

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF SEPTEMBER 16TH, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED September 12th, 2025 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

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

Jana Phillips, Chair
Riley Williams, Vice Chair

Staff Absent

1. CALL MEETING TO ORDER.

Commissioner Shanahan called the meeting to order at 5:30 p.m.

2. GENERAL ORDERS

- a. Special Exception Request to the Planning Commission, (SEPC25-01), consideration, discussion and possible action to Chapter 23, Section 23-356.d for Sidewalk Requirements at property addressed as 5823 N. Perkins Road.

There is no action on this item.

3. PUBLIC HEARING

- a. Receive public comment for a Specific Use Permit (SUP25-05) to allow Churches and other Religious Institutions in the Small Lot Single-Family Residential (RSS) district at property addressed as 418 E. McElroy Road.

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

Commissioner Shanahan asks if there is anyone that wishes to speak in questions from the Planning Commission; none respond.

Commissioner Shanahan invites the applicant up to present.

Mr. Seth Matthis, Senior Pastor, Hosanna Church, 1925 West Forest Ridge comes to speak on the following:

- Previously owned property across the street (old gas station) used for children's ministries and fellowship. Families became uncomfortable with children separated by traffic.

- Sold that property ~1.5 years ago and plan to use proceeds to construct a new building adjacent to the current church.
- Church has been at the current site 20+ years.
- Stated desire to begin construction with approval.

Commissioner Shanahan asks if the Planning Commission have any questions; none respond.

Commissioner Shanahan opens the public hearing and invites anyone who would like to speak in favor of the item.

Mr. Zack Hail, 3602 North Washington Street, Apt. I-75, Stillwater comes to speak on the following:

- Member of Hosanna Church.
- Supports a bigger building and expressed desire for the children's ministry to return to the main property.

Commissioner Shanahan asks if anyone would like to speak in opposition to the item; none respond.

Commissioner Shanahan closes the public hearing and for staff to present the findings and alternatives.

Henry Bibelheimer presents the findings and alternatives:

Findings:

1. The Land Development Code allows churches and religious institutions in the RSS District with a specific use permit.
2. This specific use permit would bring the current use into compliance.
3. The proposed expansion of the church aligns with the Comprehensive Plan, which calls for Commercial uses for the subject property location.

Alternatives:

1. Accept findings and recommend that the City Council approve the 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 specific use permit.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Staff recommends Alternative 1: Approve the Specific Use Permit as presented

Commissioner Prather moves to approve the Specific Use Permit as presented. Commissioner Peters seconds.

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

Time: 7 minutes

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

- a. Next Regular Meeting is October 7th, 2025.

5. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Prather, seconded by Commissioner Peters at approximately 5:38 PM on September 16th, 2025. The next regularly scheduled meeting will be held Tuesday, October 7th, 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

A handwritten signature in cursive script, appearing to read "Jan K. Plush", is written over a horizontal line. The signature is in dark ink and is positioned to the right of the "Approved by -" text.