

REGULAR PLANNING COMMISSION MINUTES

DATE: July 6, 2022

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on July 6, 2022, at 1:30 p.m., according to notice duly posted as prescribed by law.

Item 1. Roll Call

Community Development Director, Rian Harkins, 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, Johnson, Mew-Palmer, Reese, Rowell

Absent: Loftis-Walton

Item 2. Election of Planning Commission Chair and Vice Chair

Commissioner Steve Reese was nominated to serve as Chair of the Shawnee Planning Commission. He agreed, and all Commissioners present voted aye. (5-0-0)

Vice-Chair Amy Loftis-Walton was nominated to continue serving as Vice Chair for the Shawnee Planning Commission. All Commissioners present voted aye. (5-0-0)

Item 3. Approval of Minutes – Regular meeting

Consideration of approval of the minutes from the regular meeting of June 1, 2022. Staff asked the Planning Commissioners 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, Johnson, Mew-Palmer, Reese, Rowell

Nay: None

Abstain: None

Item 4. Case No. RZ08-22 – Public hearing and consideration of a request for rezoning property from C-2 (Limited Office District) to R-2 (Medium Density Residential District) at 502 N Beard Ave.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne provided background information on the application request. The subject property is located at 502 N. Beard Avenue. The property contains a principal residential structure, which is a duplex and an accessory dwelling unit. The principal structure is currently being remodeled. The accessory structure is not yet habitable.

The request is to rezone from C-2 (Limited Office District) to R-2 (Medium Density Residential District). The applicants for this request are Rucker and Lugo. The subject property is zoned C-2 (Limited Office District). The properties surrounding the subject property are zoned C-3. Two blocks to the north the properties are zoned R-3 (Multifamily Residential District). A separate rezoning case (RZ10-22), which also requests R-2 zoning, abuts the subject property on the north side.

The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has Downtown and Mixed Use land use designations. R-2 is an appropriate zoning district for these land use designations. The request is in conformance with the 2040 Comprehensive Plan.

Staff recommended the Planning Commission recommend to the City Commission **APPROVAL** of **RZ08-22** a request to rezone property located at 502 N. Beard Avenue C-2 (Limited Office District) to R-2 (Medium Density Residential District).

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

Commissioner Walker made a motion to recommend the **APPROVAL** of Case No. **RZ08-22** to the City Commission, which Commissioner Johnson seconded. Following any discussion, the motion **passed 5-0-0**.

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

It was announced the item would be heard at the July 18, 2022, City Commission meeting at 6 p.m.

Item 5. Case No. RZ09-22 – Public hearing and consideration of a request for rezoning property from A-1 (Rural Agricultural District) to C-3 (Highway Commercial District) at 1303 W. Farrall St.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne provided background about the subject property located at 1303 W. Farrall Street. It is approximately 31 acres in size and contains a residential structure and two (2) accessory structures.

The request is to rezone from A-1 (Rural Agricultural District) to C-3 (Highway Commercial District). The applicant for this request is Kaye Steele. The subject property is zoned A-1 (Rural Agricultural District). The properties surrounding the subject property to the east, south, and west are zoned A-1 (Rural Agricultural District). To the north, across W. Farrall Street, the land is zoned I-2 (Light Industrial District).

The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has a Mixed Use land use designation. C-3 is an appropriate zoning district for this land use designation. The request is in conformance with the 2040 Comprehensive Plan.

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

Commissioner Johnson made a motion to recommend the **APPROVAL** of Case No. **RZ09-22** to the City Commission, which Commissioner Mew-Palmer seconded. Following any discussion, the motion **passed 5-0-0**.

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

It was announced the item would be heard at the July 18, 2022, City Commission meeting at 6 p.m.

Item 6. Case No. RZ10-22 – Public hearing and consideration of a request for rezoning property

from C-3 (Highway Commercial District) to R-2 (Medium Density Residential District) at 506 N. Beard Ave.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne stated the subject property is located at 506 N. Beard Avenue. The property contains a single-family residential structure. The structure is currently being remodeled. The request is to rezone from C-3 (Highway Commercial District) to R-2 (Medium Density Residential District). The properties to the east and west of the subject property are zoned C-3. Land to the north is zoned R-3 (Multifamily Residential District). A separate rezoning case (RZ08-22), which also requests R-2 zoning, abuts the subject property on the south side.

The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has the Mixed Use land use designation. R-2 is an appropriate zoning district for this land use designation. The request is in conformance with the 2040 Comprehensive Plan.

Chair Reese asked if there were questions for staff and then opened the public hearing. With no speakers, the public hearing was closed.

Commissioner Johnson made a motion to recommend the **APPROVAL** of Case No. **RZ10-22** to the City Commission, which Commissioner Walker seconded. Following any discussion, the motion **passed 5-0-0**.

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

It was announced the item would be heard at the July 18, 2022, City Commission meeting at 6 p.m.

Item 7. Case No. CUP04-22 – Public hearing and consideration of a request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU) at 506 N. Beard Ave.

Chair Reese read the agenda item and asked for a staff report. Planner Clyne explained the applicant withdrew the application after notification but before the Planning Commission meeting. No action was taken.

Item 8. Community Development Department Update

Community Development Director Rian Harkins addressed the Planning Commission and advised the Twin Lakes Master Plan was currently in the contract stage. Director Harkins gave an update on the progress of the Unified Development Code. He advised that stakeholder and small group interviews with the consultants had been held, and a public “town hall” meeting was held on June 16, 2022. A meeting with the UDC consultants and area builders and contractors was scheduled for next week. Director Harkins advised the board members that the future use of the Santa Fe Depot was still in the visioning process, and the public meetings had produced lively discussions. Director Harkins reported that the Love Your Block (LYB) mini-grants were being used for front facades, painting, and tree removal. He concluded by stating the LYB mini-grants were funded by the John Hopkins Foundation, not by the City.

Item 9. Planning Commissioners’ Comments

Commissioner Walker stated his appreciation for the update. Commissioner Johnson expressed her excitement and appreciated the reporting. She was happy to learn about the work in several areas.

Commissioner Mew-Palmer was excited about the mini-grants and was anxious to see the final products. She asserted the positive impacts would be inside and outside the target area and gave her thanks to the staff. Commissioner Rowell stated his wife had enjoyed meeting with staff. He explained his church also does a yearly debris cleanup. He too was excited about the updates.

Item 8. Adjournment

The meeting adjourned at 2:03 p.m.



Chair/Vice-Chair

/s/ Rachel Clyne

City Planner