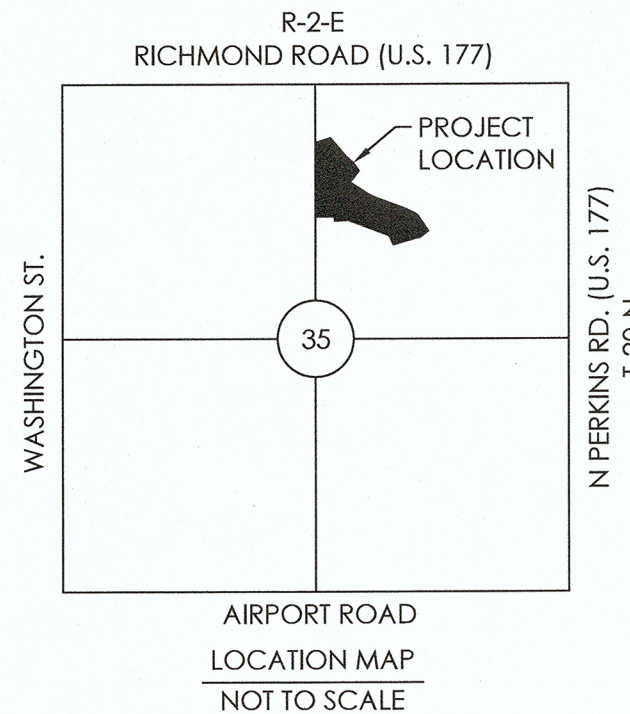
TRACT 2 LINE TABLE

Line #	Length	Direction
L12	153.84	S36° 27' 26"W
L13	251.36	S58° 24' 36"E
L14	90.01	S70° 18' 31"E
L15	297.26	S70° 13' 04"E
L16	136.93	S64° 11' 02"E
L17	206.99	S36° 06' 14"E
L18	96.88	S51° 29' 33"W
L19	300.00	S73° 31' 02"W
L20	103.95	N25° 27' 26"W
L21	450.04	N70° 09' 52"W
L22	144.24	S86° 57' 33"W

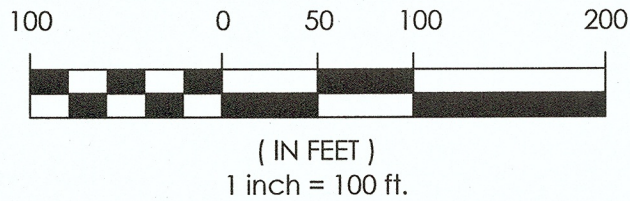
Line #	Length	Direction
L23	42.60	N2° 17' 38"W
L24	35.03	S88° 50' 23"W
L25	184.84	N2° 17' 12"W
L26	35.00	N89° 10' 43"E
L27	33.85	S84° 47' 34"E
L28	88.54	S36° 46' 40"E

TRACT 2 CURVE TABLE

Curve #	Length	Radius	Chord Direction	Chord Length
C4	419.80	509.02	N22° 48' 19"E	408.00
C5	11.98	535.20	S38° 06' 14"E	11.98



GRAPHIC SCALE:



OWNER OF RECORD:

KMR DEVELOPMENT, LLC
PO BOX 1898
STILLWATER, OK 74076

SUBDIVIDER:

KMR DEVELOPMENT, LLC
PO BOX 1898
STILLWATER, OK 74076

ZONING: RSS

SMALL LOT
SINGLE FAMILY

FEMA 100-YEAR FLOODPLAIN

THE PROPOSED DEVELOPMENT IS IN
ZONE X OF THE CITY OF STILLWATER
(405380), AND IS NOT ADJACENT TO A
FLOODPLAIN PER FIRM MAP:
40119C0066F WITH AN EFFECTIVE DATE
OF 05.16.2007

BLOCK 1	
LOT #	AREA (SQ FT)
1	10,161
2	10,837
3	8,977
4	8,975
5	8,976
6	8,976
7	9,005
8	9,898
9	11,094
10	13,151
11	16,561
12	17,885
13	16,050
14	13,608
15	11,002
16	10,994
17	10,986
18	10,949
19	10,802
20	12,510
21	16,832

BLOCK 2	
LOT #	AREA (SQ FT)
1	11,846
2	9,239
3	10,046
4	10,278
5	11,321
6	8,060
7	8,116
8	8,301
9	8,989
10	9,755
11	11,288
12	13,758
13	14,162
14	27,775
15	9,844
16	26,205

PARK VIEW ESTATES SECTION 10

PRELIMINARY PLAT

KMR DEVELOPMENT, LLC
STILLWATER, OKLAHOMA

REVISION

JOB NUMBER

301043

SHEET TITLE

PRELIMINARY PLAT

DATE

11/10/21

SHEET NUMBER

1

OF 01

	REPORT TO: STILLWATER PLANNING COMMISSION No. SUB21-13	
	ISSUED BY THE COMMUNITY DEVELOPMENT DEPARTMENT - STILLWATER, OKLAHOMA	

Date of Meeting: January 11, 2022

Subject: Preliminary Plat: Park View Estates, Section 10

Purpose of Report: The applicant requests review and approval of a preliminary plat located approximately one quarter mile southwest of the intersection of Perkins and Richmond Road.

Background: The property is located in the northeast quadrant of Stillwater. The property is currently zoned RSS Small Lot Single-Family Residential, and is adjacent to areas of RSS zoning that have previously been developed. Additionally, the area is adjacent to Richmond Elementary and a Multi-Family PUD that includes a golf course to the immediate west of the subject property. The applicant is proposing a preliminary plat that creates additional 37 lots on the site.

Application Processing Information:

Applicant/Owner – KMR Development, LLC

Notice – Letters mailed to property owners within 300 feet

Assigned Planner – Rian Harkins, Senior Planner

Processing Track:

Submittal Date – October 19, 2021

Planning Commission – December 7, 2021; tabled to January 11, 2022

Project/Site Design Data/Details:

Zoning –RSS Small Lot Single-Family, Sec. 23-137

Existing Use –Undeveloped

Proposed Use – Single-Family Residential

Lot – 11.6 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property has street connectivity to Rogers Drive, which has connectivity to Richmond Road.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: There is transit service available via the Gray Route which can be accessed along Richmond Road. A trail connection at the southern edge of the neighborhood provides access to the Boomer Lake area and the Kameoka Trail.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available.
- Engineering/Drainage: Submitted and accepted by City Engineering.

Applicable City Plans/Policies:

The C³ Plan: Low Density Residential (Page 10-8) is the desired land use as shown on the Future Land Use Plan. This land use includes development with a potential density of up to 20 dwelling units per acre. The Comprehensive Plan also notes that public uses such as churches, schools, and parks may fit within this classification if they are neighborhood oriented could fit within this classification as well.

Discussion: The proposed plat will allow for 37 lots that connect to existing residential development and will complete the “build-out” of the development. The proposed lot layout would connect existing segments of Rogers Drive. The proposed development would extend the existing infrastructure already in place, and generally complete the infrastructure system found in the overall development.

Because of the drainage issues on the northwest edge of the proposed development, the applicant has requested an exception to the subdivision regulations, which is attached for your review. The exemption request deals with the required street frontage of Lot 14, Block 2. The exemption request will require a $\frac{3}{4}$ affirmative vote of the planning commission in order for approval, while the actual preliminary plat will only require a simple majority.

Additionally, Community Development and Engineering staff would like to see the following changes made to the preliminary plat (or in the improvement plans, as appropriate):

- Extend the sidewalk on the north side of Greenvale Circle to the end of the platted area.
- Lots 8/9, Lots 13/14, & Lots 14/15, all Block 2 – The sanitary sewer is not centered in the easement, and the easement width is not shown on Lots 9, 13, and 15. Please indicate the overall easement width (minimum 20 ft) and center the sewer within the easement.
- Reconstructing the existing sanitary sewer on the north side of Lots 11-21, Lot 1 to meet the needs of the proposed development rather than running two sewer lines in parallel.

Findings:

1. The proposed preliminary plat generally meets the subdivision and zoning requirements, but will require an exemption in order to have complete compliance.
2. Subdivisions over 30 lots are required by code to provide two points of access to the development.
3. The C3 Plan recommends low density residential uses at this location. In addition, the proposed development would tie-in to the existing residential to the east and south.
4. The proposed density is in alignment with the RSS zoning requirements.

Alternatives:

1. Accept findings and approve the proposed preliminary plat as presented.
2. Approve the proposed preliminary plat with conditions, noting what conditions should be met for the approval of the final plat.
3. Reject findings and deny the proposed preliminary plat as presented.
4. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Prepared by: Rian Harkins, Senior Planner
Reviewed by: Cindy Gibson, Administrative Services Manager
Jeff Mathews, Community Development Director.
Date of Preparation: November 22, 2021
Attachments: Area Map, Preliminary Plat, Preliminary Drainage Report, Variance
Exception Request, Objection Letter
Map Designation: NE

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.

Diana Hood

From: cimarronmechanical@gmail.com
Sent: Thursday, December 14, 2023 4:09 PM
To: Diana Hood
Subject: RE: STR-0130 - 1607 S Berkshire Drive

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

Thank you.

Connie Norrie
Office Manager
Cimarron Mechanical, Inc.
P.O. Box 364
1202 Pogue St.
Perkins, Ok 74059
Phone: (405) 547-2994
Fax: (405) 547-2996
cimarronmechanical@gmail.com

From: Diana Hood <diana.hood@stillwater.org>
Sent: Thursday, December 14, 2023 3:46 PM
To: 'cimarronmechanical@gmail.com' <cimarronmechanical@gmail.com>
Cc: Jacquelyn Porter <jacquelyn.porter@stillwater.org>; Joshua Brown <joshua.brown@stillwater.org>; Cindy Gibson <cindy.gibson@stillwater.org>; Alexandria Maged <alexandria.maged@stillwater.org>; Digitals <Digitals@stillwater.org>
Subject: RE: STR-0130 - 1607 S Berkshire Drive

Understood, we will list the application as withdrawn and remove it from the agenda.

Best,
Diana Hood
Associate City Planner



Community Development
O: (405) 742-8215
E: diana.hood@stillwater.org

From: cimarronmechanical@gmail.com [<mailto:cimarronmechanical@gmail.com>]
Sent: Thursday, December 14, 2023 2:28 PM

To: Diana Hood <diana.hood@stillwater.org>

Subject: RE: STR-0130 - 1607 S Berkshire Drive

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

We have decided to NOT list the house at 1607 S. Berkshire as an Airbnb property. You can remove us from the agenda and cancel all related paperwork.

