

REGULAR PLANNING COMMISSION MINUTES

DATE: JULY 1st, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on July 1st, 2020, 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, Loftis-Walton, Deem, Matthews, Engles, Rowell, Melot

Absent: None

A quorum was declared, and the meeting was called to order.

AGENDA ITEM NO.2:

Consideration of approval of the minutes from the following Planning Commission meetings:

- **Regular meeting of March 4th, 2020**
- **Special meeting of May 15th, 2020**
- **Special meeting of May 29th, 2020**
- **Regular meeting of June 3rd, 2020**
- **Special meeting of June 19th, 2020**

Commissioner Walker mentioned minor errors to be corrected within the draft minutes. Blaine stated minutes would be reviewed and changed.

Commissioner Matthews asked for a motion to accept the minutes to form with the corrected changes requested. Commissioner Melot made a motion with a second by Commissioner Loftis-Walton. Motion carried 7-0.

Aye: Walker, Loftis-Walton, Deem, Matthews, Engles, Rowell, and Melot

Nay: None

Abstain: None

AGENDA ITEM NO.3:

Citizens' Participation

(A three-minute limit per person)

(A twelve-minute limit per topic)

No citizens came forward.

AGENDA ITEM NO.4:

Case #P10-20 - Public Hearing and consideration of a rezoning from C-4 (Central Business District) to R-1 (Single-family residential) for a 0.16-acre property, located at 419 N. Beard.

Applicant: Theresa Nicoletta

Chairperson Matthews asked for a staff report. Director Blaine presented the staff report. She stated the property owner had remodeled the structure on the property to market it as an office space for almost two years. With no interest generated, they currently had a potential buyer who would like to purchase as use as R-1 (Single-family Residential). She mentioned the Central Business District section of the Zoning Code does not allow for residential on the ground floor level. Director Blaine said the intent of the code was for traditional downtown buildings where retail would be on the ground floor level with dwelling space above. Blaine stated staff recommended approval of this application.

Chairperson Matthews opened the public hearing, He invited John Hannifan to the podium who had signed up to speak in favor of the item. Mr. Hannifan stated he was the potential buyer for the property if the rezoning was approved. He planned to use this home as an income property to lease to a family. Commissioner Melot inquired about off-street parking. The detached two-car garage in the back had parking was mentioned as well as the on-street parking on the east side of Beard.

Chairperson Matthews asked if anyone wanted to speak in opposition of this application. No one came forward.

Chairperson Matthews asked for a motion. Commissioner Walker made a motion to approve seconded by Commissioner Deem. Motion passed 7-0.

Aye: Walker, Deem, Loftis-Walton, Matthews, Engles, Rowell, and Melot.

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, July 6th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO.5:

Planning Director's Comments

Blaine mentioned that FY21 had begun. She mentioned the increase in the annual demolition budget. She mentioned the hearing for the house at 302 N. Tucker had occurred the week prior, so it should be completed around August. She mentioned the budget approval for a new Zoning Code and Subdivision Regulations. She mentioned the results of the recent local election for Mayor and City Commissioners. Ed Bolt would serve as Shawnee's new Mayor, Darren Rutherford was re-elected, Bob Weaver and Travis Flood were elected as well. She mentioned working on the 1% Art Ordinance as mentioned in the 2040 Comprehensive Plan.

AGENDA ITEM NO.6:

Commissioners' Comments

Commissioner Melot gave accolades to the large voter participation in the local elections. She also stated the conversion over to LED lights on Kickapoo Avenue by OG+E was great. She mentioned keeping street safety in the forefront of everyone's mind as more people have been outside walking and bicycling since the pandemic. Commissioner Engles stated she appreciated the welcome and looked forward to serving. Commissioner Deem asked about MacArthur Street tunnel's lighting project. Blaine stated she would inquire the appropriate departments for an update. Commissioner Deem inquired about updating the new codes and the industrial regulations for properties such as the Shawnee Sawmill. Commissioner Loftis-Walton stated she was excited to serve on the Planning Commission. Commissioner Walker inquired about the dumpster on W. Midland in the right-of-way. Chairperson Matthews stated he was excited to serve as Chairperson. He stated he had a citizen request to have an engraved bench added to Tom Terry Park to honor him in for his service to the community and celebrate his upcoming 90th birthday. Blaine stated she would pass along to the appropriate departments. Commissioner Walker asked about the process to seat a new City Commissioner to the vacant Ward 1 seat. Chairperson Matthews asked Commissioner Salter who was in attendance the options for appointing or electing a new City Commissioner to fill that seat.

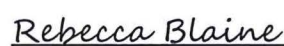
AGENDA ITEM NO.7:

Adjournment

Meeting was adjourned at 1:59 p.m.



Chairman/Vice-Chairman



Planning Director