

PLANNING COMMISSION MEETING AGENDA

MAY 20, 2025



723 S. Lewis Street, Room 1122

Stillwater, OK 74074

5:30 PM

Chair Jana Phillips, Vice-Chair Riley Williams, Commissioner Mike Shanahan, Commissioner Mark Prather, and Commissioner David Peters.

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.	Receive public comment regarding a request for a Preliminary Plat (SUB25-05) to create 3 lots in the Public (P) zoning district at property addressed as 410 W. Franklin Ave.	Joshua Brown
b.	Receive public comment regarding a request for a Specific Use Permit (SUP24-04) to allow for churches and other religious institutions at property addressed as 1307 N. Husband Street in the Small Lot Single Family Residential (RSS) and Two-Family Residential (RT) district.	Henry Bibelheimer

3. Meeting Summary for Review and Possible Action

a. Regular meeting summary of April 15, 2025.

4. Miscellaneous Items from Staff, Planning Commissioners or City Attorney for Discussion and Possible Action:

a.	Next regular meeting is June 3rd, 2025.
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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.

MEMORANDUM

DATE: May 16, 2025
TO: Stillwater Planning Commission
FROM: Development Services Staff
SUBJECT: SUB25-05 Prel. Plat @ 410 W. Franklin

Staff is requesting that no action be taken on the item at the May 20th meeting. The applicant has been informed that a new hearing date will be scheduled.

Date of Meeting: May 20, 2025

Subject: Specific Use Permit: 1307 North Husband Street

Purpose of Report: The applicant requests the review and approval of a Specific Use Permit to allow for churches and other religious institutions in the Small Lot Single Family Residential (RSS) and Two-Family Residential (RT) zoning districts at the property addressed as 1307 North Husband Street.

Background: The property is located in the Northeast portion of Stillwater. The applicant and property owner would like to utilize the existing property and buildings on the subject property to host ministry related indoor & outdoor activities. Churches and other religious institutions in RSS and RT require a Specific Use Permit (Sec. 23-137.b).

The subject property has frontage on North Husband Street and North Main Street. A single-family home has access off North Husband Street on the west portion of the property and a residential accessory structure is located closer to North Main Street on the east portion of the property. This property is currently one parcel.

A residential accessory building permit was issued (RA24-0043) on August 7th, 2024 for the 80' x 40' accessory structure, which was described on the application as a metal barn with a bathroom. There have also been a couple permits pulled for updates to the primary house. On 6/3/2024 an electrical permit was issued (ELEC24-200) to replace the panel, and on 9/30/24 a public way permit was issued (PWP24-0307) to widen the driveway.

In both the RSS (Sec. 23-137) and the RT (Sec. 23-138) zoning districts the side yard setback requirement is 5 feet for residential uses, which is met by the existing residential accessory structure. For all other uses, a structure is required to be 15 feet from the side yard property line. If the use of the existing residential accessory structure were changed to allow for churches and other religious institutions, then the building would be required to have a 15-foot side yard setback. As the attached site plan shows, the existing accessory structure is currently 5 feet from the side yard property line, which means that allowing a use other than residential would make this structure non-conforming. To bring this property back into compliance, a variance from the board of adjustment would be needed.

On December 17th, 2024, SUP24-04 was heard by Planning Commission, where it was tabled. Before this item was brought back to the Planning Commission, staff noticed that there was an error in the legal notice. This required staff to resend public notices. The applicant requested that the notices be resent, and another hearing be set, which is why SUP24-04 is being presented today. Planning Staff, at the time of this report, have received multiple comments from concerned citizens, one of which was emailed in and is attached.

Application Processing Information:

Owner/Applicant – Matt & Maria Clark

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

Processing Track:

Submittal Date – November 6, 2023

Planning Commission – December 17, 2024

- Planning Commission Tabled SUP24-04

Planning Commission – May 20, 2025

City Council – June 16, 2025

Project/Site Design Data/Details:

Zoning – Small Lot Single-Family Residential District, Section 23-137 Two-Family Residential District, Section 23-138

Existing Use – Single family home with a metal barn residential accessory structure

Proposed Use – Church and other religious institution

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property currently has access off North Main Street and North Husband Street.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently available along the west side of North Husband Street. OSU Transit Services – The Blue and Green Route has stops to the south near the intersection of North Boomer Road and North Husband Street.
- 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 Low Density Residential (10-3).

Discussion: The applicant is requesting a Specific Use Permit to allow for churches and other religious institutions. The subject property has two zoning districts with the west portion zoned Small Lot Single Family Residential (RSS) and the east portion zoned Two-Family Residential (RT). Stillwater High School is located to the west of the subject property across Husband Street, zoned Public (P). RSS zoning district is located to the north and south of the west portion of subject property, with the RT zoned east portion of the property having similar zoning to the north and south, and Large Lot Single Family Residential is located to the east across Main Street.