Thank you,

Connie Norrie
Office Manager
Cimarron Mechanical, Inc.
P.O. Box 364
1202 Pogue St.
Perkins, Ok 74059
Phone: (405) 547-2994
Fax: (405) 547-2996
cimarronmechanical@gmail.com

From: Diana Hood <diana.hood@stillwater.org>

Sent: Thursday, December 14, 2023 7:48 AM

To: 'cimarronmechanical@gmail.com' <cimarronmechanical@gmail.com>

Cc: Jacquelyn Porter <jacquelyn.porter@stillwater.org>; Joshua Brown <joshua.brown@stillwater.org>; Cindy Gibson <cindy.gibson@stillwater.org>; Alexandria Maged <alexandria.maged@stillwater.org>

Subject: STR-0130 - 1607 S Berkshire Drive

Good Morning,

Please be advised that your above referenced Short Term Rental License application was tabled by the Planning Commission to January 9th. The Planning Commission requests your presence to answer questions and address the concerns of the surrounding neighborhood. The public hearing will be held on the aforementioned date at 5:30 pm in room 1122 of the Stillwater Municipal Building, located at 723 South Lewis Street, Stillwater, Oklahoma.

Please respond to this email to confirm your attendance.

Best,
Diana Hood
Associate City Planner



Community Development
O: (405) 742-8215
E: diana.hood@stillwater.org

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.

From: [Diana Hood](#)
To: [Cindy Gibson](#); [Jacquelyn Porter](#); [Joshua Brown](#)
Cc: [Alexandria Maged](#)
Subject: FW: STR-0140 - 1215 S Martin St
Date: Tuesday, January 2, 2024 9:01:45 AM
Attachments: [image001.png](#)
[image002.png](#)
[image004.png](#)

See below withdrawal of STR-0140

Diana Hood
Associate City Planner



Community Development
O: (405) 742-8215
E: diana.hood@stillwater.org

From: Stacy Davis [mailto:stacy@OneElectricOKC.com]
Sent: Tuesday, January 2, 2024 9:00 AM
To: Diana Hood <diana.hood@stillwater.org>
Cc: Jordan Arnold <Jordan@OneElectricOKC.com>
Subject: RE: STR-0140 - 1215 S Martin St

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

Diana,

We are not interested in a short-term rental any longer.

Thank you,

Stacy Davis

Office: 405.265.0119
Fax: 405.261.6877
Cell: 405.596.1129



From: Diana Hood <diana.hood@stillwater.org>

Sent: Thursday, December 14, 2023 7:53 AM

To: Stacy Davis <stacy@OneElectricOKC.com>; Jordan Arnold <Jordan@OneElectricOKC.com>

Cc: Jacquelyn Porter <jacquelyn.porter@stillwater.org>; Joshua Brown <joshua.brown@stillwater.org>; Cindy Gibson <cindy.gibson@stillwater.org>; Alexandria Maged <alexandria.maged@stillwater.org>

Subject: STR-0140 - 1215 S Martin St

Good Morning,

Please be advised that your above referenced Short Term Rental License application was tabled by the Planning Commission to January 9th. The Planning Commission requests your presence to answer questions and address the concerns of the surrounding neighborhood. The public hearing will be held on the aforementioned date at 5:30 pm in room 1122 of the Stillwater Municipal Building, located at 723 South Lewis Street, Stillwater, Oklahoma.

Please respond to this email to confirm your attendance.

Best,

Diana Hood

Associate City Planner



Community Development

O: (405) 742-8215

E: diana.hood@stillwater.org

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.

	Application for 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.	✓ 2 ASSESSOR
✓	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 <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: ☒ YES ☐ 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

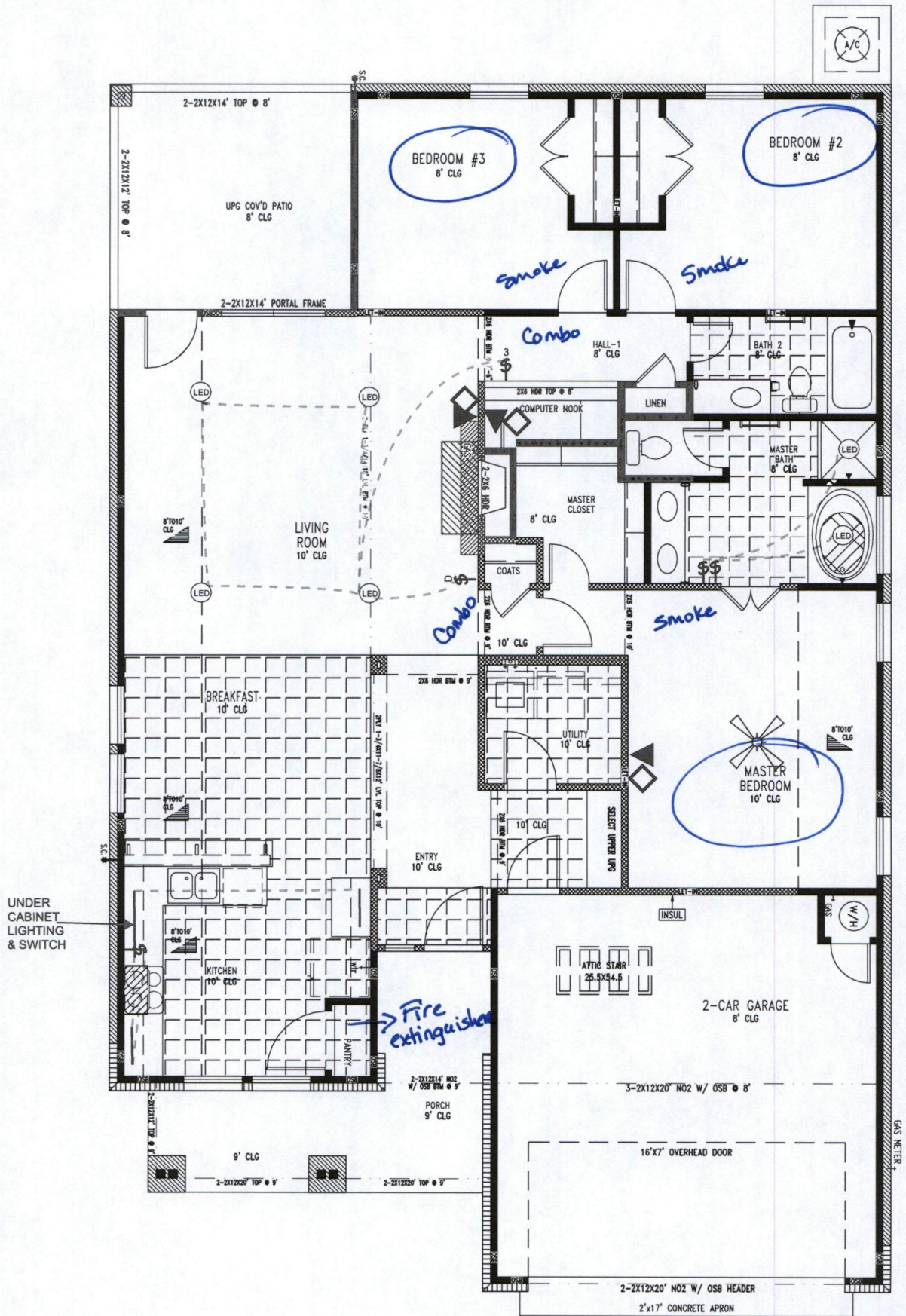


Subscribed and sworn to, before me, this 27 day of SEPTEMBER 2023

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	Tradan 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	View
4 adults	
Check-in	
Sat, Sep 16, 2023	
Check-out	
Sun, Sep 17, 2023	
Booking date	
Fri, Sep 8, 2023	
Confirmation code	
HM2KTD9AB3	
Show calendar	

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
Show breakdowns	
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

OK



9/27 20 23

1092

SPECTRUM

PAY *The City of Stillwater Ok* \$ *100.00*
to the order of *one hundred & no/100* DOLLARS

