

PLANNING COMMISSION MEETING AGENDA

APRIL 2, 2024



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. 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. Chamber of Commerce of Stillwater, **MAP AMENDMENT (MA24-01)**, consideration, discussion and possible action, including recommending approval or denial to rezone a portion of property currently addressed as 1300 E. Airport Road, also referred to as the northwest quarter (NW/4) of Section 36, Township 20 North, Range 2 East of the Indian Meridian from Public (P) to General Industrial (IG) district.

- b. **TEXT AMENDMENT (TXT24-01)**, consideration, discussion and a possible action, including recommending approval or denial of a text amendment to Stillwater City Code Chapter 23, "Land Development Code," Article V, "Use Categories And Limitations," Division 1, "Generally," Section 23-96, "Definitions," by adding the term "Communication Services"; amending Chapter 23, "Land Development Code," Article VI, "Land Use Classifications," Division 5, "Industrial Districts," Section 23-161, "IG General Industrial District" by providing for "Communication Services" As a Permitted Use By Right; amending Article XXIV, Table Of Uses, Section 23-435, Created, by providing for "Communication Services".

3. Meeting Summary for Review and Possible Action

- a. Regular meeting minutes of March 5th, 2024.
- b. Regular meeting minutes of March 26th, 2024.

4. Miscellaneous Items from Staff, Planning Commissioners or City Attorney for Discussion and Possible Action:
 - a. Next regular meeting is April 16, 2024.
5. 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: April 2, 2024

Subject: Map Amendment: 1300 E. Airport Road

Purpose of Report: The applicant requests review and approval of a Map Amendment to rezone the northwest quarter of property addressed as 1300 E. Airport Road from Public (P) to General Industrial (IG).

Background: The subject property is located on the northeast side of Stillwater and is on the northwest corner of the intersection of N. Perkins and E. Richmond Roads. This location is currently an undeveloped area of Stillwater. The request to rezone to General Industrial is to have the 450+ acres parcel zoned the same for potential future development opportunities.

Application Processing Information:

Owner/Applicant – Commissioners of the Land Office & Chamber of Commerce of Stillwater

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

Processing Track:

Submittal Date – March 8, 2024

Planning Commission – April 2, 2024

City Council – April 15, 2024

Project/Site Design Data/Details:

Zoning – Public (P), Section 23-171

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

Existing Use – Vacant Land

Total Lot size – Approximately 160 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property could have access off of North Perkins and East Richmond Roads
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently not available at this location. OSU Transit Services – Gray Route currently runs east on E. Richmond Road then south on N. Perkins Road.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer is available.
- Electric: City electric is available

Applicable City Plans/Policies:

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

Discussion: The applicant requests review and approval of a Map Amendment to rezone the property addressed as 1300 E. Airport Road from Public (P) to General Industrial (IG). The property to the east and south is zoned General Industrial (IG); with a mix of Commercial General (CG), Agricultural (A) and Light Industrial (IL) districts to the north and northeast across Richmond Road; and a mix of Commercial Shopping (CS), Residential Two & Multi-Family (RTM), Residential Two-Family (RT) and Residential Single Family Small Lot (RSS) districts east across Perkins Road.

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. General Industrial (IG) is adjacent to this location.
3. The Comprehensive Plan calls for Industrial and Commercial 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.

Prepared by:	Jacquelyn Porter, City Planner
Reviewed by:	Jeff Mathews, Community Development Director
Date of Preparation:	March 26, 2024
Attachments:	Area Map, Application
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: _____

Owner(s) of Property: Commissioners of the Land Office

Owner(s) Address: 120 N. Robinson Ave, Ste 1000W Oklahoma City, OK 73102

Owner(s) Phone/Fax/Email: (405) 521-4000

Applicant/Developer of Property: Chamber of Commerce of Stillwater

Applicant/Developer Address: 409 South Main Street Stillwater, OK 74074

Applicant/Developer Phone/Fax/Email: (405) 372-5573

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

Surveyor address/phone/fax/email & Registration No.: _____

Address or Description of Property to be Subdivided/Developed: _____

The Northwest Quarter of Section 36, Township 20 North, Range 2 East of the Indian Meridian, Payne County, Oklahoma

Original Tract Deed Book and Page Number: N/A

Number of Acres in Development: 160 Acres +/-

Number of Lots Created: One

Current Zoning/Requested Zoning: Current Zoning: Public "P" / Requested Zoning: General Industrial "IG"

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

This northwest corner of the property is the only part of the property that is zoned Public. The intent is to rezone this portion of the property to

General Industrial to match the zoning within the rest of the property.

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.

Alan Hymneth 3/7/24
Applicant/Preparer Date

See §1.b of attached Lease Agreement excerpt
Owner/Agent (with documentation) Date

Applicant/Preparer Date

Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: MA24-01

Submission Date: _____
Approval Date: _____

Processing Tract: IRC N/A, PC 0402, CC 0415
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	
X	COMPLETED APPLICATION FORM AND CHECKLIST	cja
X	TYPED LEGAL DESCRIPTION SENT TO DIGITALS@STILLWATER.ORG	
X	FILING FEE OF \$250.00 PLUS \$2.00/ACRE \$570	cja
X	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.

