

PLANNING COMMISSION MINUTES

DATE: JULY 5TH, 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, July 5th, 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, Bergsten, Cowen, Rowell

Absent: Kienzle

Meeting was called to Order.

AGENDA ITEM NO.2: **Consideration of approval of the minutes from the June 6th, 2018 Planning Commission Meeting**

Chairman Bergsten asked if there were any questions, comments or if anyone would like to entertain a motion. Commissioner Deem made a motion to approve, seconded by Commissioner Matthews.

Motion passes:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN: Walker

AGENDA ITEM NO.3: **Citizens' 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 #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

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report, informing the board that the case has been deferred over the last few months and requests an additional deferment of one more month as the applicant has been continuously working with staff to provided needed documentation. Commissioner Deem asked if there were a set number of limits for how many deferments are allowed. Mr. Debruin explained there was no limits and was primarily upon staff's judgment. Commissioner Walker asked how minor the deceleration lane was. Justin Debruin stated that has been one of the major debates and needs more information and discussed easement concerns. Chairman Bergsten mentioned traffic concerns. 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. Chairman Bergsten closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Walker made a motion to defer, seconded by Vice-Chairman Cowen.

Motion to defer to August 1st, 2018 Planning Commission:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.5:

Case #S07-18 – Consideration of approval of a Preliminary Plat for Shawnee Motel Addition, located at 4981 N. Harrison Avenue, Shawnee, OK (Deferred from June 6th, 2018 Planning Commission)

Applicant: Joe Covey

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and stated that since item has been deferred twice with no new submissions, he recommends denial. Commissioner Matthews expressed his concerns with timeframe of application. Vice-Chairman Cowen asked if there has been any contact. Mr. Debruin informed him staff did speak with applicant and explained process of submittals. 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. Chairman Bergsten 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 Deem.

Motion to deny:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.6:

Case #P10-18 – A public hearing in consideration of approval of a Rezone from R-1 & C-1; Single Family Residential District & Neighborhood Commercial District to C-3; Highway Commercial District, located at 4325, 4331 & 4337 N. Kickapoo Avenue, Shawnee, OK

Applicant: Nelmon Brauning

Chairman Bergsten asked for staff report. Justin Debruin presented staff report and informed board of location of sites. Mr. Debruin explained that the applications were submitted as separate addresses, under separate deeds but have since submittal, been combined into one deed to conform with city standards. Staff lists one condition; to demolish southernmost structure within six months of approval before construction of shopping center. Justin Debruin stated that staff recommends approval and requests condition to be added. Mr. Debruin also informed board that applicant submitted letter in agreement. Commissioner Deem asked how business would be laid out on property. Justin Debruin informed her of the layout. 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. Chairman Bergsten closed the public portion of the meeting and asked for any comments, questions or a motion. Vice-Chairman Cowen made a motion to approve with noted condition, seconded by Commissioner Walker.

Motion passes:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.7:

Case #S09-18 – Consideration of approval of a Final Plat for First United Bank of Shawnee located at 2600 N. Harrison Avenue, Shawnee, OK

Applicant: Huitt-Zollars, INC

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and mentioned preliminary plat was approved in March. Mr. Debruin discussed the three listed conditions and stated staff recommends approval. Commissioner Matthews asked what the process was if the southern lot sells. Mr. Debruin stated it would not affect it. 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. Chairman Bergsten closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Matthews made a motion to approve with conditions set forth by staff, seconded by Vice-Chairman Cowen.

Motion passes:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.8:

Case #S10-18 – Consideration of approval of a Preliminary Plat for The Grove Retirement Homes located at 3900 N. Union Avenue, Shawnee, OK

Applicant: Crafton Tull

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and informed board of size and location of property. Mr. Debruin discussed plat would facilitate around 175 retirement home structures. Justin Debruin explained that staff has received revisions but needs more time to review so the request is to defer one month to the August Planning Commission meeting. 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. Chairman Bergsten closed the public portion of the meeting and asked for any comments, questions or a motion. Commissioner Deem made a motion to defer, seconded by Commissioner Walker.

Motion to defer to August 1st, 2018 Planning Commission:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.9:

Consider a Resolution to adopt a Downtown Parklet Policy

Justin Debruin informed board of the resolution to adopt a downtown Parklet Policy and the procedure guidelines initiated by the Blue Zones Project. There was discussion between commissioners and blue zones representatives. Rachel Melot came forward to speak in favor for Blue Zones Project and presented more information. Daniel Shaughnessy came forward to speak in favor. Chairman Bergsten asked for any comments, questions or a motion. Vice-Chairman Cowen made a motion to approve with condition to change, seconded by Commissioner Deem. Motion was denied. Commissioner Walker made a motion to forward recommendation with comments to City Commission, seconded by Commissioner Rowell.

Motion passes:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.10:

Presentation by Blue Zones Project regarding a Safe Routes to School Report

Taylor Shaqueribi gave presentation for Blue Zones Project regarding safe routes to school.

AGENDA ITEM NO.11:

Planning Director's Report

Justin Debruin informed board of the upcoming arrival of the Comprehensive Plan consultants. Chairman Bergsten asked for update on Shawnee Marketplace or Domino. Mr. Debruin did not have any updates other than sign going up at Domino location. Commissioner Deem explained that the stoplight is still down at the Harrison & I-40 intersection.

AGENDA ITEM NO.12:

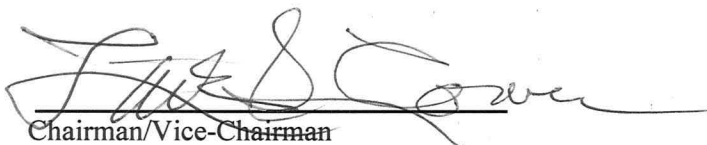
Commissioners Comments and/or New Business

Chairman Bergsten thanked the Blue Zones Project.

AGENDA ITEM NO.13:

Adjournment

Meeting was adjourned.


Chairman/Vice-Chairman

Cheyenne Pettigrew
Planning Commission Secretary