PLANNING COMMISSION MINUTES
DATE: SEPTEMBER 7TH, 2016

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in the Commission Chambers, at City Hall, 9th and Broadway, on Wednesday, September 7th, 2016 at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO.1: **Roll Call**

Upon roll call the following members were present:

Present: Morton, Clinard, Kerbs, Bergsten, Cowen, Kienzle, Affentranger
Absent:

Meeting was called to Order.

AGENDA ITEM NO. 2: **Consideration of Approval of the minutes from the August 3rd, 2016 Planning Commission Meeting**

Chairman Bergsten asked if the Board had time to review the minutes and if there were any questions or comments. Commissioner Kienzle made a motion to approve, seconded by Commissioner Kerbs.

Motion passed:
AYE: Morton, Clinard, Kerbs, Bergsten, Cowen, Kienzle, Affentranger
NAY:
ABSTAIN:

AGENDA ITEM NO. 3: **Citizen's Participation**

Chairman Bergsten opened the public portion of the meeting and announced that this is an open time for discussion for those with questions on topics not on the Agenda and asked if anyone would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

AGENDA ITEM NO. 4: **Case #P07-16 – A public hearing for consideration of approval of a Rezone from C-1; Neighborhood Commercial to C-3; Highway Commercial, located at 3922 N. Kickapoo Street, Shawnee, OK**

Applicant: Nelmon Brauning

Chairman Bergsten asked for the staff report. Brittney Burton presented the staff report and discussed the general location of rezone as well as informing the Commissioners that the proposed zoning is consistent with the comprehensive plan. Ms. Burton stated staff does recommend approval. Commissioner Kerbs asked for a breakdown of the differences between C-1 and C-3 zoning. Mr. Debruin informed him C-1 was mostly office space with limited uses and C-3 has more requirements in regards to size, setbacks and façade. Chairman Bergsten asked if there were any questions. There were none and Chairman Bergsten opened the public portion of the meeting and asked if anyone in opposition to the case would like to come forward to speak. No one came forward and Chairman Bergsten asked if anyone in favor would like to come forward. No one came forward and

Chairman Bergsten closed the public portion of the meeting. Vice-Chairman Cowen asked the applicant, Nelmon Brauning if they will be utilizing the property where the ice machine resides and Ms. Brauning agreed stating they had that property and the ice machine would be removed. Vice-Chairman Cowen asked if they would use the existing paving. Applicant stated they would remove all concrete to install an appropriate parking lot and meet drainage requirements. Commissioner Kerbs asked if there was a challenge with the easement on the back side of the property. Mr. Debruin stated he was unsure and Nelmon Brauning mentioned the issue with the area by RibCrib as pertaining to what he may have been questioning. Commissioner Morton asked if there was one additional property in between. Nelmon Brauning mentioned there were two lots next to it. Chairman Bergsten asked to entertain a motion. Commissioner Kienzle made a motion to approve, seconded by Commissioner Clinard.

Motion passed:
AYE: Morton, Clinard, Kerbs, Bergsten, Cowen, Kienzle, Affentranger
NAY:
ABSTAIN:

<u>AGENDA ITEM NO. 5:</u> **Case #S16-16 –Consideration of approval of a Final Plat for Belmont Park Phase II, located east of Acme Road & North of MacArthur Blvd., Shawnee, OK**

Applicant: Belmont Park LLC

Chairman Bergsten asked for the staff report. Justin Debruin presented the staff report stating preliminary plat was approved in March and has since been divided into two sections. Mr. Debruin informed the Commissioners that they were looking at two corner lots being combined for one commercial lot with private easements. Proposed lot would be two acres in size and the intent is for two businesses. Staff has no objection to request but a pipeline easement exists and staff would need a document stating applicant would be allowed to use it along with four additional conditions listed. Commissioner Kerbs asked for more information regarding sewer. Chairman Bergsten asked if they were just addressing section I on the corner and Justin Debruin agreed. Commissioner Kerbs asked if it was just two properties being combined and Mr. Debruin agreed. Chairman Bergsten asked what the intent for the businesses would be. Justin Debruin informed him he was not aware but it would be what is allowed under that zoning. Chairman Bergsten asked if there were any questions. There were none and Chairman Bergsten opened the public portion of the meeting and asked if anyone in opposition to the case would like to come forward to speak. No one came forward and Chairman Bergsten asked if anyone in favor would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting. Chairman Bergsten asked to entertain a motion. Commissioner Affentranger made a motion to approve with conditions listed, seconded by Vice-Chairman Cowen.

Motion passed:
AYE: Morton, Clinard, Kerbs, Bergsten, Cowen, Kienzle, Affentranger
NAY:
ABSTAIN:

<u>AGENDA ITEM NO. 6:</u> **Planning Director's Report**

Justin Debruin discussed receiving confirmation for approval on the ODOT grant for sidewalks and went over details. Commissioner Kienzle asked how far the MacArthur project extended. Mr. Debruin stated it would be from Bryan to Harrison streets. Vice-Chairman Cowen asked if the code still stated bicycles were not allowed on sidewalks and Mr. Debruin agreed. Commissioner Kerbs asked about street signals on Bryan street and Justin Debruin informed him there would be signalization there. There was brief discussion over school signaling.

AGENDA ITEM NO.7: **Commissioners Comments and/or New Business**

Vice-Chairman Cowen asked for information regarding dilapidated structures. Justin Debruin gave update on current violations. Commissioner Kerbs asked for the process regarding the next round and Mr. Debruin offered to discuss that further at the next meeting after following up on request. Commissioner Kienzle discussed the parking lot accident concerns in the Rib Crib strip mall and if it could be looked into. Commissioner Kerbs asked about if the contractors doing work for the city of Shawnee are required to be insured and bonded. Mr. Debruin mentioned discussing with City Manager for clarification. Justin Debruin gave development updates on building projects.

AGENDA ITEM NO. 8: **Adjournment**

Meeting was adjourned.

Chairman/Vice-Chairman

Cheyenne Lincoln
Planning Commission Secretary