BANCFIRST

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

for *215 Main St*

Shawn Davis

⑆ 10300363214112030681 ⑈ 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

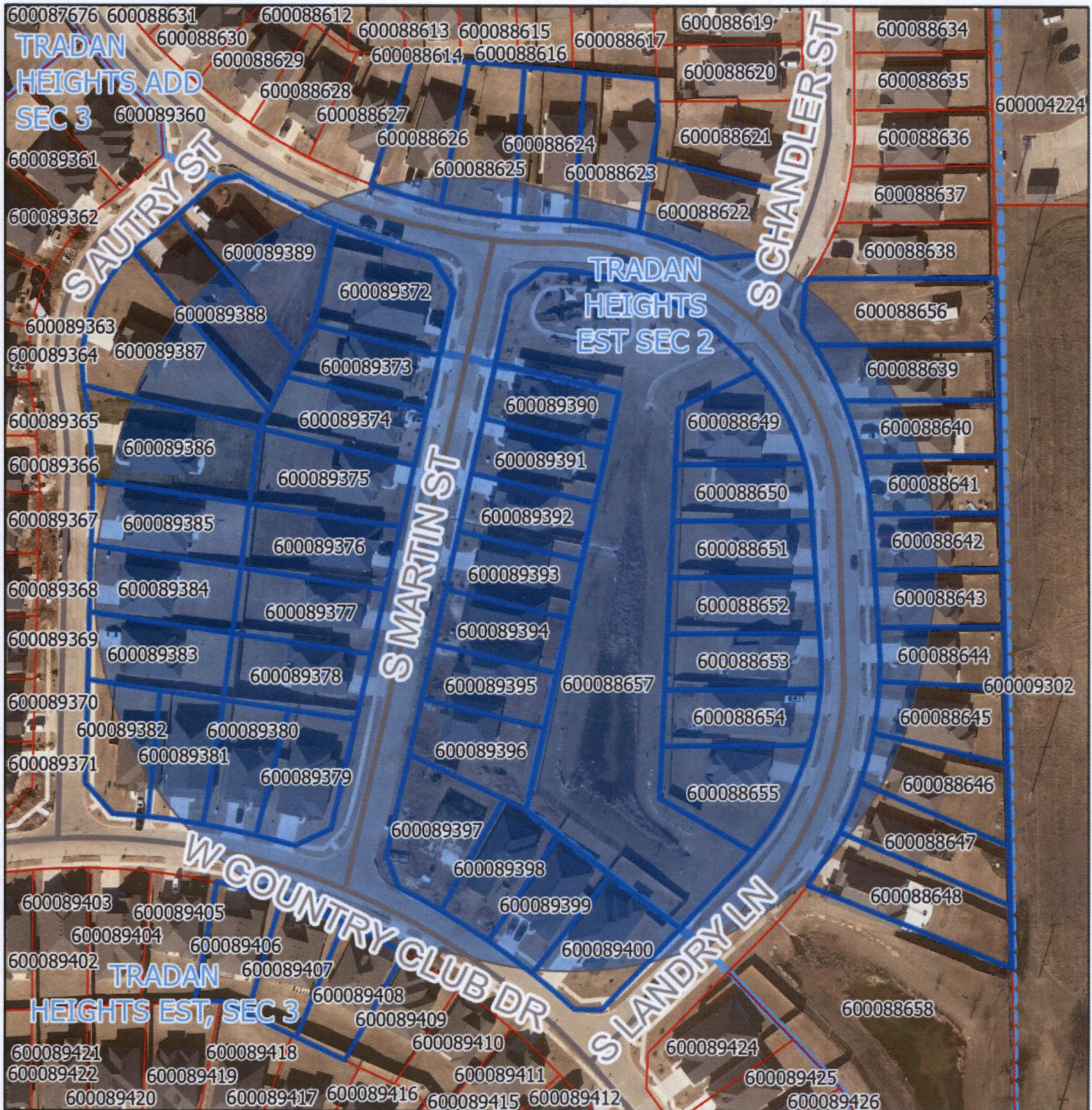
*****Thank you for your payment*****

PropertyID	Cadastral	Owner1	Mailing	City	State	Prov	Zip	Code	Primary	Legal	Descr
600088649	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 Blk 3 Lot 1	
600088654	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 Blk 3 Lot 6	
600088653	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 Blk 3 Lot 5	
600088652	ST520-003004-000000	Stotts, Jennifer	1218 S Landry Ln	Stillwater	OK		74074	1218 S Landry Ln	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 3 Lot 4	
600088651	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 Blk 3 Lot 3	
600088650	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 Blk 3 Lot 2	
600088624	ST520-001013-000000	Ismail, Ahmed M	1135 N Landry Ln	Stillwater	OK		74074	1135 S Landry Ln	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 1 Lot 13	
600088626	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 Blk 1 Lot 15	
600088625	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 Blk 1 Lot 14	
600088623	ST520-001012-000000	Matli, Mark	1139 S Landry Ln	Stillwater	OK		74074	1139 S Landry Ln	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 1 Lot 12	
600088622	ST520-001011-000000	Patel, Anand P	1130 Chandler St	Stillwater	OK		74074	1130 S Chandler St	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 1 Lot 11	
600088655	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 Blk 3 Lot 7	
600088657	ST520-00000G-OUTLOT	Tradan Development, LLC	1320 N Porter Ave	Norman	OK		73071	UNKNOWN	OK	Tradn Hts Est Sec 2 Outlot G Drainage Reserve	
600088648	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 Blk 2 Lot 17	
600088647	ST520-002016-000000	Mitchell, Taylor	1313 S Landry Ln	Stillwater	OK		74074	1313 S Landry Ln	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 2 Lot 16	
600088646	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 Blk 2 Lot 15	
600088645	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 Blk 2 Lot 14	
600088644	ST520-002013-000000	Gains, William T	150 Evermay Dr	Edmond	OK		73013	1301 S Landry Ln	Stillwater, OK 74074	Tradn Hts Est Sec 2 Blk 2 Lot 13	
600088643	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 Blk 2 Lot 12	
600088642	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 Blk 2 Lot 11	
600088641	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 Blk 2 Lot 10	
600088640	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 Blk 2 Lot 9	
600088639	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 Blk 2 Lot 8	
600088656	ST520-00000B-OUTLOT	Tradan Development, LLC	1320 N Porter Ave	Norman	OK		73071	UNKNOWN	OK	Tradn Hts Est Sec 2 Blk 2 Lot 8	
600089397	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 Blk 3 Lt 8	
600089389	ST525-002018-000000	Ramsey, Joshua D	1201 Autry St	Stillwater	OK		74074	1201 S Autry St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 18	
600089383	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 Blk 2 Lt 12	
600089384	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 Blk 2 Lt 13	
600089385	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 Blk 2 Lt 14	
600089379	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 Blk 2 Lt 15	
600089377	ST525-002001-000000	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 Blk 2 Lt 8	
600089372	ST525-002001-000000	Black Properties, LLC	3724 Timberline Dr	Stillwater	OK		74074	1202 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 1	
600089371	ST525-002006-000000	Bozeman, Lisa	1222 Martin St	Stillwater	OK		74074	1222 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 6	
600089376	ST525-002005-000000	Landmark Storage, LLC	2900 Washington Dr	Norman	OK		73069	1218 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 5	
600089375	ST525-002004-000000	Samarakoon, Nishantha A	1214 Martin St	Stillwater	OK		74074	1214 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 4	
600089380	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 Blk 2 Lt 9	
600089381	ST525-002010-000000	Brown, Brett J & Michelle M Revoc Liv Tr	PO Box 366	Claremore	OK		74018	4318 W Country Club Dr	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 10	
600089382	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 Blk 2 Lt 11	
600089378	ST525-002007-000000	Williams, Sheralyn	1302 Martin St	Stillwater	OK		74074	1302 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 7	
600089374	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 Blk 2 Lt 3	
600089373	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 Blk 2 Lt 2	
600089387	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 Blk 2 Lt 16	
600089388	ST525-002017-000000	Ciccarelli, Barbara J	1205 Autry St	Stillwater	OK		74074	1205 S Autry St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 17	
600089395	ST525-003006-000000	Komanduri, Sriakashmi	1303 Martin St	Stillwater	OK		74074	1303 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 2 Lt 6	
600089394	ST525-003005-000000	Neels, Richard	1219 Martin St	Stillwater	OK		74074	1219 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 3 Lt 5	
600089390	ST525-003001-000000	Zhang, Tian	1203 S Martin St	Stillwater	OK		74074	1203 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 3 Lt 1	
600089391	ST525-003002-000000	Mcgee, Andrew & Jillian	1207 Martin St	Stillwater	OK		74074	1207 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 3 Lt 2	
600089393	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 Blk 3 Lt 4	
600089392	ST525-003003-000000	Ishey, Jonathan & Heather	1211 Martin St	Stillwater	OK		74074	1211 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 3 Lt 3	
600089399	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 Blk 3 Lt 10	
600089396	ST525-003007-000000	Parveen, Sabiha	1307 Martin St	Stillwater	OK		74074	1307 S Martin St	Stillwater, OK 74074	Tradn Hts Est Sec 3 Blk 3 Lt 7	
600089400	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 Blk 3 Lt 11	
600089398	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 Blk 3 Lt 9	
600089406	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 Blk 4 Lt 6	
600089407	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 Blk 4 Lt 7	
600089408	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 Blk 4 Lt 8	



Payne County

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

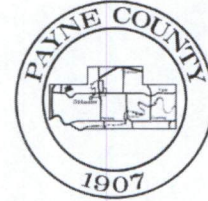


- Roadway Centerlines
- City Limits
- Subdivision
- Parcels
- Parcels_Buffer1

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



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.

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> 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

From: sharlene stewart [<mailto:sharlenestewart@yahoo.com>]
Sent: Saturday, October 14, 2023 11:20 AM
To: Teresa Kadavy <teresa.kadavy@stillwater.org>; CityClerk <CityClerk@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.

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> wrote:

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

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

Date of Meeting: January 9, 2024

Subject: Map Amendment: 6001 & 6099 North Perkins Road

Purpose of Report: The applicant requests review and approval of a Map Amendment to rezone the property addressed as 6001 & 6099 North Perkins Road from Small Lot Single-Family Residential (RSS) to General Industrial (IG).

Background: The subject property is located on the northeast side of Stillwater, on the southeast corner of the intersection of North Perkins Road and East Burris Road. Big Oaks Property, LP & Pintail Properties LLC is requesting the rezoning to General Industrial (IG) to allow the ability to construct a new building for their business. The subject property was once zoned General Industrial but was rezoned in 2022 along with the properties addressed as 5911 and 5823 N Perkins Rd to Small Lot Single Family Residential (RSS) in the anticipation to plat the subject properties for residential use.

Application Processing Information:

Owner – Big Oaks Property, LP & Pintail Properties LLC

Applicant – Pintail Properties LLC

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

Processing Track:

Submittal Date – November 11, 2023

Planning Commission – January 9, 2024

City Council – February 5, 2024

Project/Site Design Data/Details:

Zoning – Small Lot Single-Family Residential District (RSS), Section 23-137

Proposed Zoning – General Industrial (IG), Section 23-161

Existing Use –Vacant

Proposed Use – Business Building

Total Lot size – 32.1 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The properties have access to N. Perkins Road. 6099 also has access to Burris Road.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: No transit services are located in the area. Sidewalks will be constructed along the properties in future development per City Code.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available
- Engineering/Drainage: N/A

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 Commercial (10-4) along Perkins Road and High Density Residential (10-3) further east on the interior of these properties.

Discussion: The applicant requests review and approval of a Map Amendment to rezone the property addressed as 6001 & 6099 North Perkins Road from Small Lot Single-Family Residential (RSS) to General Industrial (IG). The current zoning of the property is Small Lot Single-Family Residential (RSS) with similar zoning to the west and south with Commercial Shopping (CS) located to the north and Agriculture (A) is located to the east along with General Industrial (IG). General Industrial (IG) is also in the vicinity to the south.

Engineering had no objections to the rezoning but stated that, "Current site conditions do not include frontage access to water. Rezoning of the site is not guarantee of ability to serve or meet any specific utility demands. Any future proposed access must meet appropriate standards and codes." Fire had similar comments for the future development to ensure that a fire hydrant is within 300 feet of furthest part of proposed building location to meet code.

