

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF AUGUST 19TH, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED August 14th, 2025 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

Jana Phillips, Chair
Riley Williams, Vice Chair
Mark Prather, 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
Cindy Gibson, Administrative Manager

MEMBERS ABSENT

Mike Shanahan, Member

Staff Absent

1. CALL MEETING TO ORDER.

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

2. GENERAL ORDERS

- a. FINAL PLAT (SUB22-06), consideration, discussion and possible action, including approval or denial of a final plat for Frye Farms, Phase 2 on a portion of property addressed as 1998 W. 32nd 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.

Commissioner Prather asked how many homes in total were platted between 26th Avenue and 32nd Avenue with the addition of this phase; Mr. Bibelheimer did not have an exact number but estimated over 400 homes.

Chair Phillips asks if there are any additional questions for staff; none respond. Chair Phillips asks if the applicant was present or would like to speak; none respond. Chair Phillips invites staff to present findings and alternatives.

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

Findings:

1. The proposed final plat meets the subdivision and zoning requirements, and conforms to the preliminary plat.
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 Peters moves to approve the final plat as presented Vice Chair Williams seconds.

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

Time: 3 minutes

3. PUBLIC HEARING

- a. Receive public comment regarding a request for a Map Amendment (MA25-07) to rezone from Light Industrial (IL) to Commercial General (CG) property addressed as 1212 S. Perkins Road.

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

Chair Phillips asks if there are any further questions for staff; none respond. Chair Phillips asks if there is an applicant or representative that would like to share any additional information; the applicant states they do not have any additional information.

Chair Phillips asks if the commissioners have any additional 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 ; 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 Land Development Code allows for the rezoning of land via Map Amendments.
2. CG is located to the north of the property.
3. The Commercial General zoning district aligns with the desired Future Land Use Map within the Comprehensive Plan and would make the property compliant.

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.

Staff's recommendation is Alternative 1 which is to approve the proposed Map Amendment as presented.

Commissioner Prather moves to approve the map amendment as presented, Vice Chair Williams seconds.

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

Time: 4 minutes

- b. Receive public comment regarding a request for a Map Amendment (MA25-09) to rezone from Commercial General (CG) to Two-Family and Multi-Family (RTM) at property addressed as 4412 W. 6th Avenue.

Henry Bibelheimer, Senior Planner, states that the applicant has requested to table this item to a date certain, September 9th, 2025.

Vice Chair Williams moves table the map amendment to the September 9th, 2025 Planning Commission, Commissioner Peters seconds.

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

Time: 1 minute

4. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION.

- a. Regular meeting minutes of August 5th, 2025.

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

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

Time: 2 minutes

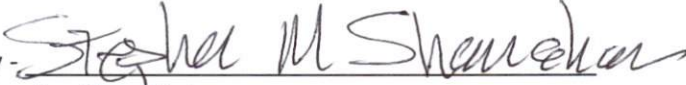
5. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Regular Meeting is September 9th, 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 5:40 PM on August 19th, 2025. The next regularly scheduled meeting will be held Tuesday, September 9th, 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