Findings:

1. The Land Development Code allows church and other religious institutions in the Small Lot Single Family Residential (RSS) and Two-Family Residential (RT) zoning district with a Specific Use Permit.
2. The Comprehensive Plan calls for Low Density Residential uses at the property's location.
3. The accessory structure was permitted/inspected as a Residential Accessory structure (metal barn). If the specific use permit is approved, it will change the applicable building and fire code requirements for all structures.
4. If the Specific Use Permit were to be approved, all applicable site design requirements from the Land Development Code, like parking and drainage requirements, will need to be met.
5. Changing the use will make the accessory structure non-conforming with the existing side yard setback to the south.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed specific use permit.
2. Accept findings and recommend that the City Council conditionally approve the proposed specific use permit subject to conditions being met which can include, but are not limited to:
 - a. A variance from the 15-foot side yard setback requirement being granted by the Board of Adjustment to allow for the existing accessory structure to be conforming.
3. 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.
4. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Recommendation: If the Planning Commission recommends to the City Council approval of the Specific Use Permit as presented, staff recommends conditional approval as stated in Alternative No. 2 above.

Prepared by:

Reviewed by:

Date of Preparation:

Attachments:

Map Designation:

Henry Bibelheimer, Senior Planner

David Barth, Development Services Director

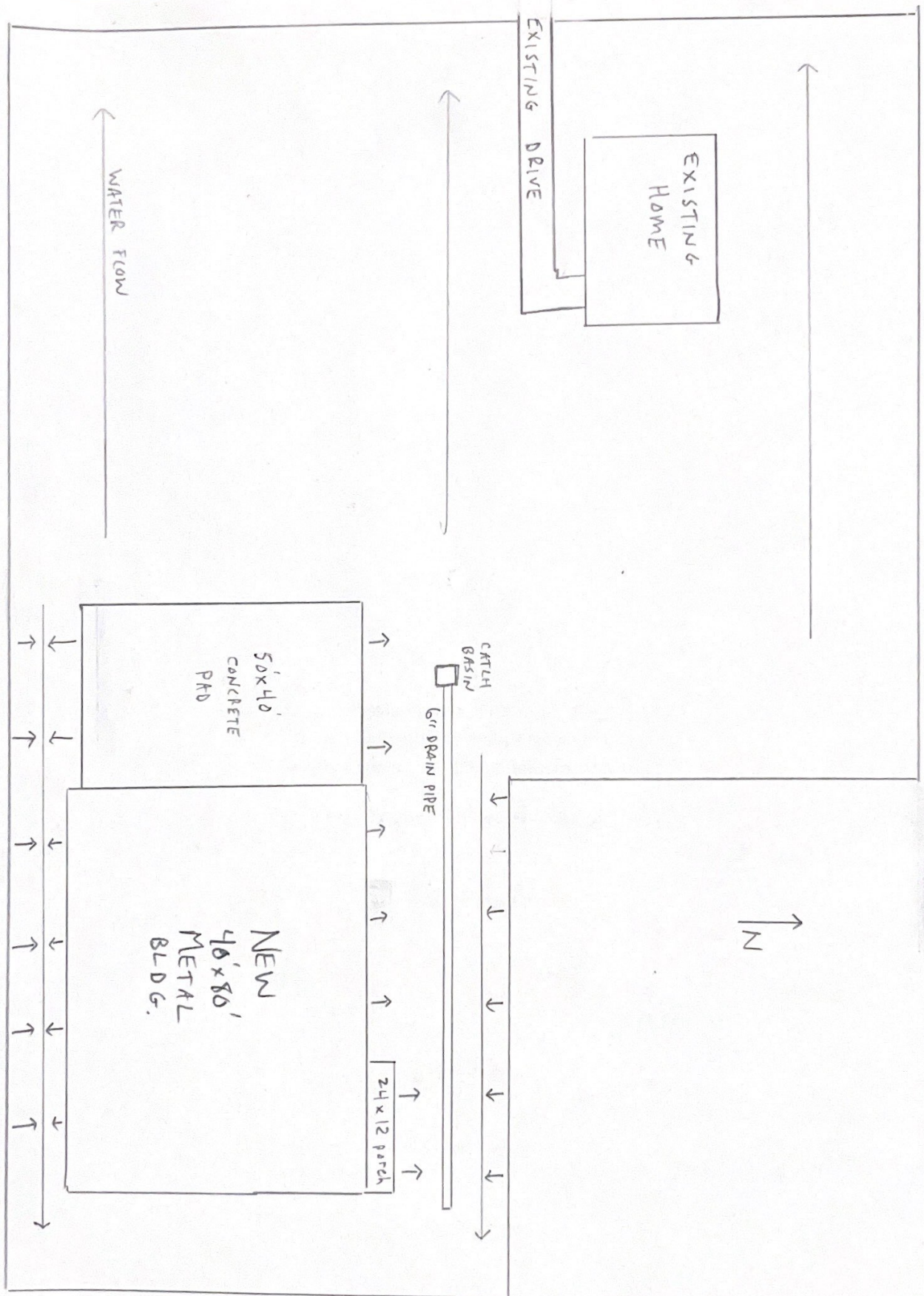
Joshua Brown, Development Coordinator

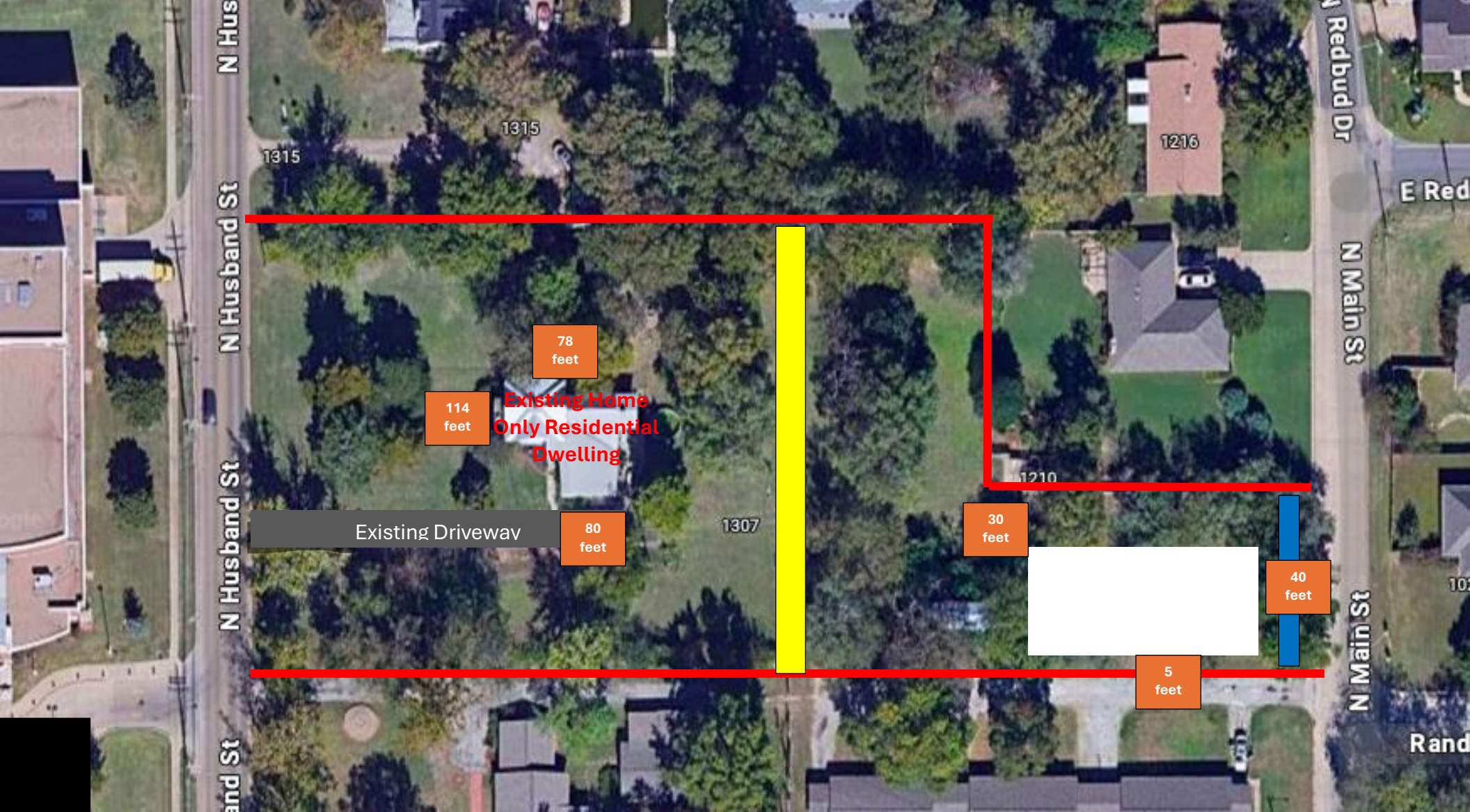
Cindy Gibson, Administrative Services Manager

May 14, 2025

Application, Site Plan, Drainage Plan, and Community Comment

NE





Existing & Ready for Use

Red – Boundary of Property

Gray – Existing Driveway

Dwelling – Existing Home

White – Metal Barn (Non-Residential)

