

REGULAR PLANNING COMMISSION MINUTES

DATE: July 7, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on July 7, 2021, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

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

The following Commissioners were present:

Present: Loftis-Walton, Johnson, Deem, Engles, Lester, Rowell

Absent: Walker

City Planner Rachel Clyne stated there was a quorum, and the meeting was called to order.

AGENDA ITEM NO. 2: **Citizens' Participation** **(A three-minute limit per person)** **(A twelve-minute limit per topic)**

Chair Deem opened the floor for public participation for items not on the meeting's agenda. There was no participation.

AGENDA ITEM NO. 3:

Consideration of approval of the minutes from the regular meeting of April 7, 2021.

Chairperson Deem asked the Planning Commissioners if there were questions or corrections to the minutes.

Commissioner Loftis-Walton made a motion to approve the minutes as presented, which was seconded by Commissioner Johnson.

Motion passed 5-0-1.

Aye: Loftis-Walton, Johnson, Deem, Engles, Lester

Nay: None

Abstain: Rowell

AGENDA ITEM NO. 4: **Case No. CUP01-21 – Consideration of a request for rezoning at 33001 Lake Road from A-1 (Rural Agricultural District) to A-1 (Rural Agricultural District) with a CUP (Conditional Use Permit).**

Applicant: Greta Madson (Enterprises, LLC)

Chairperson Deem asked for a staff report. Planner Clyne stated the applicant was requesting to rezone property located at 33001 Lake Road, containing approximately 4-acres, from A-1 (Rural Agricultural District) to A-1 (Rural Agricultural District) with a CUP (Conditional Use Permit) for the purpose of a wedding venue with the sale and consumption of alcoholic beverage on the

premises. Staff recommended the Planning Commission recommend Approval to the City Commission.

Chair Deem opened the public hearing. With no comments from the public, Chair Deem closed the public hearing.

Commissioner Johnson made a motion to recommend approval of **#CUP01-21** as presented, which was seconded by Commissioner Engles.

Motion passed 5-0-0.

Aye: Loftis-Walton, Johnson, Deem, Engles, Lester, Rowell

Nay: None

Abstain: None

It was stated the application (Case # **CUP01-21**) would be heard at the next regular City Commission meeting on Monday, July 19, 2021, at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5:

Case No. CUP02-21 -- Consideration of a request for rezoning at 15515 Perry Road from A-1 (Rural Agricultural District) to A-1 (Rural Agricultural District) with a CUP (Conditional Use Permit)

Applicant: Edward and Sandra Moore.

Chair Deem asked for a staff report. Planner Clyne stated the applicant was requesting to rezone property located at 15515 Perry Road, containing approximately 1.5-acres, from A-1 (Rural Agricultural District) to A-1 (Rural Agricultural District) with a CUP (Conditional Use Permit) for the purpose of a garage/cottage guest house (ADU (Accessory Dwelling Unit)). Staff recommended the Planning Commission recommend Approval to the City Commission.

Chair Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. With no comments from the public, Chair Deem closed the public hearing.

Commissioner Loftis-Walton made a motion to recommend approval of **# CUP02-21** as presented, which was seconded by Commissioner Rowell.

Motion passed 6-0-0.

Aye: Loftis-Walton, Johnson, Deem, Engles, Lester, Rowell

Nay: None

Abstain: None

It was stated the application (Case # **CUP02-21**) would be heard at the next regular City Commission meeting on Monday, July 19th, 2021, at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6:

Case No. RZ06-21 -- Consideration of a request for rezoning at 3715 North Kickapoo Avenue from C-2 (Suburban Office Commercial District) and R-1 (Single Family Residential District) to C-3 (Highway Commercial District).

Applicant: Kim Wheeler on behalf of HIA Legacy, LLC.

Chair Deem asked for a staff report. Planner Clyne stated the applicant was requesting to rezone

property located at 3715 North Kickapoo Avenue, containing approximately 2.5-acres, from C-2 (Suburban Office Commercial District) and R-1 (Single Family Residential District) to C-3 (Highway Commercial District). Staff recommended the Planning Commission recommend Approval to the City Commission.

Chair Deem opened the public hearing. Mr. Kim Wheeler, the applicant represented the owner was present and available for questions. In response to questions about the current location of the existing tag agency, Mr. Wheeler advised the tag agency would remain. He did not know the length of the lease on that building. With no comments from the public, Chair Deem closed the public hearing.

Commissioner Loftis-Walton made a motion to recommend approval of # **PL08-21** as presented, which was seconded by Commissioner Engles.
Motion passed 5-0-0.

Aye: Loftis-Walton, Johnson, Deem, Engles, Lester, Rowell
Nay: None
Abstain: None

It was stated the application (Case # **RZ06-21**) would be heard at the next regular City Commission meeting on Monday, July 19, 2021, at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 7: **Planning Director's Report**

Planner Clyne relayed a message on behalf of Planning Director Blaine that the applications for the Arts Commissions were due by April 15, 2021.

AGENDA ITEM NO. 8: **New Business**

City Planner Clyne acknowledged Commissioner Loftis-Walton for being awarded the 2021 Legislative Advocate of the Year by the Central Oklahoma Clean Cities Coalition. The Shawnee Arts & Culture Commission would have its first meeting at the end of the month.

AGENDA ITEM NO. 9: **Commissioners Comments**

Commissioner Loftis-Walton thanked everyone for acknowledging her award. She suggested that the topic of environmentally friendly straws be discussed in the future.

Commissioner Engles expressed her excitement about the Hallmark movie that was filming in Shawnee and the City of Guthrie.

It was noted that the filming was coordinated in part by the Oklahoma Film and Music Office. The point person for the City of Shawnee was Tourism Director, Stacy Moore.

AGENDA ITEM NO. 10: **Adjournment**

Commissioner Loftis-Walton made a motion to adjourn, which was seconded by Commissioner Lester.

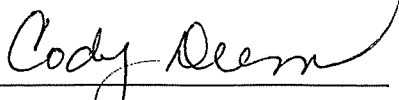
Motion passed 6-0-0.

Aye: Loftis-Walton, Johnson, Deem, Engles, Lester, Rowell

Nay: None

Abstain: None

Meeting was adjourned at 1:45 p.m.



Chair/Vice Chair

/s/ Rachel Clyne
City Planner