

PLANNING COMMISSION MINUTES

DATE: SEPTEMBER 6TH, 2017

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 6th, 2017 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: Walker, Cowen, Kienzle, Rowell

Absent: Bergsten

Meeting was called to Order.

AGENDA ITEM NO. 2:

Consideration of Approval of the minutes from the August 2nd, 2017 Planning Commission Meeting

Vice-Chairman Cowen asked for a motion. Commissioner Walker made a motion to approve, seconded by Commissioner Kienzle.

Motion passed:

AYE: Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO. 3:

Citizen's Participation

Vice-Chairman Cowen 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 Vice-Chairman Cowen closed the public portion of the meeting.

AGENDA ITEM NO. 4:

Case #P10-17 – A public hearing for consideration of approval of a Conditional Use Permit to allow for a bed and breakfast for property located at 16712 Magnino Road, Shawnee, OK

Applicant: Lora Davis

Vice-Chairman Cowen asked for the staff report. Justin Debruin presented the staff report. Mr. Debruin informed the Commissioners that request for a bed and breakfast was on an existing lake lot lease with the City. Mr. Debruin explained that for the leases there are specific overlay zoning categories that regulate a conditional use permit to operate a bed and breakfast. Along with the decent size of the lots, the comprehensive plan allows for light commercial and staff finds no issue with request. Mr. Debruin explained it would fall under the home occupation standards and no major signage. Mr. Debruin discussed the letter from the property owner stating the home is a two bedroom, with private bathrooms and roughly 1800 square feet. No protest letters were received and Staff recommends approval. Mr. Debruin informed the Board he would be happy to answer any questions. Vice-Chairman Cowen asked if there would be any additional costs incurred by the City for any inspections. Mr. Debruin stated there were none but State might possibly have some.

Commissioner Rowell asked if the conditional use permit was permanent and if it could be revoked. Mr. Debruin agreed and stated they could apply conditions but does not find it necessary in this case. Vice-Chairman Cowen opened the public portion of the meeting and asked if anyone for or against the item would like to come forward. Lora Davis mentioned there was another bed and breakfast on the lake and would answer any questions. Vice-Chairman Cowen asked to entertain a motion. Commissioner Kienzle made a motion to approve, seconded by Commissioner Walker.

Motion passed:

AYE: Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO. 5:

Discussion and possible action to appoint one member of the Planning Commission to the City's Tax Increment Financing District Review Committee in accordance with the Local Development Act

Justin Debruin handed out a form that detailed how the City hired a consultant for the Tax Increment Finance District downtown and they were gathering a review committee for two meetings to be scheduled between now and December, possibly the weeks of September 18 and October 2. Mr. Debruin stated he would like to get an appointment and asked for any questions. Commissioner Kienzle asked if Staff knew a time for these meetings. Mr. Debruin informed they did not know yet and gave background regarding TIFF district. Commissioner Walker volunteered to be appointed. Vice-Chairman Cowen asked for a motion. Commissioner Kienzle made a motion to approve, seconded by Commissioner Rowell.

Motion passed:

AYE: Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO. 6:

Planning Director's Report

Justin Debruin gave a few updates regarding new construction. Shawnee Marketplace Phase One has been closed out. The City is partnering with the Commissioners of the Land Office for potential development of three hundred acres west of the Marketplace. Domino Plaza is being framed with potential opening this year. Lifechurch walls are going up. Fire Station #2 rebuild has started. Mr. Debruin informed the Board that the City approved \$50,000 for the Comprehensive Plan update. Commissioner Kienzle asked if there were any items that Mr. Debruin would like to elevate to consultant. Mr. Debruin agreed and mentioned some things may be obsolete but wanted to add the changes within the past ten or twelve years and increase the citizen participation. Commissioner Kienzle asked if landscape requirements were addressed. Mr. Debruin mentioned landscaping standards being included with the current zoning code but possibly not with the comprehensive plan. Mr. Debruin discussed the Oklahoma APA conference coming up in Claremore and the AARP conference in Dallas, Texas. Mr. Debruin also mentioned there were four applications turned in for the Planning Commission vacant seats.

AGENDA ITEM NO. 7:

Commissioners Comments and/or New Business

Commissioner Kienzle asked if there was any additional discussion regarding 1% for arts ordinance. Mr. Debruin didn't believe there had been any recently. Vice-Chairman Cowen discussed the public art from

other towns and cities. Commissioner Kienzle mentioned adding the 1% into the tax increment when established. There was general discussion regarding the arts funding and upkeep.

AGENDA ITEM NO. 8:

Adjournment

Meeting was adjourned.



Chairman/Vice-Chairman

Cheyenne Pettigrew
Planning Commission Secretary