Orange Boxes – Dimensions from Building to Property Line

Yellow – Sewer, & Electrical Easement

Blue – Water Easement

CITY OF STILLWATER - DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR REVIEW/ACTION

ZONING:

- ☐ Map Amendment
☐ Planned Unit Dev.
 ☐ Preliminary
 ☐ Final
 ☐ Subdivision
 ☐ Amendment
☒ Specific Use Permit
☐ Annexation

SUBDIVISION:

- ☐ Lot Split
☐ Commercial Minor Subdivision
☐ Minor Subdivision
☐ Preliminary Plat
☐ Final Plat

OTHER:

- ☐ Closing
☐ Drainage Plans/Study
☐ Drilling Permit
☐ Improvement Plans
☐ Right-of-Way Agreement
☐ Small Business Permit
☐ Text Amendment

SITE PLANS:

- ☐ Minor Amendment
☐ Final Drill Site Dev. Plan

Title of Subdivision/Plan/Use: _____

Owner(s) of Property: Matt & Maria Clark

* Owner(s) Address: 1307 N. Husband St. Stillwater, OK 74075

Owner(s) Phone/Fax/Email: (405) 640-3491 matt@sdgmgmt.com

Applicant/Developer of Property: Matt & Maria Clark & K-Life Ministries (Chris Stockton)

Applicant/Developer Address: 1307 N. Husband St. Stillwater, OK 74075

Applicant/Developer Phone/Fax/Email: (405) 640-3491 & (580) 736-0582 matt@sdgmgmt.com

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

Surveyor address/phone/fax/email & Registration No.: N/A

* Address or Description of Property to be Subdivided/Developed: utilize existing property & buildings to host ministry related indoor & outdoor activities

Original Tract Deed Book and Page Number: N/A

Number of Acres in Development: N/A

Number of Lots Created: N/A

Current Zoning/Requested Zoning: Residential

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

Ensure the use of property to host ministry & community related events follows proper ordinance guidelines and serves as a great neighbor.

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.

Chris Stockton 11-6-24
Applicant/Preparer Date

[Signature] 11/5/24
Owner/Agent (with documentation) Date

Applicant/Preparer Date

Maria Clark 11-5-24
Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: _____

Submission Date: _____

Processing Tract: IRC 11/20, PC 12/17, CC 11/27

Approval Date: _____

Fees: _____

Number of Copies: _____

**City of Stillwater
Specific Use Permit (SUP)
Chapter 23, Article 6, Division 7**

Applications will be accepted Monday through Friday, from 8:30 AM to 11:30 AM
Per Resolution CC-2007-16

Because the uses identified as requiring specific use permits are more intense or have a greater impact than those permitted by right, such uses shall be evaluated based upon their ability to locate next to less intensive uses. This CHECKLIST identifies the items needed. All items indicated as SUCH are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
	Section 23-180	
	COMPLETED APPLICATION FORM AND CHECKLIST	
	FILING FEE: NEW CONSTRUCTION @ \$350.00 PLUS \$0.01/SQ FOOT OF BUILDING OR EXISTING BUILDING @ \$250.00 SHALL BE PAID UPON VERIFICATION OF COMPLETE SUBMITTAL.	
	* A TYPEWRITTEN LIST, CERTIFIED BY A LICENSED ABTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT OF ALL PROPERTY OWNERS WITHIN 300 FEET OF THE SUBJECT PROPERTY AND AN ELECTRONIC/DIGITAL COPY CAPABLE OF BEING REPRODUCED AS MAILING LABELS. THE OWNERSHIP LIST SHALL NOT HAVE BEEN PREPARED MORE THAN 30 DAYS PRIOR TO SUBMISSION OF APPLICATION.	
	* TYPED LEGAL DESCRIPTION EMAILED TO DIGITALS@STILLWATER.ORG	
	COPY OF EXISTING OR PROPOSED RESTRICTIVE COVENANTS	
	* BUILDING ELEVATION DRAWINGS AND CONSTRUCTION MATERIALS WHEN ABUTTING A RESIDENTIAL DISTRICT.	
	ELECTRONIC PDF DRAWING, EMAILED TO DIGITALS@STILLWATER.ORG shall show the following:	
	a. Dimensions of the site, including easements and rights-of-way, and location with respect to streets and adjacent properties;	
	b. Dimension of buildings and location with respect to property boundaries;	
	c. Location and type of existing and proposed outdoor features such as signs, fences, landscaping, or outdoor light fixtures;	
	d. Location, arrangement, and dimensions of off-street parking and loading spaces and access drives;	
	e. Number of residential dwelling units, if any, per structure;	
	f. Any other physical features or characteristics which may be unique to the property or particular use proposed;	
	g. Existing use of abutting/adjoining properties	
	h. Existing zoning of the subject property and the abutting/adjoining properties;	
	i. Location of existing and proposed public utilities	
	j. Distance from any public place as defined in Oklahoma Administrative Code Title 310, Chapter 681 (Per Ordinance No. 3416)	
	COPY OF OKLAHOMA STATE DEPARTMENT OF HEALTH MEDICAL MARIJUANA LICENSE FOR ☐ COMMERCIAL GROWER ☐ PROCESSING/MANUFACTURING ☐ DISPENSARY/RETAIL (PER ORDINANCE NO. 3416)	
	FINAL DRAINAGE STUDY AND FINAL DRAINAGE PLAN (ARTICLE 19)	