Alvin Zannetti 3/7/24
Preparer's Signature Date

3/7/24

Map Amendment Legal Description

The Northwest Quarter of Section 36, Township 20 North, Range 2 East of the Indian Meridian, Payne County, Oklahoma

Owner Permitting Authorization

LEASE AGREEMENT

THIS LEASE AGREEMENT ("Agreement"), dated as of the date below, is entered into by the State of Oklahoma *ex rel.* Commissioners of the Land Office having its principal office located at 204 N. Robinson, Suite 900, Oklahoma City, OK 73102 (hereinafter referred to as "Lessor") and The Chamber of Commerce of Stillwater, Oklahoma, with a Tax ID# of 73-0470095, having its principal office at 409 S. Main St., Stillwater, OK 74074, (hereinafter referred to as "Lessee").

BACKGROUND

Lessor owns the certain plot, parcel, or tract of land, together with all rights and privileges arising in connection therewith, consisting of 371.96 acres, more or less, located north of the railroad right of way on the NW/4, Part of the NE/4, and Part of the SE/4 of Section 36, T-20N, R-2E, EIM, in Payne County, State of Oklahoma (hereinafter referred to as the "Property").

The parties agree as follows:

I. LEASE.

- (a) Lessor hereby grants Lessee a short-term commercial lease on the Property consisting of 371.96 acres MOL, as described on **Exhibit A**.
- (b) During the Term and the Renewal Term, Lessee and its agents, engineers, surveyors and other representatives will have the right to enter upon the Property to inspect, examine, conduct soil borings, drainage testing, material sampling, and other geological or engineering tests or studies of the Property, to apply for and obtain permits, approvals, or other relief required of or deemed necessary or appropriate at Lessee's discretion. This includes, without limitation, applications for zoning variances, zoning ordinances, special use permits, and otherwise to do those things on or off the Property that, in the opinion of Lessee, are necessary to determine the physical condition of the Property, the environmental history and the feasibility or suitability of the Property, all at Lessee's expense.

IN WITNESS WHEREOF, the undersigned has caused this Agreement to be executed this 27
day of July, 2022.

LESSEE: THE CHAMBER OF COMMERCE OF STILLWATER, OKLAHOMA

By: [Signature]
Name: Justin Minges
Title: President and CEO



INDIVIDUAL ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) ss
COUNTY OF PAYNE)

Before me, a Notary Public, in and for the County of Payne, State of on the 27th day of July, 2022, personally appeared Justin Minges, President and CEO of The Chamber of Commerce of Stillwater, Oklahoma, an Oklahoma not for profit corporation, to me known to be the identical person who executed the foregoing instrument and acknowledged to me he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth the day and year last written above.

(Notary Public)

[Signature]

My Commission Expires: 7.20.2024

LESSOR: STATE OF OKLAHOMA EX REL. COMMISSIONERS OF THE LAND OFFICE

By: [Signature]
Name: ~~Elliot Chambers~~ DAN WHITMARSH
Title: ~~Secretary~~ ACTING SECRETARY

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) ss
COUNTY OF OKLAHOMA)

Before me, a Notary Public, in and for the County of Oklahoma, State of on the 17th day of AUGUST, 2022, personally appeared Dan Whitmarsh, Acting Secretary of the State of Oklahoma ex rel. Commissioners of the Land Office, to me known to be the identical person who executed the foregoing instrument and acknowledged to me he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth the day and year last written above.

(Notary Public)

[Signature]

My Commission Expires: 12/25/2023

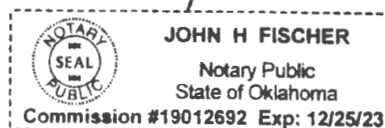


Exhibit A

The northeast quarter of Section 36, Township 20 North, Range 2 East of the Indian Meridian, Payne County, Oklahoma;

AND

* The northwest quarter of Section 36, Township 20 North, Range 2 East of the Indian Meridian, Payne County, Oklahoma;

AND

U.S. Government Lots 3, 4, 5 and 6, (also described as the southeast quarter) Section 36, Township 20 North, Range 2 East of the Indian Meridian, Payne County, Oklahoma, LESS AND EXCEPT a part of said U.S. Government Lot 5, being more particularly described as follows:

With a basis of bearing being the east line of U.S. Government Lots 4 and 5 of said Section 36 being North 00°56'44" West;

Beginning (P.O.B.) at the southeast corner of Lot 5 of said Section 36;

