

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF February 25, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED February 21, 2025, IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

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

STAFF PRESENT

Kim Payne, City Attorney
David Barth, Development Services Director
Joshua Brown, Project Manager
Cindy Gibson, Administrative Services
Alexandria Maged, Administrative Assistant

MEMBERS ABSENT

Staff Absent

1. CALL MEETING TO ORDER.

2. GENERAL ORDERS:

- a. Request review and approval of a final plat, **SUB24-12**, from KMR Development, LLC for Park View Estates, Section 10, Phase 1 creating 12 residential lots in the Small Lot Single-Family Residential (RSS) district in the area of property addressed as 4800 N. Rogers Drive.

Joshua Brown, Development Services presents staff's report and asks if there are any questions.

Commissioner Shanahan asks if the drainage issues were addressed by staff. Mr. Brown responds that staff has had to receive and accept a final drainage report for the final plat to be able to be presented.

Chair Phillips asks if there are any further questions; none respond. Chair Phillips asks for findings and alternatives.

Josh presents findings and alternatives, which are:

Findings:

1. The preliminary plat expiration date is January 7, 2026
2. The C3 Plan recommends low density uses at this location.

Alternatives:

1. Accept findings and approve the final plat as presented.
2. Approve the final plat with conditions, noting what conditions should be met for the approval.
3. Reject findings and deny the final plat as presented.

Vice-Chair Prather moved to accept findings and approve the final plat as presented, Commissioner Peters seconds.

Roll Call:	Phillips	Williams	Prather	Shanahan	Peters
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	Yes	Yes	Yes	Yes	Yes
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Time: 5 minutes

3. PUBLIC HEARING

- a. Receive public comment regarding an application for a **SHORT TERM RENTAL (STR-0194)** from Stacy Baker and Dublin Rentals for a property addressed as 5313 W. Country Club Drive, in the Large Lot Single-Family Residential (RSL) district.

Joshua Brown, Development Services presents staff's report and asks if there are any questions for staff; none respond.

Chair Phillips asks for the applicant to come forward to speak.

Mr. Garrett Baker, 801 Oakridge Drive, comes to speak on the following:

- Lives about 10 houses away from the subject property
- Stillwater native and went to high school here
- Unique about this is that he lives close
- The property was in complete disarray
- Saw an opportunity to improve the neighborhood
- Mainly provide for friends and family but also saw an opportunity to create additional income
- Presented pictures to the Planning Commission of the property showing the before and after improvements
- This isn't the first Air BnB in this neighborhood
- Neighbors have his phone number
- Has three children so is keenly aware of the issues in the area
- Safety is of utmost concern
- Regarding trash cans, if happen to leave them out please let him know
- If the house is causing a problem, he wants to know
- Will make every effort to make it right

Chair Phillips asks if the Planning Commission has any questions.

Commissioner Williams asks what is their operating policy. Mr. Baker responds they are new to the Air BnB market; two-night minimum stay; and wife does cleaning but does have staff for that if she isn't available.

Commissioner Williams asks if there is anything in their policy about parties, renting to locals. Mr. Baker responds that he didn't think about parties but open to adding it to their policy.

Further discussion is held about there being a limit of twelve (12) guests; does have enough parking; very big driveway and there is a third section on the side which will minimize on-street parking; Planning Commissioners asks if applicant would be comfortable adding a "No On-Street Parking" clause to their policy if you can get six (6) vehicles in the driveway and applicant agreed; occupancy is very low as it was intended to use for family and close friends; and only seeing about 10% occupancy per month by design; discusses the logic behind asking about local rentals tends to be because locals will host parties; establishing quite hours and renter(s) being of a minimum age.

Mr. Baker responds that he is invested in this community and neighborhood, property values and safety.

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.

The following come to speak in opposition:

- Ms. Lorna Stein, 1215 S. Westwood Lane
- Tina Fugate and Kent Dieball, 5302 W. County Club

The following comments are shared:

- Has lived here since 1986
- Area full of children and women with baby carriages
- Street has slight incline/decline which adds speed without you knowing
- Knows of a death on the corner
- Children drive around this area in golf carts
- No sidewalks
- Ask the Planning Commission to consider these issues
- The Westwood and County Club intersection has times of temporary blindness due to the sun
- Temporary rental occupants would not be aware of this causing potential for further accidents and potential deaths
- Childrens' bus stop
- Property was in a disarray as owner passed away
- No one approached them about introducing himself
- Rented it out after the remodel and still rented after he applied for the STR application
- Air BnB shows it with bunk beds and pool table in the living room
- Concern about children in the street and not being safe for them
- Dealt with previous situation where house was vacated due to death; people were urinating in the yard; burning rubber at 9:30 pm
- Bad streets and unfamiliar drivers

Mr. Baker returns to address concerns:

- The neighbors have his phone number
- If the house is causing problems, he wants to know
- Doesn't see the issue with the traffic issues
- Will make an effort to make it right

Chair Phillips closes the public hearing and asks for alternatives.

Commissioner Peters asks when an application is approved if it is good for a year; Mrs. Payne responds yes but it would not come back to the Planning Commission.

Vice-Chair Prather acknowledges and hears the information from the neighbors, these aren't unique to the to anyone in this area; hearing that the house should have been bulldozed but the property owner has rights; and there is a complaint process that would address issues before it is renewed.

Commissioner Williams reiterates previous comments stated; hears the concerns from the objections; and to him this doesn't seem far outside the norm.

Commissioner Williams moved to approve the short-term rental application as presented; Vice-Chair Prather seconded.

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

Time: 31 minutes

- b. Receive public comment regarding a request from Lambert Properties, LLC and CSCM Properties, LLC for a **Map Amendment (MA25-01)** to rezone from Two-Family & Multi-Family (RTM) and Two-Family Residential (RT) to all Two-Family & Multi-Family (RTM) district for the properties addressed as 814, 816, 818 and 820 N. Lincoln Str., 822 and 824 N. Lincoln Str., and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue.

Joshua Brown, Project Manager presents staff report and asks if there are any questions; none respond.

Chair Phillips asks the applicant or representative to speak.

Mr. Aaron Ferguson, Bancroft Design, 923 S. Lowry comes to speak on the following:

- Here on behalf of the applicant
- They are requesting to rezone all properties to RTM.
- Applicants don't have specific plans but does want to rezone.

Mr. Ferguson 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; none respond. Chair Phillips closes the public hearing and ask for staff's findings and alternatives.

Joshua presents findings and alternatives, which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. RTM zoning is located in the vicinity.
3. The Comprehensive Plan calls for low 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 recommend the City Council disapprove 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.

Joshua asks if there are any questions of staff; none respond.

Chair Phillips asks for discussion; none respond.

Vice-Chair Prather moved to accept findings and recommend that the City Council approve the proposed map amendment as presented, Commissioner Shanahan seconded.

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

Time: 6 minutes

- c. Receive public comment regarding a Text Amendment to Stillwater City Code Chapter 23, Land Development Code, Article XVI, Subdivision Preparation and Requirements, Division 2, Major Subdivisions, Section 23-327, Contents of the Final Plat, repealing all ordinances to the contrary; and providing for severability and declaring an emergency.

David Barth, Dev. Services Director, presents staff's report and explains the purpose of the requested text amendment being to allow the Development Services Director to grant approval to nonconsecutive numbering of lots on final plats for large, complicated developments while still adhering to a preference that all lots be routine platted subdivisions.

Chair Phillips asks if there are any questions for staff; none respond. Chair Phillips opens the public hearing and asks if there is anyone that wishes to speak in favor of this text amendment; 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 ask for staff's findings and alternatives.

Mr. Barth presents findings and alternatives, which are:

Findings:

4. A text amendment to the Land Development Code is needed to allow flexibility in numbering lots within a final plat.

Alternatives:

4. Accept findings and recommend that the City Council approve the proposed Text Amendment as presented.
5. Find that additional information or discussion is needed prior to making a recommendation and table the request to a future Planning Commission meeting.
6. Find that the Text Amendment is not needed and do not recommend that the City Council approve the request.

Mr. Barth states that staff recommends alternative 1 to accept findings and recommend that the City Council approve the proposed Text Amendment as presented.

Chair Phillips asks if there are any more questions; none respond.

Commissioner Williams moves to accept findings and recommend that the City Council approve the proposed Text Amendment as presented, Commissioner Shanahan seconds.

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

Time: 10 minutes

4. MEETING SUMMARIES FOR REVIEW AND POSSIBLE ACTION:

- a. Regular meeting of December 17, 2024.

Chair Phillips asks if there are any changes, editions or corrections; none respond.

Commissioner Peters moved to accept the December 17, 2024 minutes; Commissioner Williams seconds.

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

Time: 3 minutes

5. MISCELLANEOUS

- a. Next Regular meeting is March 4, 2025

6. ADJOURNMENT

This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice Chair Williams, seconded by Commissioner Peters at approximately 6:13 PM on February 25th, 2025, the next regularly scheduled meeting will be held Tuesday, March 4, 2025, at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Prepared by – Cindy Gibson, Administrative Manager

Approved by - _____
Stillwater Planning Commission

