

REGULAR PLANNING COMMISSION MINUTES

DATE: March 3rd, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on March 3rd, 2021, 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, Johnson, Deem, Engles

Absent: Loftis-Walton, Rowell, Lester

A quorum was declared, 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.

Rob Morris addressed the Commission with one question and one comment. He asked why newly established Arts Commission did not come before the Planning Commission before being presented to the City Commission. He also advised the Planning Commission that while interaction with the public during the participation portion of the meeting was not allowed, the Commissioners could ask for clarification regarding a citizen's comment.

AGENDA ITEM NO. 3:

Consideration of approval of the minutes from the regular meeting of February 3rd, 2021.

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

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

Motion passed 4-0-0.

Aye: Walker, Johnson, Deem, Engles

Nay: None

Abstain: None

AGENDA ITEM NO. 4:

Case #RZ05-21 Public hearing and consideration to rezone property located at 602 N. Kickapoo on the northwest corner of Kickapoo and W. Ridgewood Street, containing 0.16-acre, from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of an office and shop space.
Applicant: Christopher Middleton, ElectromagnetiX, LLC

Chairperson Deem asked for a staff report. Director Blaine stated the applicant, ElectromagnetiX, was requesting to rezone the subject property from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District). She explained the company would utilize the garage area as a shop for creating small prototypes, and the office space would be for employees. Due to the limitations of the C-1 and C-2 Districts, paired with the specific business type and function, C-3 (Highway Commercial District) is the most appropriate zoning district.

The applicant is aware that the Kickapoo Widening Project will reduce the front yard on Kickapoo, and that right-of-way acquisition had occurred. The angled parking on W. Ridgewood Street would accommodate employees and by-appointment client visitors. Blaine stated the applicant had provided a thorough summary of the proposed business, which was included in the staff report. She wanted to provide examples of decibel (dB) levels for context. The examples included: rustling leaves – 10 dB; light rain – 40 dB; normal conversation – 60 dB; vacuuming or toilet flushing – 70 dB. The highest proposed decibel level was 80 dB, which Blaine did not feel would be an issue.

Chairperson Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case.

Applicant Christopher Middleton addressed the Planning Commission to discuss the provided summary. Middleton explained that they were an engineering company and dealt with electric motors. They worked with the energy industry, not on electric vehicles. He explained how the location and buildings were a fit for the company with the separation of the garage/workshop and the office space.

Middleton stated he wanted to explain what the company does and discuss the decibel levels further. He stated the company has fewer than twelve (12) manual metal working machines that create parts or motors. As idea people, they incorporated technology into a product. The time in the workshop would be about 25% of the business and the remaining 75% of the time would be in the office setting. Middleton assured the Commissioners that they were not running a 24-hour factory. To provide accurate information, decibel levels from the current facility located in Oklahoma City were measured. He explained that standing next to one of the machines the measurement was about 80 dB; however, on the other side of a closed garage door the decibel level would drop by approximately 20 dB. If standing outside, the noise level of traffic from Kickapoo Avenue would be louder than the sound of the operating machine inside the shop. Middleton explained there were two (2) employees, and the location of one of the business partners, Global Production Solutions, sparked the move to Shawnee. Middleton stated that Shawnee was growing, and relocating was a good opportunity for the company.

With no other comments from the public, Chairperson Deem closed the public hearing.

Commissioner Engles made a motion to recommend approval of **#RZ05-21** as presented, which was seconded by Commissioner Walker.

Motion passed 4-0-0.

Aye: Engles, Walker, Johnson, Deem
Nay: None
Abstain: None

It was stated the application (Case #RZ05-21) would be heard at the next regular City Commission meeting on Monday, March 15th, 2021 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5: **Planning Director's Report and New Business**

Director Blaine stated that the City Commission had approved the formation an Arts Commission and the one percent (1%) Arts ordinance. The 1% is from the total project cost. It applies to commercial and public projects too. She reminded the Commissioners that during the 2040 Comp Plan update, they and the 30-person steering committee had focused on the need for an Arts Commission. The topic was one of the first objectives of the comp plan and it received ample discussion. Blaine also advised the Request for Qualifications for the Update to the Zoning Code and Subdivision Regulations had received the greenlight to proceed. Blaine reminded the Planning Commission that the project had received approval in last year's budget but COVID required all non-essential projects be placed on pause. Director Blaine advised that CEC had been hired to design the 45th Street project. It will begin in about twelve (12) months with the beginning at 45th and Leo then moving to the east. There is a new Shawnee Public School slated for 45th and Hardesty. That development and its accompanying increase in traffic will be included in the design. Lastly, Director Blaine encouraged the Commissioners to help send out the message of the Arts Commission. A link on the City's website would provide an application. The Arts Commission will have seven (7) members. The anticipated first round deadline for applications is April 1st, 2021. Once the applications are received two informative sessions, one in-person and one virtual, will be scheduled to ensure the volunteers are informed about the mission of the Arts Commission. These informative sessions will also prepare the volunteers to the type of time and activity is part of the commitment of serving.

AGENDA ITEM NO. 6: **Commissioners Comments**

There were no comments from the Planning Commission.

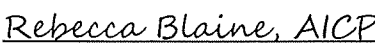
AGENDA ITEM NO. 7: **Adjournment**

Commissioner Walker made a motion to adjourn, which was seconded by Commissioner Johnson. Motion passed 4-0-0.

Aye: Walker, Johnson, Deem, Engles
Nay: None
Abstain: None

Meeting was adjourned at 1:59 p.m.


Chairman/Vice-Chairman


Planning Director