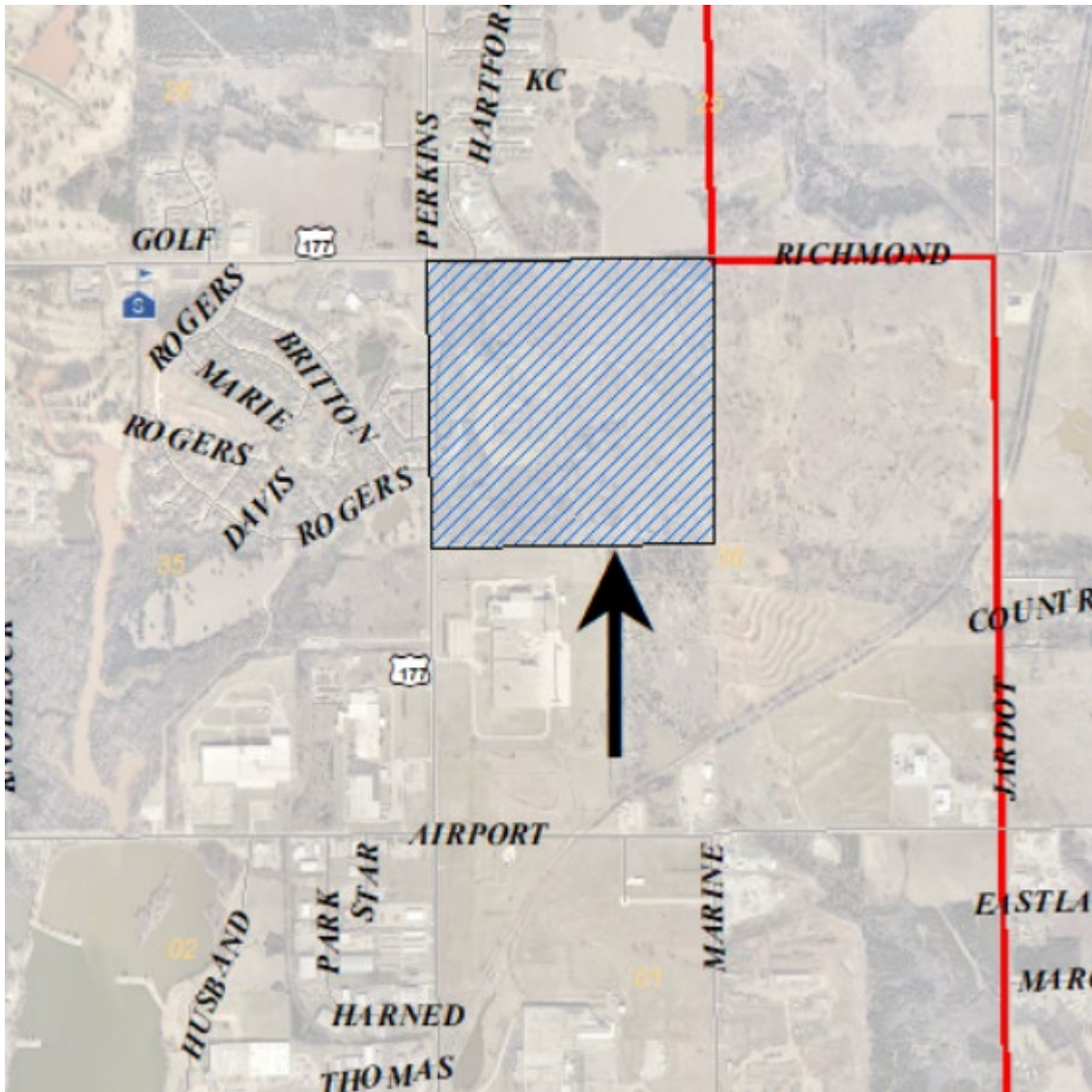
Thence North 00°56'44" West along the east line of Lot 5 of said Section 36, a distance of 1064.42 feet;

Thence South 89°28'17" West parallel with the south line of Lot 5 of said Section 36, a distance of 1064.42 feet;

Thence South 00°56'44" East parallel with the east line of Lot 5 of said Section 36, a distance of 1064.42 feet to the south line of Lot 5 of said Section 36;

Thence North 89°26'17" East along the south line of Lot 5 of said Section 36, a distance of 1064.42 feet, to the point of beginning.

1908-0012-23



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: MA24-01
Request: Rezone from Public (P) to General Industrial (IG)
Address: NW/4 of 1300 E. Airport Road
Applicant: Chamber of Commerce of Stillwater

Date of Meeting: April 2, 2024

Subject: Text Amendment to Chapter 23, Land Development Code, Article V, Division 1, Section 23.96; Article VI, Division 5, Section 23-161; and Article XXIV, Section 23-435

Purpose of Report: City staff requests review and approval of a text amendment to update City Code Chapter 23, "Land Development Code," Article V, "Use Categories And Limitations," Division 1, "Generally," Section 23-96, "Definitions," by adding the term "Communication Services"; amending Chapter 23, "Land Development Code," Article VI, "Land Use Classifications," Division 5, "Industrial Districts," Section 23-161, "IG General Industrial District" by providing for "Communication Services" As a Permitted Use By Right; amending Article XXIV, Table Of Uses, Section 23-435, Created, by providing for "Communication Services".

Background: Periodically, City staff reviews and recommends updates to Chapter 23, Land Development Code, to provide routine maintenance to ensure city code is current with best practices that would benefit the Stillwater community and attract new economic development opportunities.

Application Processing Information:

Applicant – City of Stillwater

Notice – Newspaper of general circulation

Processing Track:

Planning Commission – April 2, 2024

City Council – April 15, 2024

Discussion: City staff recommends approval of a text amendment to update City Code Chapter 23, "Land Development Code," Article V, "Use Categories And Limitations," Division 1, "Generally," Section 23-96, "Definitions," by adding the term "Communication Services"; amending Chapter 23, "Land Development Code," Article VI, "Land Use Classifications," Division 5, "Industrial Districts," Section 23-161, "IG General Industrial District" by providing for "Communication Services" As a Permitted Use By Right; amending Article XXIV, Table Of Uses, Section 23-435, Created, by providing for "Communication Services".

Findings:

1. A text amendment to the Land Development Code is needed to further update this code section.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed Text Amendment as presented.
2. Find that the Text Amendment is appropriate for the Definition with identified amendments and recommend the City Council approve the request.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a future Planning Commission meeting.