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. General Industrial (IG) zoning is located to the east and in the vicinity to the south.
3. The Comprehensive Plan calls for commercial & high density residential uses in this area.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed map amendment as presented.
2. Find that the map amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the map amendment.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Prepared by:	Jacquelyn Porter, City Planner
Reviewed by:	Josh Brown, Project Manager Jeff Mathews, Community Development Director
Date of Preparation:	January 2, 2024
Attachments:	Application, Area Map, Zoning Comparison Table
Map Designation:	NE

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

ZONING:

☒ Map Amendment
☐ Planned Unit Development
 ☐ Preliminary
 ☐ Final
 ☐ Subdivision
 ☐ Amendment
☐ Specific Use Permit
☐ Annexation

SITE PLANS:

☐ Minor Amendment
☐ Final Drill Site Development Plan

SUBDIVISION:

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

OTHER:

☐ Closing
☐ Improvement Plans
☐ Drainage Plans/Study
☐ Drilling Permit

COMMERCIAL USE-BY-RIGHT: Complete a Commercial Building Permit Application **AND** Commercial Use-By-Right Checklist

Title of Subdivision/Plan/Use: Stillwater Northeast

Owner(s) of Property: Big Oaks Property, LP & Pintail Properties LLC

Owner(s) Address: PO Box 485, Stillwater, OK 74076

Owner(s) Phone/Fax/Email: 405-372-7778 fax: 405-372-7165 email: office@mckeeconstructionok.com

Applicant/Developer of Property: Pintail Properties, LLC

Applicant/Developer Address: PO Box 485, Stillwater, OK 74076

Applicant/Developer Phone/Fax/Email: 405-372-7778 fax: 405-372-7165 email: office@mckeeconstructionok.com

Design Engineer address/phone/fax/email & Registration No.: N/A

Surveyor address/phone/fax/email & Registration No.: N/A

Address or Description of Property to be Subdivided/Developed: MISC TR 25-20N-02E D-751 (15.21acm/l) BEG 1620.75'E

NW/4; E- 1007.72' S-657.82' W-1007.8' N-656.93' POB & MISC TR 25-20N-02E D-753 (10.02acm/l) BEG 135.05'E & 1638.65'N SW/4; E-1331.48' N-327.73' W-1331.48' S-327.73' POB 6001 N PERKINS RD

Original Tract Deed Book and Page Number: 2766pg118

Number of Acres in Development: 32.1

Number of Lots Created: N/A

Current Zoning/Requested Zoning: current RS, requesting IG

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

To build a new location for business

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.

[Signature] 10/27/23
Applicant/Preparer Date

[Signature] 10/27/23
Owner/Agent (with documentation) Date

Applicant/Preparer Date

Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: _____

Submission Date: _____

Processing Tract: IRC _____, PC _____, CC _____

Approval Date: _____

Fees: _____ Number of Copies: _____

**City of Stillwater
Map Amendment Checklist
Chapter 23, Article 3**

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

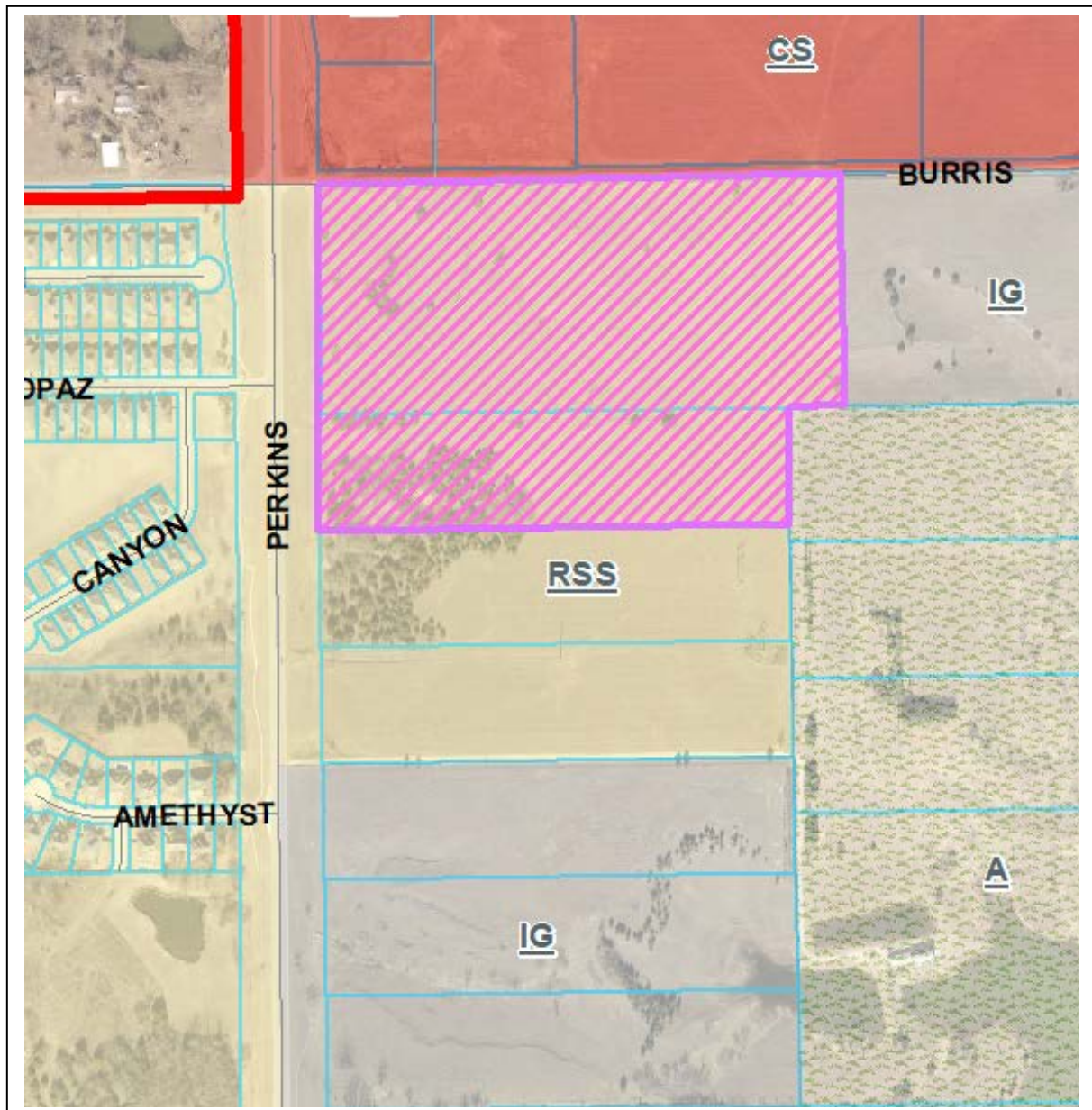
Zoning district boundaries created under the authority of the City of Stillwater may be amended to change the zoning classification on one or more properties by the City Council. This **CHECKLIST** identifies the items needed. All items indicated as **SUCH** are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
☒	Section 23.58	
☒	COMPLETED APPLICATION FORM AND CHECKLIST	
☒	TYPED LEGAL DESCRIPTION SENT TO DIGITALS@STILLWATER.ORG	
	FILING FEE OF \$250.00 PLUS \$2.00/ACRE	
☒	A TYPEWRITTEN LIST AND ELECTRONIC/DIGITAL COPY, CERTIFIED BY THE PAYNE COUNTY ASSESSOR, LICENSED ABTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT, OF ALL PROPERTY OWNERS WITHIN THREE HUNDRED (300) FEET OF THE SUBJECT PROPERTY. THE OWNERSHIP LIST SHALL HAVE BEEN PREPARED NO MORE THAN THIRTY (30) DAYS PRIOR TO SUBMISSION.	

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.

Preparer's Signature

Date



The City of
Stillwater
 OKLAHOMA

Project Type: Map Amendment (MA23-06)
Request: Rezone from Small Lot Single Family Residential (RSS) to General Industrial (IG)
Address: 6099 & 6001 N Perkins Rd
Applicant: Pintail Properties, LLC. & Big Oaks Property, LP.

ZONING COMPARISON CHART		
	RSS (Residential Single Family Small Lot)	IG (Industrial General)
Lot Size	5000 square feet	No min requirements
Min Lot Width/Depth	50/100 feet	No min Requirements
Max Structure Height	35 feet	No max limit
Min Front Yard	20 feet/10 feet from alley	75 feet
Corner lot optional setback	Front: 20 feet Street Side: 15 feet	N/A
Min Side Yard - boundary with:		
Residential district	5 feet	75 feet
Commercial district	15 feet	40 feet
Industrial district	15 feet	40 feet
Min Rear Yard - boundary with:		
Residential district	20 feet	75 feet
Any other district	20 feet	40 feet
Lot Coverage	No max limit	No max limit
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	Required when abutting RSS, RSL, RMH, RT or RM; 70% opaque up to 3- feet tall and 40% opaque up to 5-feet tall • Construction • Food, Beverage & Tobacco Product Manufacturing • Leather & Allied Products Manufacturing • Machinery Part Manufacturing • Miscellaneous Manufacturing • Nonmetallic Mineral Product Manufacturing • Oil & Gas Industry Services • Paper Manufacturing • Parking lots/Garages • Plastics & Rubber Products Manufacturing • Public Administration & Service • Research and Development • Telecommunications Tower • Transportation Activities • Transportation & Equipment Manufacturing • Utilities
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• Conventional single-family • Residential design manufactured homes	

- | | |
|--|--|
| | <ul style="list-style-type: none">• Warehousing & Storage• Waste Management & Remediation Services• Wood Product Manufacturing |
|--|--|

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF AUGUST 1, 2023
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED July 25, 2023 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Mark Prather, Vice Chair
Mike Shanahan, Commissioner
Riley Williams, Commissioner

STAFF PRESENT

Kim Payne, Sr. Assistant City Attorney
Jeff Mathews, Comm. Dev. Director
Diana Hood, Associate City Planner
Joshua Brown, Project Manager
Cindy Gibson, Administrative Services

MEMBERS ABSENT

Andrew Van Leuven

STAFF ABSENT

Jacquelyn Porter, City Planner

1. CALL MEETING TO ORDER.

Chair Phillips called the meeting of the Stillwater Planning Commission to order at 5:30 p.m.

2. INTRODUCTION OF NEWLY APPOINTED PLANNING COMMISSIONER, ANDREW J. VAN LEUVEN.

Commissioner Van Leuven was unable to attend will be tabled to next meeting

3. ELECTION OF VICE CHAIR

Commissioner Shanahan nominates Commissioner Prather as Vice Chair, Chair Phillips seconds. No other nominations come forward and a vote is called for

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Absent

Time: 3 minutes

4. PUBLIC HEARING

- a. **SHORT TERM RENTAL (STR-0110)**, consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from Lane Homes, LLC for property addressed as 1502 N. Wildwood Drive in the Single Family large Lot Residential (RSL) district.

Diana Hood, City Planner presents staff report and asks for questions.

Chair Phillips asks if there are any questions for staff; none respond. Chair Phillips asks for the applicant's representative to come speak.

Ms. Deborah Dilly, 1502 Wildwood, Manager comes forward to represent the applicant and is here to answer questions.

Chair Phillips asked the commissioner if they had any questions for applicant.

Commissioner Williams asks if the applicant has any other short term rentals here in Stillwater; Mrs. Dilly responds with no, no short term rentals just long term.

