

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF AUGUST 5TH, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED August 4th, 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, Assistant City Attorney
David Barth, Development Services Director
Henry Bibelheimer, Senior City Planner
Joshua Brown, Development Coordinator
Alexandria Holle-Maged, Administrative Assistant

MEMBERS ABSENT

Staff Absent

1. CALL MEETING TO ORDER.

Chair Phillips called the meeting to order at 5:30 p.m.

2. GENERAL ORDERS

- a. Park Valley Land Fund, LLC, FINAL PLAT (SUB25-11), consideration, discussion and possible action, including approval or denial of a final plat for Park Valley Addition, Section 3 on a portion of property addressed as 1823 W. 26th Avenue in the Small Lot Single-Family Residential (RSS) district.

Mr. Henry Bibelheimer, Senior Planner, presents staff report and asks if there are any questions.

Chair Phillips asks if there are any questions from the Planning Commission; none respond.

Chair Phillips confirmed that no public hearing was required for this item since it was a final plat and invites staff back up to address any questions; none respond.

Mr. Bibelheimer presents staff findings and alternatives, which are:

Findings:

1. The proposed final plat meets the subdivision and zoning requirements
2. The C3 Plan recommends low density uses at this location.
3. The proposed density is within the RSS zoning requirements.

Alternatives:

1. Accept findings and approve the proposed final plat as presented.
2. Reject findings and deny the proposed final plat as presented.
3. 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.

Staff's recommendation is Alternative 1 which is to approve the proposed final plat as presented.

Commissioner Prather moves to approve the final plat as presented Commissioner Shanahan seconds.

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

Time: 4 minutes

3. PUBLIC HEARING

- a. Receive public comment regarding a PRELIMINARY PLAT (SUB24-09) at property addressed as 1500 E. Richmond Road in the Industrial General (IG) district.

Mr. Henry Bibelheimer, Senior Planner, presents staff's report and asks if there are any questions.

Commissioner Shanahan confirms this is part of the Data Center Project; Mr. Bibelheimer confirms

Chair Phillips asks if there are any further questions for staff; none respond. Chair Phillips invites the applicant up to present.

Mr. Chip Parks, Ollson Engineering comes to answer any questions

Commissioner Shanahan inquired about who would be responsible for the roads going into the data center. Mr. Parks confirmed that the client will be responsible for improvements to Richmond Road from Perkins Road to the site entrance; and these improvements will include upgrading the road surface to concrete and enhancing access for construction and future facility traffic.

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

Chair Phillips opens the public hearing and asks if there is anyone that wishes to speak in to speak in favor; none respond. Chair Phillips asks if there is anyone that wishes to speak in opposition and states the Planning Commission did receive a request to speak

Ms. Crystal Hayes, PO Box 324, expressed strong opposition to development of Lot 7, citing its location at her driveway entrance; raised concerns over increased traffic, safety hazards, dust, speed limit compliance, and the presence of drones over her property; also questioned the change in address from 1300 to 1500 East Richmond Road; and requested that the project proceed fairly and transparently. Ms. Hayes emphasized her long-term commitment to her property and her intent to remain there and invites the Planning Commission to come visit the site to see what is being constructed.

Mr. David Winslow, 2221 E 25th St., Tulsa, OK, representing the Winslow Family Trust, identified an error in the project plat, noting the land his trust owns was incorrectly labeled as belonging to other parties; and requested that ownership records and notifications be corrected to reflect accurate information.

Chair Phillips asks if there is anyone else to speak; none respond. Chair Phillips asks the applicant to come forward to address issues.

Mr. David Barth, Development Services Director, addressed the concerns raised; confirmed the ownership labeling error will be corrected on all official documents; and reiterated that Lot 7 is outside the incentive district and designated for the OG&E substation, not for commercial or industrial buildings; lots 1 and 2 are within the tax incentive district

Mr. Barth also explained that Richmond Road will be rebuilt to modern standards from Perkins to Jardot, and that residents will receive prior notice before any work affects their driveways or access points; the drives within the project will be private and under security access; clarified that the address is officially 1500 East Richmond Road due to the primary access point being located there rather than on Airport Road; addresses within the project will come later; explained that mass grading is occurring across the entire site for drainage system installation, building pad preparation, and temporary construction facilities, even though only Lots 1, 2, and 7 are being platted at this stage; there will be a turn lane off of N. Perkins Road into some office space during the construction; regarding drone concerns, he noted that drone operation is regulated by the FAA and not the city; construction-related drones are likely documenting project progress, not surveilling residents; and continues to address the concerns about Mrs. Hayes' driveway, stating that it will be redone to City Standards and notification will be given to the resident before construction commences.

Chair Phillips asks if there are any further questions; none respond. Chair Phillips closes the public hear and asks for staff to present findings and alternatives.

Mr. Bibelheimer presents findings and alternatives, 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 IG 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.

Staff's recommendation is Alternative #1 to accept findings and approve the preliminary plat as presented.

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

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

Time: 20 minutes

4. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION.

- a. Regular meeting minutes of June 24th, 2025.

Commissioner Peters moves to approve the minutes as presented, Vice Chair Williams seconds.

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

Time: 2 minutes

- b. Regular meeting minutes of July 8th, 2025.

Vice Chair Williams moves to approve the minutes as presented, Commissioner Shanahan seconds.

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

Time: 2 minutes

c. Regular meeting minutes of July 15th, 2025.

Commissioner Peters moves to approve the minutes as presented, Commissioner Shanahan seconds.

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

Time: 2 minutes

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

a. Next Regular Meeting is August 19th, 2025.

6. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice Chair Williams, seconded by Commissioner Peters at approximately 6:00 PM on August 5th, 2025. The next regularly scheduled meeting will be held Tuesday, August 19th, 2025, at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Prepared by Alexandria Holle-Maged, Administrative Assistant
Reviewed by Cindy Gibson, Administrative Services Manager

Approved by -
Stillwater Planning Commission