City of Stillwater
Specific Use Permit (SUP)
Chapter 23, Article 7, Division 7

INFORMATIONAL	
Required fire flows. Appendix B (2009 IFC)	
Hydrant spacing Section 507.5 and Appendix C (2009 IFC)	
Sprinkler requirements, Section 903 (IFC)	
Annual Inspections will occur to verify continual compliance with the conditions of approval of the SUP	

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.


Preparer's Signature

11/5/2024
Date

From:
Sent: Thursday, May 8, 2025 11:22 PM
To: Digitals
Subject: 1307 N. Husband St.
Attachments: IMG_2413.JPG; IMG_2416.JPG; IMG_2599.PNG; IMG_2636.PNG; IMG_2689.JPG; IMG_2759.JPG; IMG_2816.JPG; IMG_2817.JPG; IMG_2833.JPG; IMG_2892.JPG; IMG_2914.PNG

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Mr. Moore and Mr. Bibelheimer,

We are writing to you regarding the property at 1307 N. Husband St.

We attended a Planning Commission meeting in December for 1307 N. Husband and the KLife organization to get a Special Use Permit. It was made clear that KLife was not allowed to host any activities without the SUP (which they did not get). Prior to that meeting, we were not aware that they weren't allowed to host activities, as KLife had been hosting activities inside and outside since August. This has been quite a disruption to our neighborhood.

After a visit to city hall about the matter, we were advised to log and take pictures of any KLife activities taking place next door. We were given your email addresses to send all of this information. Please advise if this email needs to be directed to someone else.

Here is our information thus far-

Every Monday - Friday mornings from about 7:00am to 8:45am students would be dropped off and many cars parked on the front lawn. The times for these gatherings varied each day. Some days they would be there from 7:00 to 7:45, others from 8-8:30, etc. Every day was different. We have included photos from a few of these gatherings.

Tuesday, Dec 17 from 8:00pm to 8:45pm there was an activity with about 10 cars parked on the front lawn.

Wednesday, Dec 18 from 5:30pm to 6:45pm there was an activity with about 7 cars parked on the front lawn.

Sunday, Feb 9 at 4:00pm there was a large group activity with about 20-25 cars parked in the high school parking lot and about 40 people walking over to the property.

Monday, April 7 at 7:45pm there was an activity with about 10 cars parked on the lawn. Photos have been included.

Sunday, April 27 at 7:30pm there was an activity.
Photos have been included.

Sunday, May 4 from 4:00pm to 6:00pm there was a very large outdoor event on the front lawn with loud music and kids/adults playing baseball and cornhole. There were at least 30-40 people. It was very disruptive to us as neighbors.

Photos from this gathering are included as well as the Facebook announcement for this activity on the KLife Facebook page.

We have also included Facebook posts from the KLife Facebook page listing 1307 N. Husband as their activity house and announcements for some of the activities.

This KLife group is blatantly ignoring the zoning laws/Stillwater city code and is holding activities without the SUP. These are a few examples of activities in which we have observed and were able to log and take photographs. We have busy and active lives and are not always home, so they may have had other infringements that we were not able to capture.

We are sending you a second email as all of the photos would not fit on this one email.

Please advise if there is further action we need to take.

Thank you,

Sent from [Outlook](#)

Cindy Gibson

From:
Sent: Thursday, May 8, 2025 11:25 PM
To: Digitals
Subject: Additional photos 1307 N. Husband St.
Attachments: IMG_2948.JPG; IMG_3017.JPG; IMG_3029.JPG; IMG_3042.JPG; IMG_3043.JPG; IMG_3044.PNG; IMG_3046.PNG; IMG_3047.PNG; IMG_3051.JPG; IMG_5451.JPG; IMG_54501.JPG

This email originated from an **External Source**. Please use proper judgement and **Caution** when opening attachments, clicking links, or responding to this email.

Mr. Moore and Mr. Bibelheimer,

These are the additional attachments that would not fit on our original email.