Commissioner Williams asks if applicant has any experience with short term rentals; Mrs. Dilly responds with no.

Commissioner Shanahan asks if the owner owns any other businesses; Mrs. Dilly states yes, the Gibson Shopping Center, CNR Manufacturing in Perkins and states there might be others.

Commission Williams asks if she would be managing this property on behalf of the owner; Mrs. Dilly states her and the owner would both be managing it and believe that keeping the house as a short term rental would keep it in better condition.

Commission Shanahan asks how many bedrooms are in the residence; Mrs. Dilly states 5-6, and thinks it might have been a maximum at one point and that it could sleep up to 12.

Commission Shanahan asks who the target audience will be; Mrs. Dilly states OSU alumni and people who come in for games.

Commission Shanahan asks if they will charging a higher rate; Mrs. Dilly states that hasn't been figured out yet, but wants it to be comparable to the market.

Commission Shanahan asks if there will be a minimum number of nights; Mrs. Dilly says no.

Commission Shanahan states people tend to throw parties in houses with no minimum night stay; Mrs. Dilly responds that there is an officer who lives next door and she thinks this will deter that.

Commissioner Williams asks if there will be a no party police; Mrs. Dilly thinks that would be a good idea but would have to confer with owner.

Vice Chair Prather asks how she plans to market it; Mrs. Dilly states Facebook Marketplace and by word of mouth.

Commission Williams asks what the parking is like; Mrs. Dilly states 10 total vehicles as it's not a through road.

Vice Chair Prather states he received an objection letter with a complaint about the current owners in relation to a separate business they owned; Mrs. Dilly states she is unfamiliar with this letter.

Commission Williams emphasizes the importance of policies implemented to protect surrounding neighbors; Mrs. Dilly states they go through OSCN for everything and verify renters with a background check.

Chair Phillips says going through an established platform helps.

Chair Phillips opens the public hearing and asks if there is anyone that wishes to speak in favor of this item; none respond. Chair Phillips asks if there is anyone that wishes to speak in opposition of this item

Ralph Sartin, 1618 E. Chiquita Quart comes to speak on the following:

- States that Dallas did away with short term rentals.
- Says he has a few others around him and are concerned that they keep growing in number.
- Concerned about property values.

Chair Phillips asks if anyone has any additional questions for the applicant's representative to address; none respond.

Chair Phillips closed the public hearing and asks staff to present findings and alternatives.

Diana Hood presents the alternatives which are:

Alternatives:

1. Approve the Application
2. Defer for additional discussion.
3. Deny the Application

Vice-Chair Prather states that due to the contents of the letter and that they haven't been able to speak to the owner asks if it would be possible to defer; Planning Commissioners agree.

Commission Shanahan moved for table this item until the next meeting on August 15th, Vice Chair Prather seconds.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Absent

Time: 20 minutes

3. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS, OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:

- a. Regular Meeting Summary of Tuesday, July 18, 2023.

Commissioner Williams moves to approve the minutes as presented for July 18th, Vice Chair Shanahan seconds.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Absent

- b. Next Planning Commission Meeting Tuesday, August 15, 2023.

4. ADJOURN.

This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Vice Chair Prather at approximately 5:52 p.m. on August 1, 2023, with all members present in agreement. The next regularly scheduled meeting will be held August 15, 2023, at 5:30 p.m. in the City Council Hearing Room (Room 1122), Stillwater Municipal Building, 723 S. Lewis Street, Stillwater, OK.

Prepared by – Alexandria Maged, Administrative Assistant

Reviewed by – Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission

DRAFT

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF August 15, 2023
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED August 9, 2023 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Mike Shanahan, Member
Mark Prather, Member
Riley Williams, Member
Andrew VanLeuven, Member

STAFF PRESENT

Tammy Ewing, Assistant City Attorney
Jeff Mathews, Comm. Dev. Director
Jacquelyn Porter, City Planner
Diana Hood, Associate Planner
Cindy Gibson, Administrative Services

MEMBERS ABSENT

1. CALL MEETING TO ORDER.

Chair Phillips calls the meeting to order at 5:30 p.m. and explains the procedures and process for the meeting.

2. INTRODUCTION OF NEWLY APPOINTED PLANNING COMMISSIONER, ANDREW J. VAN LEUVEN.

3. PUBLIC HEARING:

The Planning Commission will hear public comments, discuss, and take action at this meeting (including a vote or series of votes on each item listed under Public Hearings unless otherwise indicated.)

- a. Sam Navarro, **SPECIFIC USE PERMIT (SUP23-04)**, consideration, discussion and possible action, including recommending approval or denial of an application for a specific use permit to allow a Medical Marijuana Dispensary in the Commercial Shopping (CS) district at property addressed as 211 N. Perkins Road, Unit #10.

Jacquelyn Porter, City Planner presents the staff report and asks if there are any questions for staff; none respond.

Chair Phillips invites the applicant to come forward with any comments for the Planning Commission.

Sam Navarro, 211 N Perkins comes to the podium and explains that only ownership is changing as the name of the business and model will remain the same.

Chair Phillips asks if anyone would like speak in favor, none come forward. Chair Phillips ask if anyone would like to speak in opposition, none come forward. Chair Phillips closes the public hearing and invites the staff to present findings and alternatives.

Ms. Porter presents findings and alternatives

Chair Phillips asks if there is any further discussion; none respond.

Commissioner Williams moved to accept findings and recommends that the City Council approve the proposed Specific Use Permit as presented and Commissioner Shanahan seconds.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

Time: 4 minutes

- b. **SHORT TERM RENTAL (STR-0110)**, consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from Lane Homes, LLC for property addressed as 1502 N. Wildwood Drive in the Single Family large Lot Residential (RSL) district. *(Tabled from August 1, 2023 Planning Commission Meeting.)*

Diana Hood, Associate Planner presents the staff report and asks if there are any questions for staff; none respond.

Chair Phillips invites applicant or representative to come forward.

Mark Weiser, 223 N Old Highway 51, comes to the podium to speak on the following:

- Him and his wife will be the ones managing the property
- It will be ran though Airbnb, enforcing one day rentals and vetting policies
- They do actually have 9 short term rentals they run so they are experienced
- It has space for 9 vehicles off the street
- Addresses the concern letter from another business and states that it was about a change in management that happened when the business was sold

Chair Phillips states that he has answered all the questions they had from the previous meeting and asks if anyone else has questions for the applicant; none respond.

Chair Phillips opens the public hearing and asks if anyone would like to speak in favor of this item, none respond. Chair Phillips asks if anyone would like to speak in opposition to this item, none respond. Chair Phillips closing the hearing to the public and invites staff to present findings and alternatives

Staff does not have findings and presents alternatives.

Commissioner Williams moved to approve as presented and Commissioner Shanahan seconds.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

Time: 7 minutes

- c. **SHORT TERM RENTAL (STR-0118)**, consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from Katherine Morris for property addressed as 311 S. Eyler Lane in the Single Family Small Lot Residential (RSS) district.

Diana Hood, Associate Planner presents the staff report and asks if there are any questions for staff; none respond.

Chair Phillips invites applicant or representative to come forward with comment.

Katherine Morris, 3002 San Trope Ct, Texas

- Purchased home for kids to live in while attending college
- Place where family and friends stay when they come to town for OSU events
- Kids not currently living there so to offset the cost of having two mortgages having it as a short term rental will allow them to keep the second house
- Loves the home and has been renovating it in hopes to eventually move into it personally
- Is implementing policies to prevent bad renters
- Two night minimum stay
- No local renter, no automatic booking, no party policy, and no extra overnight guest
- Driveway and garage accommodates 8 cars so policy explains no one can park or drive in grass or on street
- Has cameras to enforce street parking and a local friend that will be checking on the property physically and doing cleaning and maintenance
- Shared phone number with surrounding neighbors if there are any issues
- She will personally be using the house for every football game so some of the most concerning party weekends it will not be renters

Commissioner Williams asks if there is a time line for her moving into the property full time; Mrs. Morris says not yet, just when she eventually retires.

Chair Phillips opens the public hearing and asks if anyone wants to speak in favor; none respond.

Chair Phillips opens the floor to anyone who wishes to oppose.

The following come to speak:

- Larry Tower, 2121 W 3rd
- Rodney Will, 2114 W 3rd
- Susan Little, 2113 W 3rd
- Gary Clark, 320 Elyer Lane
- Hillary Hunt, 2111 W 3rd Avenue
- Marshal Baker, 2020 W 3rd Avenue

The following are comments shared:

- Has been in Stillwater 49 years
- Last year a drunk driver from a party across the street drove into his house and took out 18 feet of his wall
- Wants to prevent anything from happening like this in a neighborhood with mostly elderly people and children
- The overlay district exists for a reason regardless of best intentions
- Says the only way to prevent the parties at short term rentals is to not allow them in the first place

- Says the overlay policy is pretty clear these are not allowed and hopes that will be enforced
- Overlay says there cannot be more than 3 unrelated persons in a house the short term rental would be in direct opposition to this overlay
- Points out the advertisement on Airbnb says you can park in front of other people's houses on 3rd street
- There is a restrictive covenant agreement that they signed that said no more than two unrelated people as well as the overlay that says 3
- Asks the planning commission to take this as well as the neighborhoods general welfare under consideration
- Concerned out of state drivers could put kids in danger
- The kids congregate in this cul de sac specifically so it creates a danger
- Seen these cars block traffic to the school near by

Ms. Morris returns and states that she will remove the statement that they can park on 3rd Street.

Chair Phillips clarifies with legal counsel that the Westwood overlay district would be enforceable by the city and that it is three (3) or more unrelated people could not be in a house; however, the covenants that says there can't be two (2) or more is an agreement signed between the individuals and would have to be enforced by a landowner against a landowner.

Commissioner Williams clarifies with staff that there are other STR's in the neighborhood and if those came before or after this overlay. Ms. Hood clarifies that there are six (6) other STR's in this neighborhood and that they came after the overlay was in place

Commissioner Williams requests further clarification from legal for what they can enforce. Ms. Tammy Ewing, Assistant City Attorney says they can accept with the condition that the STR follows the neighborhood overlay that does not allow three or more residents of different families to reside in a house

Commissioner VanLeuven asks staff or legal to define "occupy" in that people of three different families cannot occupy a residence; response is that there is not one.

Commissioner Shanahan states that he is in a quandary as previously establishing STRs.

Ms. Ewing clarifies the purpose as, "the purpose of the Westwood conservation overlay district is to facilitate preservation of an existing single family residential neighborhood by establishing limitations and special requirements on property uses within said area."

