

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF JULY 9TH, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED July 3rd, 2024, IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Mark Prather, Vice Chair
Mike Shanahan, Member
Riley Williams, Member
David Peters, Member

MEMBERS ABSENT

STAFF PRESENT

Ashley Garis, Assistant City Attorney
Jacquelyn Porter, City Planner
Diana Hood, Associate City Planner
Joshua Brown, Project Manager
Cindy Gibson, Administrative Services
Alexandria Maged, Administrative Assistant
Staff 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. Gose & Associates on behalf of Jon Vaught & Danny Wick, PRELIMINARY PLAT (SUB24-03), consideration, discussion and possible action, including approval or denial of a preliminary plat to create an industrial subdivision of sixteen (16) lots with one (1) out lot, to be named North Airport Industrial Park, on property currently addressed as 4099 N. Land Run Drive in the Light Industrial (IL) district.

Chair Phillips introduces the item and asks staff to present.

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

Chair Phillips invites the applicant up to present.

Mrs. Katie Purty, Gose & Associates on behalf of applicant, 113 E 8th Ave and comments on the following:

- Meeting current zoning regulations and C3 plan for industrial uses
- They are going to tie in water and sewer so all the lots will have water and sewer access

Mrs. Purty asks if there are any questions; 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.

Mr. Robert Williams, Sand Clark Companies 3904 N Land Run comes to speak on the following:

- Isn't really opposed but has questions and concerns
- Wants to know if the drainage study is still ongoing
- Concerned that the land to the north side of their building will drain onto their property
- That is the current direction of the drainage, but right now there is a swale that diverts the water run off to the east

- If the proposed development raises the elevation of the lots above the swale or berm it will cause water run off into their buildings and will flood their buildings

Vice Chair Prather invites the applicant up to show exactly where their property and the swale is. Mr. Williams approaches the Planning Commissioners and points to the areas on the south side of the attached map that are currently natural grasses where those are going to be pavement and expresses concern about the increase in run off cause; and also shares concerned this could cause flooding on land run road and the creek below it.

Chair Phillips invites the applicant back up to address the concerns.

Ms. Purty comes back to the stand and explains that they did submit a preliminary drainage study along with the preliminary plat, the existing detention pond was designed to take the development.

Ms. Purty says they are going to need to raise the lots but with the improvement, but they will submit a final drainage study that will show how they will redirect that excess water with the addition of a concrete flume and there are no current plans to change the swell on the north side.

Chair Phillips asked if the grading has to be raised on lots 6, 7, 8, the properties to the north of the complaints. Ms. Purty responds yes, they will have to raise them and put concrete foundations down, however before anyone can build they will have to submit separate building plans for the individual buildings to the city with their own drainage study to show that they will not be adding any additional run off.

Chair Phillips asks for clarification that development on each of the lots will all independently have to prove they're not creating run off. Ms. Purty confirms; agrees the current conditions of the detention pond are overgrown but with the improvements to be done with the development it will be able to retain a lot more water; and also points out that their preliminary drainage study has been approved.

Chair Phillips asks her to explain what has already been approved. Ms. Purty explains that with the preliminary plat, a preliminary drainage study is required and that preliminary study has been approved and then the final will be submitted with the improvement plans once the preliminary plat is approved.

Chair Phillips asks if the improvements will make the road curb and gutter to take the excess run off Land run when Land run and Wright Dr. are improved. Ms. Purty confirms.

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

Ms. Jacquelyn Porter, City Planner, present the findings and alternatives to the commissioners which are:

Findings:

1. The proposed preliminary plat meets the subdivision and zoning requirements.
2. The C3 Plan recommends Industrial uses at this location.
3. The proposed density is in alignment with the IL 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.

Chair Phillips asks if the final drainage study will be approved before the final plat gets to the commission. Ms. Porter confirms it needs to be substantially completed before the final plat can be presented.

Vice Chair Prather asks if they can require the drainage study be fully completed before they come here with the final plat as opposed to substantially completed. Ms. Porter says substantially completes means the final drainage plan is fully approved and they have completed all improvements except, for example, maybe some small cracks in the cement.

Chair Phillips asks if they roads and infrastructure all have to be in place before the individual plats start development. Ms. Porter confirmed that the final plat has to be approved before any of the lots can be sold to begin development.

Chair Phillips comments that she wants to ensure that there's no chance of additional construction run off before the approved drainage improvements are in place. Ms. Porter again confirms that all infrastructure and drainage improvements will need to be completed before the plat is final and even then they can't start construction until that plat is filed.

Vice Chair Prather motions to approve the preliminary plat as presented, Commissioner Williams seconds.

Roll Call:	Phillips	Shanahan	Prather	Williams	Peters
	Yes	Yes	Yes	Yes	Yes

Time: 17 minutes

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

- a. The next regular meeting is July 16th 2024

4. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by Commissioner Peters at approximately 5:47 PM on July 9th, 2024 one member absent, - the next regularly scheduled meeting will be held Tuesday, July 16th, 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