4. Find that the Text Amendment is not needed and do not recommend that the City Council approve the request.

Prepared by:	Jacquelyn Porter, City Planner
Reviewed by:	Jeff Mathews, Community Development Director
Date of Preparation:	March 27, 2024
Attachments:	Draft Ordinance

ORDINANCE NO. [NUMBER]

AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING, CHAPTER 23, " LAND DEVELOPMENT CODE," ARTICLE V, "USE CATEGORIES AND LIMITATIONS," DIVISION 1, "GENERALLY," SECTION 23-96, "DEFINITIONS," BY ADDING THE TERM "COMMUNICATION SERVICES"; AMENDING CHAPTER 23, "LAND DEVELOPMENT CODE," ARTICLE VI, "LAND USE CLASSIFICATIONS," DIVISION 5, "INDUSTRIAL DISTRICTS," SECTION 23-161, "IG GENERAL INDUSTRIAL DISTRICT" BY PROVIDING FOR "COMMUNICATION SERVICES" AS A PERMITTED USE BY RIGHT; AMENDING ARTICLE XXIV, TABLE OF USES, SECTION 23-435, CREATED, BY PROVIDING FOR "COMMUNICATION SERVICES" AS A PERMITTED USE BY RIGHT AS AN IG GENERAL INDUSTRIAL USE; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.

(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

Section 1: That Stillwater City Code, Chapter 23, Land Development Code, Article V, Use Categories and Limitations, Division 1, Generally Section 23-96, Definitions, be amended to read as follows:

Sec. 23-96. - Definitions.

Individual uses are defined as follows:

Accommodation means establishments that provide customers with lodging on a transient basis, including hotels, motels, bed and breakfasts and shelters.

Adult business means a specific range of establishments that provide customers with products, services, materials, entertainment venues, or activities as set forth in section 23-245(a).

Agriculture, forestry, fishing and hunting means establishments primarily engaged in growing crops, raising animals, harvesting timber, and

harvesting fish and other animals from a farm, ranch, or their natural habitats. These establishments are often described as farms, ranches, dairies, greenhouses, nurseries, orchards, or hatcheries.

Animal and pet keeping services means establishments that operate facilities to meet the needs of animals and pet keeping, such as animal clinics, vet hospitals, kennels, and stables.

Arts and entertainment means a wide range of establishments that operate facilities or provide services to meet varied cultural and entertainment interests of their patrons; this category is comprised of establishments that are involved in producing, promoting, or participating in live performances, events or exhibits intended for public viewing and those establishments that preserve and exhibit objects and sites of historical, cultural, or educational interest.

Beverage services means establishments that provide customers with beverages for immediate consumption; the primary revenue of such establishments is derived from the sale of beverages.

Boardinghouse/roominghouse means a building where, for compensation and by prearrangement for definite periods, sleeping and living quarters, and/or meals (but not individual cooking facilities) are provided to three or more, but not exceeding 40 persons.

Chemical manufacturing means establishments engaged in the transformation of organic and inorganic raw materials by a chemical process and the formulation of products.

Child and adult care services means licensed establishments engaged in providing day services and/or treatment for adults or children, but not residential service. These are more specifically identified as family child care home, large child care home, and child care centers.

Churches and religious institutions means establishments engaged in providing church and religious services and activities.

Collocation means the mounting or installation of transmission equipment on an existing telecommunications tower or other support

structure for the purpose of transmitting and/or receiving radio frequency signals for providing telecommunications services.

Communication services mean businesses, facilities or establishments which house or operate networked computers and data and transaction processing equipment and support equipment, including, without limitation, power and cooling equipment, used to provide data and transaction processing services, including, without limitation, all activities described by category 518210 of the North American Industrial Classification System (NAICS), as published in 2002 and all subsequently published iterations; provided also that this category shall include all facilities for ancillary office, administrative, or utility service uses involved in or related to any services or activities described in this category, whether taking place in the same or appurtenant buildings, facilities, or structures, including without limitation electrical substations.

Computer and electronic product manufacturing and electrical equipment, appliance, and component manufacturing means establishments engaged in the manufacture of computers, computer peripherals, communications equipment, and similar electronic products and components for such similar electronic products, or the manufacture of products that generate, distribute and use electrical power.

Construction means establishments engaged in the residential and nonresidential construction of buildings, in heavy and civil engineering, and in specialty trade contracting such as building equipment contractors.

Conventional single-family, detached or zero lot-line means one dwelling unit, freestanding and structurally separated building, located on a lot or building site that is unoccupied by any other dwelling unit or principal structure.

Educational services, establishments, educational institutions and educational facilities mean establishments that provide instruction and training in a wide variety of subjects and by specialized establishments such as schools, colleges, universities, and training centers which may be privately owned and operated for profit or not for profit, or they may be publicly owned and operated.

Financial institutions and services means establishments engaged in financial transactions (transactions involving the creation, liquidation, or change in ownership of financial assets) and/or in facilitating financial transactions.

Food, beverage and tobacco product manufacturing means establishments that transform livestock and agricultural products into products for intermediate or final consumption and are distinguished by the raw materials processed into food products; manufacturing of beverages and tobacco products in the following establishments:

- (1) Those that manufacture nonalcoholic beverages;
- (2) Those that manufacture alcoholic beverages through the fermentation process;
- (3) Those that produce distilled alcoholic beverages;
- (4) Those engaged in redrying and stemming tobacco; and
- (5) Those that manufacture tobacco products such as cigarettes and cigars.

Food services means establishments that provide customers with meals or snacks for immediate consumption; the primary revenue of such establishments is derived from the sale of food.

Freestanding self-service facilities means any self-service use including, but not limited to, automatic bank teller machines, postal vending and depository facilities, or newspaper vending machines, which are located in freestanding structures devoted solely to such use either on a separate lot or as an accessory use within a complex of buildings.

Furniture and related product manufacturing means establishments that make furniture and related articles such as mattresses, window blinds, cabinets, and fixtures using processes such as cutting, bending, molding, laminating, and assembly of such materials as wood, metal, glass, plastics, and rattan.