Vice Chair Prather states that he does not see a viable way enforce this.

Commissioner Williams agrees and says he knows that there are more than three unrelated people living in some of these houses.

Chair Phillips clarifies noncompliance of some is not related to this particular item.

Vice Chair Prather states that the applicant has addressed in advance and the neighborhood comes with a cohesive response.

Commissioner Williams asks if there is a way they could ask the applicant if there's any way they could comply with the overlay as a contingency

Mrs. Morris says she's in a STR landlords Facebook group that has been teaching her how to vet renters more thoroughly so she could comply with the overlay and thinks it will be mostly families anyway.

Commissioner VanLeuven asks if she can put the verbatim rules from the overlay in the description, and she agrees.

Chair Phillips moves to approve with the condition that the rental comply with the Westwood overlay district requirements, vice chair Prather seconds.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

Time: 40 minutes

- d. IH Development, LLC, **PRELIMINARY PLAT (SUB20-02)**, consideration, discussion and possible action, including recommending approval or denial of an application for a preliminary plat to create a residential subdivision of 301 lots to be named Park Valley Addition on property currently addressed as 1823 W. 26th Avenue.

Jacquelyn Porter, City Planner presents the staff report and asks if there are any questions for staff.

Vice Chair Prather ask in the report to the PC from Staff it says substantial improvements are not complete is that not required of the preliminary plat and what those improvements are

Ms. Porter says yes those are not required until the final plat and defers to Mr. Doerflinger, engineer to expand on what is still needed

Andy Doerflinger, City Engineering, the drainage reports were not complete at the time of report and said that at this time it is considered substantially complete, there are still interior drainage that needs to be completed and before they can get building permits they will do a final inspection that ensures all the paving drainage is installed and complete and that is not done yet.

Chair Phillips asks if there are any further questions for staff; none respond. Chair Phillips asks if the applicant or their representative would like to come forward

Chris Anderson, SMC Consulting Engineers, 815 W Main, OKC, and states that this Preliminary plat was initially approved in May of 2020 and since then, a few sections of the final plat had also been approved as well, however the initial preliminary plat application had expired and they're here to clarify missing owner paperwork from when they reapplied for the preliminary permit in May of 2023.

Chair Phillips invites anyone forward who wishes to speak in favor of this item. None respond and she invites anyone who wishes to speak in opposition. None Respond. Chair Phillips asks staff to present findings and alternatives.

Ms. Porter Presents Findings.

1. The proposed preliminary plat meets the subdivision and zoning requirements.
2. There is ongoing building of infrastructure for various phase of improvement plans.
3. The c3 plan recommends high density uses at this location
4. The proposed density is in alignment with the RSS zoning requirements.
5. The ordinance requires a revised preliminary plat prior to the final plat being presented and approved by PC.

Ms. Porter presents Alternatives.

1. Accept findings and approve the proposed preliminary plat as presented.
2. Approve the proposed preliminary plat with conditions should be met for the approval of the final plat.
3. Reject findings and deny the proposed preliminary plat as presented.
4. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Vice-Chair Prather moves to approve the preliminary plat as presented Commissioner Williams seconds.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

Time: 8 minutes

4. General Orders

The Commissioners will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Planning Commission unless the agenda entry specifically states that no action will be taken. The requested Planning Commission action is indicated in each agenda entry but may be amended or revised prior to action by the Planning Commission.

- a. IH Development, LLC, **FINAL PLAT (SUB20-14)**, consideration, discussion and possible action, including recommending approval or denial of an application for a final plat to create a residential subdivision of 58 lots to be named Park Valley Addition, Section 1 on a portion of property currently addressed as 1823 W. 26th Avenue.

Jacquelyn Porter, City Planner presents staff's report. Chair Phillips comments that under general orders, the Planning Commission will hear staff report and hold discussion; and asks if there is any comments or questions on the final plat.

Commissioner Williams inquires about the letter in objection to the plat received regarding the traffic on 26th and Western.

Mr. Andy Doerflinger, City Engineering Department comes to the podium and comments on the following:

- There plans for a left hand turn lane into Frye Farms and Park Valley
- There was a Traffic Impact Analysis as part of review for both these subdivisions that looked into the increase in traffic

- Based upon the report, the left hand turn lane is what is required today and when further development creates the road through the subdivision up to 26th then additional improvements will be required
- Engineering has reviewed a 50% design set for the left hand turn lane
- The City Engineering Department is also doing an evaluation on Western; that scope is still being developed; and is going to look further to the north
- Understand that the letter is beyond the scope of this development but City staff will look at the corridor as a whole to make sure that the corridor, which is a minor arterial remains safe
- Know that this will add traffic and are aware of the need for improvement

Commissioner Shanahan recalls the 2019 presentation from Transportation that discussed the long term traffic infrastructure plan, which included looking at improvement on south Western and extended to 6th Avenue. Andy responds that this will be a refresh of that as there is an ongoing ODOT (Oklahoma Department of Transportation) project at 6th and Western going east; and this study will go from that intersection south to 32nd; and this is still in the early stages of development. Andy comments that for the near term, for these developments, there are improvements that will be required to be done.

Commissioner Prather comments that the studies will end with a solution that is achievable. Andy responds that it is a matter of funding and priorities; the developer is paying for most, if not all, of the improvements required for the entrances of the developments so that part we know will be achieved. Andy comments that what staff doesn't know about is all of the development that is going on in the county that is contributing traffic in this area as well; staff is monitoring traffic counts but can't commit to a timeline for the actual study.

Jacquelyn comments that the traffic impact analysis was for the full development for both subdivisions. Andy reiterates that later into the construction of the development then 26th Avenue will be in poor condition and that improvement will be in conjunction with the development of that portion of this subdivision.

Chair Phillips asks if the connection between the two subdivisions will trigger the required improvement of 26th. Andy reviews the preliminary plat and shows the access of Pintail Street onto 26th; this being the trigger for improvement there and believes it is in Phase 2.

Discussion is held about potential for traffic signal and/or roundabouts.

Commissioner Prather comments about 26th not being a road in very good shape. Andy responds that there is a study for condition assessment to determine what roads get replaced and what roads get repaired.

Commissioner Williams moved, Commissioner Shanahan seconded to approve the final plat as presented.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

Time: 20 minutes

5. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION: *Announcements, appointments and remarks about matters of general interest may be made by Staff, Commissioners, or the City Attorney at this time. Items of City business that may require discussion or action (including a vote or series of votes) are listed below.*

- a. Next Planning Commission Meeting is September 12, 2023.

Ms. Porter presents an update on an STR study that has been conducted and has a preliminary draft of the text amendment

Commissioner Williams asks if there's any way to add the discussion of neighborhood overlay to it; Ms. Porter explains that it should already be something enforced by code enforcement but there are some cities that have a few things in place where neighbors' complaints during operation can be further considered during renewal.

Commissioner Shanahan asks if there were aware of Dallas's recent ban on STRs; Ms. Porter says she's aware of that and that other states have banned restrictions of STRs. One of the things they are considering is a requirement for safety inspections that are required on all rentals.

Chair Phillips asks about the size of cities that they are comparing; Ms. Porter said there were about 15 cities of various different sizes in and out of Oklahoma in different developmental phases.

Ms. Porter also presents that they are almost complete with their Comprehensive Plan and will be presented to City Council on 9.18.2023

6. ADJOURN.

Commissioner Williams moved, Vice Chair Prather seconded to approve the final plat as presented.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	Yes	Yes	Yes	Yes	Yes

This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner Prather at approximately 6:46 p.m. on August 15, 2023, with all members present in agreement. The next regularly scheduled meeting will be held September 12, 2023, at 5:30 p.m. in the City Council Hearing Room (Room 1122), Stillwater Municipal Building, 723 S. Lewis Street, Stillwater, OK.

Prepared by – Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF SEPTEMBER 12, 2023
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED September 5, 2023 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Mark Prather, Vice Chair
Mike Shanahan, Member
Riley Williams, Member
Andrew Van Leuven, Member

STAFF PRESENT

Kim Payne, Sr. Assistant City Attorney
Jeff Mathews, Comm. Dev. Director
Jacquelyn Porter, City Planner
Diana Hood, Associate City Planner
Cindy Gibson, Administrative Services

MEMBERS ABSENT

None

1. CALL MEETING TO ORDER.

Chair Phillips called the meeting of the Stillwater Planning Commission to order at 5:30 p.m.

2. PUBLIC HEARING

- a. SHORT TERM RENTAL (STR-0124), consideration, discussion, and possible action, including recommendation approval or denial of an application for a Short Term Rental from Cameron Moore for property addressed as 3417 West 31st Avenue in the Single Family Small Lot Residential (RSS) district.

Chair Phillips introduces the item and asks staff to present.

Diana Hood, Associate City Planner presents staff report and asks for questions; none respond.

Chair Phillips opens the public hearing and asks for the applicant or representative to present any information.

Cameron Moore, 3417 West 31st Avenue, Stillwater, OK, Speaks on the following:

- Cameron Moore, husband, and his wife are seeking for the short-term rental of their primary home.
- Works from home five days a week nine to noon. Afternoons, meeting in Stillwater.
- Four kids ages five months, 2 years, 5 and 6 years, wife homeschools the two oldest. Two oldest attend school one day a week in Stillwater Mondays, 8 am to 3:30 pm.
- Community groups on Sunday nights 5:30-8:00pm cook meal and invite friends for the community group every Sunday tying them to the house.
- Another group meets 9:30 am to 11:00 am Monday mornings in the home.
- Summarizes that they work, school, and community in their home.
- Two reason this is important for seeking the short-term rental. Will have significant standards of who rents the home because the items in the home is theirs that they use every day. It will limit their availability for short term rentals some weekends, few game day weekends, graduation, and weekends the family is gone.

- Short-term rental for 5 years and had a license to operate. No complaints. Out of the 5 years only 100 books were made.
- Rules: 1.) No parties. 2.) Two night minimum stay. 3.) No local stay. 4.) Limiting the number of cars to 4. 5.) Quiet Hours 10pm-8am. Renters can't be outside the home in the yards after 10:00 pm. They have to be inside the house. 6.) Limiting the number people to 6, the house has one king bed, two twin beds, nursery with two cribs to offer to families.
- Mr. Moore asked if there were any questions.

Chair Phillips asked the commission if they had any questions for applicant. Chair Phillips had a clarifying question about the location of the previous short term rental for 5 years mentioned; Mr. Moore clarified it was in Stillwater and has experience in Stillwater.

Chair Phillips asked if there any further questions. Vice-Chair Prather states he did but none for this forum.

