

PLANNING COMMISSION MEETING AGENDA
NOVEMBER 4, 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. General Orders

The Planning Commission will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Planning Commission unless the agenda entry specifically states that no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the Planning Commission.

a.	Consider request for a Final Plat (SUB25-19) named Richmond Road & Highway 177 Addition in the General Industrial (IG) zoning district at 1500 E. Richmond Road.	Henry Bibelheimer
b.	Review and discussion regarding approval of the Planning Commission 2026 meeting schedule.	

3. Items Removed from the Consent Docket

4. Public Hearing

The Planning Commission will hear public comments, discuss, and take action including a vote or series of votes on each item listed as presented or as amended by the Planning Commission unless the agenda entry specifically states that no action will be taken.

a.	Receive public comment regarding a request for a Map Amendment (MA25-15) to rezone property addressed as 711 S. Ramsey Street from Small Lot Single Family Residential (RSS) to Two-Family and Multi-Family (RTM) district.	Henry Bibelheimer
b.	Receive public comment regarding a request for a Map Amendment (MA25-13) to rezone property addressed as 998 S. Murphy Street from Small Lot Single Family Residential (RSS) and Commercial General (CG) to Commercial General (CG) district.	Henry Bibelheimer
c.	Receive public comment regarding a request for a Map Amendment (MA25-12) to rezone property addressed as 802 S.	Henry Bibelheimer

	Western Road from Small Lot Single Family Residential (RSS) to Office (O) district.	
d.	Receive public comment regarding a Text Amendment to Stillwater City Code Chapter 23, Land Development Code, Article VI, Land Use Classifications, to amend or to add a setback exception in Division 3, Residential Districts, Sections 23-136 through 23-142 and 23.144, Division 4, Commercial Districts, Sections 23-150 through 23-153, Division 5, Industrial Districts, Sections 23-160 through 23-161, and Division 6, Agriculture District, Public District and University District, Section 23-170.	Henry Bibelheimer
e.	Receive public comment for a Preliminary Plat (SUB25-13) in the Small Lot Single-Family Residential (RSS) district at property addressed as 2002 E. McElroy Road. <i>(Tabled from October 21, 2025 meeting.)</i>	Henry Bibelheimer

5. Meeting Summary for Review and Possible Action

a.	Regular meeting summary of October 21, 2025.
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6. Miscellaneous Items from Staff, Planning Commissioners or City Attorney for Discussion and Possible Action:

a.	Next regular meeting is November 18, 2025.
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7. 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.



REPORT TO:

STILLWATER PLANNING COMMISSION

No. SUB25-19

ISSUED BY THE DEVELOPMENT SERVICES DEPARTMENT - STILLWATER, OKLAHOMA

Date of Meeting: November 4, 2025

Subject: Final Plat: Richmond Road and Highway 177 Addition

Purpose of Report: The applicant requests review and approval of a Final Plat, known as Richmond Road and Highway 177 Addition, to subdivide 202.284 acres into three (3) industrial lots.

Background: The development is located on the southwest corner of Richmond and Jardot Roads. The preliminary plat is for Lots 1, 2, and 7 of a proposed 8 lot development. This is proposed to be Phase 1 of a multi-phase project, and lots 3, 4, 5, 6, and 8 are proposed to be platted at a future date, once the location of internal infrastructure, such as a private road, is finalized.

Building permits have been approved for buildings on Lot 1 and Lot 2. These buildings meet all of the setback requirements of the Industrial General District (IG) from the proposed lot lines. A public waterline extension has been approved ending at a meter vault which is the demarcation point where the waterline transitions from public to private ownership. Private lines then continue throughout the development to serve all proposed lots. Private sanitary sewer is proposed to serve the development and tie into the public sanitary sewer main.

Application Processing Information:

Applicant/Owner – Kipper, LLC

Notice – No notice is required

Processing Track:

Submittal Date – October 6, 2025

Planning Commission – November 4, 2025

City Council – December 1, 2025

Project/Site Design Data/Details:

Zoning – Industrial General District

Existing Use – Vacant Land

Proposed Use – Industrial

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property has access to Richmond and Jardot Road
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available.

Applicable City Plans/Policies:

The C³ Plan: Industrial is indicated on the Future Land Use Plan.

Findings:

1. The proposed final plat substantially meets the subdivision and zoning requirements.
2. The C3 Plan recommends Industrial uses at this location.

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:

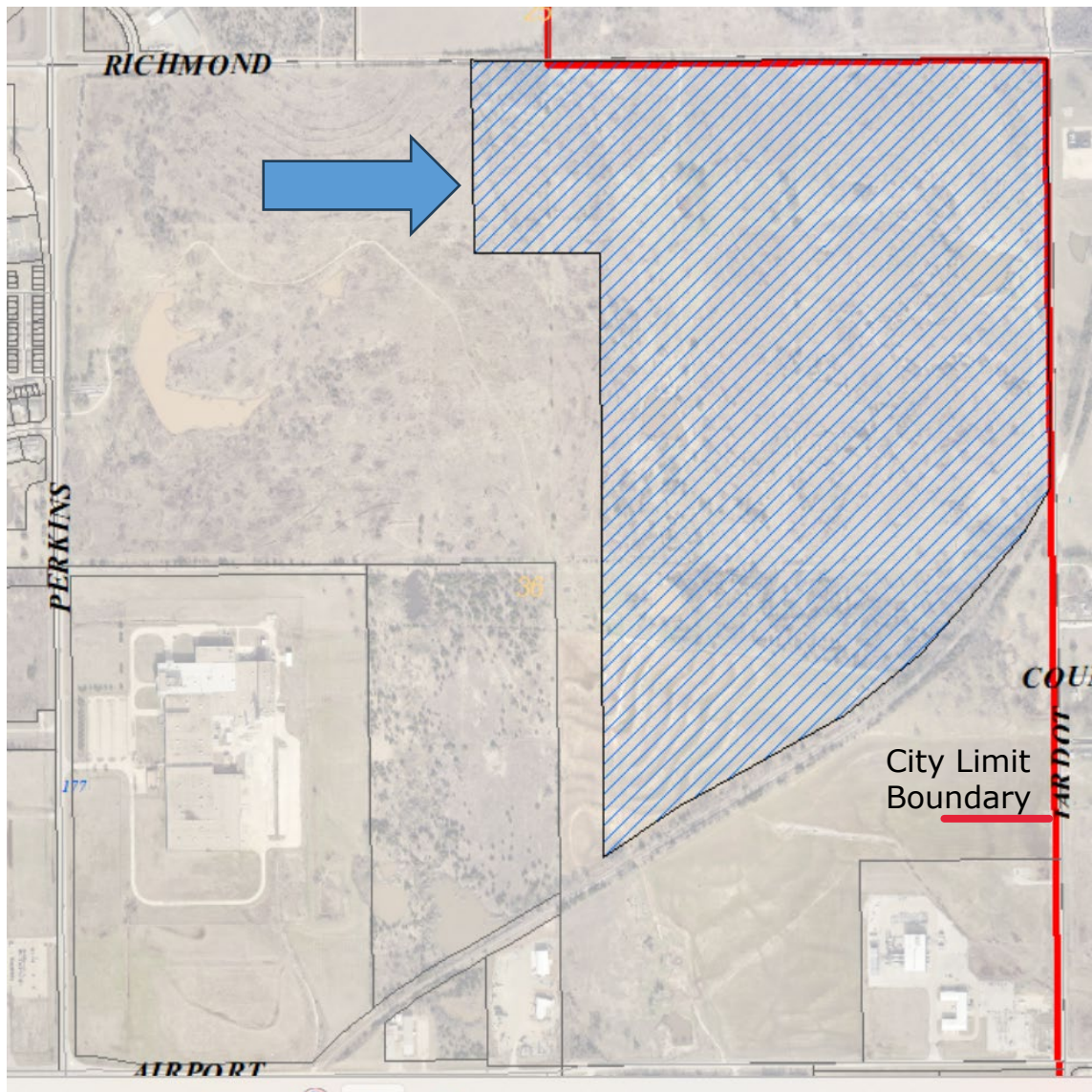
- Alternative number 1

Prepared by: Josh Brown, Development Coordinator
David Barth, Dev. Services Director
Cindy Gibson, Admin. Services Manager

Date of Preparation: October 28, 2025

Attachments: Area Map, Final Plat

Map Designation: NE



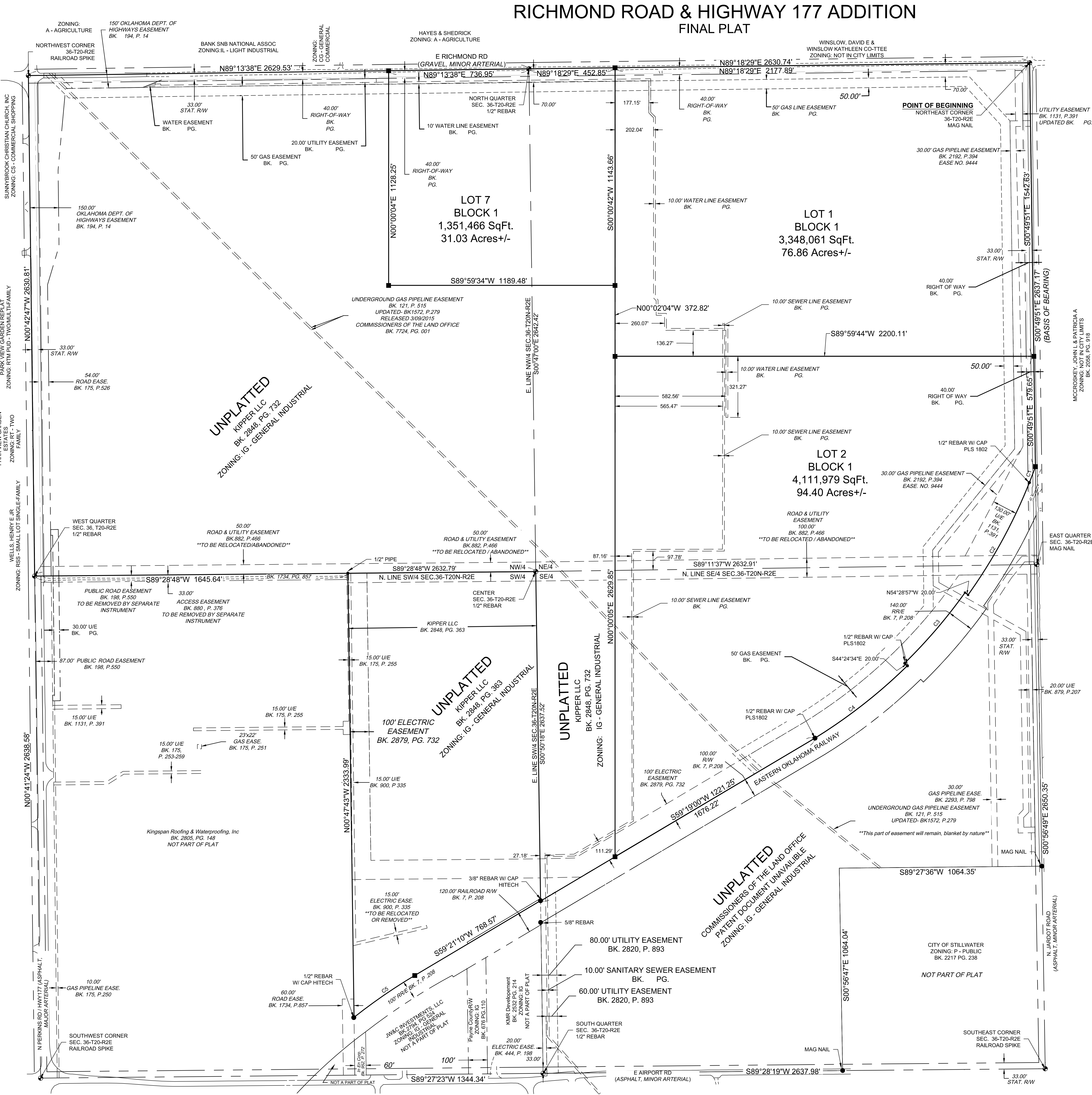
Stillwater OKLAHOMA
stillwaterok.gov

Project Type: SUB25-19

Request: Final Plat – Richmond Road & Hwy. 177 Addition 1500

Address: W. Richmond Road

RICHMOND ROAD & HIGHWAY 177 ADDITION FINAL PLAT



DEVELOPER NOTE:

Kipper LLC
 McAfee & Taft
 8th Floor, Two Leadership Square
 211 N Robinson Ave
 Oklahoma City, OK 73102

FEMA 100-YEAR FLOODPLAIN:

The proposed development is in the Zone X of firm map 40119C0066F, area determined to be outside the 500-year flood and protected by levees from 100-year flood, with an effective date of 05.16.2007

OWNER'S OF RECORD:

Kipper LLC
 McAfee & Taft
 8th Floor, Two Leadership Square
 211 N Robinson Ave
 Oklahoma City, OK 73102

LEGEND

ZONING: IG
 General Industrial

- SECTION CORNER
 MONUMENT W/ LABELED DESCRIPTION
 1/2" REBAR W/ OLSSON CAP CA 2483 (UNLESS OTHERWISE NOTED)
 PROPERTY LINE
 LOT LINES
 STATUTORY R/W LINE
 EASEMENT LINES
 SECTION LINE
 ASPHALT LINE
 GRAVEL LINE
 UTILITY EASEMENT
 RIGHT-OF-WAY EASEMENT BY STATUTE
 RECORD DOCUMENT BOOK & PAGE

BOUNDARY DESCRIPTION:

A tract of land located in the Northeast Quarter (NE/4), Northwest Quarter (NW/4), and Southeast Quarters (SE/4) of Section Thirty-Six (36), Township Twenty (20) North, Range Two (2) East of the Indian Base and Meridian (I.B. & M.), Payne County, Oklahoma, being more particularly described as meets and bounds by Darrel Ray Mason OKLS1690 on March 13, 2024 as follows:

BEGINNING at the NE/4, NE/4, S36-T20-R2E monumented by a Mag Nail; Thence along the East line of said Northeast Quarter (NE/4), as the Basis of Bearings, S 00° 49' 51" E, a distance of 2,122.35 feet to a non-tangent curve to the right; Thence along said curve having a radius of 2486.42 feet, a delta angle of 02° 03' 32", an arc length of 89.35 feet, and having a chord bearing of S 20° 50' 10" W, a length of 89.34 feet to a non-tangent curve to the right monumented by a 1/2" Rebar with cap "Olsson CA 2483"; Thence N 54° 28' 57" W, a distance of 20.00 feet to a non-tangent curve to the right monumented by a 1/2" Rebar with cap "Olsson CA 2483"; Thence N 00° 00' 05" E, a distance of 2629.85 feet to a 1/2" Rebar with cap "Olsson CA 2483"; Thence N 00° 02' 04" W, a distance of 372.82 feet to a 1/2" Rebar with cap "Olsson CA 2483"; Thence S 89° 59' 34" W, a distance of 1189.48 feet to a 1/2" Rebar with cap "Olsson CA 2483"; Thence N 00° 00' 04" E, a distance of 1128.25 feet to point on the North line of the Northwest Quarter (NW/4) of said Section 36 monumented by a Mag Nail; Thence along said North line N 89° 13' 38" E, a distance of 736.95 feet to the Northwest corner of the Northeast Quarter (NE/4) of said Section 36 monumented by a 1/2" Rebar; Thence along the North line of said Northeast Quarter (NE/4) N 89° 18' 29" E, a distance of 2,630.74 feet to the **POINT OF BEGINNING**.

CONTAINING 8,811,506 SQUARE FEET OR 202.284 ACRES, MORE OR LESS

CURVE TABLE					
CURVE ID	RADIUS (FT)	DELTA	LENGTH (FT)	CHORD BEARING	CHORD LENGTH (FT)
C1	2486.42	002°03'32"	89.35	S20°50'10"W	89.34
C2	2793.96	013°49'42"	674.33	S28°36'11"W	672.69
C3	2773.96	010°04'24"	487.70	S40°33'14"W	487.07
C4	2793.09	012°40'28"	617.99	S51°55'38"W	616.73
C5	2915.00	007°37'28"	387.91	S55°26'11"W	387.62

GENERAL NOTES:

- This Survey meets the requirements of the Oklahoma Minimum Standards for the Practice of Land Surveying which was adopted by the Board of Registration for Professional Engineers and Land Surveyors.
- BASIS OF BEARINGS:** Measured S00°49'51"E along the East line of said NE/4 36-T20N-R2E; Oklahoma Coordinate System of 1983 North Zone as established by use of ODOT continuously operating GNSS RTK Network.
- All distances shown hereon are based on Grid Distances measured in U.S. Survey Feet.
- Major field work was completed on January 10, 2024 by JD&MT. Last site visit was June 10, 2025 by JD.
- Lots 3-6, Block 1 are intentionally omitted.
- Proposed 6' City Sidewalk 2' inside ROW around exterior of lots on Richmond and Jarod Roads.

