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	STAFF PRESENT
Jana Phillips, Chair	Kim Payne, Sr. Assistant City Attorney
Mark Prather, Vice Chair	Jeff Mathews, Comm. Dev. Director
Mike Shanahan, Commissioner	Diana Hood, Associate City Planner
Riley Williams, Commissioner	Joshua Brown, Project Manager
	Cindy Gibson, Administrative Services
MEMBERS ABSENT	SFAFF ABSENT
Andrew Van Leuven	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.

Commission 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, Manger 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 - Jana K. Phillips
Stillwater Planning Commission