Chair Phillips opens the floor for public hearing and ask if there is anyone would like to speak in favor; none responded.

Chair Phillips asked for those in opposition of the item.

The following come to speak in opposition:

- Jason Kirkpatrick, 3008 S. Rock Ridge Street
- Ben Burr, 2915 South Rocky Ridge Street
- Michael Campbell, 2921 South Rocky Ridge Street

The following were concerns expressed:

- The owner's restrictive covenants for Eagle Summit addition states, "Number 11, No professional office, church, business trade, or commercial activities of any sort may ever be conducted in a residential building..."
- Property Owners have had to sign a planned unit development rider stating that they would abide by all parts of the restrictive covenants
- The reason for choosing Eagle Summit because his interpretation of the covenants would mean the neighborhood would be free of long and short term rentals
- Under the same assumption of that short-term and long-term rentals fell under the umbrella of commercial activities
- The neighbors concern is the same understanding that a blanket statement of commercial activity both short and long term rentals as a negative to the neighborhood
- Concern regarding the location due to the corner and the neighbors that park along that corner – parking on the corner creates a blind spot
- Due to lack of sidewalk, children walk in the street
- This was tried once before in our neighborhood and they had similar stipulations on a certain number of people - neighbor had to call the owner when 20 people showed up and owner did shut it down

Discussion is held regarding clarification on long-term rentals not being allowed in the neighborhood; most restrictive covenants for this language is geared toward commercial activity; renting is not specifically called out in their covenants;

Chair Phillips asked if there are any questions from the Planning Commission; none responded.

Chair Phillips closed the public hearing and allowed the applicant the opportunity to discuss concern brought forth and answer any question commissioner had, which there were none.

Chair Phillips invited staff to present alternative for the item.

Diana Hood, present the alternatives to the commissioners which are:

Chair Phillips asked for discussion or entertain a motion.

Commissioner Williams asked if there is any way to interpret the neighborhood covenant if rentals are grouped into commercial activities. Kim Payne, Sr. Assistant City Attorney, states that she would need to research on the covenants; and stated that generally, commercial trade or use is the selling of goods or services.

Commissioner Williams asked if rentals would fall under services. Ms. Payne clarified that goods and services would not be rentals usually; stated she does not have the covenants and is not their attorney; and reminds the commission that the commission cannot enforce covenants but can give weight to them in the decisions. Ms. Payne states that the HOA would enforce the covenants.

Chair Phillips stated that the Planning Commission could request additional information to make decision or table the item to the next meeting.

Ms. Payne affirmed that as an alternative, the commission could table the item. Vice-Chair Prather mentioned not being in favor of tabling the item. Vice-Chair Prather provided his understanding in the direction of most covenants are towards mechanic shops operating out of garages or a beautician in one room of the home; it was mentioned that rentals are specifically called out in covenants; and the term is generalized to keep businesses from operating there.

Ms. Payne agreed with Vice-Chair Prather's observation.

Vice-Chair Prather states that the applicant has an understanding of the process through experience and would be mindful of the property being taken care of given because the purpose is primarily their residence not just for short term rentals .

Vice-Chair Prather motions to approve the Short Term Rental application; Commissioner Williams seconds.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Yes

Time: 23 minutes

- b. Stillwater Housing Development Corporation, MAP AMENDMENT (MA23-04), consideration, discussion, and possible action, including recommending approval or denial to rezone approximately 0.49 acres of property addressed as 716 West 11th Avenue from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family District (RTM). Diana Hood, Associate City Planner presents the item and asks if there are any questions for staff.

Chair Phillips introduces the item and asks staff to present.

Jacquelyn Porter, City Planner, presents the item and asks if there are any questions for staff; none response.

Chair Phillips open public hearing and asked for the applicant or representative to speak.

Roger Gose, 1120 East Connell, Chair of the Stillwater Housing Development Corporation, which is owned by the Stillwater Housing Authority; presents the proposed project for eight small one bedroom housing units and the Housing Development Corporation would own them all; the Development Corporation would maintain the property and the grounds; and asked if there were any questions.

Chair Phillips asked the location of the floodplain on the property. Mr. Gose responds that the floodplain is located in the southwest corner of the property; and the proposed developed site will be shaped in a "L" around the floodplain leaving that area as open area.

Chair Phillips asked for anyone would like to speak in favor of the item; none responded. Chair Phillips asked if anyone would like to speak in opposition of the item. Janet Verner was on the sign sheet for this item.

Janet Verner, 708 West 11th Avenue and owns 706 West 11th Avenue comes to the podium and comments that she did not want apartments so she came to obtain more information on the project. Chair Phillips described the proposed project that was presented to them in the packet. Ms. Verner had no additional comments or questions.

Chair Phillips closed the public hearing and asks staff to present findings and alternatives.

Jacquelyn Porter presents the finding and alternatives which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Two-Family and Multi-Family District (RTM) zoning is located in the vicinity area.
3. The Comprehensive Plan calls for Low Density use at the property's location.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed map amendment as presented.
2. Find that the map amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the map amendment.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Chair Phillips commented that this project looks like it would be a nice addition and it keeps the character of the scale of homes in the neighborhood; and to see new homes would be a positive.

Commissioner Shanahan, agreed with Chair Phillips, stating it being an intelligent infill.

Commissioner Williams motions to accept the findings and recommend that the city council approve the proposed Map Amendment as presented; Commissioner Shanahan seconds the motion.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Yes

Time: 10 minutes

- c. Stillwater Housing Development Corporation, SPECIFIC USE PERMIT (SUP23-06), consideration, discussion, and possible action, including recommending approval or denial of an application to allow conventional single-family in a Two-Family and Multi-Family District (RTM) at the property addressed as 716 West 11th Avenue.

Jacquelyn Porter, City Planner presents the item and asks if there are any questions for staff.

Chair Phillips open public hearing and asked if there is anyone that would like to speak in favor of the item; none. Chair Phillips asks if there is anyone would like to speak in opposition of this item; none respond. Chair Phillips closed the public hearing and asked to present the finding and alternatives.

Jacquelyn Porter presents the findings and alternatives which are:

Findings:

1. The Land Development Code allows the use of conventional single family homes in Two-Family and Multi-Family District (RTM) with specific use permit.
2. Section 23-139.e.4 allows for more than one principal residential structure on a lot.
3. The Comprehensive Plan calls for Low Density use 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.

Commissioner Williams motioned to accept the findings and recommend that city council approve the proposed specific use permit as presented; Commissioner Shanahan seconds motion.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Yes

Time: 3 minutes

- d. TEXT AMENDMENT (TXT22-02) consideration, discussion, and a possible text amendment to Chapter 23, Land Development Code, Article VI, Land Use Classifications, Division 1, Generally; Section 23-121, Exemptions; setbacks for fences, etc; projections into yards.

Chair Phillips introduced the item.

Jacquelyn Porter, City Planner presents staff report and asks for questions.

Chair Phillips states that this addressed the concerns from before, and is happy to see this come back with a rework and worded better.

Chair Phillips opened the public hearing, asked for anyone wanting to speak in favor item; none respond. Chair Phillips asks if there is anyone wishing to speak in opposition of the item; none respond.

Chair Phillips closed the public hearing and asked staff to present the finding and alternatives.

Jacquelyn, presented the finding and alternatives which are:

Findings:

1. A text amendment to the Land Development Code is needed to address the height limitations of fences in secondary front yards.

Alternatives:

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

Chair Phillips motioned to approve the text amendment and recommend approval by the city council as presented; Commissioner Williams seconds motion.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	Yes	Yes	Yes	Yes	Yes

Time: 5 minutes

3. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission Meeting is September 19, 2023.

Jacquelyn Porter, City Planner, announced that City Council, on September 11, approved the contract with Freese and Nichols, Inc. to work on Comprehensive Plan and a code diagnostic.

4. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Vice Chair Prather at approximately 6:14 PM on September 12, 2023 with all members present in agreement, - the next regularly scheduled meeting will be held Tuesday, September 19, 2023 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Prepared by – Jacquelyn Porter, City Planner

Reviewed by – Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF September 19, 2023
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED September 14, 2023 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Mike Shanahan, Member
Riley Williams, Member
Andrew VanLeuven, Member

STAFF PRESENT

Kim Payne, Assistant City Attorney
Joshua Brown, Project Manager
Jacquelyn Porter, City Planner
Diana Hood, Associate Planner
Teresa Kadavy, City Clerk

MEMBERS ABSENT

Mark Prather, Vice Chair

1. CALL MEETING TO ORDER.

Chair Phillips calls the meeting to order at 5:30 p.m. and explains the procedure and process for the meeting.

2. PUBLIC HEARING:

The Planning Commission will hear public comments, discuss, and take action at this meeting (including a vote or series of votes on each item listed under Public Hearings unless otherwise indicated.)

- a. **SHORT TERM RENTAL (STR-0127)**, consideration, discussion, and possible action, including recommendation approval or denial of an application for a Short Term Rental from Cameron Moore for property addressed as 1202 West Stonecrest Avenue in the Single Family Small Lot Residential (RSS) district.

Diana Hood, Associate City Planner presents the item and states that there is no staff report or presentation for Short-Term Rentals.

Ms. Hood asks if there are any questions for staff; none respond.

Chair Philips if the Applicant would like to come forward; none respond.

Chair Philips opens the public hearing and asks if there is anyone attending that would like to speak in favor of the item; none respond.

Chair Philips asks if there is anyone in the audience who would like to speak against the item, and notes that there are a few people who signed up to speak.

The following come to speak:

- Justin Morris, 1206 W Stonecrest Avenue
- Tina Forsbeck, 1218 W Stonecrest Avenue
- Amy Cline, 5021 N Stonecrest Court

The following comments are expressed:

- Has been a resident of the neighborhood since their home was the only one on the street
- Has lived in Stillwater for the majority of his life, and considers community one of the best things about the City of Stillwater
- Understands that Stillwater is a transient place where a significant amount of people only stay as long as they are receiving education
- Stonecrest is a very small neighborhood with an active and engaged Homeowner's Association (HOA), where all the neighbors know each other
- Expresses concern for preserving the nature of a residential neighborhood
- States he is not against visitors coming to Stillwater, and recognizes that they bring economic investment, but states that economics don't always align with the long-term value of establishing communities within neighborhoods.
- States that he has no issue with the applicant, and is not against them seeking sources of revenue, he is only concerned with the impact on the community, given that the applicant is an LLC and not an individual
- Property was recently purchased and chose it because of the community and doesn't believe it will have a positive impact on the neighborhood
- Concern over people who might be visiting for a game day weekend, and are usually noisy and disruptive
- States that the use would be more appropriate for a downtown area, not a small residential neighborhood
- Purchased property because of the community and because it was a safe environment to raise children in
- Concern about nuisances from parties, as well as increased traffic that is unaware of the presence of children, which could pose a safety risk.