Thank you,

Sent from [Outlook](#)

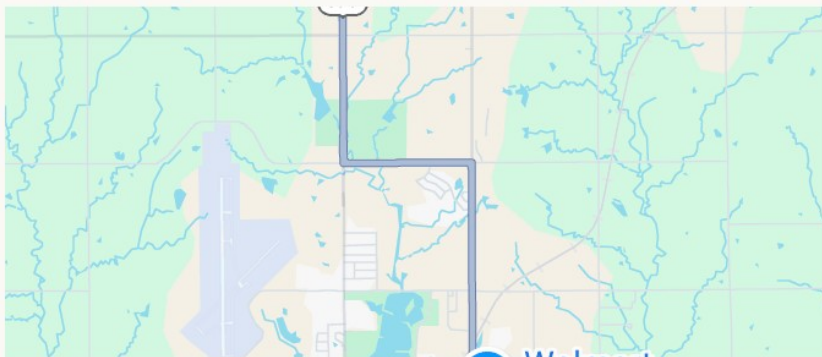




THE KLIFE HOUSE

1307 N HUSBAND ST

STILLWATER, OK 74075



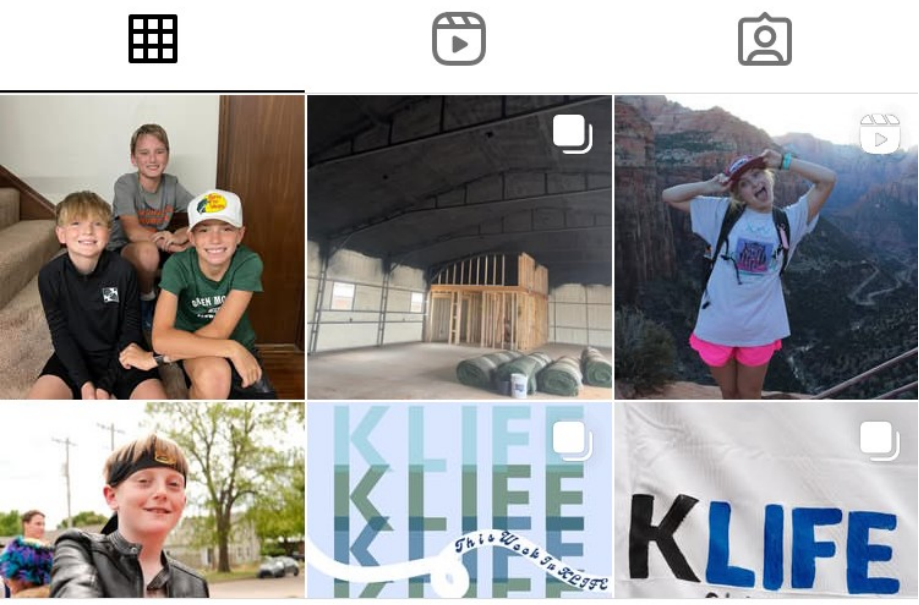


1,374 posts 1,249 followers 257 following

Stillwater KLIFE
Impacting a Youth Culture for Christ
1307 N Husband St, Stillwater, Oklahoma
linktr.ee/stillwaterklife

Followed by leeglassandwindow, lifeinthedustblog and 11 others

Follow Message Contact +

















Stillwater KLIFE
Mar 4 · 🌐

COME TO THE HOUSE FOR LUNCH TODAY !!!!















Stillwater KLIFE

3d • 🌐

...

We are THIS excited for Blowout Klub & Cornhole on Sunday, May 4th! ALL ARE WELCOME from 4:00-6:00pm at the KLIFE House. We can't wait to see YOU 🙌 there!



Open app



Stillwater KLIFE

Apr 25 ·



Celebrate the end of the year with us at our Cornhole Tournament + Blowout Klub on Sunday, May 4 from 4–6 PM at the KLIFE House!

T-Shirt deadline is April 28th, register today!



REGISTER TODAY!

LINK IN BIO

T-SHIRT DEADLINE

APRIL 28TH

Open app

 **Stillwater KLIFE**
Apr 25 · 

...

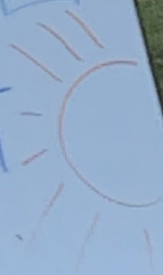
Don't miss our final big event of the year—Blowout Klub + Cornhole Tournament is happening May 4 from 4–6 PM at the KLIFE House!

There's something for everyone: free food, fun competition, and a chance to celebrate the year with friends. Register today —we'd love to see you there!



Open app



KLIFE
BLOWOUT
KLUB! 
PARK IN HS
BACK LOT!



**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF APRIL 15, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED April 11, 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

MEMBERS ABSENT

Riley Williams, Vice Chair

STAFF PRESENT

Kim Payne, City Attorney
David Barth, Development Services Director
Joshua Brown, Development Coordinator
Alexandria Maged, Administrative Assistant

Staff Absent

1. CALL MEETING TO ORDER.

Chair Phillips calls the meeting to order at 5:30pm

2. PUBLIC HEARING

- a. Receive public comment regarding a request for a **MAP AMENDMENT (MA25-02)**, to rezone property addressed as 818 E. Krayler Avenue from Commercial Shopping (CS) and Two-Family & Multi-Family (RTM) to Small Lot Single-Family Residential (RSS) district.

