

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF July 12, 2022
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED July 6, 2022 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Brett Allred, Vice-Chair
Mike Shanahan, Member
Mark Prather, Member

STAFF PRESENT

Jeff Mathews, Community Development Director
Kim Payne, Assistant City Attorney
Jacquelyn Porter, City Planner
Diana Hood, Associate Planner
Joshua Brown, Project Manager
Chelsey Weaver, Administrative Assistant

MEMBERS ABSENT

Stephen Hallgren, Member

1. CALL MEETING TO ORDER.

Chair calls the meeting to order at 5:30 p.m. and explains the procedures and process for the meeting.

2. PUBLIC HEARING:

- a. Keystone Engineering & Surveying, **PRELIMINARY PLAT (SUB22-11)**, consideration, discussion, and possible action, including approval or denial of a preliminary plat named Cedar Farms to create nine (9) residential lots on part of the property currently addressed as 2615 E McElroy Road, Stillwater, OK.

Chair Phillips introduces the item and asks for staff to present.

Jacquelyn Porter, City Planner, presents the preliminary plat for Cedar Farms and asks if there are any questions for staff; none respond.

Chair Phillips asks if the applicant or representative are available to speak.

Aaron Ferguson, Keystone Engineering, 923 S Lowry St, Stillwater, OK, comes to the podium to speak on the following:

- There is only one access point due to the size of the subdivision; therefore, no traffic impact study is necessary.
- The lots are over ½ acre so they will be on septic not public sanitary sewer.
- Due to the larger size of lots, a detention pond is not necessary since the grading and grass are able to soak in the water.
- The post-development flow rate is lower than the pre-development flow rate.
- Final drainage study will be submitted with the final development plans.

Chair Phillips asks if there are any questions for the applicant.

Kim Payne, Assistant City Attorney, confirms that a drainage pond isn't necessary at this time; however, when the final plans are submitted City Engineering does have the ability to decide if it will be necessary or not.

Commissioner Prather asks if the properties slope off to the southeast; Mr. Ferguson confirms. Ms. Payne and Mr. Ferguson also explain that the applicant and City Engineering have verified that lot number 6 is large enough for a detention pond if one is deemed necessary.

Chair Phillips asks if there are any further questions; none respond. Chair Phillips opens the public hearing asks for anyone who would like to speak in favor of the item; none respond. Chair Phillips asks if there is anyone who would like to speak in opposition; none respond. Chair Phillips closes the public hearing and asks for staff to present the findings and alternatives.

Ms. Porter presents the findings and alternatives which are:

Findings:

1. The proposed preliminary plat meets the subdivision and zoning requirements.
2. The C3 Plan recommends high density residential 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.

Chair Phillips asks if there is any discussion or a motion.

Commissioner Prather motions to accept the findings and approve the preliminary plat as presented; Commissioner Shanahan seconds.

Roll call:	Phillips	Allred	Shanahan	Prather	Hallgren
	YES	YES	YES	YES	ABSENT

Time: 8 minutes

3. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION:
 - a. Regular Meeting Summary of June 14th, 2022.

Chair Phillips asks if there are any corrections or a motion.

Vice-Chair Allred motions to approve; Commissioner Prather Seconds

Roll call:	Phillips	Allred	Shanahan	Prather	Hallgren
	YES	YES	YES	YES	ABSENT

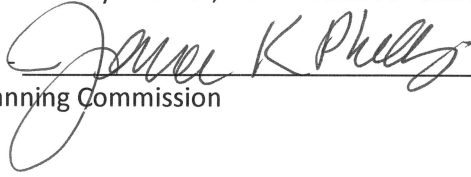
Time: 1 minutes

4. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS, OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:
 - a. Next Planning Commission Meeting July 19th, 2022.
5. ADJOURN.

This regular meeting of the Stillwater Planning Commission was called for adjournment by Vice-Chair Allred, seconded by Commissioner Prather at approximately 5:40 p.m. on July 12, 2022, with all members present in agreement. The next regularly scheduled meeting will be held July 19, 2022, at 5:30 p.m. in the City Council Hearing Room (Room 1122), Stillwater Municipal Building, 723 S. Lewis Street, Stillwater, OK.

Prepared by – Chelsey Weaver, Administrative Assistant

Approved by _____
Stillwater Planning Commission

A handwritten signature in black ink, appearing to read "James K. Prather", is written over a horizontal line. The signature is cursive and stylized.