

PLANNING COMMISSION MINUTES

DATE: AUGUST 1ST, 2018

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, August 1st, 2018 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: Deem, Matthews, Walker, Cowen, Kienzle, Rowell

Absent: Bergsten

Meeting was called to Order.

AGENDA ITEM NO.2:

Consideration of approval of the minutes from the July 5th, 2018 Planning Commission Meeting

Commissioner Walker asked to change his vote listed to show abstained. Vice-Chairman Cowen asked if there was a motion with that note. Commissioner Matthews made a motion to approve, seconded by Commissioner Deem.

Motion passes:

AYE: Deem, Matthews, Walker, Cowen, Rowell

NAY:

ABSTAIN: Kienzle

AGENDA ITEM NO.3:

Citizens' 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 #S04-18 – Consideration of approval of a Preliminary Plat for Maple Development, LLC located on Shawnee Mall Drive, East of the BNSF Railroad Tracks, Shawnee, OK (Deferred from June 6th, 2018 Planning Commission)

Applicant: Sid and Javal, INC

Justin Debruin presented staff report, informing the board that the case has been deferred since March with hopes the applicant would submit documents staff could make a recommendation to approve. Staff has not received anything new within the last two months and recommends denial of request. Mr. Debruin stated the recommendation would not prohibit applicant from submitting new application in future and asked if there were any questions. Vice-Chairman Cowen 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 Vice-Chairman Cowen asked if anyone in favor would like to

come forward. No one came forward. Vice-Chairman Cowen closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Matthews made a motion to deny, seconded by Commissioner Kienzle.

Motion to deny:

AYE: Deem, Matthews, Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.5:

Case #S10-18 – Consideration of approval of a Preliminary Plat for The Grove Retirement Homes located at 3900 N. Union Avenue, Shawnee, OK (Deferred from July 5th, 2018 Planning Commission)

Applicant: Crafton Tull

Justin Debruin presented staff report and stated subject site is located south of the Middle School off Union Avenue and intent is to construct a retirement community with roughly 150 structures, divided by floodplain in center. With necessary corrections made regarding the floodplain and sewer lines, Staff finds request to be in conformance with subdivision regulations and recommends approval with three conditions. Mr. Debruin discussed conditions and asked if there were any questions. Commissioner Kienzle asked about the sidewalks on Union Avenue and where it is showed on plat. Justin Debruin mentioned that since sidewalk is existing, applicant may have not listed on plat and also informed board that they would be responsible to repair any potential damages made to them. Commissioner Kienzle asked if there were two drives and Mr. Debruin agreed. Commissioner Kienzle stated she had a hard time differentiating between the front and back of the units. Mr. Debruin agreed and explained applicant is not required to submit site plan with preliminary plat. Commissioner Matthews asked if applicant would be required to construct sidewalk somewhere else since there is one existing and code requires sidewalk with new construction. Mr. Debruin informed him that they would be exempt from this since there is one already existing. Vice-Chairman Cowen 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 Vice-Chairman Cowen asked if anyone in favor would like to come forward. Chris Gray with Crafton Tull came forward to speak in favor. Mr. Gray stated he would be happy to answer any questions. Commissioner Kienzle mentioned her questions and Mr. Gray informed her they would replace sidewalks if they need to cut into them and site plans would be submitted along with the building permit. Commissioner Kienzle expressed her opinions of the driveway and façade. Mr. Gray stated he would speak to developer. Vice-Chairman Cowen closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Kienzle made a motion to approve with listed conditions, seconded by Commissioner Walker.

Motion to approve:

AYE: Deem, Matthews, Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.6:

Case #P13-18 – A public hearing in consideration of approval of a Conditional Use Permit located at 24 Post Office Lane, Shawnee, OK

Applicant: Julie Thompson

Joseph Barker introduced himself as the Assistant City Planner and presented staff report. Mr. Barker explained request is for construction of a manufactured home on an agriculturally zoned lot. Mr. Barker stated requested use is not unprecedented with at least two other existing manufactured homes in area. The lot is considered non-conforming at 1.67 acres and Mr. Barker discussed stipulations required to allow conditional use permit. Staff recommends approval of application. Mr. Barker informed board of the letter of concern from neighboring home owner. Commissioner Deem asked what the mechanisms for addressing the concerns were. Mr. Debruin explained the permitting process to move home onto site and code enforcement would be working that. Vice-Chairman Cowen discussed the easements and property lines. Vice-Chairman Cowen opened the public portion of the meeting and Mr. Childers came forward to speak. Mr. Childers stated he was not against proposal but questioned making the turn on corner without coming over onto his property and does not want to cut down any trees or having fence taken down. Mr. Childers expressed the issue with another resident years prior but is willing to work with applicant and just wants to know what the plan is so he can be notified of moving date. Vice-Chairman Cowen closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Kienzle made a motion to approve with listed conditions and addition that Mr. Childers is notified of moving date, seconded by Commissioner Matthews.

Motion passes:

AYE: Deem, Matthews, Walker, Cowen, Kienzle, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.7:

Presentation by Blue Zones Project regarding Broadway Avenue Marquee Project process

Rachael Melot with the Blue Zones Project presented report.

AGENDA ITEM NO.8:

Planning Director's Report

Justin Debruin introduced Joseph Barker to the board and went over the dates that the comprehensive plan consultants would be in town. Mr. Debruin also discussed the design studio dates for the comprehensive plan update. Commissioner Kienzle offered posting dates on social media. Commissioner Deem stated stoplight is still down.

AGENDA ITEM NO.9:

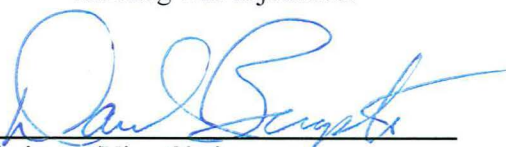
Commissioners Comments and/or New Business

No comments.

AGENDA ITEM NO.10:

Adjournment

Meeting was adjourned.


Chairman/Vice-Chairman

Cheyenne Pettigrew
Planning Commission Secretary