

STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF APRIL 7<sup>TH</sup>, 2026  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED April 3<sup>rd</sup>, 2026 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

Jana Phillips, Chair  
Riley Williams, Vice Chair  
Mark Prather, Member  
Mike Shanahan, Member  
David Peters, Member

STAFF PRESENT

Kim Payne, Assistant City Attorney  
Henry Bibelheimer, Senior City Planner  
David Barth, Development Services Director  
Alexandria Holle-Maged, Administrative Assistant

MEMBERS ABSENT

Riley Williams, Vice Chair

Staff Absent

1. CALL MEETING TO ORDER.

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

2. GENERAL ORDERS

- a. Consider request for a Final Plat (SUB22-04) named The Canyons, Sixth Section in the Small Lot Single-Family Residential (RSS) zoning district on a portion of land addressed as 5502 N. Perkins Road.

Mr. Henry Bibelheimer, Sr. Planner presents the staff report and asks for questions; none respond.

Chair Phillips invited staff to present findings and alternatives.

Mr. Bibelheimer presents findings and alternatives:

**Findings:**

1. The proposed final plat meets all subdivision and zoning requirements
2. The proposed final plat contains 60 residential lots
3. Envision Stillwater 2045 recommends low density residential uses at this location
4. The proposed density is in alignment with RSS zoning requirements

**Alternatives:**

1. Accept findings and approve the proposed final plat as presented.
2. Reject findings and deny the proposed final plat as presented.
3. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Staff recommends to approve the Final Plat for The Canyons, Sixth Section as presented.

**Commissioner Prather Moves to approve the Final Plat as presented. Commissioner Peters seconds.**

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

*Time: 3 minutes*

- b. Consider request for a Final Plat (SUB22-13) named Park Valley Addition, Section 2 in the Small Lot Single-Family Residential (RSS) zoning district on a portion of property addressed as 1823 W. 26th Avenue.

Mr. Henry Bibelheimer, Sr. Planner presents the staff report and asks for questions.

Commissioner Shanahan inquires as to where points of ingress and egress are. Mr. Bibelheimer shows the entrance along Western Rd. and the egress that connects to Park Valley Addition, Section 3.

Commissioner Shanahan inquires on the plans for future improvements along Western. David Barth, Development Services Director, provides an update on the city's medium-to-long term plans.

Mr. Barth continues and states that to address the impacts of Frye Farms and Park Valley, the city has implemented the following:

- Traffic Impact Analysis: A study conducted by the applicant triggered requirements for improvements, including turn lanes and deceleration lanes on Western Avenue to facilitate entry into the new developments.
- Intersection Adjustments: A four-way stop was installed at 26th and Western to assist residents moving east-west. Barr noted that current and projected traffic volumes do not yet warrant a full traffic signal at this location.
- Consultant Review: The city's engineering transportation group is currently working with a consultant to evaluate capacity enhancements along Western Avenue and 26th Street, specifically looking at the corridor extending east to Washington Street.

Mr. Barth also shared that when the final plat is presented to the City Council, staff intends to propose a development agreement; and under this agreement:

- Instead of the developer constructing a specific right-turn lane on 26th Street, which was deemed to have minimal public benefit, the developer would provide a financial deposit to the city.
- These funds would be earmarked for larger capital projects with greater regional impact, such as improvements to the intersections at 26th and Western or 19th and Western, or the general reconstruction of 26th Street.

Commissioner Shanahan raised specific concerns regarding gridlock on Western Avenue between 12th and 6th Streets. Mr. Barth stated that although there is currently no active plan to increase capacity in that specific stretch due to the limited right-of-way and the proximity of existing real estate to the roadway, the issue could be raised with the Transportation Project Advisory Committee (TPAC) and stated they would follow up with the Engineering Department to confirm if any additional studies are underway for that area.

Chair Phillips asks if there are any more questions; none respond. Chair Phillips invited staff to present findings and alternatives.

Mr. Bibelheimer presents findings and alternatives:

**Findings:**

1. The proposed final plat meets the subdivision and zoning requirements
2. The proposed final plat contains 93 residential lots
3. The proposed density is within the RSS zoning requirements
4. Envision Stillwater 2045 recommends low density residential uses at this location

**Alternatives:**

1. Accept findings and approve the proposed final plat as presented.
2. Reject findings and deny the proposed final plat as presented.
3. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Staff recommends to approve the Final Plat for Park Valley Addition Section 2 as presented.

**Commissioner Peters move to approve the Final Plat as presented Commissioner Prather seconds.**

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

*Time: 9 minutes*

3. PUBLIC HEARING

- a. Receive public comment regarding an application for a Short Term Rental (STR-0236) from Mojoe Stillwater Enterprises, LLC, David & Stacy Cole for a property addressed as 1618 W. Admiral Avenue in the Small Lot Single-Family Residential (RSS) zoning district.

Mr. Henry Bibelheimer, Sr. Planner presents the staff report and asks for questions.

Commissioner Prather comments that he was not aware that they only heard Short Term Rental Hearings if there was an objection received.

Chair Phillips invites the applicant up to present.

David Cole, 2212 W Vicksburg St. Broken Arrow Ok.

- Wanting to convert a property he has owned since 2015 from a long-term rental into a short-term rental (STR). This would be his third STR property overall and his second in Stillwater, following a previously approved application on Redwood Street in late 2024.
- Plans to do renovations to the property including interior updates and significant exterior work, such as concrete improvements, painting, rebuilding the porch, and landscaping the backyard.

- The property will be marketed via Evolve, while a local host and maintenance manager—who resides in Stillwater—will be available 24/7 with a 10-minute response time.
- A professional cleaning service will be employed to clean both the interior and exterior of the property after every guest stay.
- A camera will be installed on the front porch to monitor foot traffic and parking.
- Rentals require a two-day minimum stay and a minimum guest age of 25.
- Large gatherings, parties, smoking, and pets are strictly prohibited.
- The house will accommodate 6 to 8 guests (utilizing two king beds downstairs and a flexible loft space upstairs).
- While the driveway can accommodate four vehicles, the listing will limit guests to a maximum of three vehicles.
- 100% of bookings were families, primarily parents visiting children for university sporting events.
- Most stays are limited to Friday and Saturday nights with an average of four guests per booking. The applicant noted that the low occupancy rate resulted in zero parking issues for the neighborhood.

Commissioner Prather inquired what motivated the applicant to switch from long to short term rental.

Mr. Cole responded:

- The current property maintained a 17% occupancy rate, remaining vacant for 305 days of the year.
  - Reduced occupancy results in significantly less wear and tear compared to long-term tenants, while providing higher margins to fund property improvements.
- There are tax benefits as STRs allow for accelerated depreciation of the property.
- Reported earning approximately \$2,000 more annually through STR vs. long-term rental, even with the property sitting vacant 83% of the time.

Chair Phillips noted one written objection from a neighbor concerned about the potential for a "party house."

Discussion is held by the commission regarding their observation that the applicant's prepared materials and strict rental policies, specifically the age requirements and management presence, effectively addressed those concerns.

Chair Phillips opens the public hearing and asks if anyone would like to speak in favor of the item; none respond. Chair Phillips asks if there is anyone that wishes to speak in opposition; none respond. Chair Phillips closes the public hearing and for alternatives.

Mr. Bibelheimer presents alternatives:

**Alternatives:**

1. Approve the application.
2. Defer for additional discussion.
3. Deny the Application.

**Commissioner Peters moves to approve the Short Term Rental as presented. Commissioner Prather seconds.**

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

*Time: 12 minutes*

4. MEETING SUMMARY FOR REVIEW AND POSSIBLE ACTION.

- a. Regular meeting summary of March 24<sup>th</sup>, 2026.

Chair Phillips asks if there are any changes and/or additions; none respond.

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

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

*Time: 1 minute*

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

- a. Next Regular Meeting is April 21<sup>st</sup>, 2026.

5. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Shanahan, seconded by Commissioner Peters at approximately 5:56 p.m. on April 7<sup>th</sup>, 2026. The next regularly scheduled meeting will be held Tuesday, April 21<sup>st</sup>, 2026, 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