Mrs. Kim Payne, Assistant City Attorney advised that no action is to be taken on this item.

Time: 1 minute

- b. Receive public comment regarding a **MAP AMENDMENT (MA25-03)** to rezone properties addressed as 1017 and 1023 S. Husband Street from Two-Family Residential (RT) to Commercial Business (CB) district.

Mr. Joshua Brown, Development Coordinator, presents staff's report and outlines:

- The applicant requests review and approval of a Map Amendment to rezone the properties addressed as 1017 & 1023 S Husband Street from Two-Family Residential (RT) to Commercial Business (CB).
- RT zoning is located to the south, west, and north up to 10th Avenue. CB zoning is located to the east and extends north and south along the South Main Street Commercial Corridor.
- The Future Land Use Map within the Comprehensive Plan indicates that the desired land use for the subject property is Commercial.

Mr. Brown asks if there are any questions; none respond.

Chair Phillips invites the applicant to come forward and present.

Mr. Cory Williams, 621 S Husband, Applicant/Developer, comes to speak on the following:

- Explains that he is requesting Commercial zoning in a primarily residential area due to the wording of the current code.
- There is no existing section of the code that accommodates the type of redevelopment they are proposing.
- Elaborates that the plan is to build 13 single-family residences and notes that the development would be similar to The Lark in downtown Edmond.
- He is planning a pocket community, which in this case would be a zero-lot-line, walkable neighborhood featuring a pocket park.
- He adds that the current City Code does not address this type of development. Although a Planned Unit Development (PUD) is typically used, it is not feasible here because the lot is less than one acre.

Mr. Williams presents plans, to the Planning Commission, for what is planned to be built; explains that he has been working to create more living spaces around downtown Stillwater since 2008; believes the development of strip malls and big-box stores in other parts of town has drawn business away from the downtown area, and that adding more housing nearby will help restore vibrancy to the area; and adds that he has made significant investments in other homes near the proposed property, despite the risks involved due to the poor condition of the buildings.

Commissioner Peters clarifies that the zoning must be changed to Commercial Business in order to build residential homes. Mr. Williams confirms that the current code does not include a section that allows for the type of development being proposed, but hopeful that an update will be made soon.

Commissioner Shanahan notes that this is the kind of development that should be considered in future code revisions under the new Comprehensive Plan. Mr. Williams agrees and states supports for the idea, believes walkable communities with increased density, without stacking residents vertically, are beneficial.

Vice Chair Williams asks, since the current code does not explicitly support the proposed development, what led them to select Commercial Business zoning. Mr. Williams explains that their engineer, Mr. Gose, recommended Commercial Business because it serves as a "catch-all" category within the code.

Mr. Williams adds that they plan to address parking needs by creating spaces in the alley, installing diagonal parking along 11th Avenue, and adding parallel parking on Husband Street; and references *The Lark* and *The Ember* in west Edmond as examples of similar walkable community developments that they aim to emulate.

Chair Phillips states that she has a question for the engineer, Mr. Gose.

Steven Gose, of Gose & Associates, 113 E 8th Ave., introduces himself for the record.

Chair Phillips clarifies that the lot sizes being considered are just under half an acre, which would not qualify for a Planned Unit Development (PUD), as PUDs require a minimum of one acre. Mr. Gose confirms this.

Chair Phillips asks if there were any other factors that influenced his recommendation to apply for Commercial Business zoning. Mr. Gose explains that, according to the zoning district comparison table, Commercial

Business zoning allows for zero setbacks, greater flexibility in parking, and a broader range of permitted uses; and while it doesn't specifically list single-family homes, it does allow for condominium ownership.

Chair Phillips seeks confirmation that condominium ownership is allowed under Commercial Business zoning. Mr. Gose affirms this; and mentions that both he and Chair Phillips serve on the advisory committee for the upcoming code revisions, where options such as overlay districts are being considered to better accommodate non-standard zoning requests, particularly for infill development.

Chair Phillips notes that Commercial Business zoning includes buffer requirements when adjacent to residential zones and asks whether there is an intent to construct those required buffers. Mr. Gose responds that this is indeed the intent; and if complications arise, they will consider seeking a variance from the Board of Adjustment but their preference is to include screening for safety and privacy.

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 of the item; none respond. Chair Phillips then asks if anyone would like to speak in opposition of the item or if anyone has any questions.

Ms. Sharron Hoaker, of 3220 W. Old Forest Dr., introduces herself for the record; and expresses concern and requests clarification regarding the number of units and the number of lots involved in the project; and also asks how many stories the homes will have.

