

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF DECEMBER 3RD, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED November 26th, 2024, IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

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

MEMBERS ABSENT

David Peters, Member

STAFF PRESENT

Kim Payne, City Attorney
Jacquelyn Porter, City Planner
Joshua Brown, Project Manager
Cindy Gibson, Administrative Services
Alexandria Maged, Administrative Assistant

Staff Absent

Diana Hood, Associate City Planner

1. CALL MEETING TO ORDER.

2. PUBLIC HEARING:

- a. Receive public comment regarding an objection to an application from Timothy Morenc for a SHORT-TERM RENTAL (STR-0182), for discussion and possible action, including a recommendation of approval or denial of said application for property addressed as 811 N. Star Drive in the Small Lot Single-Family Residential (RSS) district.

Chair Phillips introduces the item and asks for staff presentation.

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

Chair Phillips invites the applicant or their representative up to present; 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 staff to present alternatives.

Jacquelyn Porter presents the alternatives to the commissioners which are:

Alternatives:

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

Vice Chair Williams states that he thinks it would be in the best interest to defer for additional discussion and request the applicant come to present the specifics of how they will be operating a short-term rental at this location.

**Vice Chair Williams motions to differ to the next Planning Commission meeting of December 17th, 2024.
Commissioner Shanahan seconds.**

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

Time: 4 minutes

- b. Receive public comment regarding an objection to an application from Timothy Morenc for a SHORT-TERM RENTAL (STR-0183), for discussion and possible action, including a recommendation of approval or denial of said application for property addressed as 801 N. Star Drive in the Small Lot Single-Family Residential (RSS) district.

Chair Phillips introduces the item and asks for staff presentation.

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

Chair Philips invites the applicant or their representative up to present; 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 staff to present alternatives.

Jacquelyn Porter presents the alternatives to the commissioners which are:

Alternatives:

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

Vice Chair Williams motions to differ to the next Planning Commission meeting of December 17th, 2024. Commissioner Shanahan seconds.

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

Time: 2 minutes

- c. Receive public comment regarding a request from Josh Wilson for Blue Sky Buds LLC, d/b/a/ BRIXX Cultivation for a SPECIFIC USE PERMIT (SUP23-07) to allow a medical marijuana dispensary at property addressed as 121 S. Main Street in the Commercial General (CG) district.

Chair Phillips introduces the item and asks for staff presentation.

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

Chair Phillips asks for clarification of what happens to the existing specific use permit for the previous address. Mrs. Kim Payne, Assistant City Attorney clarifies that once the owner or use for the building changes the specific use permit is no longer active.

Chair Philips invites the applicant or their representative up to present.

Mr. Josh Willson, 505 W 58th St., Stillwater comes to the podium to answer questions.

Chair Philips asks if it's the applicant's intent to keep the second location open when the address being applied for opens. Mr. Wilson says no, they plan to close the first location; and at most, they would both be open for a month while transitioning.

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 staff to present findings and alternatives.

Jacquelyn Porter presents the findings and alternatives, which are:

Findings:

1. The Land Development Code allows a Medical Marijuana Dispensary in the Commercial General (CG) zoning district with a Specific Use Permit.
2. The change in business location requires a new Specific Use Permit, per Sec. 23-180 of the Land Development Code.
3. The Comprehensive Plan calls for Commercial uses 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.

Vice Chair Williams motions to accept the findings and approve the specific use permit as presented, Commissioner Shanahan seconds.

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

Time: 6 minutes

- d. Receive public comment regarding a request from Jason Johnson for a MAP AMENDMENT (MA24-13) to rezone property addressed as 701 W. Highpoint Drive from Commercial General (CG) to Commercial Business (CB) district.

Chair Phillips introduces the item and asks for staff presentation.

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

Chair Philips invites the applicant or their representative up to present.

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

- Explains that the client is looking to purchase these apartments and convert them to owner occupied condos.
- This is the only zoning district in the code that allows owner occupied condos.

Commissioner Williams asks if the client is looking to purchase these lots or has purchased these lots. Mr. Gose says their client has a contract that is contingent on this rezoning.

Chair Phillips notes that the maximum lot coverage in CB is 100% and there are no setback requirements if the surrounding lots are CG, which they are, so they could build all the way to the property lines. Mr. Gose said yes if the current project is torn down, yes in this zoning that could happen as there are not setbacks or parking requirements; however, that is not what their client is looking to do, they are hoping to convert the existing to unit ownership.

Chair Phillips asks if there are further 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 staff to present findings and alternatives.

Jacquelyn Porter presents the findings and alternatives to the commissioners which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Condominiums are only allowed in Commercial Business (CB) zoning district as a permitted use by right.
3. The Comprehensive Plan calls for 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

Commissioner Prather motions to accept the findings and approve the Map Amendment as presented, Vice Chair Williams seconds.

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

Time: 7 minutes

- e. Receive public comment regarding a request from Pioneer Investment Group, LLC for a MAP AMENDMENT (MA24-14) to rezone property addressed as 3118-3124 E. 4th Avenue from Small Lot Single-Family (RSS) to Two-Family and Multi-Family (RTM) district

Chair Phillips introduces the item and asks for staff presentation.

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

Chair Phillips invites the applicant or their representative up to present; none respond.

Chair Phillips opens the public hearing and asks if there is anyone that wishes to speak in favor of the item.

Ms. Ashley Hernandez Torez, 3110 E 3th comes to speak:

- Lives north of the lot.
- Is not in favor or opposed to it, at this time, but would like to have further discussion with the applicant.
- Has concerns about the location of the parking/drive.
- Has some additional questions about, if this is a larger construction project, how that would affect their neighborhood such as if there were nails in the road that damaged tires or how quiet hours would be affected.

Mrs. Payne states that she can answer the last point; if there were damages that would be a civil matter between the citizen and the developer; the developer would also have to follow the hours stated in the City's Disturbing the Peace code; the only exception to that would be if it was a really hot summer and they needed a special permit to do an early morning pour for concrete, but that is rare.

Chair Phillips asks if anyone else would like to speak in favor or opposition; none respond.

Chair Phillips closes the public hearing and invites staff back to present the findings and alternatives.

Jacquelyn Porter presents the findings and alternatives to the commissioners which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Condominiums are only allowed in Commercial Business (CB) zoning district as a permitted use by right.
3. The Comprehensive Plan calls for 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

Commissioner Prather motions to differ to the next Planning Commission meeting of December 17th, 2024. Vice Chair Williams seconds.

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

Time: 8 minutes

3. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION:

- a. Accept the October 28th, 2024 City Council and Planning Commission Joint Study Session Special Meeting minutes.

Chair Phillips asks if there are any questions, comments or suggested edits; none respond.

Commissioner Shanahan motions to approve the minutes as presented. Vice Chair Prather seconds.

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

Time: 2 minutes

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

- a. Next Planning Commission Meeting is December 17th 2024.

5. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice Chair Williams, Commissioner Shanahan at approximately 5:57 PM on December 3rd, 2024 the next regularly scheduled meeting will be held Tuesday, December 17th, 2024 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Drafted by – Alexandria Maged, Administrative Assistant

Reviewed by – Cindy Gibson, Administrative Manager

Approved by - 
Stillwater Planning Commission