Health care and social assistance means establishments providing health care and social assistance for individuals on a continuum starting with those establishments providing medical care exclusively, continuing with those providing health care and social assistance, and finally with those providing only social assistance; this category includes nursing and residential care facilities, ambulatory surgical care facilities, and hospitals.

Information means establishments engaged in printing and publishing industries and in telecommunications.

Leather and allied product manufacturing means establishments that transform hides into leather by tanning or curing and fabricating the leather into products for final consumption.

Machinery part manufacturing means establishments that create end products that apply mechanical force, such as the application of gears and levers, to perform work. Although processes are similar to fabricated metal products manufacturing, this machinery manufacturing typically employs multiple metal forming processes.

Manufactured home means that term as defined in section 23-7.

Medical marijuana commercial grower means a grower as defined in Title 63 Oklahoma Statutes and applicable Oklahoma Department of Health or other regulatory agency rules and regulations. Commercial grower operations can be either indoor or outdoor operations.

Medical marijuana dispensary means a retailer as defined in Title 63 Oklahoma Statutes and applicable Oklahoma Department of Health or other regulatory agency rules and regulations.

Medical marijuana processing means a process or processor as defined in Title 63 Oklahoma Statutes and applicable Oklahoma Department of Health or other regulatory agency rules and regulations.

Mining establishments means establishments that extract naturally occurring mineral solids, including but not limited to coal and ores; liquid minerals, including but not limited to crude petroleum; and gases, including but not limited to natural gas. The term "mining establishments" includes quarrying, well operations, beneficiating (e.g., crushing, screening, washing,

and flotation), and other preparation customarily performed at the mine site, or as a part of mining activity.

Miscellaneous manufacturing means businesses that make a wide range of products not otherwise classified.

Mixed use means one or more dwelling units located, in the rear or second floor, in a building in which the first floor is utilized primarily by a commercial use at the building front or storefront, and where such commercial use is permitted in the zoning district.

Modular home means that term as defined in section 23-7.

Mobile home means that term as defined in section 23-7.

Multifamily means three or more dwelling units contained within one building that is freestanding and structurally separated from any other building or group of dwelling units but are located on the same lot.

Nonmetallic mineral product manufacturing means establishments that transform mined or quarried nonmetallic minerals, such as sand, gravel, stone, clay, and refractory materials, into products for intermediate or final consumption. Processes used include grinding, mixing, cutting, shaping, and honing; heat is often used in the process and chemicals are frequently mixed to change the composition, purity, and chemical properties for the intended product.

Oil and gas industry services means businesses which provide support to the oil and gas industry operations including offices, storage and repair of equipment and vehicles, parking of vehicles or equipment. Such uses shall not include drilling, refining and storage, transloading or transportation of petroleum or gas products, bi-products or waste.

Paper manufacturing means establishments that make pulp, paper, or converted paper products including:

- (1) The separating of the cellulose fibers from other impurities in wood or used paper;
- (2) Matting these fibers into a sheet;

- (3) Cutting and shaping techniques that includes coating and laminating activities.

Parking lot/garage means an open, hard-surfaced area, other than a street or public way, to be used for the storage, for limited periods of time, of operable passenger automobiles and commercial vehicles, and available to the public, whether for compensation, free, or as an accommodation to clients or customers.

Personal and laundry services means establishments engaged in providing personal and laundry services such as health and beauty parlors, massage parlors, dry-cleaning, and pet grooming (not boarding and/or training).

Personal storage and warehousing means facilities providing indoor personal storage and warehousing and as an accessory to such use, outdoor storage of personal vehicles, recreational vehicles and watercraft displaying current and valid registration, provided, such outdoor storage does not occupy an area larger than 30 percent of the indoor floor area provided for the primary use.

Petroleum and coal products manufacturing means establishments that transform crude petroleum and coal into usable products with the dominant process being petroleum refining that involves the separation of crude petroleum into component products through such techniques as cracking and distillation.

Plastics and rubber products manufacturing means establishments that make goods by processing plastics materials and raw rubber. The core technology employed is that of plastics or rubber product production.

Primary metal manufacturing and fabricated metal products manufacturing means establishments engaged in the smelting and/or refining of ferrous and nonferrous metals from ore, pig or scrap, using electrometallurgical and other process metallurgical techniques; the manufacture of metal alloys and super alloys by introducing other chemical elements to pure metals; or transforming metal into intermediate or end products, other than machinery, computers and electronics, and metal furniture or treating metals and metal formed products fabricated elsewhere.

Processes include forging, stamping, bending, forming, and machining used to shape individual pieces of metal; and welding and assembling used to join separate parts together.

Professional and administrative offices and services means establishments that specialize in providing professional, scientific, administrative, management, employment, real estate, or technical activities or services.

Public administration and service means federal, state and local government agencies that administer, oversee, and manage public programs and have executive, legislative, or judicial authority over other institutions within a given area. The term includes police and fire services.

Recreation means a wide range of establishments that operate facilities or provide services to meet varied recreational interests of their patrons and establishments that operate facilities or provide services that enable patrons to participate in recreational activities or pursue amusement, hobby, and leisure-time interests.

Research and development means establishments engaged in the research or research and development of innovative ideas in technology-intensive fields. The term includes research and development of computer software, information systems, communications systems, transportation, geographic information systems, multi-media and video technology. Development and construction of prototypes may be associated with this use.

Residential design manufactured home means that term as defined in section 23-7.

Retail trade means establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. Retailers are organized to sell merchandise in small quantities to the general public with extensive displays of merchandise and utilizing mass-media advertising to attract customers.

