

PLANNING COMMISSION MINUTES

DATE: APRIL 4TH, 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, April 4th, 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, Kienzle, Rowell

Absent:

Meeting was called to Order.

AGENDA ITEM NO.2:

Consideration of approval of the minutes from the March 7th, 2018 Planning Commission Meeting

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

Motion passes:

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

NAY:

ABSTAIN:

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 #P05-18 – A public hearing in consideration of approval for the Shawnee Retail Center Planned Unit Development located at the 4900 N. Harrison Avenue, Shawnee, OK (Deferred from March 7th, 2018 Planning Commission)

Applicant: TLP Associates, INC

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and asked to defer item to the May planning commission agenda in order to give the applicant time to make corrections. Chairman Bergsten asked if there were any questions. Commissioner Kienzle asked if there were any prohibitions against landscaping within the Oklahoma Department of Transportation right of way. Mr. Debruin informed her there would be on site landscaping for this item since he was unaware of the answer to her question. 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 if there were any questions, comments or a motion. Commissioner Matthews made a motion to defer, seconded by Commissioner Walker.

Motion to defer to May 2nd, 2018 Planning Commission Meeting:
AYE: Deem, Matthews, Walker, Bergsten, Cowen, Kienzle, Rowell
NAY:
ABSTAIN:

AGENDA ITEM NO.5:

Case #S03-18 – Consideration of approval of a Preliminary Plat for Shawnee Retail Center located at 4900 N. Harrison Avenue, Shawnee, OK (Deferred from March 7th, 2018 Planning Commission)

Applicant: TLP Associates, INC

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and asked to defer item to the May planning commission agenda. Chairman Bergsten asked if there were any questions. There were none. 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 if there were any questions, comments or a motion. Commissioner Deem made a motion to defer, seconded by Vice-Chairman Cowen.

Motion to defer to May 2nd, 2018 Planning Commission Meeting:
AYE: Deem, Matthews, Walker, Bergsten, Cowen, Kienzle, Rowell
NAY:
ABSTAIN:

AGENDA ITEM NO.6:

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 March 7th, 2018 Planning Commission)

Applicant: Sid and Javal, INC

Chairman Bergsten asked for staff report. Justin Debruin informed board that staff would like to defer this item as well but mentioned the 3 cases being deferred are adjacent to one another. Chairman Bergsten asked if there were any questions. There were none. 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 if there were any questions, comments or a motion. Commissioner Rowell made a motion to defer, seconded by Commissioner Walker.

Motion to defer to May 2nd, 2018 Planning Commission Meeting:
AYE: Deem, Matthews, Walker, Bergsten, Cowen, Kienzle, Rowell
NAY:
ABSTAIN:

AGENDA ITEM NO.7:

Case #S06-18 – Consideration of approval of a Final Plat for Shawnee Trail Office Park located at the SE corner of East 45th Street and Hyatt Road, Shawnee, OK

Applicant: Bonray Real Estate, LLC

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and stated the property consists of four acres, with preliminary plat and pud being approved in January. Mr. Debruin explained this would be an 8 lot development requiring 90% brick & stone façade, 6ft sidewalk along 45th Street and stated a property owner association would be established. Staff recommends approval with 8 conditions. Chairman Bergsten asked if there would be any fencing along the west side of property. Justin Debruin explained a tree line would be constructed. Chairman Bergsten asked if there were any other questions. There were none. 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 if there were any questions, comments or a motion. Commissioner Walker made a motion to approve with conditions listed, seconded by Commissioner Matthews.

Motion passes:

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

NAY:

ABSTAIN:

AGENDA ITEM NO.8:

Planning Director's Report

Justin Debruin congratulated Brittney Burton for accepting new position of GIS Manager within the City of Shawnee and mentioned he is in process of hiring a new Assistant City Planner. Mr. Debruin informed the board he would like to ambitiously hire that person prior to his child being born in May. Justin Debruin gave update regarding the comprehensive plan process. Commissioner Deem asked what the relationship was with OU coming down years ago and this process. Mr. Debruin explained OU came for a specific study downtown. Commissioner Kienzle asked if any meetings were planned with departments internal to the city for their input. Justin Debruin stated that would be something to consider as it was not included at the moment. Chairman Bergsten asked if Shawnee Marketplace 2 was progressing. Mr. Debruin informed him it was and they were currently looking over 2-3 concept plans before it moves onto planning phase. Chairman Bergsten asked if anything could be done regarding the storage concern at the pawn shop located at Harrison and Highland. Justin Debruin stated he would get with the Action Center about it. Commissioner Deem asked what authority the city had to impose standards for those issues. Mr. Debruin explained when code was changed in 2014, some properties were grandfathered in until a change is made to the business but explained he could also look into the maintenance codes. Commissioner Matthews asked if this was something mentioned in the advisory meeting in regards with establishing a sense of pride. Justin Debruin agreed. Commissioner Matthews asked if it was possible to incorporate a timeline for commercial entities to become up to code if grandfathered in. Mr. Debruin stated he would look into it. Commissioner Deem asked what process was for residential properties. Justin Debruin informed board of the Action Center and process of filing complaints. Chairman Bergsten asked about a property on Harrison Avenue by I-40 that had a truck stop submit an application previously and asked if that was dead at this point. Mr. Debruin explained there was a change of engineers at this time but nothing has been submitted as of yet. Commissioner Matthews commended the new website, stating it appears to be a good tool. Justin Debruin agreed.

AGENDA ITEM NO.9:

Commissioners Comments and/or New Business

There were none.

AGENDA ITEM NO.10:

Adjournment

Meeting was adjourned.


Chairman/Vice-Chairman

Cheyenne Pettigrew
Planning Commission Secretary