SURVEYOR'S CERTIFICATE:

I, Darrel Ray Mason, a registered Land Surveyor, do hereby certify that a careful survey has been made under my supervision on the above described property as shown hereto and there are no encroachments except if shown hereon. This survey was made for the above stated purpose only and no other responsibility is hereby assumed. Dated in the County of Payne, Oklahoma on this day of



Darrel Ray Mason
 OK PLS NO. 1690 - Expires August 31, 2026

LOT TABLE	
LOT 1	3,348,061 Sq. Ft. 76.86 Acres ±
LOT 2	4,111,979 Sq. Ft. 94.40 acres ±
LOT 7	1,351,466 Sq. Ft. 31.03 Acres ±
UNPLATTED	9,385,413 Sq. Ft. 215.46 acres ±
TOTAL	18,196,919 Sq. Ft. 417.75 acres ±

11600 Broadway Extension
Suite 300
Oklahoma City, OK 73114
olsson.com
TEL: 405.242.6600
FAX: 405.242.6601
Olsson - Survey
Oklahoma COA #2483

BY

DESCRIPTION

REV. NO.

DATE

REVISIONS

OKLAHOMA

2025

PAYNE COUNTY

FINAL PLAT

RICHMOND RD & HWY-177 ADDITION

SHEET 2 of 2

**SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR OF 2026**

**City of Stillwater
Planning Commission**

DATE	TIME	MEETING LOCATION
January 6, 2026	5:30 PM	Municipal Building
January 27, 2026 ▲	5:30 PM	Municipal Building
February 3, 2026	5:30 PM	Municipal Building
February 24, 2026 ▲	5:30 PM	Municipal Building
March 3, 2026	5:30 PM	Municipal Building
March 24, 2026 ▲	5:30 PM	Municipal Building
April 7, 2026	5:30 PM	Municipal Building
April 21, 2026	5:30 PM	Municipal Building
May 5, 2026	5:30 PM	Municipal Building
May 19, 2026	5:30 PM	Municipal Building
June 2, 2026	5:30 PM	Municipal Building
June 16, 2026▲	5:30 PM	Municipal Building
July 7, 2026▲	5:30 PM	Municipal Building
July 21, 2026	5:30 PM	Municipal Building
August 4, 2026	5:30 PM	Municipal Building
August 18, 2026	5:30 PM	Municipal Building
September 1, 2026 ▲	5:30 PM	Municipal Building
September 15, 2026	5:30 PM	Municipal Building
October 6, 2026	5:30 PM	Municipal Building
October 20, 2026	5:30 PM	Municipal Building
November 3, 2026	5:30 PM	Municipal Building
November 17, 2026	5:30 PM	Municipal Building
December 1, 2026	5:30 PM	Municipal Building
December 15, 2026	5:30 PM	Municipal Building

Submitted By:	C Gibson
Title:	Administrative Services Manager
Address:	723 S. Lewis St.

Phone Number:	405.742.8213
Fax Number:	405.742.8321

▲ = Indicates date change due to holiday schedule.

Approved by the Planning Commission on the ____ day of October, 2026. Submitted to and filed with the Stillwater City Clerk's Office on the ____ day October, 2026.
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Date of Meeting: November 4, 2025

Subject: Map Amendment: 711 S Ramsey St

Purpose of Report: The applicant, Presley LLC/Jason Spriggs, requests review and approval of a Map Amendment to rezone the parcel located at 711 S Ramsey Street from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family District (RTM).

Background: The subject property is located one quarter mile south of 6th Avenue, on the east side of Ramsey at 711 S Ramsey Street. The property is currently platted as Lot 18 and part of Lot 17 Block K of Original Town Stillwater Subdivision and is currently vacant. The applicant requests review and approval of a Map Amendment to rezone from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family District (RTM) the property addressed as 711 S Ramsey Street.

This parcel is proposed to be developed in alignment with the development standards of RTM, which would allow a multi-family development with a maximum density of 20 units per acre.

Application Processing Information:

Owner – Presley LLC/Jason Spriggs

Applicant – Presley LLC/Jason Spriggs

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

Processing Track:

Submittal Date – September 23, 2025

Planning Commission – November 4, 2025

City Council – December 1, 2025

Project/Site Design Data/Details:

Zoning – Small Lot Single-Family Residential (RSS)

Existing Use – Vacant

Proposed Use – Multi-Family

Total Lot size – ~ 1.1 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property currently has frontage on Ramsey Street and rear access from an alley.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently available in front of this property on the east side of Ramsey Street. OSU Transit Services – the Red Route runs one block to the east of this property along Hester Street.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer is available.
- Electric: City electric is available

Discussion: The applicant requests review and approval of a Map Amendment from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family District (RTM) to allow a proposed multi-family residential development. There is RTM zoning to the north, south, and east of the proposed map amendment. The Future Land Use Map in the comprehensive plan calls for High Density Residential uses at this location. The proposed Map Amendment aligns with the comprehensive plan.

Findings:

1. The proposed Map Amendment aligns with the future land use map in the comprehensive plan.
2. The proposed rezoning to RTM aligns with the zoning districts to the north, south, and east.

Alternatives:

1. Accept findings and recommend that the City Council approve the 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 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.

Recommendation:

Staff recommends Alternative 1.

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
October 27, 2025
Area Map, Application, Zoning Comparison Table
SW



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: MA25-15
Request: Rezone from RSS to RTM
Address: 711 S. Ramsey

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

ZONING:

☒ Map Amendment
☐ Planned Unit Development
☐ Preliminary
☐ Final
☐ Subdivision
☐ Amendment
☐ Specific Use Permit
☐ Annexation

SITE PLANS:

☐ Minor Amendment

SUBDIVISION:

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

OTHER:

☐ Closing
☐ Improvement Plans
☐ Drainage Plans/Study

COMMERCIAL USE-BY-RIGHT: Complete a Commercial Building Permit Application **AND** Commercial Use-By-Right Checklist

Title of Subdivision/Plan/Use: 711 South Ramsey Street
 Owner(s) of Property: Presley, LLC / Jason Spriggs
 Owner(s) Address: P.O. Box 521209, Tulsa, OK 74152
 Owner(s) Phone/Fax/Email: 918.282.9560 / jason@executivehomes.com
 Applicant/Developer of Property: Same as Owner
 Applicant/Developer Address: _____
 Applicant/Developer Phone/Fax/Email: _____
 Design Engineer address/phone/fax/email & Registration No.: Gose & Associates (CA 1640)
Stephen C. Gose, P.E. (22808) 113 E. 8th, Stillwater, OK 74074 / 405.743.4907 / stephen@gose-associates.com
 Surveyor address/phone/fax/email & Registration No.: n/a

Address or Description of Property to be Subdivided/Developed: 711 South Ramsey Street
The North 15-feet of Lot 17 and all of Lot 18, Block K, Original Town
 Original Tract Deed Book and Page Number: Book 2880, Page 774
 Number of Acres in Development: 0.13 acres
 Number of Lots Created: no new lots created
 Current Zoning/Requested Zoning: RSS (Small Lot Single-Family Residential) to RTM (Two-Family and Multi-Family)
 Reason for zoning request/use permit/map amendment:
Rezone property to match adjacent parcels

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.

 09/23/25
 Applicant/Preparer Date

DocuSigned by:  9/23/2025
Owner/Agent (with documentation) Date

 Applicant/Preparer Date

 Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: MA25-15

Submission Date: 09.23.2025
 Approval Date: _____

Processing Tract: IRC 10.08, PC _____, CC _____
 Fees: _____ Number of Copies: _____

Application for Review/Action

**City of Stillwater
Map Amendment Checklist
Chapter 23, Article 3**

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

Zoning district boundaries created under the authority of the City of Stillwater may be amended to change the zoning classification on one or more properties by the City Council. This CHECKLIST identifies the items needed. All items indicated as SUCH are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
	Section 23.58	
X	COMPLETED APPLICATION FORM AND CHECKLIST	
X	TYPED LEGAL DESCRIPTION SENT TO DIGITALS@STILLWATER.ORG	
\$251.00	FILING FEE OF \$250.00 PLUS \$2.00/ACRE	
X	A TYPEWRITTEN LIST AND ELECTRONIC/DIGITAL COPY, CERTIFIED BY THE PAYNE COUNTY ASSESSOR, LICENSED ABTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT, OF ALL PROPERTY OWNERS WITHIN THREE HUNDRED (300) FEET OF THE SUBJECT PROPERTY. THE OWNERSHIP LIST SHALL HAVE BEEN PREPARED NO MORE THAN THIRTY (30) DAYS PRIOR TO SUBMISSION.	

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

09/23/25
Date



Development Services Department
 723 S. Lewis Street/P.O. Box 1449
 Stillwater, OK 74076-1449
 Office: 405.742.8220
 Web: stillwaterok.gov

**FORM AUTHORIZING OWNER'S REPRESENTATIVE TO SIGN DEVELOPMENT SERVICES
 APPLICATIONS ON BEHALF OF OWNER**

If an owner wishes a representative to sign an application in his or her place, please complete this form, have it notarized and return it with the application to the Development Services Department.

Project Name: 724 West 8th Avenue Project Size/Acres: 0.499

I, Presley, LLC OWNER of REAL property located at:
 (Print)

716 & 724 West 8th Avenue and 711 & 717 South Ramsey Street

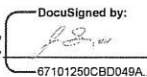
Address or Legal Description (Print) Stillwater, Oklahoma

Hereby authorize: Gose & Associates
Stephen C. Gose, P.E.

Name of authorized person (Print)

to sign the below applications related to the project, at the above location, on my behalf.

Applications: Map Amendment, Improvement Plans, CUBR

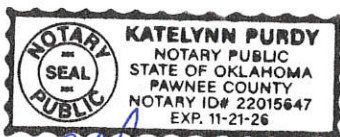
SIGNATURE OF PROPERTY OWNER:  DocuSigned by:
 -67101250CBD049A...

Print name: Jason Spriggs, Manager Date: 9/23/2025

STATE OF OKLAHOMA)
) §
 COUNTY OF Payne)

The foregoing instrument was acknowledged before me on 9/23/25 (date) by
Jason Spriggs, Manager (name of signatory).

(SEAL)




 NOTARY PUBLIC

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

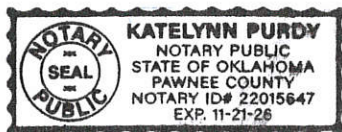


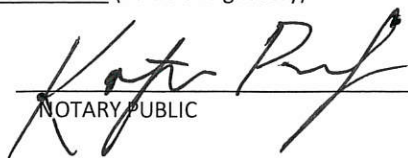
Print name: Stephen C. Gose Date: 9/23/25

STATE OF OKLAHOMA)
) §
 COUNTY OF Payne)

The foregoing instrument was acknowledged before me on 9/23/25 (date) by
Stephen C. Gose (name of signatory).

(SEAL)




 NOTARY PUBLIC

ZONING COMPARISON CHART		
	RSL (Residential Single Family Large Lot)	RTM (Residential Two-family and Multi-family)
Min Lot Size	10,000 square feet	20,000 square feet
Min Lot Width/Depth	75/125 feet	100/130 feet
Max Structure Height	35 feet	35 feet
Min Front Yard	20 feet/10 feet from alley	20 feet/10 feet from alley
Min Side Yard - boundary with:		
Residential district	10 feet	5 feet
Commercial district	20 feet	15 feet
Industrial district	20 feet	15 feet
Min Rear Yard - boundary with:		
Residential district	25 feet	20 feet
Any other district	25 feet	20 feet
Max Lot Coverage	35 percent	40 percent
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	Required for parking lots only
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• Conventional single-family • Residential design manufactured home	• Boarding House/Rooming House • Church and Religions Institutions • Multiple-family with a maximum gross density of 20 units per acre • Townhome • Two-family (duplex)

Date of Meeting: November 4, 2025

Subject: Map Amendment: 998 S Murphy Street

Purpose of Report: The applicant, Tradan Development LLC ETAL and Orange Owl Properties, LLC, requests review and approval of a Map Amendment to rezone the parcel located at 998 S Murphy Street from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG).

Background: The subject property is located one quarter mile south of 6th Avenue, and one-half mile east of Country Club Road at 998 S Murphy Street. The property is unplatted and is currently vacant. The applicant requests review and approval of a Map Amendment to rezone from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG) the property addressed as 998 S Murphy Street.

This parcel was a part of a Final Planned Unit Development (PUD), which was approved in 2007, where this parcel was proposed to be a park to support the proposed multi-family development to the west of this property. In 2011, this parcel was included in an updated preliminary PUD that was approved, where this parcel was designated as a parcel for restaurant and office uses. A final PUD was not submitted for this parcel, so the updated preliminary PUD never went into effect on this parcel. Therefore, the parcel zoning was RSS_PUD.

Section 23-310 "Amendments and Modifications" give the Development Services Director, or designee, the power to approve minor PUD amendments, as long as they align with the approved Preliminary PUD. On October 17th, 2025, staff approved a minor PUD amendment, to remove this parcel from the Final PUD approved in 2007 so that the applicant can move forward with the rezoning process to Commercial General (CG) without the PUD overlay.

Application Processing Information:

Owner – Tradan Development LLC ETAL and Orange Owl Properties, LLC

Applicant – Tradan Development LLC ETAL and Orange Owl Properties, LLC

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

Processing Track:

Submittal Date – August 9, 2025

Planning Commission – November 4, 2025

City Council – December 1, 2025

Project/Site Design Data/Details:

Zoning – Small Lot Single-Family Residential (RSS)

Existing Use – Vacant

Proposed Use – Commercial

Total Lot size – ~ 1.1 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property currently has frontage on Murphy Street.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently available in front of this property on the west side of Murphy Street. OSU Transit Services – the Brown Route runs in front of this site on Murphy Street, with stops adjacent to the site.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer is available.
- Electric: City electric is available

Discussion: The applicant requests review and approval of a Map Amendment from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG) to allow the future development of a commercial use. The property to the north and east of the proposed Map Amendment are zoned CG. The Future Land Use Map in the comprehensive plan calls for commercial uses at this location. The proposed Map Amendment aligns with the comprehensive plan.

Findings:

1. The proposed Map Amendment aligns with the future land use map in the comprehensive plan.
2. The proposed rezoning to CG aligns with the commercial uses proposed by the Preliminary PUD, which was approved in 2011 on this property.
3. The properties to the north and east of the property are zoned CG.

Alternatives:

1. Accept findings and recommend that the City Council approve the 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 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.

Recommendation:

Staff recommends Alternative 1.

Prepared by:

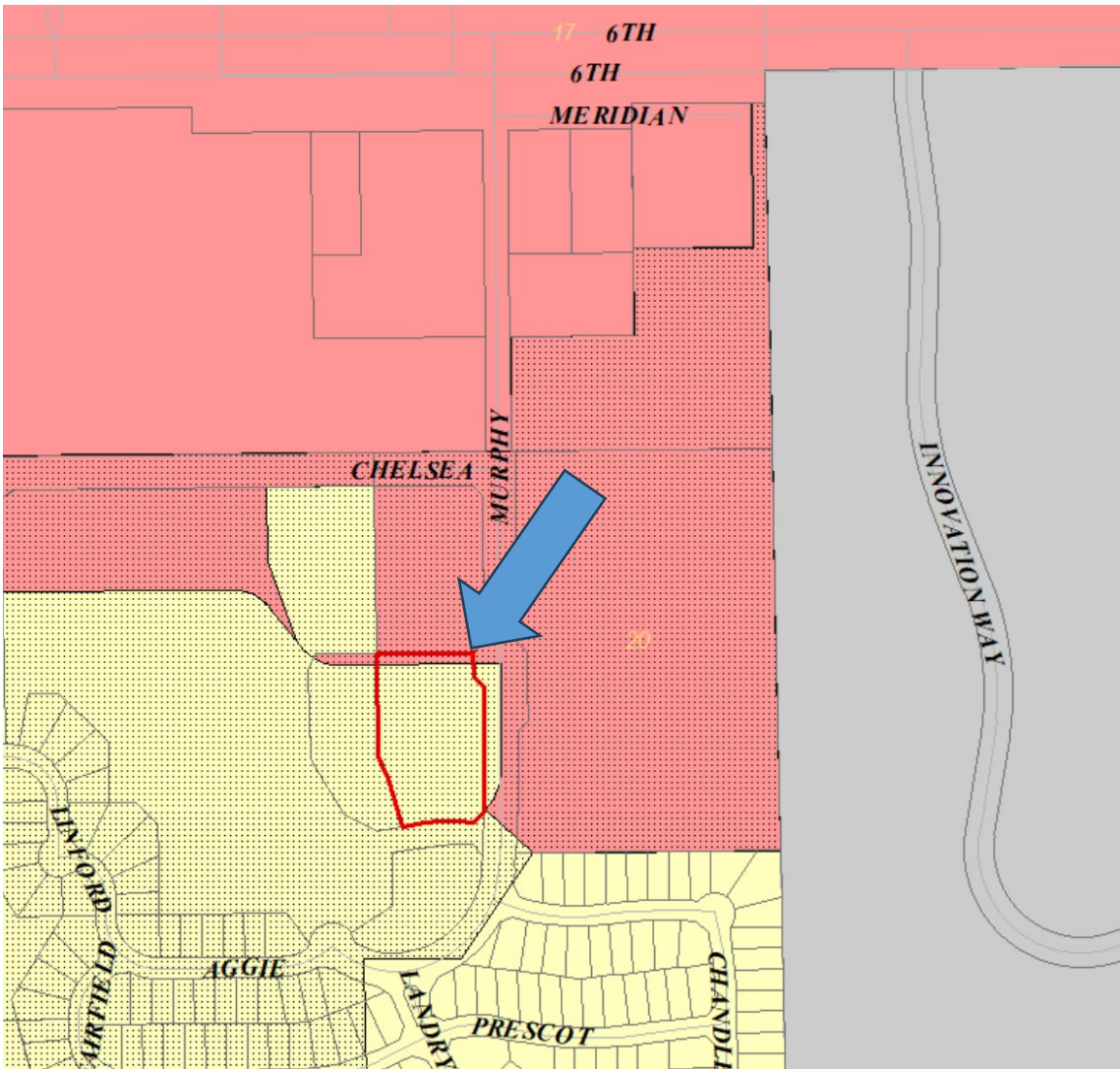
Reviewed by:

Date of Preparation:

Attachments:

Map Designation:

Henry Bibelheimer, Senior Planner
David Barth, Development Services Director
Joshua Brown, Development Coordinator
Cindy Gibson, Administrative Services Manager
October 27, 2025
Area Map, Application, Zoning Comparison Table
SW



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: MA25-13
Request: Rezone from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG)
Address: 998 S. Murphy Street

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

ZONING:

☒ Map Amendment
☐ Planned Unit Development
☐ Preliminary
☐ Final
☐ Subdivision
☐ Amendment
☐ Specific Use Permit
☐ Annexation

SITE PLANS:

☐ Minor Amendment
☐ Final Drill Site Development Plan

SUBDIVISION:

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

OTHER:

☐ Closing
☐ Improvement Plans
☐ Drainage Plans/Study
☐ Drilling Permit

COMMERCIAL USE-BY-RIGHT: Complete a Commercial Building Permit Application **AND** Commercial Use-By-Right Checklist

Title of Subdivision/Plan/Use: MISC. TRACT

Owner(s) of Property: TRADAN DEVELOPMENT, LLC AND ORANGE OWL PROPERTIES, LLC

Owner(s) Address: P.O. BOX 252 STILLWATER, OK 74076

Owner(s) Phone/Fax/Email: JEFF OKERNS @ GMAIL.COM

Applicant/Developer of Property: _____

Applicant/Developer Address: _____

Applicant/Developer Phone/Fax/Email: _____

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

Surveyor address/phone/fax/email & Registration No.: _____

Address or Description of Property to be Subdivided/Developed: 998 S. MURPHY ST.
PAYNE CO. ACCT. # 600089755

Original Tract Deed Book and Page Number: 2295 - 950

Number of Acres in Development: 2.31 AC

Number of Lots Created: ONE

Current Zoning/Requested Zoning: RESIDENTIAL PUD / COMMERCIAL PUD

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

TO ALIGN WITH PROPERTY USE TO THE NORTH AND
ACROSS THE STREET TO THE EAST.

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.

Applicant/Preparer _____ Date _____

Jeff Okerns 8/25/2025
Owner/Agent (with documentation) Date

Applicant/Preparer _____ Date _____

See attached Ltr. of Authorization
Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: MA25-13

Submission Date: 9.22.2025
Approval Date: _____

Processing Tract: IRC 10/8/2025 PC TBD CC TBD
Fees: _____ Number of Copies: _____

FORM AUTHORIZING OWNER'S REPRESENTATIVE TO SIGN DEVELOPMENT SERVICES
APPLICATIONS ON BEHALF OF OWNER

If an owner wishes a representative to sign an application in his or her place, please complete this form, have it notarized and return it with the application to the Development Services Department.

Project Name: MISC. TRACT Project Size/Acres: 2.21 AC

I, VERNON MCKOWN OWNER of REAL property located at:
(Print)

998 S. MURPHY STREET, STILLWATER, OK

Address or Legal Description (Print) Stillwater, Oklahoma

Hereby authorize: JEFF KERNS / ORANGE OWL PROPERTIES, LLC

JEFF KERNS

Name of authorized person (Print)

to sign the below applications related to the project, at the above location, on my behalf.

Applications: ZONING / MAP AMENDMENT - MISC TRACT

SIGNATURE OF PROPERTY OWNER: [Signature]

Print name: VERNON MCKOWN Date: 9/16/2025

STATE OF OKLAHOMA)
COUNTY OF CLEVELAND)§

The foregoing instrument was acknowledged before me on 09/16/2025 (date) by
VERNON MCKOWN (name of signatory).

[Signature]
NOTARY PUBLIC



Signature of AUTHORIZED REPRESENTATIVE:

[Signature] MANAGER ORANGE OWL PROPERTIES, LLC

Print name: JEFF D. KERNS Date: 9/22/2025

STATE OF OKLAHOMA)
COUNTY OF CLEVELAND)§

The foregoing instrument was acknowledged before me on 9/22/2025 (date) by
JEFF KERNS, MANAGER ORANGE OWL PROPERTIES (name of signatory).

(SEAL)

[Signature]
NOTARY PUBLIC



**City of Stillwater
Map Amendment Checklist
Chapter 23, Article 3**

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

Zoning district boundaries created under the authority of the City of Stillwater may be amended to change the zoning classification on one or more properties by the City Council. This **CHECKLIST** identifies the items needed. All items indicated as **SUCH** are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
	Section 23.58	
✓	COMPLETED APPLICATION FORM AND CHECKLIST	cjg
	TYPED LEGAL DESCRIPTION SENT TO DIGITALS@STILLWATER.ORG	cjg
✓	FILING FEE OF \$250.00 PLUS \$2.00/ACRE	dm
✓	A TYPEWRITTEN LIST AND ELECTRONIC/DIGITAL COPY, CERTIFIED BY THE PAYNE COUNTY ASSESSOR, LICENSED ABTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT, OF ALL PROPERTY OWNERS WITHIN THREE HUNDRED (300) FEET OF THE SUBJECT PROPERTY. THE OWNERSHIP LIST SHALL HAVE BEEN PREPARED NO MORE THAN THIRTY (30) DAYS PRIOR TO SUBMISSION.	cjg

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

Date

Tradan Land/ ReZone

Hayden Welch <hwelch@ideal-homes.com>
To: Jeff Kerns <jeffokerns@gmail.com>

Fri, Jul 25 at 1:26 PM

Jeff,

I spoke with Vernon regarding our conversation about the 2.39 ac on Murphy, South of the Apartment complex. He is good with this. We just don't want to rack up a lot in costs getting it rezoned, but I told him you have talked with the City and seems like it shouldn't be a problem getting it done.

Let me know if you need anything from us.

**Hayden Welch**

Director of Development at Ideal Homes &
Neighborhoods

A 1320 North Porter Avenue, Norman, OK 73071 -

M 405-312-8626 **E** hwelch@ideal-homes.com -

W www.idealhomes.com



Find your IDEAL home



ZONING COMPARISON CHART		
	RSS (Residential Single Family Small Lot)	CG (Commercial General)
Lot Size	5000 square feet	No min requirements
Min Lot Width/Depth	50/100 feet	No min requirements
Max Structure Height	35 feet	No min requirements
Min Front Yard	20 feet/10 feet from alley	25 feet/10 feet from alley
Corner lot optional setback	Front: 20 feet Street Side: 15 feet	N/A
Min Side Yard - boundary with:		
Residential district	5 feet	20 feet
Commercial district	15 feet	No min requirements
Industrial district	15 feet	No min requirements
Min Rear Yard - boundary with:		
Residential district	20 feet	20 feet
Any other district	20 feet	No min requirements
Lot Coverage	No max limit	50 percent
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	Required when abutting RSS, RSL, RMH, RT or RM; 70% opaque up to 3- feet tall and 40% opaque up to 5-feet tall
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• Conventional single-family • Residential design manufactured homes	• Arts and Entertainment • Bed and Breakfast, Hotel, Motel • Beverage Services • Churches and Religious Institutions • Financial Institutions and Services • Food Services • Free-Standing Self Service Facilities • Health Care and Social Assistance • Information • Parking Lots/Garages • Personal and Laundry Services • Professional and Administrative Office and Services • Recreation • Research and Development • Retail Trade • Transportation Activities • Utilities • Vehicle and Equipment Sales and service • Wholesale Trade

Date of Meeting: November 4, 2025

Subject: Map Amendment: 802 S Western Road

Purpose of Report: The applicant, Allora LLC, requests review and approval of a Map Amendment to rezone the parcel located at 802 S Western Road from Small Lot Single-Family Residential (RSS) to Office (O).

Background: The subject property is located on the southwestern corner of S Western Road and W 8th Avenue. The property is platted as the eastern 357' of Lot 16 from JT Gray's Subdivision and is currently vacant. The applicant requests review and approval of a Map Amendment to rezone from Small Lot Single-Family Residential (RSS) to Office (O) the property addressed as 802 S Western Road.

The applicant is proposing to build a one-story office building, as shown on the attached conceptual site plan. An office building is not allowed in the RSS zoning district and is allowed by right in the O zoning district as a "Professional and administrative office and service".

Application Processing Information:

Owner – Allora LLC

Applicant – Allora LLC

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

Processing Track:

Submittal Date – September 9, 2025

Planning Commission – November 4, 2025

City Council – November 17, 2025

Project/Site Design Data/Details:

Zoning –Small Lot Single-Family Residential (RSS)

Existing Use – Vacant

Proposed Use – Professional and administrative office and service

Total Lot size – ~ 1.1 acres

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The property currently has frontage on Western Road and 8th Avenue.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks are currently available on the east side of Western. The attached exhibit show the proposed 6' sidewalks being provided on the southern side of 8th avenue, and the western side of Western Road. OSU Transit Services – the Brown Route runs along Western, with stops just south of the proposed development, and the purple line runs along 6th with stop just north of the proposed development.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer is available.
- Electric: City electric is available

Discussion: The applicant requests review and approval of a Map Amendment from Small Lot Single-Family Residential (RSS) to Office (O) to allow the development of a proposed office space at the property addressed as 802 S Western Road. The subject parcel is surrounded by the RSS zoning district, with Commercial Shopping (CS) zoning one lot north of the property. The Future Land Use Map in the comprehensive plan calls for commercial uses along Western Road and high-density residential uses for the western portion of this parcel. The proposed Map Amendment partially aligns with the comprehensive plan.

Findings:

1. The Land Development Code allows professional and administrative office and services by right in the Office (O) District by right.
2. The proposed Map Amendment partially aligns with the future land use map in the comprehensive plan.

Alternatives:

1. Accept findings and recommend that the City Council approve the 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 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.

Recommendation:

Staff recommends Alternative 1.

Prepared by:

Henry Bibelheimer, Senior Planner

Reviewed by:

David Barth, Development Services Director

Joshua Brown, Development Coordinator

Cindy Gibson, Administrative Services Manager

Date of Preparation:

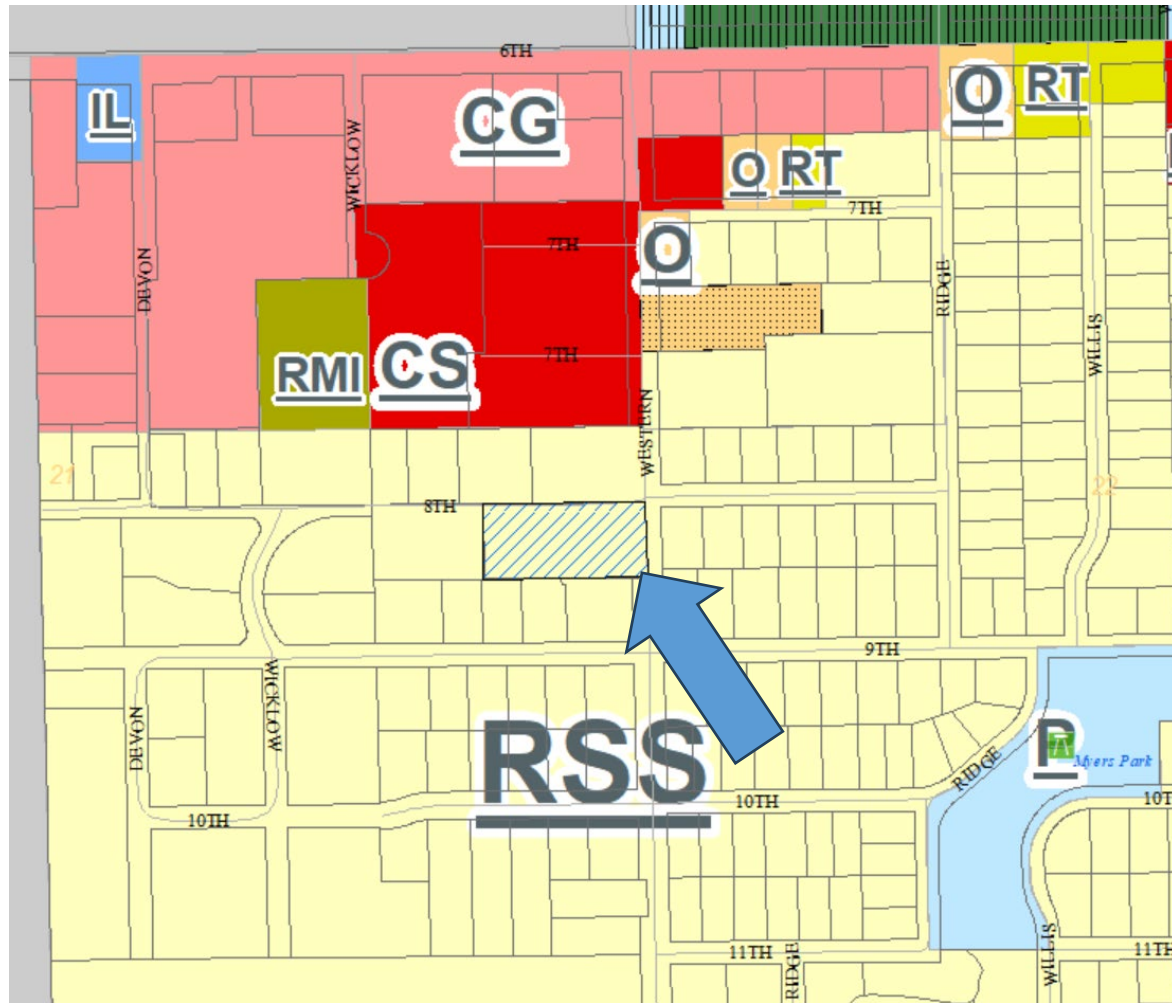
October 27, 2025

Attachments:

Area Map, Application, Zoning Comparison Table, Conceptual Site Plan, Citizen Comments

Map Designation:

SW



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: MA25-12

Request: Rezone from RSS to O

Address: 802 S. Western Road

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

ZONING:

☒ Map Amendment
☐ Planned Unit Development
☐ Preliminary
☐ Final
☐ Subdivision
☐ Amendment
☐ Specific Use Permit
☐ Annexation

SITE PLANS:

☐ Minor Amendment

SUBDIVISION:

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

OTHER:

☐ Closing
☐ Improvement Plans
☐ Drainage Plans/Study

COMMERCIAL USE-BY-RIGHT: Complete a Commercial Building Permit Application **AND** Commercial Use-By-Right Checklist

Title of Subdivision/Plan/Use: 802 South Western Road

Owner(s) of Property: Allora, LLC

Owner(s) Address: 2401 Ashcroft Circle, Edmond, OK 73034

Owner(s) Phone/Fax/Email: 405.408.4834 / Pennie Carson

Applicant/Developer of Property: Same as Owner

Applicant/Developer Address: _____

Applicant/Developer Phone/Fax/Email: _____

Design Engineer address/phone/fax/email & Registration No.: Gose & Associates (CA 1640)

Stephen C. Gose, P.E. (22808) 113 E. 8th, Stillwater, OK 74074 / 405.743.4907 / stephen@gose-associates.com

Surveyor address/phone/fax/email & Registration No.: _____

Address or Description of Property to be Subdivided/Developed: 802 South Western Road

East 357 feet of Lot 16, JT Gray's Subdivision

Original Tract Deed Book and Page Number: Book 2830 Page 628

Number of Acres in Development: 1.10 acres

Number of Lots Created: 1

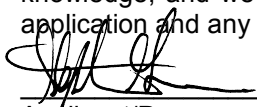
Current Zoning/Requested Zoning: RSS (Small Lot Single-Family Residential) to OS (Office)

Reason for zoning request/use permit/map amendment: _____

Rezone property to allow for general Office uses

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).

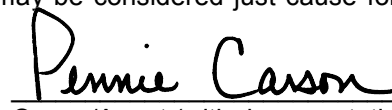
We do hereby certify that the information provided herein is both complete and accurate to the best of our knowledge, and we understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.



Applicant/Preparer

09/08/25

Date



Pennie Carson 09/05/2025
Owner/Agent (with documentation) Date

Applicant/Preparer

Date

Owner/Agent (with documentation) Date

For City of Stillwater Use Only:

CASE NO#: _____

Submission Date: _____

Processing Tract: IRC _____, PC _____, CC _____

Approval Date: _____

Fees: _____ Number of Copies: _____

Application for Review/Action

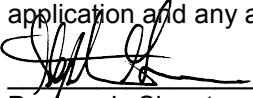
**City of Stillwater
Map Amendment Checklist
Chapter 23, Article 3**

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

Zoning district boundaries created under the authority of the City of Stillwater may be amended to change the zoning classification on one or more properties by the City Council. This CHECKLIST identifies the items needed. All items indicated as SUCH are required for the submittal to be considered complete.

APPLICANT	REQUIREMENTS	CITY
	Section 23.58	
X	COMPLETED APPLICATION FORM AND CHECKLIST	JB
X	TYPED LEGAL DESCRIPTION SENT TO DIGITALS@STILLWATER.ORG	JB
\$252.00	FILING FEE OF \$250.00 PLUS \$2.00/ACRE	
X	A TYPEWRITTEN LIST AND ELECTRONIC/DIGITAL COPY, CERTIFIED BY THE PAYNE COUNTY ASSESSOR, LICENSED ABTRACTOR, ATTORNEY, ENGINEER OR ARCHITECT, OF ALL PROPERTY OWNERS WITHIN THREE HUNDRED (300) FEET OF THE SUBJECT PROPERTY. THE OWNERSHIP LIST SHALL HAVE BEEN PREPARED NO MORE THAN THIRTY (30) DAYS PRIOR TO SUBMISSION.	JB

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

09/08/25
Date

ZONING COMPARISON CHART		
	RSS (Residential Single Family Small Lot)	O (Office)
Lot Size	5000 square feet	No min requirements
Min Lot Width/Depth	50/100 feet	No min requirements
Max Structure Height	35 feet	50 feet
Min Front Yard	20 feet/10 feet from alley	25 feet/10 feet from alley
Corner lot optional setback	Front: 20 feet Street Side: 15 feet	N/A
Min Side Yard - boundary with:		
Residential district	5 feet	15 feet
Commercial district	15 feet	10 feet
Industrial district	15 feet	10 feet
Min Rear Yard - boundary with:		
Residential district	20 feet	15 feet
Any other district	20 feet	10 feet
Lot Coverage	No max limit	40 percent
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	Required when abutting RSS, RSL, RMH, RT or RM; 70% opaque up to 3- feet tall and 40% opaque up to 5-feet tall
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• Conventional single-family • Residential design manufactured homes	• Child and Adult Care Services • Churches and Religions Institutions • Educational Services • Financial Institutions and Services • Free-Standing Self Service Facilities • Health Care and Social Assistance • Mixed Use • Professional and Administrative Office and Services • Public Administration and Service



Received
By Henry Bibelheimer at 9:18
on 9/23/25

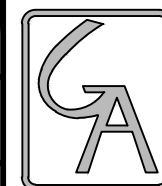
CONCEPTUAL SITE PLAN

802 SOUTH WESTERN
STREET

SCALE: 1"=30' @ 11"x17"

DATE: 09/23/2025

JOB NO: 1402.01



**Gose &
Associates**

ENGINEERING • PLANNING • LAND SERVICES

113 E. 8th Avenue Stillwater, OK 74074 PH (405) 743-4907 CA 1640

www.gose-associates.com

Clarissa and Bobby Bonner. 801 Wicklow St. Stillwater, OK 74074. 405-714-0142

October 23rd 2025

Planning Commission

723 S. Lewis St

Stillwater, OK 74076

Attention: Map Amendment Request MA21-14 Public Hearing 12/21/21

Dear Members of the Planning Commission,

We ask that the following comments be made part of the official record of the MA25-12 public hearing on 11/4/25. We are writing to raise our concern about Map Amendment Request MA25-12. We are in strong opposition to the proposal to rezone these lots from residential to commercial and would like to submit comments about our opposition.

We feel that a decision to rezone residential lots in our neighborhood to commercial would constitute a “constructive taking” and greatly diminish the value of our property and would substantially interfere with our enjoyment of our neighborhood. We do not see that the necessity of the action (rezoning to commercial) aids in the greater public good. Rezoning to benefit the new and yet to exist neighborhoods growing on the outskirts of town at the expense of our already established neighborhood is too great a sacrifice. The C3 plan maintains that the city should “discourage the proliferation of urban sprawl” (1-1) and “keep its small town feel and high quality of living and natural environment” (2-1). We ask that the city prioritize its family neighborhoods and residents over the wants of developers. Stillwater is in short supply of affordable housing in vibrant and established, family neighborhoods like ours that are in a desirable elementary district and close to workplaces like OSU. Most importantly, the C3 plan proclaims that the city should “maintain the established character of existing neighborhoods” (2-3). If we lose our neighborhood or reasons to continue living in it, our options to stay in Stillwater are limited. In fact, the plan suggests that average household income in Stillwater is \$30,921 and the median family income is \$55,762 (4-13). These numbers confirm that most residents of Stillwater cannot afford to live in new, gated HOA housing on the outskirts of town. It is vital that the city maintains affordable, middle class housing in stable neighborhoods and does everything possible to preserve existing neighborhoods. Once again, the C3 plan attests that the city should “support affordable housing efforts” (4-20).

In 2017 we bought our home at 801 Wicklow and 8th, just one lot removed from the land in question. We purchased in the area because of the quiet, family-oriented neighborhood close to work and the beautiful, natural landscaping that surrounds our community. The large trees that grow in our neighborhood and the habitat that they provide for wildlife is one of the great joys of our community. Demolition and construction in this neighborhood will result in the loss of some of this natural habitat, and in fact, the previous developer has already removed large, mature trees that provided a screening for our neighborhood from Western. The C3 Comprehensive plan agrees that we should look to preserve inner city trees whenever possible; “The existing trees in Stillwater are an important resource that should be preserved” (7-10).

Furthermore, commercial property extending into our community severs our residential blocks from the larger, original neighborhood, essentially cutting us off from important community resources like Myers Park and Westwood Grade School. Cutting us off from the larger neighborhood will cause decline in our area. The intrusion of commercial property interferes with the walkability of our neighborhood, increasing traffic and creating a traffic vein dangerous to our children who walk to parks, schools, and neighbors’ houses. We have a young child at home, and our son is reaching an age where he is playing outside. We feel adamantly that commercial properties sharing the same street as our home, where no sidewalks are present, is not in the best interest of our child’s safety and well being. Many families in the neighborhood have young children, and they frequently play in the street riding bikes, skating, walking dogs and more. Every child has the right to a safe and walkable community with easy access to schools. The C3 plan supports this right by stating that it is the goal of the city to encourage children to walk and bike to school by making it safer to do so by “reducing traffic” and “air pollution” near primary and middle schools (5-24). Commercializing Western and bringing more traffic and air pollution to the area surrounding Westwood Elementary compromises the ability of our children to walk to school safely, or even to play freely in their own neighborhood.

Looking at the lot proposed for development reveals that MA25-12 is not as much of a proposal to commercialize Western as it is a plan to commercialize 8th Ave., a single lane, poorly maintained residential street with numerous blind spots. 8th Ave. is merely 17 feet wide in front of our house. The EPA’s report, “Stormwater Best Management Practice: Right-Sized Residential Streets” claims, “currently, many communities require residential street widths of 32, 36 or even 40 feet” (2). 8th already suffers from heavy, high-speed, cut-through traffic from commercial property on Devon and 6th and others avoiding the crowded intersection at 6th and Western. Two cars cannot safely pass by each other. The C3 plan says that on “local streets,” like 8th, “through traffic and excessive speeds should be discouraged” (5-13). Commercializing 8th is in direct opposition to this goal and cannot be done safely without major changes to 8th Ave. that would cut into homeowners’ land, take away necessary drainage ditches, and as the EPA

suggests, “create more impervious surface and stormwater discharge” that ultimately disrupts the lives of tax paying residents living on this street (1).

The crowded intersection at 6th and Western backs up traffic all the way to 12th Ave. at peak times of day. It is already difficult for residents to turn off 8th on to Western, and the addition of cut-through traffic only intensifies the problem. Only a few weeks ago, we witnessed a wreck at 9th and Western from a car who could not safely merge into traffic. The C3 Plan classifies the portion of Western at 8th Ave. as a major arterial road and states, “Since traffic movement, not land access, is the primary function of major arterials, access management is essential. The number of driveways connecting directly onto a major arterial should be minimized to avoid traffic congestion and delays caused by turning movements for vehicles entering and exiting driveways” (5-12). It is clear from previous hearings concerning this lot that the commercial driveways will enter and exit on 8th Ave. Not only is that a dangerous proposition based on the evidence we previously laid out, but that same traffic will no doubt attempt to turn onto Western from 8th, leading to the type of hazardous congestion the C3 plan clearly seeks to avoid at a major arterial intersection that is already a problem. Furthermore, if the city seeks to widen Western at some point, why would you commercially develop the land along it only to come back later and raze the commercial property to widen the road?

We cannot urge you enough to consider the enhanced flooding risk that commercial property would bring to our community. Please consider the safety of our homes, their continued value, and the people who live in them. During the flooding of 2019, our property sustained tremendous water damage. Our neighbors were rescued by boat and it took years and more resources than we personally had to overcome the damage to our home. I know many of our neighbors faced similar challenges and more. Immense amounts of water rushed over 8th Ave. and Wicklow. You should also be aware that even in normal downpours, 8th Ave. experiences localized flooding. The C3 plan confirms that “management of the stormwater is a challenge in Stillwater” and “older portions of the city do experience localized flooding issues during routine storm events” (7-8). The plan suggests that “increased impervious surface areas such as rooftops, streets, and parking lots contribute to excess stormwater” (7-8). I won’t go into more detail because I think the committee is very aware that the introduction of more impervious surfaces from commercialization where grassy lawns once resided would endanger the lives and property of residents already living in this floodplain.

Our home and the houses surrounding it are of particular historic value. They were designed by famed OSU architects, like William Chamberlain in the 1950s, and maintain prominent mid-century features. The neighborhood was once home to many important people in Stillwater’s

history, including the Berry family. Our homes may qualify for national historic designation, and we urge the city to protect its historic neighborhoods. The C3 plan supports this mission; “historic preservation attaches people to the community” and “provides a sense of place” (8-1).

Plans for new development can always change, but history cannot be authentically rebuilt. We firmly believe that college towns get their charm from their old, friendly neighborhoods and thriving downtowns, and not from office buildings, strip malls, and new, gated communities. The C3 plan urges the city to prioritize downtown businesses (2-1). The commercialization of Western will undermine that effort and come at the great cost of losing part of the city’s historic integrity and the destruction of a valuable neighborhood when established commercial lots sit empty along Western and all around town.

Thank you for your time and consideration,

Clarissa and Bobby Bonner

Works Cited

- City of Stillwater Development Services Division. "Stillwater 2030 C3 Comprehensive Plan." *The City of Stillwater*, updated 7 Dec. 2016, City of Stillwater, 1 Apr. 2013, <http://www.stillwater.org/files/master-plans/C3-Plan-Comprehensive-Plan-2030.pdf>
- EPA. "NPDES: Stormwater Best Management Practice—Right-Sized Residential Streets-." *U.S. Environmental Protection Agency*, EPA, Dec. 2021, www.epa.gov/system/files/documents/2021-11/bmp-right-sized-residential-streets.pdf.

Date: October 28, 2025

To: Chair Phillips, Vice-Chair Williams, Commissioner Shanahan, Commissioner Prather, & Commissioner Peters

From: Brian P. Correa and Jennifer Brakhage
2401 W. 8th Ave.
Stillwater, OK 74074
580-478-6177
bpccoin@gmail.com

Re: Written Comments for the Public Record
Map Amendment Request MA25-12
802 S. Western Rd.
Planning Commission Meeting November 4, 2025

Stormwater Run-Off Concerns Resulting From Commercial Development

Introduction

During and after strong or long-duration storms, flooding conditions occur at the "low-water" crossing (intersection of W. 8th Ave. and S. Wicklow St.) and downstream areas largely because much of the upstream local drainage basin has been compromised by commercial developments with unmitigated stormwater run-off. The "low-water" crossing and downstream areas are part of designated 100 and 500 year flood zones (see attached Stillwater GIS website, FEMA Floodplain Maps).

The upstream local drainage basin extends north/northwest to W. 6th Ave. in the vicinity of the Visitors Center, then east all the way over to the Western Veterinary Hospital, and then south along Western Rd., including the Wicklow Professional Center, Bricktown Apartments, Bricktown Townhomes, Baymont Hotel, and several smaller commercial properties like OnCue and Braum's. Much of the stormwater run-off from this large area, which is mostly covered with impermeable materials, flows south to, through, and over the "low-water" crossing on its way to Stillwater Creek.

Because of the upstream commercial development, both the stormwater run-off flow rate and total run-off volume **greatly exceed original natural conditions**. The run-off is rapid and near-complete due to steep grades and the paucity of natural land surfaces and trees in the developed area. During and after stronger storms, the rapid run-off can inundate the "low-water" crossing, and then the larger run-off volume backs up in the flat-lying, sediment-filled, drainage ditches in the neighborhood. If the strong storms are area-wide and recurring, and the greater Stillwater Creek watershed is saturated, the flood levels in the neighborhood sometimes result in street closures, damage to homes and property, trapped residents, and water rescues (most recently in May 2019).

The City is well aware of the flooding hazard in this area. It will be difficult to recover from the watershed damage that has been done by upstream commercial development and return to more-natural stormwater run-off conditions that reduce flooding. As can be seen on the attached maps, the 100 year flood zone at the "low-water" crossing is about 360 feet from the subject site, and the 500 year flood zone is only about 285 feet from the subject site. Additional run-off from commercial development of the subject site would begin to impact the flood zone almost immediately after onset of just about any size storm event. Because the local drainage basin and system is already

compromised and sensitive to flooding from additional run-off, it is imperative that potential commercial development all along the Western Rd. corridor between W. 8th Ave. and W. 12th Ave. would not increase the existing run-off flow rate or total run-off volume to Stillwater Creek.

Regulatory Requirements

Chapter 35 - STORMWATER QUALITY AND MANAGEMENT of the City Code of Ordinances establishes the relevant governing requirements. The purpose of the Ordinance is as follows:

Sec. 35-21. - Purpose.

This article is enacted for the purpose of protecting property and the general health, safety, and welfare of the residents of the city from the hazards and danger of flooding, the alteration of natural stormwater flow patterns, and associated erosion and sedimentation and inadequate or improper drainage by:

(1) Preventing the following:

- a. Increases in peak rates of stormwater runoff;*
- b. Increases in flood levels;*
- c. Blockage or impairment of capacity of existing drainage facilities;*
- d. Damage as a result of changing sheet flow into concentrated channel flows;cont.*

Each of these four preventions is discussed below:

a. Prevent Increases in peak rates of stormwater runoff

Sec. 35-78 (a) requires that there will be no increase in peak flow rates of stormwater run-off from the developed property (as compared to the estimated existing conditions for the site) for storms up to and including the 24-hour 100-year storm. Temporary detention facilities, discharge structures, etc. are routinely designed and constructed to control this size storm event. Run-off resulting from storm event(s) **larger than the 24-hour 100-year design event** are allowed to "run free" under the Code, and peak flow rates off the developed site could easily exceed the peak flow rate estimated for the existing conditions.

Allowing peak rate run-off from greater than the 24-hour 100-year design event to get a free pass is short-sighted and dangerous to the health, safety, and welfare of residents in the existing flood zone.

b. Prevent Increases in flood levels

We cannot model the flood levels at the "low-water" crossing. All we know is that the total stormwater run-off volume from commercial development **would be much greater** than the existing conditions for the subject site.

The subject site is relatively flat, moderately-wooded with some large old growth trees, smaller trees, shrubs, bushes, border vegetation, and grasses. The view of the subject site on the Stillwater GIS website using Imagery shows a very green location in the local area. Comparatively, these types of wooded and vegetated lands are a

"best available technology" at: 1) absorbing and consuming stormwater for vegetative growth, 2) promoting soil infiltration and temporarily retaining precipitation on vegetative surfaces, 3) storing water in the canopy for later evapotranspiration, and 4) attenuating run-off flow rate and volume by slowing run-off movement over the surface. Soils on the subject site are disturbed by earthworms, insects, moles, gophers, rabbits, birds, armadillos, etc.

The large trees act like groundwater withdrawal wells, pumping from and lowering the perched water table. This is very important because during periods of recurring strong storms when the watershed is saturated, the groundwater table rises and becomes more hydraulically "connected" to the surface waters (i.e., Stillwater Creek is a gaining stream). If there is no natural withdrawal of the elevated groundwater table, it will also eventually flow into the surface water, prolonging the duration of flooding.

"A single mature oak tree can consume (transpire) over 40,000 gallons of water in a year. In Pennsylvania forests, an average of 24 inches of the annual 40 inches of rainfall is taken up by trees through evapotranspiration" (<https://extension.psu.edu/the-role-of-trees-and-forests-in-healthy-watersheds>).

Also: <https://www.epa.gov/soakuptherain/soak-rain-trees-help-reduce-runoff>
<https://yaleclimateconnections.org/2025/06/trees-can-be-flood-prevention-heroes/>
<https://theconversation.com/five-surprising-ways-that-trees-help-prevent-flooding-240242>

The urban forests are like the "Amazon Rainforests" to help reduce flooding in Stillwater. If the City is deforested for the typical style of commercial development, the compound effect of losing natural flood reduction systems while increasing total run-off volume from impermeable surfaces will increase flood levels and prolong flood duration. The loss of natural flood reduction systems like trees may also not be adequately factored into long-term models of flood levels.

Commercial developers commonly maximize the amount of buildings with impermeable roofs, walkways, driveways, curbs, parking lots, etc. allowed under the Code, which is 40% for Commercial Office (O). The financial incentive to develop in this manner is great and success is measured mainly by profits. Typically, these developments are designed to temporarily detain the precipitation within the parking lots or a pond and attenuate the flow off-site through a point source discharge structure like a weir. The system is typically designed to handle the 24-hour 100-year storm event. For most parking lot detention systems, run-off begins almost immediately and continues until run-off is complete; very little stormwater will infiltrate the impermeable collection and containment system. The systems will discharge even with small precipitation events and keep the natural downstream drainage systems wetter than natural. Most importantly, there is a dramatic increase in total stormwater run-off volume as a result of this type of construction. Below is an example for the subject site.

Calculate the **additional** stormwater run-off volume during an average year resulting from covering 40% of the subject site with impermeable materials (buildings, parking lots, sidewalks, etc.).

The average annual precipitation in Stillwater is about 36 inches or 3 feet.

Assume 20% of the precipitation discharges off-site under existing conditions and 100% after covering.

40% of the 1.3 acres subject site is .52 acres.

1 acre-feet of water is 325,900 gallons.

Additional stormwater run-off volume during an average year is:

$$3 \text{ feet} \times (1.0 - 0.2) \times .52 \text{ acre} \times 325,900 \text{ gallons/acre-feet} = \mathbf{407,723 \text{ gallons.}}$$

c. Prevent Blockage or impairment of capacity of existing drainage facilities

The only drainage facilities downstream of the subject site, besides earthen ditches along W. 8th Ave. and S. Wicklow St., are at the "low-water" crossing. At this location, three (3) undersized, partially-collapsed and half-plugged old culverts attempt to convey stormwater run-off under W. 8th Ave. During low flow, the culverts and earthen ditches usually succeed in their purpose. During high flow, the culverts are submerged and over-topping of the road may occur. Seeing the drainage facilities are already partially blocked and the capacity is already impaired, a logical conclusion follows that the additional volume of stormwater run-off from commercial development would further impair the capacity of the existing drainage facilities and cause both more frequent and deeper overtopping of the road. The ditches along the sides of the "asphalt" on W. 8th Ave. are already deficient and would also suffer from large volumes of additional run-off, further impairing the road surface and base.

d. Prevent Damage as a result of changing sheet flow into concentrated channel flows

The existing conditions at new commercial development sites commonly exhibit only natural sheet flow run-off, especially residential properties. A common practice in the City is to construct a commercial development which temporarily collects run-off and then releases it through a discharge structure, usually employing the principle of a weir, that serves to attenuate peak flow rate. The flaw in this design is the creation of a concentrated point source discharge. Designers attempt to mitigate the channelized nature of the flow emanating from the discharge structure by employing energy dissipation and spreading structures in an attempt to "convert" the concentrated point source flow back into a sheet flow before it leaves their property. These efforts are cosmetic at best and only operate effectively at low flow volumes. In times of heavy precipitation, the run-off essentially remains concentrated channel flow off-site because the efforts to convert the discharge back into sheet flow are overcome by run-off volume and lack of time and space. At the subject property, the discharge point(s) would most likely be located along W. 8th Ave. The large run-off volume would then become a concentrated channel flow along the side of and on the road surface.

Concentrated channel flow along narrow W. 8th Ave. would keep the already-damaged road base over saturated, resulting in more damage and more repairs. The channel flow would also cause greater soil erosion, sediment transport, and hazard to vehicles. Heavy channel flow along the sides of the road would effectively narrow it further so that two vehicles would be unable to pass without driving in the channels.

A nearby analog to the subject site is the Glo Salon & Spa at 1121 S. Western Rd. Prior to commercial development, the "Casa Rojo" residential property was very similar to the subject site with large trees, bushes, shrubs, grass, etc. Most of the lot is now covered with impermeable materials, and only two trees remain, one in a planter. The run-off collects in two parking lots that discharge via identical systems. The smaller parking lot discharges through a weir on the east side, and the largest parking lot discharges through a weir in the southeast corner. In the southeast corner, concentrated and more voluminous flow cascades down a short, steep, energy dissipation apron (rocks + concrete) and then leaves the Glo property by running under a fence and between two homes on S. Ridge Dr. After running between the homes, the concentrated flow runs right across and over (not under) S. Ridge Dr. and into Duck Creek. As shown on the last attached map, the designated 100 year flood zone for Duck Creek is right along S. Ridge Dr. at this location. It is alarming that this new commercial development was allowed to discharge a much larger total stormwater run-off volume through residents yards and directly into the adjacent flood zone, without employing any best management practices for reducing run-off volume.

We fear a similar outcome of commercial development in our part of the neighborhood. Some residents greatest fear though is the implication for increased flood levels in our designated flood zone.

Conclusions

1. Peak rates of stormwater run-off can exceed, and are allowed to exceed, the existing conditions of the subject site if the precipitation event is larger or different than the current design standard required in the Code.
2. Total stormwater run-off volume from the subject site would be much greater than existing conditions, during and after all precipitation events. The larger volume would increase flood levels in the immediate area of concern (the flood zone at the intersection of W. 8th Ave. and S. Wicklow St.), but we are unable to calculate the depth increase.
3. Existing drainage facilities at and near the intersection of W. 8th Ave. and S. Wicklow St. are already inadequate and in need of redesign and replacement. Larger volumes of run-off from commercial development of the subject site would overwhelm the facilities and overtop the road, with a greater depth, more often.
4. Concentrated channel flows emanating from the subject site would cause damage to W. 8th Ave., more soil erosion and sediment transport, and pose a greater hazard to vehicles and passengers.

Long-Term Recommendations

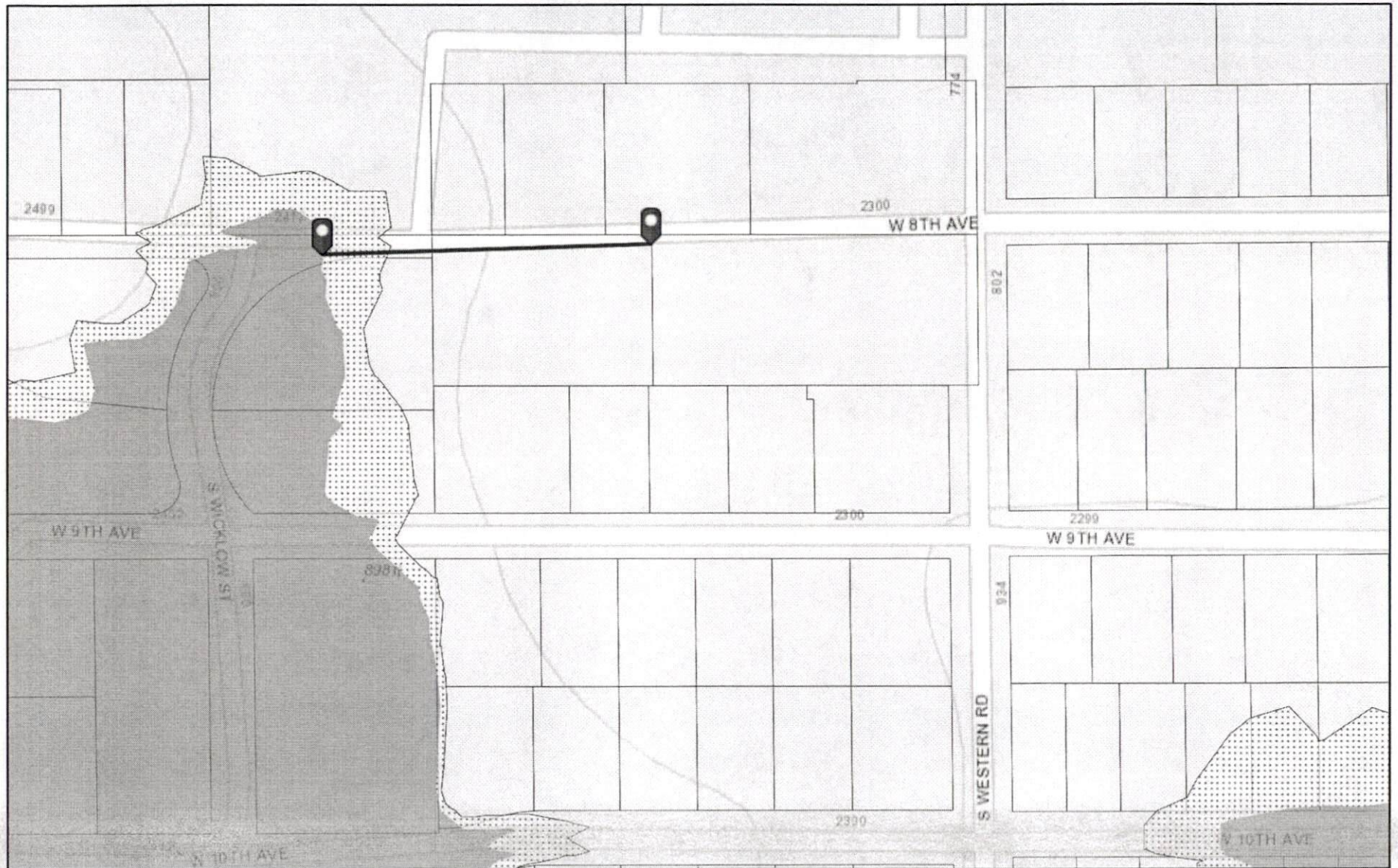
We fully support responsible, sustainable economic development and population growth throughout the City. Responsible, sustainable growth in our opinion means that we don't allow commercial interests to degrade natural watershed characteristics that minimize flooding or develop before having the necessary infrastructure in place to handle the growth and protect life and property.

As the City flood maps depict, S. Western Rd. runs down a narrow topographic ridge separating the watersheds of Stillwater Creek and Duck Creek. Run-off from developments on the west side of Western Rd. drains into Stillwater Creek and run-off from developments on the east side of Western Rd. drains into Duck Creek. These Creeks come together just southeast of Fountain Square. Depending on which creek is at a higher flood stage, stoppage can occur with backup into the creek at a lower flood stage. The Western Rd. bridge over Stillwater Creek is arguably one of the most important bridges in the City. Closure of the bridge by multiple days of flooding has a large human and economic impact. Of greater concern is if the bridge is damaged by flooding, resulting in long-term closure.

To protect the bridge, total stormwater run-off volume entering the two watersheds around S. Western Rd. needs to be frozen at current levels or rolled back by mitigation. One way to accomplish this would be to keep the area residential or require zero discharge commercial development, or at a minimum, not allowing more total run-off volume than existing conditions. Small properties will be the key, because if commercial development happens residential lot by residential lot as the Future Land Use Map depicts, many of the properties will escape full review and regulation due to their size and the availability of exemptions. During review, each property on its own will likely not seem threatening for increased flood levels or flood duration. It is the cumulative effect of all the properties combined that will matter. Although flash flooding occurs at the "low-water" crossing and along Duck Creek; it is usually the slow, steady buildup of total stormwater run-off **volume** which bogs down and backs up the entire Stillwater Creek watershed to flood stage. In May 2019, when the flood water was up to the top of the floor joists in the Bonner's home on W. 8th Ave., they hoped it would not rise another inch.

To be effective, the area would need to be considered as a "flood protection overlay zone". The zone would employ responsible "green" commercial development, integrating best management run-off and flood reduction methods such as trees, shrubs, wetlands, rain gardens, ponds, infiltration basins, fountains, waterfalls, etc. into the site plans (<https://www.epa.gov/green-infrastructure>). Thank you for your consideration of our concerns.

Stillwater Web Map



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FLOODWAY and FLOOD ZONES

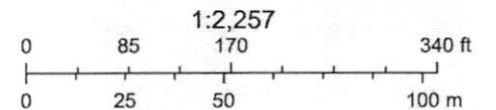
100 YEAR FLOOD AREA, ZONE AE

500 YEAR FLOOD AREA

OUT OF FLOOD AREA

Parcel

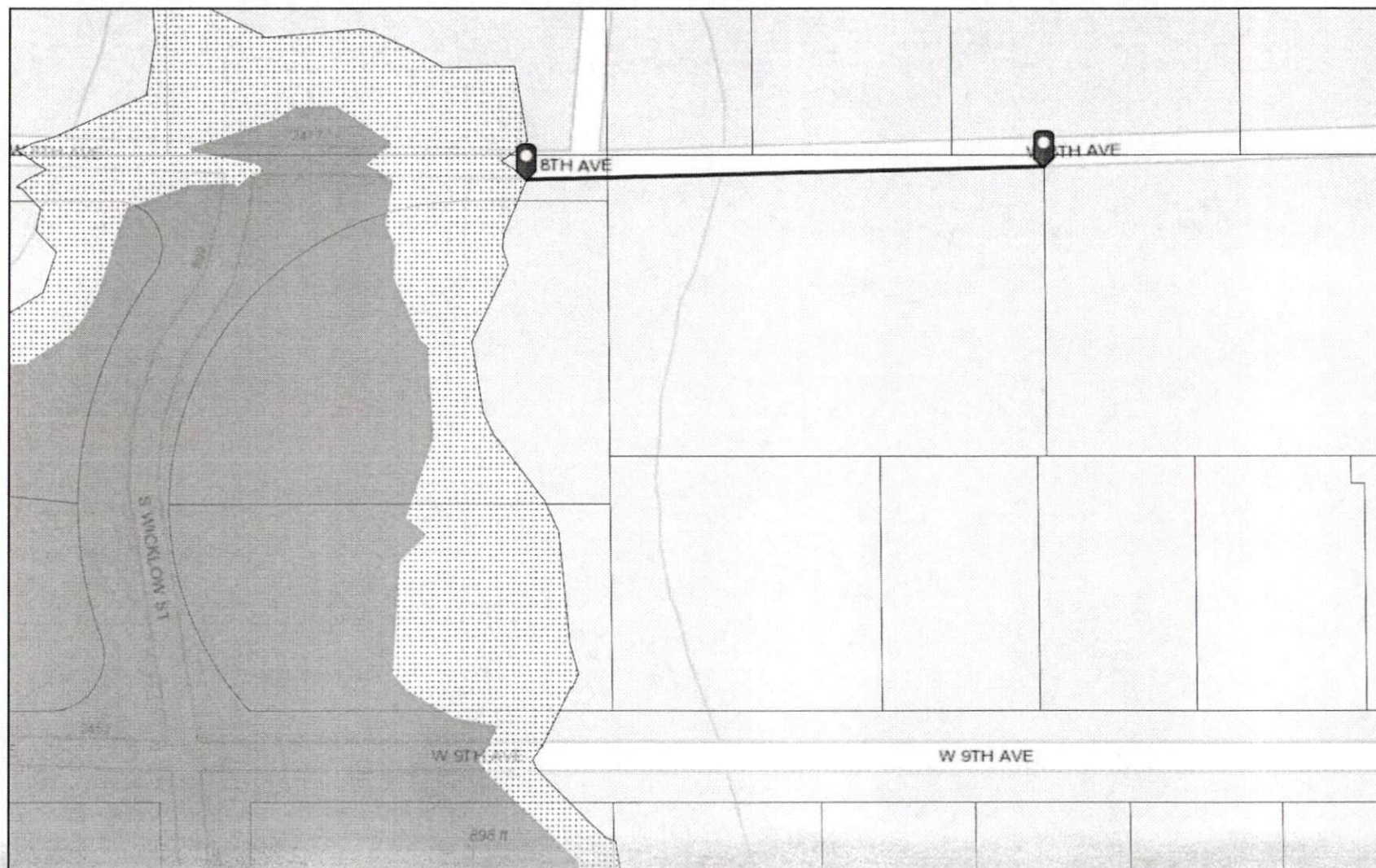
CITY LIMITS



Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

Web AppBuilder for ArcGIS
City of Stillwater

Stillwater Web Map



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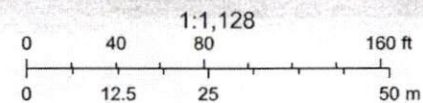
FLOODWAY and FLOOD ZONES

100 YEAR FLOOD AREA, ZONE AE

500 YEAR FLOOD AREA

☐ OUT OF FLOOD AREA

☐ Parcel

 CITY LIMITS

Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

Web AppBuilder for ArcGIS
City of Stillwater

Stillwater Web Map



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FLOODWAY and FLOOD ZONES

 FLOODWAY IN ZONE AE

 100 YEAR FLOOD AREA, ZONE AE

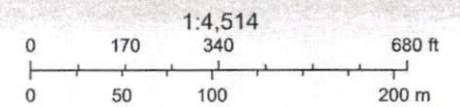
 500 YEAR FLOOD AREA

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 Parcel

 CITY LIMITS

Maxar



Web AppBuilder for ArcGIS
City of Stillwater

Date: October 28, 2025

To: Chair Phillips, Vice-Chair Williams, Commissioner Shanahan, Commissioner Prather, & Commissioner Peters

From: Brian P. Correa and Jennifer Brakhage
2401 W. 8th Ave.
Stillwater, OK 74074
580-478-6177
bpccoin@gmail.com

Re: Written Comments for the Public Record
Map Amendment Request MA25-12
802 S. Western Rd.
Planning Commission Meeting November 4, 2025

We are owner-occupied, affected property owners bordering the west side of 802 S. Western Rd. Sharing a common border with the subject property would result in us being directly impacted by any commercial development. Our vehicle access via W. 8th Ave. would also be directly impacted by any commercial development since the subject property would likely not have vehicle access via S. Western Rd.

Recent History: The prior owner of this very large residential property requested a similar map amendment starting with a public notice in July 2021. The original (first) application was for Commercial Shopping (CS). Nearly 8 months later, after a fluid and continuous process of reapplication, public notices, scheduled meetings, and comment periods, a second application for Commercial Office (O) was withdrawn on the day of the March 7, 2022 City Council meeting. This withdrawal was after the applicant was granted an extension of a scheduled City Council meeting. In total, there were two official Planning Commission meetings and one official City Council meeting. No reapplication moratorium was applied.

The subject property faces significant transportation challenges for commercial development, even more so now than in 2021/2022:

- the number of residents in southwest Stillwater continues to grow
- the traffic load (and related problems) on S. Western Rd. continues to grow
- no improvements (widening and/or adding lane(s)) have been made to S. Western Rd.
- the traffic load (and related problems) on W. 8th Ave./Devon St. has increased due to commercial development on W. 6th Ave. and driver avoidance of the W. 6th Ave./S. Western Rd. intersection
- the physical condition of W. 8th Ave./Devon St. continues to deteriorate; no improvements have been made to the roadway, drainage system, or the "low-water" crossing (intersection of W. 8th Ave. and S. Wicklow St.)
- upcoming construction on W. 6th Ave. will push more drivers to use W. 8th Ave./Devon St. as a viable alternative route into southwest Stillwater

Property Description: This residential lot is very large, around 1.30 acres, more than capable of accommodating a large office park. According to the legal description, the west boundary of the lot penetrates deeply into the neighborhood for about 350 feet, equal in width to four (4) typical nearby residential lots. In the recent past, there was a separate vacant lot between our residence at 2401 W. 8th

Ave. and 802 S. Western Rd. The owner of the vacant lot sold it to the owner of 802 S. Western Rd. The buyer then "merged" or "combined" the vacant lot into the 802 S. Western Rd. street address, thereby creating the very long lot you see today that penetrates deeper into the neighborhood than any other residential lot in the S. Western Rd. corridor between W. 6th and W. 11th Avenues. The penetration westward into the neighborhood is almost the same distance as the Wicklow Professional Center.

The idea of acquiring adjoining properties and combining them to create one larger lot to seek approval to penetrate more deeply into a neighborhood along a future development corridor should be highly discouraged by the City. Just because an existing lot faces S. Western Rd., and is assumed to likely become "commercial" in the future, doesn't mean that any lots added onto it also have that same distinction.

With abundant suitable sites for commercial development within the city, it makes little sense to create a new intrusion 350 feet deep into the existing neighborhood.

South Western Road: The two (2) lane road on the eastern boundary of this residential property is already beyond its capability to handle current traffic loads. Before, during, and after business hours, S. Western Rd. between 6th Ave. and 9th Ave. is the site of traffic jams, backups, and sometimes accidents. It is common during "rush" hours that S. Western Rd. is intermittently at a standstill between the Wicklow Professional Center and 9th Ave. A new, safe ingress/egress to the subject property is nearly "impossible" on S. Western Rd., meaning all commercial traffic would have to use W. 8th Ave. for access. Even with W. 8th Ave. as a possible option for access, it would still compound the current traffic overload and create another bottleneck between the Wicklow Professional Center and W. 9th Ave.

West 8th Avenue: Located on the northern boundary of this residential property, it is difficult to describe accurately and best experienced in person by driving, and walking, to allow a close examination. It is surely one of the worst, heavily-used, inner city "streets" in Stillwater. W. 8th Ave. is mainly a one (1) lane road, 15-16 feet wide, occasionally widening to two (2) lanes if you pull over into the ditches, bushes, or resident's yards. It is mostly of aged asphalt construction and devoid of traffic signs, curbing, or a stormwater collection and drainage system. In places, it is nothing more than a dirt road. Potholes and an overall rough ride are its most distinguishing features. Occasionally, potholes are repaired, but this is a futile, wasteful effort because new potholes develop/redevelop in a very short time. The pothole repair has obviously been ongoing for decades. In sections, the road has more repaired potholes than it does the original asphalt surface.

Heavy trucks, especially City trash trucks, cause the most significant regular damage, actually buckling the asphalt surface and road base (see in front of my home). A 10-wheel loaded water tanker also caused permanent damage to the road base/pavement during the construction of the Starbucks. This road can not be simply resurfaced, it will require excavation first and reconstruction with a new stable engineered road base before paving. A curbing and drainage system is required to keep runoff from infiltrating/saturating the road base. Despite its failed condition, W. 8th Ave./Devon St. between S. Western Rd. and W. 6th Ave. is a favorite "shortcut" for drivers wishing to avoid the clogged W. 6th Ave./S. Western Rd. intersection and Wicklow Professional Center traffic. Additional commercial traffic has already been funneled onto Devon St./W. 8th Ave. due to new commercial developments on W. 6th Ave. (Pizza Hut, Starbucks, etc.). Upcoming construction on W. 6th Ave. will only make it worse.

At its western extent, W. 8th Ave. transitions at a very narrow "blind" corner into Devon St., which is of the same vintage and in the same failed condition. For all practical purposes, W. 8th Ave and Devon St. are

part of the "same" road. There is another "blind" corner at the intersection of S. Wicklow St. and W. 8th Ave., the location of the "low-water" crossing. Here, the road elevation needs to be raised and a much larger, clog-proof, concrete box culvert or several new large culverts need to be installed. The current three (3) small, crushed culverts under W. 8th Ave. are not maintained, leading to clogging with brush and debris and intensifying the overtopping of the road with just hard rains. When visibility is poor and overtopping of W. 8th Ave. is occurring, there exists a threat to human health and life of driving or being swept into the large, deep ditch on the south side. Most of the run-off which inundates the existing culverts comes from the unmitigated stormwater run-off from all the impervious commercial developments to the north and northeast (up to W. 6th Ave. and east over to S. Western Rd.). This near-complete and rapid run-off has created a dangerous flash flooding condition in the neighborhood and further downstream.

Commercial use of the subject property as a large office park would result in hundreds of additional vehicles on W. 8th Ave. and Devon St. between S. Western Rd. and W. 6th Ave., a section of road which is already way beyond its capability. Commercial ingress/egress onto a failed W. 8th Ave. from the subject property would be absurd.

Justification For Map Amendment: This residential property has little justification for a map amendment to commercial, other than the very thin argument that it faces S. Western Rd. and is assumed to someday become commercial property. If rezoned at this time, it would be a commercial island within a nice neighborhood, completely surrounded by residential properties. This makes little sense.

Stormwater Run-Off: Run-off from commercial development of 802 S. Western Rd. is of utmost concern to the neighborhood. A separate document has been prepared addressing this critical issue in detail and is not repeated here. Suffice it to say that if a precipitation event or series of events similar to May 2019, June 2007, or July 1959 occurs, there is a significant risk to human health and life in the neighborhood.

Urban Forests and Wildlife: 802 S. Western Rd. is now moderately wooded with some large old growth trees and smaller trees, shrubbery, and border vegetation. The prior owner, in his attempt to make the property more "attractive" for commercial development, removed many old growth trees, etc. creating more grassland (for future buildings and parking lots). However, what vegetation remains includes quality natural wildways that we should seek to preserve to allow for the safe movement of species and provide shelter and food for wildlife. See <https://www.crittercarewildlife.org/strategies-for-enhancing-urban-wildlife-conservation>

Wildlife provide natural pest control (mosquitoes, mice, rats, tent caterpillars, army worms, etc.) to keep our properties healthy and in ecological balance. We should seek to preserve urban wildlife and biodiversity by preserving the residential habitats that provide their source of food and shelter. See "Promoting and Preserving Biodiversity in the Urban Forest"

<https://www.sciencedirect.com/science/article/abs/pii/S1618866706000732>

Urban vegetation and forests are the "keystone" component of a thriving and balanced residential ecosystem. Without the trees, shrubs, and border vegetation, the local ecosystem could be irreversibly damaged and become out of balance, with poor biodiversity. Urban forests are also a vital tool in managing and reducing stormwater runoff due to their permeability. The trees and other vegetative endowments of the subject property and their intrinsic value to the neighborhood, and the City, should be preserved by keeping the property residential. See the City of Edmond, OK Urban Forestry program as an example of what could be done in Stillwater. <https://www.edmondok.com/614/Urban-Forestry>

The subject property is the home and feeding grounds of a diverse and **abundant** wildlife population, likely some of the best in City neighborhoods due to our location. From the insects (bees, dragonflies, butterflies, etc.) to the reptiles and amphibians (snakes, turtles, lizards, frogs (including tree frogs), toads, etc.) to the birds (hummingbirds, songbirds, woodpeckers, hawks, roadrunners, owls, etc.) to the larger mammals (rabbits, armadillos, opossums, racoon, fox, coyote, deer, etc.), the property is part of a thriving urban wildlife ecosystem. We see Pileated Woodpeckers in the neighborhood. We have not seen bobcats, but it is likely that they visit the area. Year-round, deer come through and around our property to 802 S. Western Rd. to browse. Ironically, early in the morning after just receiving the first (erroneous) public notice mailing for MA25-12, Jennifer and I watched a doe and her fawn checking our fruit trees for something sweet, as they have done for generations. After which, they strolled west down W. 8th Ave. and onto S. Wicklow St. before returning to their daytime hideouts south and west of us. That's likely not going to happen anymore if the subject property becomes a large commercial office park.

Our Vision: Build one big beautiful home on the lot, or split it into 2-4 lots for more affordable homes in a very desirable location.

Recommendations: Additional commercial development should not be permitted on S. Western Rd. between the south side of W. 6th Ave. and the north side of W. 12th Ave. until S. Western Rd. is widened to three or more lanes (one of which is a turning lane) **and** W. 8th Ave./Devon St. is completely reconstructed as a typical inner city street comparable to other streets in the City and neighborhood (including elimination of the "blind" corner and flash flood risk at the "low-water" crossing).

If you have any questions, please contact us at 580-478-6177 or bpccoin@gmail.com or stop by for a visit.

Date of Meeting: November 4, 2025

Subject: Text Amendment to Chapter 23, Land Development Code, Article VI, Land Use Classifications, to amend or to add a setback exception in Division 3, Residential Districts, Sections 23-136 through 23-142 and 23-144, Division 4, Commercial Districts, Sections 23-150 through 23-153, Division 5, Industrial Districts, Sections 23-160 through 23-161, and Division 6, Agriculture District, Public District and University District, Section 23-170.

Purpose of Report: City Staff request review and approval of the proposed text amendment to Chapter 23, Land Development Code, Article VI, Land Use Classifications, to amend or to add a setback exception in Division 3, Residential Districts, Sections 23-136 through 23-142 and 23-144, Division 4, Commercial Districts, Sections 23-150 through 23-153, Division 5, Industrial Districts, Sections 23-160 through 23-161, and Division 6, Agriculture District, Public District and University District, Section 23-170.

Background: Currently, there is an exception written for the Large Lot Single-Family Residential District (RSL), Small Lot Single-Family Residential District (RSS), Two-Family Residential District (RT), Mobile/Manufactured Home District (MH), Neighborhood Transition Zone (NTZ), Office District (O), Commercial Shopping District (CS), Commercial Business District (CB), Commercial General District (CG), and Light Industrial District (IL), which states:

For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.

Section 23-80 of the City Code requires local streets to have a minimum right-of-way width of 60 feet which can be reduced to 50 feet if there are adequate provisions for utilities and drainage. Much of the original town of Stillwater was platted with small lots (25 feet wide) and local streets having a ROW width of 100 feet. The current Land Development Code requires setbacks along street frontages, no matter the width of the adjacent street ROW. In some cases, developers have requested to close and vacate a portion of a 100-foot ROW along a local street to create more developable space within the smaller lots. Closing/vacating ROW is a timely process and removes the City's ability to use that area for future replacement or maintenance of utilities and roadways. In order to protect the public ROW and promote re-development in older parts of Stillwater, staff is recommending the above exception be an option for all properties abutting local streets having a ROW width of 100 feet, no matter what the zoning district. In addition, staff has observed that the above exception is not available to properties on the opposite side of the street where portions of the ROW was previously closed and vacated, thereby reducing the ROW width to less than 100 feet. To account for those instances and to provide the setback reduction exception option to all zoning districts, staff is proposing the following verbiage:

For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

This updated verbiage is proposed to be allowed in the above referenced districts, as well as Two-Family and Multi-Family District (RTM), Multi-Family Intermediate District (RMI), Multi-Family Urban

District (RMU), High Rise District (HR), General Industrial District, (IG), and Agriculture District (A). Staff was not able to find any reason that these districts were not included in the original exception, so without a reason to exclude from this update, we went ahead and included all of the districts, even though some of them will have very limited applications.

Application Processing Information:

Applicant – City of Stillwater

Notice – Notice in the NewsPress

Processing Track:

Planning Commission – November 4, 2025

City Council – December 1, 2025

Discussion: The proposed text amendment allows more districts to use the exception for reducing the front setback when 100' of ROW is present on a local street, and it ensures that other properties closing a portion of the ROW does not negatively affect a nearby property.

Findings:

1. The proposed text amendment updates the verbiage for the exception that allows the front setback to be reduced when the development abuts a local street with 100 feet of right-of-way.
2. The proposed text amendment will also expand the zoning districts that the exception applies to.

Alternatives:

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

Stalls recommends alternative number 1.

Prepared by:

Henry Bibelheimer, Senior Planner

Reviewed by:

David Barth Development Services Director

Josh Brown, Development Coordinator

Cindy Gibson, Administrative Services Manager

Date of Preparation:

October 28, 2025

Attachments:

Draft Ordinance

ORDINANCE NO. ____

AN ORDINANCE AMENDING STILLWATER CITY CODE CHAPTER 23, "LAND DEVELOPMENT CODE," ARTICLE VI, "LAND USE CLASSIFICATION," TO AMEND OR ADD A SETBACK EXCEPTION IN DIVISION 3, "RESIDENTIAL DISTRICTS," SECTIONS 23-136 THROUGH 23-142 AND 144, DIVISION 4, "COMMERCIAL DISTRICTS," SECTIONS 23-150 THROUGH 23-153, DIVISION 5, INDUSTRIAL DISTRICTS," SECTIONS 23-160 THROUGH 23-161, AND DIVISION 6, "AGRICULTURE DISTRICT, PUBLIC DISTRICT AND UNIVERSITY DISTRICT," SECTION 23-170; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY

(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

SECTION 1: That Stillwater City Code, Chapter 23, "Land Development Code," Article VI, "Land Use Classification," Division 3, "Residential Districts," Sections 23-136 through 23-142, and 23-144, be amended to read as follows:

Sec. 23-136. RSL Large Lot Single-Family Residential District.

- (a) *Permitted by right.* The following uses are permitted by right in the RSL Large Lot Single-Family Residential District:
 - (1) Conventional single-family.
 - (2) Residential design manufactured home.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RSL district:
 - (1) Accommodation: Bed and breakfast only.
 - (2) Boardinghouse/roominghouse.
 - (3) Child and adult care services.
 - (4) Educational services.
 - (5) Churches and other religious institutions.
- (c) *Lot size requirements.* The lot size requirements in the RSL district are as follows:
 - (1) Minimum lot area: 10,000 square feet.
 - (2) Minimum lot width: 75 feet.
 - (3) Minimum lot depth: 125 feet.
- (d) *Bulk regulations.* The height and area requirements in the RSL district are as follows:

- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 35 feet.
- (2) Setbacks. The following are the minimum required setbacks in the RSL district:
 - a. Minimum front yard:
 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard:
 1. Residential structures: Ten feet.
 2. All other uses: 20 feet.
 - c. Minimum rear yard: 25 feet.
- (3) Maximum lot coverage: 35 percent.
- (e) *Exceptions.* The following are the exceptions in the RSL district:
 - (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
 - (3) Not more than one principal structure shall be located on a lot, unless specifically exempted.

Sec. 23-137. RSS Small Lot Single-Family Residential District.

- (a) *Permitted uses.* The following uses are permitted in the RSS Small Lot Single-Family Residential District:
 - (1) Conventional single-family.
 - (2) Residential design manufactured homes.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RSS district:
 - (1) Accommodation: Bed and breakfast only.
 - (2) Child and adult care services.
 - (3) Educational services.
 - (4) Townhomes.
 - (5) Churches and other religious institutions.

- (6) Cemeteries and incidental accessory uses.
- (c) *Lot size requirements.* The lot size requirements in the RSS district are as follows:
- (1) Minimum lot area: 5,000 square feet.
 - (2) Minimum lot width: 50 feet.
 - (3) Minimum lot depth: 100 feet.
- (d) *Bulk regulations.* Bulk regulation requirements in the RSS districts are as follows:
- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 35 feet.
 - (2) Setbacks. The following are the minimum required setbacks:
 - a. Minimum front yard:
 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard:
 1. Residential structures: Five feet.
 2. All other uses: 15 feet.
 - c. Minimum rear yard: 20 feet.
 - d. Corner lots, optional setback requirements:
 1. Minimum front yard: 20 feet from all property boundaries abutting a right-of-way or road access easement.
 2. Minimum side yard abutting a secondary right-of-way or road/access easement not opposite the front yard: 15 feet.
 3. Minimum rear yard: 20 feet.
 4. Minimum side yard abutting another lot or parcel: Five feet.
- (e) *Exceptions.* The following are the exceptions in the RSS district:
- (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right of way for the entire block, the front yard setbacks may be reduced by up to 50 percent. For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.~~
 - (3) No interior side yard is required on one side for zero lot-line dwellings. The opposite side yard for zero lot-line dwellings shall not be less than ten feet.

- (4) Townhomes are exempt from the lot size and lot coverage requirements; any exterior buildings shall have a minimum side setback of eight feet.
- (5) Not more than one principal structure shall be located on a lot, unless specifically exempted by this chapter.

Sec. 23-138. RT Two-Family Residential District.

- (a) *Permitted uses.* The following uses are permitted in the RT Two-Family Residential District:
 - (1) Conventional single-family.
 - (2) Residential design manufactured home.
 - (3) Two-family (duplex).
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RT district:
 - (1) Townhome.
 - (2) Child and adult care services.
 - (3) Churches and other religious institutions.
 - (4) Educational institutions.
- (c) *Lot size requirements.* The lot size requirements in the RT district are as follows:
 - (1) Minimum lot area: 7,500 square feet.
 - (2) Minimum lot width: 60 feet.
 - (3) Minimum lot depth: 100 feet.
- (d) *Bulk regulations.* Bulk regulation requirements in the RT district are as follows:
 - (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 35 feet.
 - (2) Setbacks. The following are the minimum required setbacks in the RT district:
 - a. Minimum front yard:
 - 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 - 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard:
 - 1. Residential structures: Five feet.
 - 2. All other uses: 15 feet.
 - c. Minimum rear yard: 20 feet.
 - (3) Maximum lot coverage: 40 percent.
- (e) *Exceptions.* The following are the exceptions in the RT district:
 - (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.

- (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
- (3) No interior side yard is required on one side for zero lot-line dwellings. The opposite side yard for zero lot-line dwellings shall not be less than ten feet.
- (4) Townhomes are exempt from the lot size and lot coverage requirements; any exterior buildings shall have a minimum side setback of eight feet.
- (5) Not more than one principal structure shall be located on a lot, unless specifically exempted by this chapter.

Sec. 23-139. RTM Two-Family and Multi-Family District.

- (a) *Permitted uses.* The following uses are permitted in the RTM Two-Family and Multi-Family District:
 - (1) Boarding house/rooming house.
 - (2) Churches and religious institutions.
 - (3) Multiple-family with a maximum gross density of 20 units per acre.
 - (4) Townhome.
 - (5) Two-family (duplex).
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RTM district:
 - (1) Child and adult care services.
 - (2) Conventional single family.
 - (3) Educational institutions.
 - (4) Health care and social assistance.
- (c) *Lot size requirements.* The lot size requirements in the RTM district are as follows:
 - (1) Minimum lot area: 20,000 square feet.
 - (2) Minimum lot width: 100 feet.
 - (3) Minimum lot depth: 130 feet.
- (d) *Bulk regulations.* Bulk regulation requirements in the RTM district are as follows:
 - (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 35 feet.
 - (2) Setbacks. The following are the minimum required setbacks in the RTM district:
 - a. Minimum front yard:
 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.

2. 10 feet from all property boundaries abutting an alley.
- b. Minimum side yard:
 1. Residential structures: Five feet.
 2. All other uses: 15 feet.
- c. Minimum rear yard: 20 feet.
- (3) Maximum lot coverage: 40 percent.
- (e) *Exceptions.* The following are the exceptions in the RTM district.
 - (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) No interior side yard is required on one side for zero lot-line dwellings. The opposite side yard for zero lot-line dwellings shall not be less than ten feet.
 - (3) Townhomes are exempt from the lot size and lot coverage requirements; any exterior building(s) shall have a minimum side setback of eight feet.
 - (4) More than one principal residential structure may be located on a lot.
 - (5) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

Sec. 23-140. RMI (Multi-Family Intermediate) District.

- (a) *Permitted uses.* The following uses are permitted in the RMI Multi-Family Intermediate District:
 - (1) Boarding house/rooming house.
 - (2) Churches and religious institutions.
 - (3) Free-standing self service facilities.
 - (4) Multiple-family with a maximum gross density of 30 units per acre.
 - (5) Parking lot/garages.
 - (6) Townhome.
 - (7) Two-family (duplex).
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RMI district:
 - (1) Accommodation.
 - (2) Child and adult care services.
 - (3) Educational institutions.
 - (4) Health care and social assistance.
 - (5) Personal and laundry services.
 - (6) Telecommunications tower.
- (c) *Lot size requirements.* The lot size requirements in the RMI district are as follows:

- (1) Minimum lot area: 15,000 square feet.
 - (2) Minimum lot width: 75 feet.
 - (3) Minimum lot depth: 130 feet.
- (d) *Bulk regulations.* Bulk regulation requirements in the RMI district are as follows:
- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 50 feet.
 - (2) Setbacks. The following are the minimum required setbacks in the RMI district:
 - a. Minimum front yard:
 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard:
 1. Residential structures: Five feet.
 2. All other permitted and specific use permit uses: 25 feet.
 - c. Minimum rear yard: 20 feet.
 - (3) Maximum lot coverage: 40 percent.
- (e) *Exceptions.* The following are the exceptions in the RMI district.
- (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) Townhomes are exempt from the lot size and lot coverage requirements; any exterior building(s) shall have a minimum side setback of eight feet.
 - (3) Residential structures not divided into dwelling units shall have densities determined as:
 - a. Each two sleeping rooms for single or double occupancy shall be deemed to constitute one dwelling unit; and
 - b. Each four beds, in sleeping rooms that contain beds for more than two persons, shall be deemed to constitute one dwelling unit.
 - (4) More than one principal residential structure may be located on a lot.
 - (5) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

Sec. 23-141. RMU (Multi-Family Urban) District.

- (a) *Permitted uses.* The following uses will be permitted by right in the RMU Multi-Family Urban District:
- (1) Boarding house/rooming house.
 - (2) Churches and religious institutions.

- (3) Free-standing self service facilities.
 - (4) Mixed-use.
 - (5) Multiple-family with a maximum gross density of 50 units per acre.
 - (6) Parking lot/garages.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the RMU district:
- (1) Accommodation.
 - (2) Child and adult care services.
 - (3) Educational institutions.
 - (4) Personal and laundry services.
 - (5) Telecommunications tower.
- (c) *Lot size requirements.* Lot size requirements in the RMU district are as follows:
- (1) Minimum lot area: 10,000 square feet.
 - (2) Minimum lot width: 60 feet.
 - (3) Minimum lot depth: 130 feet.
- (d) *Bulk regulations.* Bulk regulation requirements in the RMU district are as follows:
- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 50 feet.
 - (2) Setbacks. The following are the minimum required setbacks in the RMU district:
 - a. Minimum front yard:
 - 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 - 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard:
 - 1. Residential structures: 15 feet.
 - 2. All other permitted and specific use permit uses: 25 feet.
 - c. Minimum rear yard: 30 feet.
 - (3) Maximum lot coverage: 60 percent.
- (e) *Exceptions.* The following are the exceptions in the RMU district:
- (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) Townhomes are exempt from the lot size and lot coverage requirements; any exterior building(s) shall have a minimum side setback of eight feet.
 - (3) Residential structures not divided into dwelling units shall have densities determined as:
 - a. Each two sleeping rooms for single or double occupancy shall be deemed to constitute one dwelling unit; and

- b. Each four beds, in sleeping rooms that contain beds for more than two persons, shall be deemed to constitute one dwelling unit.
- (4) More than one principal residential structure may be located on a lot.
- (5) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

Sec. 23-142. HR (High Rise) District.

The High Rise District is only available in areas designated as a special purpose overlay district or in a master plan and only when such uses and densities are allowed in such district or area.

(a) *Permitted by right:*

Accommodation
Boarding/Rooming Houses
Churches and Religious Institutions
Mixed-Use
Multiple-Family
Parking Lot/Garages

(b) *Specific use permit:*

Child and Adult Care Services
Educational Institutions
Telecommunications Tower

(c) *Lot size requirements:*

- (1) *Minimum lot area:* 25,000 square feet.
- (2) *Minimum lot width:* 130 feet.
- (3) *Minimum lot depth:* 130 feet.

(d) *Bulk regulations:*

- (1) *[Maximum structure height.]* The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 100 feet.
- (2) *Setbacks:*
 - a. *Minimum front yard:* Five feet from all property boundaries abutting a right-of-way or road/access easement.
 - b. *Minimum side yard:* Five feet plus an additional three feet for each story above the first.
 - c. *Minimum rear yard:* Five feet.
- (3) *Maximum lot coverage:* 90 percent.

(e) *Exceptions:*

- (1) Residential structures not divided into dwelling units shall have densities determined as: Each two sleeping rooms for single or double occupancy shall be deemed to constitute one dwelling unit and each four beds, in sleeping rooms that contain beds for more than two persons, shall be deemed to constitute one dwelling unit.
- (2) More than one principal residential structure may be located on a lot.
- (3) All structures shall maintain minimum building code separations.
- (4) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

Sec. 23-144. NTZ Neighborhood Transition Zone.

The Neighborhood Transition Zone designation is available as a buffer to platted residential subdivisions zoned Residential Single Family Large Lot (RSL) or Residential Single Family Small Lot (RSS) from other adjacent and adjoining zoning districts.

- (a) *Permitted uses.* The following uses are permitted in the NTZ Neighborhood Transition Residential District:
 - (1) Conventional single-family.
 - (2) Two-family (duplex).
 - (3) Townhome.
- (b) *Lot size requirements.* The lot size requirements in the NTZ district are as follows:
 - (1) *Minimum lot area:*
 - a. 5,000 square feet for single family;
 - b. 7,500 for two-family.
 - (2) *Minimum lot width:* 50 feet.
 - (3) *Minimum lot depth:* 100 feet.
- (c) *Bulk regulations.* Bulk regulation requirements in the NTZ district are as follows:
 - (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: not to exceed the average height of the existing structures in adjacent established neighborhood.
 - (2) Setbacks. The following are the minimum required setbacks in the NTZ district:
 - a. *Minimum front yard:*
 - i. Twenty feet from all property boundaries abutting a right-of-way or road/access easement.
 - b. *Minimum side yard:*
 - i. Twenty feet when adjacent to neighborhood property lines.
 - ii. Five feet when not adjacent to neighborhood property line.

- c. *Minimum rear yard:*
 - i. Twenty feet when adjacent to neighborhood property lines.
 - ii. Five feet when not adjacent to neighborhood property line.
- (d) Maximum gross density of 10 dwelling units per acre.
- (e) *Exceptions.* The following are the exceptions in the NTZ district:
 - (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
 - (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right of way for the entire block, the front yard setbacks may be reduced by 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
 - (3) Townhomes are exempt from the lot size requirements.
 - (4) Multiple principle structures allowed on individual lots.
 - (5) No additional structures or uses allowed within the 20 foot setback of neighborhood property lines.

SECTION 2: That Stillwater City Code, Chapter 23, "Land Development Code," Article VI, "Land Use Classification," Division 4, "Commercial Districts," Sections 23-150 through 23-153 be amended to read as follows:

Sec. 23-150. O Office District.

- (a) *Permitted uses.* The following uses will be permitted by right in the O Office District.
 - (1) Child and adult care services.
 - (2) Churches and religious institutions.
 - (3) Educational services.
 - (4) Financial institutions and services.
 - (5) Free-standing self service facilities.
 - (6) Health care and social assistance.
 - (7) Mixed use.
 - (8) Professional and administrative office and services.
 - (9) Public administration and service.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the O district:
 - (1) Bed and breakfast, hotel, motel.

- (2) Beverage services.
- (3) Food services.
- (4) Information.
- (5) Parking lot/garages.
- (6) Personal and laundry services.
- (7) Recreation.
- (8) Research and development.

(c) *Bulk regulations.* Bulk regulation requirements in the O district are as follows:

- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: 50 feet.
- (2) Setbacks. The following are the minimum required setbacks in the O district:
 - a. Minimum front yard:
 1. 25 feet from all property boundaries abutting a right-of-way or road/access easement.
 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard: When a side yard has a common boundary with property in any residential district, the minimum setback is 15 feet. When a side yard has a common boundary with property in any district except for a residential district, the minimum setback is ten feet.
 - c. Minimum rear yard: When a rear yard has a common boundary with property in any residential district, the minimum setback is 15 feet. When a rear yard has a common boundary with property in any district except for a residential district, the minimum setback is ten feet.
- (3) Maximum lot coverage: 40 percent.

(d) *Exceptions.* Exceptions in the O district are as follows:

- (1) For all structures, the minimum side yard for this district shall be increased an additional three feet for each adjacent story above the first story.
- (2) Where a commercial building is to be serviced from the rear, the rear yard shall be not less than 30 feet to accommodate a 20-foot wide service drive.
- (3) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
- (4) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

Sec. 23-151. CS Commercial Shopping District.

(a) *Permitted by right.* The following uses will be permitted by right in the CS Commercial Shopping District:

- (1) Bed and breakfast, hotel, motel.
- (2) Beverage services.
- (3) Educational services.
- (4) Financial institutions and services.
- (5) Food services.
- (6) Free-standing self service facilities.
- (7) Information.
- (8) Mixed use.
- (9) Personal and laundry services.
- (10) Personal storage and warehousing.
- (11) Professional and administrative offices and services.
- (12) Retail trade.

(b) *Specific use permit.* The following uses are permitted by specific use permit in the CS district:

- (1) Child and adult care services.
- (2) Construction.
- (3) Health care and social assistance.
- (4) Medical marijuana dispensary.
- (5) Multi-family.
- (6) Public administration and service.
- (7) Telecommunications tower.
- (8) Transportation activities.
- (9) Vehicle and equipment sales and service.

(c) *Bulk regulations.* Bulk regulation requirements in the CS district are as follows:

- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.
- (2) Setbacks. The following are minimum required setbacks:
 - a. Minimum front yard:
 1. 20 feet from all property boundaries abutting a right-of-way or road/access easement.
 2. 10 feet from all property boundaries abutting an alley.

- b. Minimum side yard: 15 feet.
- c. Minimum rear yard: 25 feet.
- (3) Maximum lot coverage: 40 percent
- (d) *Exceptions.* The following are the exceptions in the CS district:
 - (1) Whenever a structure exceeding one story in height abuts a residential district, a six-foot high landscape buffer shall also be required.
 - (2) The rear yard setback of a lot containing a commercial building serviced from the rear shall be no less than 30 feet, said additional footage being necessary to accommodate a 20-foot wide service drive.
 - (3) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
 - (4) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

Sec. 23-152. CB Commercial Business District.

- (a) *Permitted by right.* The following uses will be permitted by right in the CB Commercial Business District:
 - (1) Arts and entertainment.
 - (2) Bed and breakfast, hotel, motel.
 - (3) Beverage services.
 - (4) Boardinghouses/roominghouses.
 - (5) Educational services.
 - (6) Financial institutions and services.
 - (7) Food services.
 - (8) Freestanding self-service facilities.
 - (9) Multifamily.
 - (10) Mixed use.
 - (11) Parking lots/garages.
 - (12) Personal and laundry service.
 - (13) Professional and administrative office and services.
 - (14) Public administration and service.

- (15) Recreation.
 - (16) Retail trade.
 - (17) Townhome.
 - (18) Unit (condominium) ownership.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the CB district:
- (1) Information.
 - (2) Medical marijuana dispensary.
- (c) *Bulk regulations.* Bulk regulation requirements in the CB district are as follows:
- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.
 - (2) Setbacks. The following are the minimum required setbacks in the CB district:
 - a. *Minimum front yard.* No setback is required from any property boundary abutting a right-of-way or road/access easement.
 - b. *Minimum side yard.* When a side yard has a common boundary with property in any residential district, the minimum setback is 20 feet. When a side yard has a common boundary with property in any district except for a residential district, there shall be no required minimum setback.
 - c. *Minimum rear yard.* When a rear yard has a common boundary with property in any residential district, the minimum setback is 25 feet. When a rear yard has a common boundary with property in any district except for a residential district, there shall be no required minimum setback.
 - (3) Maximum lot coverage: 100 percent.
- (d) *Exceptions.* The following exceptions are set forth in the CB district:
- (1) The rear yard shall be not less than 30 feet in width to accommodate a 20-foot wide alley for the placement of dumpsters, for the loading and unloading of merchandise or materials, and for utility service equipment.
 - (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
 - (3) Townhomes are exempt from the lot size and lot coverage requirements.
 - (4) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

Sec. 23-153. CG Commercial General District.

(a) *Permitted by right.* The following uses will be permitted by right in the CG Commercial General District.

- (1) Arts and entertainment.
- (2) Bed and breakfast, hotel, motel.
- (3) Beverage services.
- (4) Churches and religious institutions.
- (5) Financial institutions and services.
- (6) Food services.
- (7) Free-standing self service facilities.
- (8) Health care and social assistance.
- (9) Information.
- (10) Parking lots/garages.
- (11) Personal and laundry services.
- (12) Personal storage and warehousing.
- (13) Professional and administrative office and services.
- (14) Recreation.
- (15) Research and development.
- (16) Retail trade.
- (17) Transportation activities.
- (18) Utilities.
- (19) Vehicle and equipment sales and service.
- (20) Wholesale trade.

(b) *Specific use permit.* The following uses are permitted by specific use permit in the CG district:

- (1) Animal and pet keeping facility.
- (2) Child and adult care services.
- (3) Computer and electronic product and electrical equipment, appliance, and component manufacturing.
- (4) Construction.
- (5) Food, beverage and tobacco product manufacturing.
- (6) Medical marijuana dispensary.
- (7) Mixed use.
- (8) Mobile home park.

- (9) Paper manufacturing.
- (10) Public administration and service.
- (11) RV park.
- (12) Telecommunications tower.

(c) *Bulk regulations.* Bulk regulation requirements are as follows in the CG district:

- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.
- (2) Setbacks. The following are the minimum required setbacks in the CG district:
 - a. Minimum front yard:
 - 1. 25 feet from all property boundaries abutting a right-of-way or road/access easement.
 - 2. 10 feet from all property boundaries abutting an alley.
 - b. Minimum side yard: When a side yard has a common boundary with property in any residential district, the minimum setback is 20 feet. When a side yard has a common boundary with property in any district except for a residential district, there shall be no required minimum setback.
 - c. Minimum rear yard: When a rear yard has a common boundary with property in any residential district, the minimum setback is 20 feet. When a rear yard has a common boundary with property in any district except for a residential district, there shall be no required minimum setback.
- (3) Maximum lot coverage: 50 percent.

(d) *Exceptions.* The following exceptions are set forth in the CG district:

- (1) Parking may be shared with no less than 75 percent of the spaces required being provided on site or within the adjacent properties.
- (2) Outside storage of materials, as an accessory use, is permitted with screening from view.
- (3) Where a commercial building is to be serviced from the rear, there shall be provided an alleyway, service court, rear yard, or combination thereof not less than 20 feet of surface width.
- (4) ~~For development on property that abuts any local street that currently has 100 feet of continuous right of way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
- (5) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

SECTION 3: That Stillwater City Code, Chapter 23, "Land Development Code," Article VI, "Land Use Classification," Division 5, "Industrial Districts," Sections 23-160 and 23-161, be amended to read as follows:

Sec. 23-160. IL Light Industrial District.

(a) *Permitted by right.* The following uses will be permitted by right in the IL Light Industrial District:

- (1) Accommodation.
- (2) Animal and pet keeping facility
- (3) Beverage services.
- (4) Computer and electronic product and electrical equipment, appliance, and component manufacturing.
- (5) Construction.
- (6) Food, beverage and tobacco product manufacturing.
- (7) Food services.
- (8) Freestanding self-service facilities.
- (9) Information.
- (10) Miscellaneous manufacturing
- (11) Oil and gas industry services
- (12) Parking lots/garages.
- (13) Personal and laundry services
- (14) Personal storage and warehousing.
- (15) Professional and administrative offices and services
- (16) Public administration and service.
- (17) Research and development.
- (18) Telecommunications tower
- (19) Transportation activities.
- (20) Utilities.
- (21) Vehicle and equipment sales and service.
- (22) Warehousing and storage.
- (23) Wholesale and retail trade.

(b) *Specific use permit.* The following uses are permitted by specific use permit in the IL district:

- (1) Child and adult care services.
- (2) Furniture and related product manufacturing.
- (3) Medical marijuana commercial grower, indoor only.
- (4) Medical marijuana processing.

- (5) Textile mills, textile product mills and apparel manufacturing.
- (6) Wood product manufacturing.
- (c) *Lot size requirements.* No minimum lot size requirements are established in the IL district.
- (d) *Bulk regulations.* Bulk regulation requirements in the IL district are as follows:
 - (1) *[Maximum structure height.]* The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.
 - (2) *Setbacks.* The following are the minimum required setbacks:
 - a. *Minimum front yard:* 25 feet on all property boundaries abutting a right-of-way or road/access easement.
 - b. *Minimum side yard:* When a side yard has a common boundary with property in a:
 - 1. *Residential district.* The minimum setback is 30 feet.
 - 2. *Commercial district.* The minimum setback is 15 feet.
 - 3. *Industrial district.* The minimum setback is five feet.
 - c. *Minimum rear yard:*
 - 1. When a rear yard has a common boundary with property in any residential district, the minimum setback is 50 feet.
 - 2. When a rear yard has a common boundary with property in any district except for a residential district, the minimum setback is 25 feet.
 - (3) *Maximum lot coverage.* No maximum limit to lot coverage is established in the IL district.
- (e) *Exceptions.* The following exceptions are set forth in the IL district:
 - (1) When an IL lot abuts a residential district, there shall be, within the required setback, a minimum six-foot high landscape/screening buffer as set forth in article IX of this chapter, landscaping, screening and environmental standards. Security fences in excess of four feet in height are permitted within the front yard setback, but shall not obstruct the sightline or sight triangle.
 - (2) ~~For development on property that abuts any local street that currently has 100 feet of continuous right-of-way for the entire block, the front yard setbacks may be reduced by up to 50 percent.~~ For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.
 - (3) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.

Sec. 23-161. IG General Industrial District.

- (a) *Permitted by right.* The following uses will be permitted by right in the IG General Industrial District:

- (1) Communication services.
 - (2) Construction.
 - (3) Food, beverage and tobacco product manufacturing.
 - (4) Leather and allied products manufacturing.
 - (5) Machinery part manufacturing.
 - (6) Miscellaneous manufacturing.
 - (7) Nonmetallic mineral product manufacturing.
 - (8) Oil and gas industry services.
 - (9) Paper manufacturing.
 - (10) Parking lots/garages.
 - (11) Plastics and rubber products manufacturing.
 - (12) Public administration and service.
 - (13) Research and development.
 - (14) Telecommunications tower.
 - (15) Transportation activities.
 - (16) Transportation and equipment manufacturing.
 - (17) Utilities.
 - (18) Warehousing and storage.
 - (19) Waste management and remediation services.
 - (20) Wood product manufacturing.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the IG district:
- (1) Chemical manufacturing.
 - (2) Medical marijuana commercial grower, indoor only.
 - (3) Medical marijuana processing.
 - (4) Mining.
 - (5) Petroleum and coal products manufacturing.
 - (6) Primary metal and fabricated metal products manufacturing.
 - (7) Textile mills, textile product mills and apparel manufacturing.
- (c) *Lot size requirements.* No minimum lot size requirements are established in the IG district.
- (d) *Bulk regulations.* Bulk regulation requirements in the IG district are as follows:
- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: No maximum limit.
 - (2) Setbacks. The following are the minimum required setbacks in the IG district.
 - a. *Minimum front yard:* 75 feet on all property boundaries abutting a right-of-way or road/access easement.

- b. *Minimum side yard:* When a side yard has a common boundary with property in any:
 - 1. Residential district, the minimum setback is 75 feet
 - 2. All other districts, the minimum setback is 40 feet.
- c. *Minimum rear yard:* When a rear yard has a common boundary with property in any:
 - 1. Residential district, the minimum setback is 75 feet;
 - 2. All other districts, the minimum setback is 40 feet.
- (3) Maximum lot coverage: No maximum limit to lot coverage is established in the IG district.
- (e) *Exceptions.*
 - (1) Any number of structures or uses may be constructed or established on a single lot, but no single lot shall be smaller than the minimum lot area required to accommodate the principal use/structure and all accessory uses/structures.
 - (2) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

SECTION 4: That Stillwater City Code, Chapter 23, "Land Development Code," Article VI, "Land Use Classification," Division 6, "Agriculture District, Public District and University District," Section 23-170, be amended to read as follows:

Sec. 23-170. A Agriculture District.

- (a) *Permitted uses.* The following uses will be permitted in the A district:
 - (1) Agriculture, forestry, fishing, hunting.
 - (2) Animal and pet keeping facility.
 - (3) Conventional single-family, as accessory to the principal use.
 - (4) Manufactured home, as accessory to the principal use.
 - (5) Mobile home, as accessory to the principal use.
 - (6) Mobile home parks.
 - (7) Residential design manufactured home, as accessory to the principal use.
 - (8) Telecommunications tower.
 - (9) Utilities.
- (b) *Specific use permit.* The following uses are permitted by specific use permit in the A district:
 - (1) Educational services.
 - (2) Medical marijuana grower.
 - (3) Mining.
 - (4) Public administration and service.
 - (5) Recreation.
 - (6) Warehousing and storage.

(c) *Lot size requirements.* Lot size requirements in the A district are as follows:

- (1) Minimum lot area: five acres.
- (2) Minimum lot width: 200 feet.
- (3) Minimum lot depth: 300 feet.

(d) *Bulk regulations.* Bulk regulation requirements in the A district are as follows:

- (1) The maximum structure height as measured from the finished floor elevation of the first floor to the highest point of the roof: no maximum limit.
- (2) Setbacks. The following are the minimum required setbacks:
 - a. *Minimum front yard:* 50 feet on all property boundaries abutting a right-of-way or road/access easement.
 - b. *Minimum side yard:* 30 feet.
 - c. *Minimum rear yard:* 50 feet.
- (3) Maximum lot coverage: 40 percent.

(e) *Exceptions.*

- (1) Agricultural structures accessory to the principal agriculture uses of the property are exempt from this section.
- (2) For property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

SECTION 5: REPEALER. All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 6: SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF _____, 2025.

KIMBERLY CARNLEY, CITY ATTORNEY

First Reading:
Second Reading:

DRAFT

MEMORANDUM

DATE: November 4, 2025
TO: Stillwater Planning Commission
FROM: David Barth, Director
Development Services
SUBJECT: Preliminary Plat for 2002 E McElroy Road

Staff has received a request from the applicant to withdraw the request for a Preliminary Plat for 2002 E McElroy Road.

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF OCTOBER 21ST, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED October 15th, 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

David Barth, Development Services Director
Kim Payne, Assistant City Attorney
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 pm and explains the proceedings for the evening.

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.

Henry Bibelheimer, Senior Planner, presents the item.

Vice Chair Williams confirmed the exception is only for this residence and that later adjacent sidewalks would not trigger construction here, absent of new development. Mrs. Kim Payne, Assistant City Attorney confirms.

Mrs. Payne noted the motion can clarify that the exception applies only to the single-family residence identified in the application.

Commissioner Prather asked why staffs recommended to approve. Mr. Bibelheimer clarified that staff believed this met the requirements for undue burden as there were no sidewalks or plans to add sidewalks in the immediate vicinity; and there is also a sidewalk on the west side of Perkins Rd.

Chair Phillips asks the applicant to come forward.

Mrs. Cathy Kent, 5823 N Perkins Rd., comes to speak on the following:

- Purchased the 10-acre property ~2–3 years ago; building one home near the rear of the tract; frontage not utilized.
- Adjacent tracts to south (~30 acres) and north are undeveloped; corridor is high-traffic/low-density and not pedestrian-oriented.

- The cost of an isolated sidewalk segment would be burdensome.
- No plans to develop/subdivide; use is one single-family home.

Chair Phillips invites staff back to present findings and alternatives.

Mr. Bibelheimer presents findings and alternatives, which are:

Findings:

1. City code states that any new development is required to build sidewalks when located on an arterial street.
2. Perkins Road at this location is categorized as a minor arterial street.
3. There is currently a sidewalk along Perkins Road to the west.
4. The C3 Plan recommends high density uses at this location.

Alternatives:

1. Accept findings and approve the special exception request as presented.
2. Reject findings and deny the special exception request 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: Approve the special exception request as presented.

Vice Chair Williams agree that this meets the requirements for being considered an undue burden.

Vice Chair Williams motions to approve the Special Exception as presented. Commissioner Prather Seconds.

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

Time: 8 minutes

3. PUBLIC HEARING

- a. Receive public comment regarding a request for a Form-Base Code Warrant (FBC25-02) to allow a duplex in the Transect 5 (T5) zoning district at property addressed as 230 N. Duncan St.

Henry Bibelheimer, Senior Planner, presents the item.

Chair Phillips asked about the intent of the FBC (walkability/activation) and how a 15-ft maximum setback supports that; asked whether rear-alley access was anticipated. Mr. Bibelheimer states that the intent is consistent with street activation/walkability; rear-alley parking is a common aim in such overlays; this site has no alley, necessitating a creative solution; and warrant only approves the use as all FBC standards (façade, transparency, materials, etc.) apply at building permit review.

Chair Phillips invites the applicant or representative up to present.

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

- The overhang solution is a practical way to meet parking and setback simultaneously and would likely be needed for any dwelling here under T-5.

Mr. Dusty Lane, Heritage Construction, 306 E. Harned Ave., comes to speak on the following:

- Plans front green space/landscaping between driveways and at sides.
- Was a Commissioner on Planning Commission when the FBC was passed and believes this meets the goals of the T5 zoning.
- Anticipates materials that satisfy FBC character and transparency (e.g., stone base/columns, siding mix, glazed garage doors, articulated cornice/fascia).
- Replacing an uninhabited single-family with a duplex better matches T-5 density goals.

Commissioner Prather comments the original anti-front-parking intent may be softened by the overhang solution; and expressed no objection given site constraints and evolving practice.

Chair Phillips opens the public hearing and asks if anyone wishes to speak in favor of the item; none respond. Chair Phillips asks if anyone would like to speak in opposition to the item; none respond. Chair Phillips closes the public hearing and invites staff to present findings and alternatives.

Mr. Bibelheimer presents findings and alternatives, which are:

Findings:

1. The Land Development Code allows a residential two-family use in the Transect 5 zone with a warrant.
2. The Comprehensive Plan calls for Medium Density at the property's location.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed warrant as presented.
2. Find that the warrant 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.
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: Approve the warrant request to construct a duplex at 230 N. Duncan Street.

Chair Phillips asked whether glazing/transparency and façade mix would still be enforced.

Mr. Bibelheimer confirms that all other building requirements would still need to be met.

Commissioner Prather moves to approve the Warrant as presented. Commissioner Peters seconds.

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

Time: 8 minutes

- b. Receive public comment regarding a request for a Map Amendment (MA25-11) to rezone property addressed as 214 S. Cleveland Street from Multi-Family Intermediate (RMI) to Multi-Family Urban (RMU). (Applicant withdraws request.)

Applicant has withdrawn the request; no action taken.

- c. Receive public comment for a Preliminary Plat (SUB25-13) in the Small Lot Single-Family Residential (RSS) district at property addressed as 2002 E. McElroy Road.

Applicant sent in a request to table this item to the next scheduled Planning Commission on 11/4/25.

Vice Chair Williams motions to table the item. Commissioner Peters seconds.

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

Time: 2 minutes

4. FOR REVIEW AND POSSIBLE ACTION.

- a. Regular meeting summary of October 7th, 2025.

Chair Phillips asks if there are any changes and/or edits.

Vice Chair Williams clarifies that he is the one that had abstained on the voting for the minutes of September 9th and September 16th.

Commissioner Peters moves to approve the minutes with corrections. Vice Chair Williams seconds.

Roll Call:	Phillips	Williams	Prather	Shanahan	Peters
	Yes	Yes	Abstain	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 November 4th, 2025.

6. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice Chair Williams, seconded by Commissioner Prather at approximately 5:57 PM on October 21st, 2025. The next regularly scheduled meeting will be held Tuesday, November 4th, 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