Small cell facility means a low-powered wireless base station which functions much in the same way as larger cells in a wide-area, mobile wireless network that are typically installed relatively high on a

telecommunications tower, to provide signal coverage to a large geographic area. Small cells facilities cover a smaller, targeted, localized area to provide connectivity to wireless network subscribers in areas that typically present capacity and coverage challenges to traditional wide-area wireless networks. Small cell facilities are smaller in size and thus are more conducive to collocation on an existing support structure or installation on a private utility's, single-use utility pole erected for the sole or primary purpose of supporting a small cell facility.

Telecommunications tower means any freestanding structure, other than a utility pole, built or used for the sole or primary purpose of supporting antennas and their associated facilities, licensed or authorized by the Federal Communications Commission, particularly including structures that are constructed for wireless communications services and also including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site.

Textile mills, textile product mills, and apparel manufacturing means establishments that transform a basic fiber (natural or synthetic) into a product, such as yarn or fabric, that is further manufactured into usable items, such as apparel, sheets, towels, and textile bags for individual or industrial consumption. Main processes include preparation and spinning of fiber, knitting or weaving of fabric, and the finishing of the textile. The term includes establishments that make textile products (except apparel) by generally cutting and sewing (e.g., purchasing fabric and cutting and sewing to make nonapparel textile products such as sheets and towels). Processes include cutting and sewing and the manufacture of garments in establishments that first knot fabric and then cutting and sewing the fabric into a garment.

Townhome means a row or group of independent single-family units, located on individual lots or on a common building site. Each unit has independent access to the outside, is not located over another unit, and is separated from any other unit by one or more common fire walls along the common property boundary or unit boundary.

Transportation activities means establishments providing transportation of passengers and cargo, scenic and sightseeing

transportation and support activities related to modes of transportation, whether by air, rail, water, road, or pipeline.

Transportation and equipment manufacturing means establishments that produce equipment for transporting people and goods.

Two-family means a building (duplex) located on a lot or building site that is unoccupied by any other principal structure, and which provides independent living facilities for occupancy by two families such that the two dwelling units are placed adjacent to one another with structural parts touching.

Unit (condominium) ownership means ownership of an individual unit located within a multiunit building or multibuilding development pursuant to the Unit Ownership Estate Act, 60 O.S. § 501 et seq.

Utility or utilities means establishments engaged in the provision of the following utility services: electric power, natural gas, steam supply, water supply sewage removal and telecommunications services. Specific activities associated with the utility services provided by utilities include the following:

- (1) Electric power includes generation, transmission, and distribution;
- (2) Natural gas includes distribution;
- (3) Steam supply includes provision and/or distribution;
- (4) Water supply includes treatment and distribution
- (5) Sewage removal includes collection, treatment, and disposal of waste through sewer systems and sewage treatment facilities; and
- (6) Telecommunications includes the transmission of signs, signals, messages, words, writings, images and sounds or information of any nature by wire, radio, optical or other electromagnetic systems.

Utility pole means a long, slender, generally vertical and usually cylindrical object, other than a telecommunications tower, that is or may be used in whole or in part by a public or private utility for wireline, wireless or

optical telecommunications, electrical distribution, lighting, traffic control, signage or similar functions.

Vehicle/equipment sales, rental, and service means establishments primarily engaged in the sale or rental of personal or commercial vehicles and equipment and which includes incidental maintenance and repair facilities; and establishments that sell, install, and service vehicle equipment and parts, including body repairs and painting.

Warehousing and storage means establishments engaged in operating warehousing and storage facilities for general merchandise, refrigerated goods, and other warehouse products. These industries do not sell the goods they handle but can provide logistical services related to the distribution of goods.

Waste management and remediation services means establishments engaged in the collection, treatment, and disposal of waster materials, including the local hauling of waster materials; operating materials recovery facilities; providing remediation services; and providing septic pumping and other miscellaneous waste management services.

Wholesale trade means establishments engaged in wholesaling merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. Wholesalers are organized to sell or arrange the purchase or sale of:

- (1) Goods for resale;
- (2) Capital or durable nonconsumer goods;
- (3) Raw and intermediate materials and supplies used in production.

Wood product manufacturing means establishments that manufacture wood products such as lumber, plywood, veneers, wood containers, wood flooring, wood trusses, manufactured homes, and prefabricated wood buildings. The term includes sawing, planing, shaping, laminating, and assembling of wood products starting from logs that are cut into bolts, or lumber that then may be further cut, or shaped by lathes or other shaping tools.

Section 2. That Stillwater City Code, Chapter 23, Land Development Code, Article VI, Land Use Classifications, Division 5, Industrial Districts, Section 23-161, IG General Industrial District, be amended to read as follows:

Sec. 23-161. - IG General Industrial District.

(a) Permitted by right. The following uses will be permitted by right in the IG General Industrial District:

(1) Communication services.

(2) ~~(1)~~ Construction.

(3) ~~(2)~~ Food, beverage and tobacco product manufacturing.

(4) ~~(3)~~ Leather and allied products manufacturing.

(5) ~~(4)~~ Machinery part manufacturing.

(6) ~~(5)~~ Miscellaneous manufacturing.

(7) ~~(6)~~ Nonmetallic mineral product manufacturing.

(8) ~~(7)~~ Oil and gas industry services.

(9) ~~(8)~~ Paper manufacturing.

(10) ~~(9)~~ Parking lots/garages.

(11) ~~(10)~~ Plastics and rubber products manufacturing.

(12) ~~(11)~~ Public administration and service.

(13) ~~(12)~~ Research and development.

(14) ~~(13)~~ Telecommunications tower.

(15) ~~(14)~~ Transportation activities.

(16) ~~(15)~~ Transportation and equipment manufacturing.

(17) ~~(16)~~ Utilities.

(18) ~~(17)~~ Warehousing and storage.

(19) ~~(18)~~ Waste management and remediation services.

(20) ~~(19)~~ Wood product manufacturing.

(b) Specific use permit. The following uses are permitted by specific use permit in the IG district:

(1) Chemical manufacturing.

(2) Medical marijuana commercial grower, indoor only.

(3) Medical marijuana processing.

(4) Mining.

(5) Petroleum and coal products manufacturing.

(6) Primary metal and fabricated metal products manufacturing.

(7) Textile mills, textile product mills and apparel manufacturing.

(c) Lot size requirements. No minimum lot size requirements are established in the IG district.

(d) Bulk regulations. Bulk regulation requirements in the IG district are as follows:

(1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.

(2) Setbacks. The following are the minimum required setbacks in the IG district.

- a. Minimum front yard: 75 feet on all property boundaries abutting a right-of-way or road/access easement.
 - b. Minimum side yard: When a side yard has a common boundary with property in any:
 - 1. Residential district, the minimum setback is 75 feet. All other districts, the minimum setback is 40 feet. Minimum rear yard: When a rear yard has a common boundary with property in any Residential district, the minimum setback is 75 feet;
 - 2. All other districts, the minimum setback is 40 feet.
- (3) Maximum lot coverage: No maximum limit to lot coverage is established in the IG district.
- (e) Exceptions. Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

Section 3: That Stillwater City Code, Chapter 23, Land Development Code, Article XXIV, Table of Uses, Section 23-435, Created, be amended to read as follows:

Sec. 23-435. - Created

The following is a comprehensive zoning table of uses:

COMPREHENSIVE ZONING USE TABLE

P = Permitted by right

S = Specific use permit

Uses	RSL	RSS	RT	RT M	RMI	RMU	HR	MH	NT	ZO	CS	CB	CG	IL	IG	A
Accommodation (bed and breakfast only in RSS and RSL)	S	S			S	S	P			S	P	P	P	P		
Agriculture, Forestry, Fishing and Hunting																P
Animal and Pet Keeping Services													S		P	P
Arts and Entertainment												P	P			
Bed and breakfast/hotel/motel										S	P	P	P			
Beverage Services										S	P	P	P	P		
Boarding house/Rooming house	S			P	P	P	P					P				
Chemical Manufacturing															S	
Child and Adult Care Services	S	S	S	S	S	S	S	S		P	S		S	S		
Churches and Religious Institutions	S	S	S	P	P	P	P			P			P			
<u>Communication Services</u>															<u>P</u>	
Computer and Electronic Product Manufacturing and Electrical Equipment, Appliance, and Component Manufacturing													S	P		
Construction											S		S	P	P	
Conventional single-family detached or zero lot line	P	P	P	S				S	P							P
Educational Services	S	S	S	S	S	S	S			P	P	P				S
Financial Institutions and Services										P	P	P	P			
Food, Beverage, and Tobacco Product Manufacturing													S	P		
Food Services										S	P	P	P	P		
Free-Standing Self-Service Facilities					P	P				P	P	P	P	P		

Furniture and Related Product Manufacturing					S	S									S		
Health Care and Social Assistance				S	S					P	S		P				
Information										S	P	S	P	P			
Leather and Allied Product Manufacturing														S			
Machinery Part Manufacturing																P	
Manufactured Home								p									P
Mining																S	S
Mixed Use						P	P			P	P	P	S				
Modular Home	P	P	P					S	P								P
Mobile Home								P									P
Mobile Home Park													S				P
Multi-Family				P	P	P	P				S	P					
NonMetallic Mineral Product Manufacturing																S	
Paper Manufacturing													S	S	P		
Parking Lot/Garage					P	P	P			S		P	P	P	P		
Personal and Laundry Services					S	S				S	P	P	P	P			
Personal Storage and Warehousing											P		P	P			
Petroleum and Coal Products Manufacturing																S	
Plastics and Rubber Products Manufacturing																P	
Primary Metal and Fabricated Metal Products Manufacturing																P	
Professional and Administrative Offices and Services										P	P	P	P	P			
Public Administration and Service										P	S	P	S	P	P	S	
Recreation										S		P	P				S
Research and Development										S			P	P	P		
Residential Design Manufactured Home	P	P	P														P
Retail Trade											P	P	P				

RV Park					S	S	S						S			
Telecommunications Tower					S	S	S						S		P	P
Textile Mills, Textile Product Mills, and Apparel Manufacturing														S	S	
Townhome		S	S	P	P				P			P				
Transportation Activities											S		P	P	P	
Transportation and Equipment Manufacturing															P	
Two-Family Unit (condominium) ownership			P	P	P				P							
Utilities		P	P						P				P	P	P	P
Vehicle/Equipment Sales, Rental, and Service											S		P	P		
Warehousing and Storage														P	P	S
Waste Management and Remediation Services															P	
Wholesale Trade													P			
Wood Product Manufacturing														S	P	

Section 4: REPEALER. All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

Section 5: SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2024.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS __ DAY OF ____, 2024.

KIMBERLY CARNLEY, CITY ATTORNEY

First Reading:
[DATE]

Second Reading:
[DATE]

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF MARCH 05, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED FEBUARY 29th, 2024 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, 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
Alexandria Maged, Administrative Assistant

MEMBERS ABSENT

Mark Prather, Vice Chair

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-0155), consideration, discussion and possible action, including recommendation approval or denial of an application for a Short Term Rental from Adamson Properties Holding, LLC for property addressed as 911 W. Eskridge in the Single Family Large Lot Residential (RSL) 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 asks the applicant to come forward.