Chair Philips closes the Public Hearing and invites Staff to present the alternatives.

Ms. Hood states that the alternatives are:

1. Approve the application
2. Defer for additional discussion
3. Deny the application

Chair Philips calls for discussion and possible motion.

Commissioner Shanahan notes that the concerns heard this evening are similar to previous cases, and those are mostly approved; concern is that the applicant is listed as an LLC, whereas other previous applicants have been owner-occupied or live within Stillwater; notes that the Commission would normally ask the applicant to explain the house rules, how they will enforce them, etc. as risk mitigation.

Commissioner Shanahan also references one of the objection letters that was written concerning the strategic nature of raising rent prices, preventing locals from being able to afford the cost of living while turning those homes into short-term rentals. Commissioner Shanahan continues to remark that this trend seemed to originate in the Mountain West and has only continued to grow. Commissioner Shanahan notes that cities like Dallas have prohibited short-term rentals in residential districts, and even New York City is becoming stricter with requirements; and states that

the City's requirements for short-term rentals should be discussed more in depth in the future due to this strategic raising of rent prices and cost of living.

Chair Philips comments that she shares Commissioner Shanahan's concerns, and that a main concern is that the applicant is an LLC, and references other recent cases of short-term rentals; shares that she is sensitive to short-term rentals taking away from the housing stock; observes that the trend for college towns seems to be when parents are visiting their students at the university, they need a place to stay and usually prefer a family environment to gather for family events; understands that finding the balance is difficult in these situations, and the Planning Commission will make it a point to ask the applicant the house rules, what the intent is for the property, who will respond if there is an issue, who maintains the property, what is the process for enforcing the rules, etc.; and notes that because the applicant is not present to answer those questions, it is hard for her to make a decision on the item this evening.

Commissioner Shanahan asks if there would be any value in tabling the item and request that the applicant or their representative present themselves to answer questions.

Chair Philips responds that they did something similar recently, and states that the next meeting is scheduled for October 3rd.

Chair Philips moves to table the item to the next regular meeting of October 3rd to allow the applicant to come forward and answer questions from the commission. Commissioner Shanahan seconds the motion.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	YES	ABSENT	YES	YES	YES

Time: 17 minutes

- b. Happydays Investments, LLC, **MAP AMENDMENT (MA23-05)**, consideration, discussion, and possible action, including recommending approval or denial to rezone approximately 0.82 acres of property addressed as 847 West Eskridge Avenue from Small Lot Single-Family Residential (RSS) to Two-Family Residential District (RT).

Jacquelyn Porter, City Planner presents the staff report and asks if there are any questions for staff.

Chair Philips inquires on the difference between the requested RT zoning and the nearby RTM zoning, Ms. Porter states that RTM allows for a higher density residential use, while RT would have a maximum of 9 residential dwellings for this property.

Chair Philips, seeing there are no more questions for staff, asks the applicant and/or their representative to come forward to speak more about the project.

Kelly Harris with Bancroft International (formerly known as Keystone Engineering) located at 923 S Lowry St is present on behalf of the applicant; and states that the rezoning is triggered by the density requirements, as the proposed townhomes would be allowed with a Specific Use Permit in both the current zoning (RSS) and the requested zoning (RT).

Ms. Harris states that the building height and setback requirements are the same in both zoning districts, and understands that the Comprehensive Plan did call for the University using this property, however the University did not end up purchasing the property and has no plans to do so.

Ms. Harris continues to say that the residential use of the property is being preserved, as there have been concerns in the past about introducing commercial uses to the area; and states that rezoning to RTM would have allowed them to construct the townhomes without needing a Specific Use Permit (SUP) but they chose RT because it allows them to meet the density requirements and the opportunity to be transparent with the community about their plans for the property.

Ms. Harris asks if there are any questions for her, and Chair Philips remarks that she has answered the question Chair Philips would have asked.

Chair Philips opens the public hearing and asks if there is anyone in the audience that would like to speak in favor of the item; none respond. Chair Philips asks if there is anyone in the audience that would like to speak in opposition of this item.

Ms. Gena Hellman, 902 W Eskridge Ave, states that she is not necessarily in opposition but she does have a few questions; is surprised to hear that nine (9) units are proposed, as she was under the impression there would only be one or two units, and states that three-story units would not fit in with the other houses in the neighborhood; and remarks that nine townhomes seems like a bit much, especially facing Will Rogers Elementary School, and isn't sure how they will fit that many units on the lot.

Chair Philips asks Ms. Porter to bring up one of the slides from the presentation as she explains to Ms. Hellman based upon the submitted plans that the driveways come off of Eskridge to the back of the building where the garages are located (which are the first level of the proposed three-story structure) and that the front door to these living units face Washington Street.

Chair Philips asks if there is anyone else that wishes to come forward in opposition to the item; none respond. Chair Phillips asks for staff to present the findings and alternatives.

Ms. Porter presents findings and alternatives, which are:

Findings

1. The Land Development Code allows for rezoning of land via Map Amendments
2. Two-Family and Multi-Family District (RTM) zoning is located in the vicinity.
3. The Comprehensive Plan calls for University at the property's location

Alternatives

1. Accept findings and recommend that the City Council approve the proposed map amendment as presented
2. Find that the map amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the map amendment.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Commissioner Van Leuven asks Ms. Porter if there is any information on how the proposed Land Use will

differ in traffic between the current proposal and the University use projected in the Comprehensive Plan, given the proximity of Will Rogers Elementary School. Ms. Porter refers to the presentation showing the entrances to the school and where the traffic flows, stating that there would be a minimal change in traffic impact.

Chair Phillips also states that a University use would have a flexible traffic schedule that would vary greatly due to sporting events, and there is a nearby overflow parking lot which should minimize the demand for on-street parking.

Commissioner Williams says he would like to ask the applicant a question, which is concerning the intended use and ownership of the townhomes. Ms. Harris states that she is unsure if Happydays Investments, LLC intends to sell them separately as condos or if they intend to retain ownership and lease to tenants.

Ms. Porter adds that condominiums are required to be platted under current city code, so if the applicant does sell them as condos, they would be required to propose a plat to the Planning Commission.

Chair Phillips remarks that the request would be conducive for Multi-Family uses, and there is already a Multi-Family use in the area closer to the school; notes that the height of the building does seem a bit out of scale with the neighborhood, but the proposal is not very tall for a three-story structure and the nearby baseball field connected to the school is much taller; states that it seems like a good fit for the area; and states that she was initially confused why the applicant was requesting RT zoning and not RTM but the explanation given by Ms. Harris had satisfied her.

Commissioner Shanahan states that he has been to the subject property and will be glad to see new development and infill there. He also notes that the neighborhood is located across Washington Street from the subject property, so the proposal is relatively removed from the neighborhood. Commissioner Shanahan agrees that the proposed height does seem a little out of scale with the neighborhood, but given the nearby school and stadium the height doesn't seem like a major issue. He goes on to state that he is surprised they are able to fit nine (9) units in the area, but again it is not a major issue.

Commissioner Williams comments that he feels it would be a good addition to the area and agrees with the previous comments made.

Commissioner Williams motions to accept staff findings and recommend that the City Council approve the proposed map amendment as presented. Commissioner Shanahan seconds the motion.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	YES	ABSENT	YES	YES	YES

Time: 32 minutes

- c. Happydays Investments, LLC. **SPECIFIC USE PERMIT (SUP23-05)**, consideration, discussion, and possible action, including recommending approval or denial of an application to allow the use of townhomes to be constructed in RT zoning district at the property addressed as 847 West Eskridge Avenue.

Jacquelyn Porter, City Planner presents the item, which is a Specific Use Permit in conjunction with the previous item. Ms. Porter presents the staff report and asks if there are any questions for staff.

Chair Phillips asks if there are any questions for staff; none respond. Chair Philips invites Kelly Harris to answer questions from the Commission.

Kelly Harris with Bancroft International, located at 923 S Lowry St clarifies that the proposed townhomes will be have gated access; states that the first level is for a garage and a single room, the second is all living space, and the third level is approximately 1/3rd living space that opens up to a rooftop patio; and states that they will not be pursuing any variances to building setbacks, building height, or parking restrictions.

Chair Phillips asks if there are any questions for Ms. Harris; none respond. Chair Philips opens the public hearing and asks if there is anyone in the audience who would like to speak in favor of the item; none respond. Chair Philips asks if there is anyone wishing to speak in opposition of the item.

Gena Hellman, 902 W Eskridge Ave, asks if there will be a fence along the frontage off of Washington Street. Chair Philips responds that according to the plans provided, there will be no fence along Washington Street, but there is fencing on the other side to assumedly prevent the public from parking in the private area. Ms. Hellman expresses concern about the width of the units, to which Chair Philips states that it appears to be 25 feet according to the plans.

Chair Philips asks if anyone else would like to speak in opposition of the item; none respond. Chair Philips invites the applicant to respond to the questions from the public hearing.

Ms. Harris states that the units are indeed 25 feet wide, and states that is due to the nature of townhomes. She also clarifies that there isn't any plans for fencing along Washington Street, but the occupants may decide to have a fenced area for pets, which they understand such fencing would need to comply with City Code.

Chair Phillips asks if there are any further questions; none respond and asks for staff to present findings and alternatives.

Ms. Porter presents findings and alternatives, which are:

Findings:

1. The Land Development Code allows the use of townhomes in Two-Family Residential District (RT) with a Specific Use Permit.
2. Duplexes are located in the vicinity.
3. The Comprehensive Plan calls for University 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.

Chair Phillips calls for discussion and possible motion.

Commissioner Williams moves to accept the findings and recommend that City Council approve the Specific Use Permit as presented. Commissioner Can Leuven seconds the motion.

Roll call:	Phillips	Prather	Shanahan	Williams	VanLeuven
	YES	ABSENT	YES	YES	YES

Time: 6 minutes

3. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS, OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:
 - a. Next Planning Commission Meeting Tuesday, October 3, 2023.
4. ADJOURN.

This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner Shanahan at approximately 6:11 p.m. on September 19, 2023, with all members present in agreement. The next regularly scheduled meeting will be held October 3, 2023, at 5:30 p.m. in the City Council Hearing Room (Room 1122), Stillwater Municipal Building, 723 S. Lewis Street, Stillwater, OK.

Prepared by – Diana Hood, Associate City Planner
Reviewed by – Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission