

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF JANURARY 9TH, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED JANUARY 4th, 2024 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

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

STAFF PRESENT

Kim Payne, Sr. Assistant City Attorney
Jacquelyn Porter, City Planner
Diana Hood, Associate City Planner
Cindy Gibson, Administrative Services

MEMBERS ABSENT

1. CALL MEETING TO ORDER.

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

2. GENERAL ORDERS

- 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.

Chair Phillips introduces the item and asks staff to present.

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

Commissioner Williams motions to approve the 12 month extension as requested; Commissioner Van Leuven seconds.

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

Time: 4 minutes

3. PUBLIC HEARING

- 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 The applicant has withdrawn their application.*

Chair Phillips introduces the item and asks staff to confirm that the applicant has withdrawn; Diana Hood, Associate City Planner, confirms.

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 The applicant has withdrawn their application.*

Chair Phillips introduces the item and asks staff to confirm that the applicant has withdrawn; Diana Hood, Associate City Planner, confirms.

- 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, Kevin 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.)*

Chair Phillips introduces the item and asks staff to present.

Diana Hood, Associate City Planner presents staff report and asks for questions; there are no questions for staff.

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

Kevin and Amy Carwile, 1106 N Sunnybrook Dr. come to the podium. Commissioner Williams asks for clarification on whether this is their address, and that they reside in the home. Mrs. Carwile responds with no, their daughter lived in it during collage and now that she doesn't, they want to turn it into a short term rental.

Mrs. Cindy Gibson, Administrative Services Manager asks the couple to clarify their address for the record; Mrs. Carwile, specifies 22873 State Highway 74, Purcell, OK 73080.

Commissioner Williams asks since they don't live in Stillwater who will be managing the property. Mrs. Carwile states they will be managing it with the help of friends here in Stillwater.

Chair Phillips asks if they have house rules in place and if there is a specific platform they would be using to book the property. Mrs. Carwile states they will be using Airbnb, which they are familiar with, they will have quiet hours, have cameras on the property, the neighbors across the street have their phone number and the items inside the house are theirs so they're invested in keeping it maintained.

Vice-Chair Prather states that there was a previous concern that trees had been cut down and left in the drainage ditch. Mr. Carwile says not exactly as they own both houses, side by side, and trees had been cut down and in the easement; were having a new fence put in and the person who put the fence in was going to

charge extra for the trees so he cut them out of the easement and piled them at the bottom since it was outside the fence and since then, the debris have been picked up.

Commissioner Williams asks how many people will be allowed to stay in the house at a given time. Mrs. Carwile says it's a four (4) bedroom so eight (8) people max and the rules lists no events or parties, have a two night minimum, and the actual driveway fits 4 cars.

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

Jeff and Sharleen Stewart, 1117 E. Will Rogers Drive come to speak on the following:

- Still opposed to a bed and breakfast in the neighborhood
- Claims they have already been running it as that and that he has 7 reviews from people who have stayed there
- Claims that this is a business in residential area
- Claims that "illegals" were "selling drugs out of an Airbnb"
- Claims that the only reason the trees were removed were removed was because they called code enforcement
- Claims that they are already having traffic and drainage problems
- Claims that renters don't care about the homes

Chair Phillips asks if the applicants would come forward and answer the question as to who the responsive parties would be if there were any problems since they didn't live in town. Mr. Carwile explains they have a few different people that can come for them, and they are only an hour away so they can be there quickly if need be; they have a lot of other properties with short term rentals with Airbnb; the tenants are actually more liable for any damages caused vs long term renters since they have a credit card on file; control the houses more this way and just put 50,000 into one house alone which improves the value of the property and the neighborhood. Mrs. Carwile also clarifies that she did not know previously that they needed a permit and have stopped since renting since finding that out.

Chair Phillips asks them to clarify that their other properties are short term rentals vs long-term and if they are in Stillwater. Mr. Carwile says they're long term and all where they reside in Purcell.

Chair Phillips asks if the cameras are on the inside of the home. Mrs. Carwile says they're on the outside; that she has checked with all the neighbors on her actual street and they are all okay with it; and points out that the complaintive don't live on her street.

Chair Phillips asks if there are any further questions for the applicant; 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 Phillips motions to approve the application, Commissioner Van Leuven seconds.

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

Time: 17 minutes

- 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).

Chair Phillips introduces the item and asks staff to present.

Jacquelyn Porter, City Planner presents staff report and asks for questions; none respond.

Chair Phillips invites the applicant or their representative to come forward.

Clifton Crow, 204 E Murry Dr. comes to speak and answer any questions.

Chair Phillips asks him to tell them about the request since it hadn't been a year since they rezoned it last

Mr. Crow states that they had just purchased the property and weren't part of the original rezone; intend to move their cabinet and construction business here and believes that the IG zoning would be more appropriate.

Chair Phillips asks if there is any questions for the applicant from the commissioners; none respond.

Chair Phillips opens the hearing to the public 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; none respond. Chair Phillips closes the hearing to the public and invites staff to come forward to present findings and alternatives.

Jaqueline Porter, City Planner, presents findings and alternatives:

Findings:

1. The Land Development Code allows for the 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 and 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.

Commissioner Van Leuven asks if this will negatively impact the development of the RSS lots to the south since they will become sandwiched between IG. Ms. Porter states that it would depend on the developer who buys the property zoned RSS but if they wanted to rezone it would the surrounding zoning.

Commissioner Williams Motions to accept the findings and approve the map amendment as presented. Commissioner Prather Seconds.

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

Time: 6 minutes

4. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION

a. Regular Meeting Summary of August 1, 2023

Chair Phillips asks if there are any changes and/or corrections; none respond.

Commissioner Williams moved to approve as presented, Commissioner Shanahan seconded.

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

b. Regular Meeting Summary of August 15, 2023

Chair Phillips asks if there are any changes and/or corrections; none respond.

Commissioner Williams moved to approve as presented, Commissioner Shanahan seconded.

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

c. Regular Meeting Summary of September 12th, 2023

Chair Phillips asks if there are any changes and/or corrections; none respond.

Commissioner Williams moved to approve as presented, Commissioner Shanahan seconded.

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

d. Regular Meeting Summary of September 19th, 2023

Chair Phillips comments that there is needed correction to Page 5, Paragraph 6, line 4 to revise "Commissioner Shanahan agrees that the proposed height" to "Chair Phillips agrees that the proposed height".

Chair Phillips moved to approve the meeting summary with noted correction, Commissioner Williams seconded.

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

Time: 4 minutes

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

d. Next Planning Commission Meeting is January 23, 2024.

6. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner Van Leuven at approximately 6:01 PM on January 9th, 2024 - the next regularly scheduled meeting will be held Tuesday, January 23, 2024 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Prepared by – Alexandria Maged, Administrative Assistant
Reviewed by – Cindy Gibson, Administrative Services Manager

Approved by - 
Stillwater Planning Commission