Mrs. Angela Adamson, 911 W Eskridge

- Bought it for them and their friends to stay in for game days originally.
- Managing remotely but has two local teams that help run it.
- Plans to have rules for the house such as no pets and no house parties.

Chair Phillips noticed it was a four (4) bedroom and asked if there was a limit on the number of guests. Mrs. Adamson says they haven't made a post yet but it sleeps two per room with one bunk so 8-9 with a four (4) car limit; and also states they plan to have a high rental rate and don't plan to rent it all the time as they use the house frequently.

Commissioner Williams asks the applicant to clarify her comment that she will be running it remotely with a crew in town. Mrs. Adamson says she has a landscape and cleaning crew to maintain the property and then they have close friends in town they've also asked to keep an eye on the property and they could be there quickly in an emergency.

Commissioner Williams asks about parking. Mrs. Adamson says they have one garage space, and their driveway can hold 3-4 cars.

Commissioner Williams asks if they are managing it remotely how they will be enforcing the no party policy. Mrs. Adamson responds in that she's met the surrounding neighbors who would probably notify her if there was something going on and then she could have her local friends check on it.

Chair Phillips says she knows there's a high percentage of short-term rentals already in this neighborhood and asks if the applicant knows if any of the homes around her are short term rentals. Mrs. Adamson says the person she's met is long term resident.

Chair Phillips asks if they support this being an Airbnb. Mrs. Adamson says she does not know as they have not listed yet as they are trying to get the permit first.

Chair Phillips asks if there are any further questions; none respond. Chair Phillips opens the public hearing and asks if anyone would like to speak in favor; none responds. Chair Phillips asks if anyone would like to speak in opposition of this item.

Emily Thaden, 1023 W Graham Ave comes to the podium and expresses the following:

- Lives in the neighborhood
- Has been here previously claims and says she feels like she's saying the same thing.
- More and more of the neighborhood is becoming short term rentals with new ones popping up every day that she thinks might not even be licensed.
- Thinks they're losing the neighborhood and keeps getting told the board is looking into it but there have not been any updates.
- After months of living across from one she says there's a disparity between what applicants say and what is happening.
- There is trash left out and trucks parked all over the street.
- She believes most of the Airbnb rentals go to out-of-town construction people.
- She feels she's losing her neighborhood very quickly and will keep coming to these meetings.

Chair Phillips thanks Mrs. Thaden for her comments and asks the applicant if they would like to come back to the stand. Ms. Adamson checks if the board has any further questions; the board does not and Chair Phillips closes the hearing to the public.

Chair Phillips invites staff forward to present alternatives

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

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

Commissioner VanLeuven motions to approve the Short Term Rental application; Commissioner Williams seconds.

Roll Call:	Phillips	Shanahan	Prather	Williams	Van Leuven
	No	Absent	Yes	Yes	Yes

Time: 12 minutes

3. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION

- a. Regular Meeting Summary of December 5, 2023.

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

Commissioner Williams moves to approve, Commissioner VanLeuven seconds.

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

- b. Regular Meeting Summary of January 9, 2024.

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

Commissioner Shanahan moves to approve, Commissioner VanLeuven seconds.

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

- c. Regular Meeting Summary of February 6, 2024.

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

Commissioner Williams Motions to approve, Commissioner Van Leuven seconds.

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

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

- a. Next Planning Commission Meeting is March 26th, 2024.

Planning Commission, Sr. Assistant City Attorney and staff have brief discussion regarding status of an update to the code regarding short term rentals

5. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner VanLeuven at approximately 5:51 PM on March 5, 2024

one member absent, - the next regularly scheduled meeting will be held Tuesday, March 26th 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

DRAFT

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF MARCH 26, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED March 22, 2024 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

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

MEMBERS ABSENT

Mike Shanahan, Member

STAFF PRESENT

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

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. Independent School District #16 for Stillwater Schools, **MAP AMENDMENT (MA23-07)**, consideration, discussion and possible action, including recommending approval or denial to rezone property currently addressed as 1515 N Boomer Rd and 1120 N Husband St. currently zoned as Commercial Shopping (CS) and Commercial General (CG) to Public (P).

Chair Phillips introduces the item and asks staff to present.

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

Mr. Stephen Gose of Gose & Associates, 113 E. 8th Avenue comes to the podium:

- Here on behalf of the applicant;
- Jacquelyn covered everything regarding this request;
- The Cimarron Plaza will be the location of the new high school;
- Improvement plans are currently under review;
- Plans for the high school are anticipated to come in May;
- Asks if there are any questions.

Chair Phillips asks if there are any questions for Mr. Gose; none respond. 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; none respond. Chair Phillips closes the public hearing and asks for findings and alternatives.

Jacquelyn presents findings and alternatives, which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Public (P) zoning is in the vicinity of both properties.
3. The Comprehensive Plan calls for public and commercial 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.

Chair Phillips asks for Planning Commission discussion; none respond.

Commissioner Williams moves to approve as presented; Commissioner Van Leuven seconded.

Roll Call:	Phillips	Prather	Shanahan	Williams	Van Leuven
	Yes	Yes	Absent	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 is April 2, 2024.
4. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner VanLeuven at approximately 5:37 PM on March 26, 2024 one member absent, - the next regularly scheduled meeting will be held Tuesday, April 2, 2024 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Reviewed by: Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission