

NOTICE OF MEETING
Amended PLANNING COMMISSION

TYPE OF MEETING

REGULAR MEETING	(X)	RESCHEDULED REGULAR MEETING	()
SPECIAL MEETING	()	CONTINUED OR RECONVENED MEETING	()

DATE:	TIME:	PLACE OF MEETING:
<u>9/7/2022</u>	<u>1:30 P.M.</u>	<u>Commission Chambers</u>
		<u>City Hall, 9th & Broadway</u>
		<u>Shawnee, OK 74802-1448</u>

To be completed by person filing notice:

NAME: Rachel Clyne

TITLE: City Planner

ADDRESS: 222 N. Broadway Ave.
Shawnee, OK 74801

PHONE: (405) 878-1672

Filed in the office of the municipal clerk at 11:53 a.m./p.m. on 9/6/2022

SIGNED: 
City Clerk/Deputy Clerk

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FOR CITY CLERK'S OFFICE USE ONLY

DATE NOTICE RELEASED TO NEWS MEDIA: 9/6/2022

PERSON FILING NOTICE: /s/ Rachel Clyne

NOTICE VERIFIED BY: Amber Johnson

AGENDA Amended
PLANNING COMMISSION of SHAWNEE, OK

Regular Meeting
September 7, 2022, at 1:30 P.M.
City Hall, 16 W. 9TH St. Shawnee, OK

1. Roll Call
2. Consideration of approval of the minutes from the regular meeting of the Shawnee Planning Commission on August 3, 2022.
3. Case No. **RZ11-22** – Public hearing and consideration of a request to rezone from A-1 (Rural Agricultural District) to R-1 (Single-Family Residential District) the property at 1910 W. Benedict St.
Applicant: Chris Gober
4. Case No. **RZ12-22** – Public hearing and consideration of a request to rezone from R-1 (Single-Family Residential District) to C-3 (Highway Commercial District) the property at 4029 & 4031 N. Union Ave.
Applicants: David and Amie McDaniel
5. Community Development Department Updates
6. Commissioners' Comments
7. Adjournment

REGULAR PLANNING COMMISSION MINUTES

DATE: August 3, 2022

DRAFT MINUTES

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on August 3, 2022, at 1:30 p.m., according to notice duly posted as prescribed by law.

Item 1. Roll Call

Chair Reese called the meeting to order at 1:30 p.m. City Planner, Rachel Clyne, called roll and stated a quorum was present.

The following Commissioners were present:

Present: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese

Absent: Rowell

Item 2. Approval of Minutes – Regular meeting

Consideration of approval of the minutes from the regular meeting of July 6, 2022. Chair Reese asked for questions or corrections to the minutes.

Commissioner Johnson made a motion to **Approve** the minutes as presented, which Commissioner Mew-Palmer seconded.

Motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese

Nay: None

Abstain: None

Item 3. Case No. PUD01-22 – Public hearing and consideration of a request for a Planned Unit Development (PUD) on ±8.79 acres north of West MacArthur Street and east of Acme Road.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne provided background information on the application request. The application is for a rezoning from R-3 (Multi-family Residential District) and C-2 (Limited Commercial District) to R-2 (Medium Density Residential District) and C-2 (Limited Commercial District) with a Planned Unit Development (PUD) zoning overlay for design standards. The subject property is generally located north of W. MacArthur St. and east of Acme Rd. The land is approximately 8.79 acres and is currently vacant.

The proposed Planned Unit Development (PUD) is the second phase of commercial and residential development in this area by J. Bentley Investments, LLC. The project's name is Belmont Park Addition Phase 2, adjacent east of Phase 1. The PUD indicates the construction of two (2) commercial structures along W. MacArthur St. The space between the buildings provides access to twenty-one (21) lots subdivided for single-family or duplexes residences by a private street.

Staff advised that a PUD Master Plan shall consist of two elements (1) a Design Statement and (2) a Master Development Plan Map. The Design Statement includes seventeen (17) variations from the zoning code, subdivision regulations, and sign code. The PUD Master Plan shall serve as the basis for review approval of all subdivision plats and building permits within the PUD.

Staff recommended that the Planning Commission recommend to the City Commission **APPROVAL**

of **PUD01-22**, and that the PUD Master Plan, Design Statement, and Map shall be adopted as a part of the ordinance.

Chair Reese asked if there were questions for staff and then opened the public hearing. The applicants and their representative, David Box, were present and available for questions. With no additional speakers, the public hearing was closed.

Commissioner Loftis-Walton made a motion to recommend the **APPROVAL** of Case No. **PUD01-22** to the City Commission, which Commissioner Johnson seconded.
Following any discussion, the motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese
Nay: None
Abstain: None

It was announced the item would be heard at the August 15, 2022, City Commission meeting at 6 p.m.

Item 4. Case No. PPL02-22 – Consideration of a request for a Preliminary Plat, Belmont Park 2, on ±8.79 acres north of West MacArthur Street and east of Acme Road.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne provided information on the subject property. It is located northeast of the intersection of West MacArthur Street and Acme Road. The proposed subdivision has twenty-two (22) lots on approximately 8.79 acres. The current zoning is R-3 (Multi-family Residential District) and C-2 (Limited Commercial District). An application for a Planned Unit Development (PUD) of the property which will include rezoning to R-2 (Medium Density Residential District) and C-2 (Limited Commercial District), was also processed with this preliminary plat application.

Chair Reese asked if there were questions for staff and then opened the public hearing. The applicants and representative were present and available for questions. With no additional speakers, the public hearing was closed.

Commissioner Loftis-Walton made a motion to recommend the **APPROVAL** of Case No. **PPL02-22** to the City Commission, which Commissioner Johnson seconded.
Following any discussion, the motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese
Nay: None
Abstain: None

It was announced the item would be heard at the August 15, 2022, City Commission meeting at 6 p.m.

Item 5. Case No. PPL03-22 – Consideration of a request for a Preliminary Plat, Shawnee Twin Lakes – Lake No. 1, on approximately 2,198 acres.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne stated the subject property is located in Township 10 North, Range 2 East, and part of Sections 11, 14, 15, 22, 23, and 27. The preliminary plat includes approximately 2,198.17 acres. The subdivision was completed to define the boundaries of the land located within the city limits of Shawnee, Oklahoma. Staff had reviewed the document and found it sufficient. The applicant elected to submit the Preliminary and Final Plat applications together to ensure consistency.

Staff recommended that the Planning Commission recommend to the City Commission **APPROVAL** of **PPL03-22**, for the Preliminary Plat of Shawnee Twin Lakes – Lake No. 1 as presented.

Commissioner Loftis-Walton made a motion to recommend the **APPROVAL** of Case No. **PPL03-22** to the City Commission, which Commissioner Johnson seconded.
Following any discussion, the motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese
Nay: None
Abstain: None

It was announced the item would be heard at the August 15, 2022, City Commission meeting at 6 p.m.

Item 6. Case No. FPL03-22 – Consideration of a request for a Final Plat, Shawnee Twin Lakes – Lake No. 1, on approximately 2,198 acres.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne stated the subject property is located in Township 10 North, Range 2 East, and part of Sections 11, 14, 15, 22, 23, and 27. The final plat includes approximately 2,198.17 acres. The Final Plat of the Shawnee Twin Lakes – Lake No. 1 subdivision was completed to define the boundaries of the land located within the city limits of Shawnee, Oklahoma. Staff had reviewed the document for accuracy and found it sufficient. The Preliminary and Final Plat applications were submitted together for expediency. The City Engineer is satisfied with the Final Plat as submitted.

Staff recommended that the Planning Commission recommend to the City Commission **APPROVAL** of **FPL03-22**, for the Final Plat of Shawnee Twin Lakes – Lake No. 1 as presented.

Commissioner Johnson made a motion to recommend the **APPROVAL** of Case No. **FPL03-22** to the City Commission, which Commissioner Mew-Palmer seconded.
Following any discussion, the motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese
Nay: None
Abstain: None

It was announced the item would be heard at the August 15, 2022, City Commission meeting at 6 p.m.

Item 7. FPL04-22 – Staff Report - Consideration of a request for a Final Plat, Maple Grove Addition on approximately 13.49 acres north of E. 39th Street and approximately 500' east of N. Harrison Avenue.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne stated the subject property is located between E. 39th Street and E. 42nd Street and approximately 500' east of N. Harrison Avenue. The Final Plat includes 59 lots and approximately 13.49 acres. The 1.18-acre Common Area is adjacent to E. 42nd Street but does not provide access to the subdivision. Staff reviewed the Final Plat submittal of the Maple Grove Addition subdivision for accuracy. The City Engineer is satisfied with the Final Plat as submitted.

Staff recommended that the Planning Commission recommend to the City Commission **APPROVAL** of **FPL04-22** for the Final Plat of Maple Grove Addition as presented.

Commissioner Loftis-Walton made a motion to recommend the **APPROVAL** of Case No. **FPL04-22**

to the City Commission, which Commissioner Walker seconded.
Following any discussion, the motion **passed 5-0-0**.

Aye: Walker, Loftis-Walton, Johnson, Mew-Palmer, Reese
Nay: None
Abstain: None

It was announced the item would be heard at the August 15, 2022, City Commission meeting at 6 p.m.

Item 8. Community Development Department Update

Community Development Director Rian Harkins addressed the Planning Commission and provided an update to the Love Your Block (LYB) program. A mini-grant application project would occur every two weeks until September. The LYB Facebook page allows volunteers to sign-up to participate in the projects.

The Unified Development Code (UDC) project – staff had received a draft of the diagnostic report. The report was a compilation of the public participation and the consultant's review of the existing zoning code, subdivision regulations, and sign code. Discussions continue, and various sections of UDC will roll out for review and comment at future public meetings.

The next CDBG public hearing is scheduled for Wednesday, August 10, 2022, at 5:30 p.m. The annual action plan will be discussed regarding the use of CDBG funding. Continued research into the Santa Fe depot includes depots in peer cities. The Twin Lakes Master plan will be led by Haff Consultants. Kick-off with staff will be in late August, and an advisory team will be determined in early September.

Item 9. Planning Commissioners' Comments

Commissioner Walker asked about the Future Land Use Map (FLUM) of the Comprehensive Plan. He was concerned that the repositioned area dedicated to high-intensity residential was not shown on the FLUM. Staff advised that the FLUM was the same PDF from the Comp Plan. Commissioner Loftis-Walton shared that she was helping bring economic development to the City through advanced battery manufacturing. Commissioner Johnson thanked staff for their work and stated she was excited to see positive activities. Commissioner Mew-Palmer was excited about the growth and enjoyed the information updates. Chair Reese stated that people would participate in the UDC process. All agreed the update (UDC) was a positive step.

Item 10. Adjournment

The meeting adjourned at 2:03 p.m.

Chair/Vice-Chair

/s/ Rachel Clyne
City Planner



Planning Commission Meeting – 09.07.2022 – City of Shawnee, Oklahoma

Staff Report | RZ11-22 | A-1 to R-1 | 1910 W. Benedict St.

To: Shawnee Planning Commission

From: Rachel Clyne, City Planner

Date: 9.6.2022

Subject: RZ11-22 – Staff Report - Public hearing and consideration of a request to rezone from A-1 (Rural Agricultural District) to R-1 (Single-Family Residential District) the property at 1910 W. Benedict Street.

Background

The applicants have requested additional time before the public hearing.

Recommendation

Staff recommends the Planning Commission **Defer** Case No. **RZ11-22** until the October 5, 2022, Planning Commission meeting and recommend that the City Commission **Defer** this item to a future meeting.



Planning Commission Meeting – 09.07.2022 – City of Shawnee, Oklahoma

Staff Report | RZ12-22 | R-1 to C-3 | 4029 & 4031 N. Union Avenue

To: Shawnee Planning Commission

From: Rachel Clyne, City Planner

Date: 8.31.2022

Subject: RZ12-22 – Staff Report - Public hearing and consideration of a request to rezone from R-1 (Single-Family Residential District) to C-3 (Highway Commercial District) the properties at 4029 & 4031 N. Union Avenue.

Background

The applicants have requested additional time before the public hearing.

Recommendation

Staff recommends the Planning Commission **Defer** Case No. **RZ12-22** until the October 5, 2022, Planning Commission meeting and recommend that the City Commission **Defer** this item to a future meeting.