Mrs. Hoaker presents a notice for the public hearing, which shows two highlighted parcels.

Mr. Williams comes back to the podium and refers to the previously provided images to explain that the project involves two parcels containing a total of six lots, where they intend to build 13 two-story single-family residences; shows the original 25-foot-wide lots, noting that each parcel consists of combined lots, which together form a single address.

Mrs. Hoaker asks whether these are standard lots. Chair Phillips explains that they are standard for the time period in which that part of town was platted.

Mrs. Hoaker follows up by asking if they are considered standard residential lots. Chair Phillips confirms that they are standard for residential lots in that area.

Mrs. Hoaker then asks for clarification on the total combined dimensions. Mr. Williams responds that the total area is 100 feet by 140 feet.

Mrs. Hoaker questions how 13 units can fit on that space. Mr. Williams states that the plans he brought are drawn to scale.

Mrs. Hoaker comments that the houses must be very small. Mr. Williams responds that the units will range from approximately 900 to 1,300 square feet.

Mrs. Hoaker asks how many stories each home will have. Mr. Williams replies that each will be two stories. Mrs. Hoaker then inquires whether the development will encroach onto the street or stay within the standard buildable area.

Chair Phillips asks if anyone else in the audience has questions.

Ms. Jannett Rogers, 1006 S. Husband, introduces herself for the record.

Mrs. Rogers asks whether the property will be accessible via the alleyway.

Chair Phillips again asks if anyone else in the audience has questions; none respond. Chair Phillips invites the applicant back to the podium to address any remaining questions.

Mr. Williams responds that they will not be narrowing the roadway along Husband Street, as they plan to use inset parallel parking; explains that during a pre-development meeting, Stillwater Public Safety reviewed their plans to ensure that fire trucks and other emergency vehicles could still deploy their outriggers; adds that although "No Parking" signs were recently placed on the east side of the street, they are working with the city to remove those signs to accommodate the new development; and the inset parking will be within the existing right-of-way and will not reduce the road's width.

Chair Phillips revisits the earlier question regarding lot sizes for clarification.

Mr. Gose comes forward to explain that there are six originally platted lots, each 25 feet wide; addressing the alley access concern, the alley access is allowed and even encouraged in higher-density areas of town; adds that they've worked on other nearby redevelopment projects where alleys were upgraded for improved access and safety.

Chair Phillips asks him to confirm the number of units and their number of stories. Mr. Gose confirms that the plan includes 13 two-story unit; clarifies that none of the proposed structures will cross property lines or extend into the right-of-way on 11th Street or Husband Street; adds that Commercial Business zoning allows them to build up to the lot lines; In contrast, a standard residential subdivision would typically include 50–60 foot-wide rights-of-way and 50x100-foot lots.

Mrs. Hoaker returns to the podium and asks whether "no setback" means they can build right up to the cars parked along the street. Chair Phillips responds that the setback extends only to the edge of the public right-of-way, not to where vehicles are parked.

Mr. Gose elaborates, explaining that a 100-foot right-of-way includes a 50-foot half-width; of that, 13 feet is allocated for half the street and 18 feet for parking, totaling 31 feet; this leaves 19 feet between the parking area and the property line; and a six-foot sidewalk is typically included within that space.

Mrs. Hoaker asks if a sidewalk will still be included. Mr. Gose replies that, yes, there will be sidewalks on both street frontages.

Chair Phillips asks if there are further questions; none respond.

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

Joshua Brown presents findings and alternatives:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. CB zoning is adjacent to the two properties to the east.
3. The Comprehensive Plan calls for commercial uses in this area.

Alternatives and Recommendation:

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.

Joshuan states that staff's recommendation is to accept findings and recommend that the City Council approve the proposed map amendment as presented.

Chair Phillips asks for Planning Commission discussion.

Vice Chair Williams states he thinks this is a positive project that fits the area; and that this sounds like the best zoning for the proposed use and the comprehensive plan calls for this zoning in the area.

Vice Chair Williams moves to accept the Map Amendment as presented; Commissioner Peters seconds the motion.

Chair Phillips echoes the sentiments and adds that with a PUD not being applicable to this property this would be the best proposed zoning for the property.

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

Time: 27 minutes

3. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION:

- a. Regular meeting summary of April 1st, 2025.

Commission Shanahan makes a correction on page one, "where" is corrected to "were".

Commissioner Shanahan moves to accept the minutes as with the minor correction; Vice Chair Williams seconds the motion.

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

Time: 2 minutes

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

- a. Next Planning Commission Meeting is May 6th, 2025.

5. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Shanahan, seconded by Commissioner Peters at approximately 6:01 PM on April 15, 2025, and the next regularly scheduled meeting will be held Tuesday, May 6, 2025 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

Approved by - _____
Stillwater Planning Commission