

NOTICE OF MEETING PLANNING COMMISSION

TYPE OF MEETING

REGULAR MEETING	(X)	RESCHEDULED REGULAR MEETING	()
SPECIAL MEETING	()	CONTINUED OR RECONVENED MEETING	()

DATE:	TIME:	PLACE OF MEETING:
<u>02.03.2021</u>	<u>1:30 P.M.</u>	<u>Commission Chambers</u> <u>City Hall, 9th & Broadway</u> <u>Shawnee, OK 74802-1448</u>

To be completed by person filing notice:

NAME: Rebecca Blaine, AICP

TITLE: Planning Director

ADDRESS: P. O. Box 1448
Shawnee, OK 74802-1448

PHONE: (405) 878-1616

Filed in the office of the municipal clerk at 8:24 a.m./p.m. on 02.02.2021

SIGNED: 
City Clerk/Deputy Clerk

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FOR CITY CLERK'S OFFICE USE ONLY

DATE NOTICE RELEASED TO NEWS MEDIA: 2-2-2021

PERSON FILING NOTICE: Rebecca Blaine

NOTICE VERIFIED BY: Kelley Metcalf

AGENDA
CITY OF SHAWNEE
PLANNING COMMISSION
FEBRUARY 3RD, 2021 AT 1:30 P.M.
COMMISSION CHAMBERS
CITY HALL, 16 W. 9TH ST

- 1)** Roll Call
- 2)** Citizens Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)
- 3)** Consideration of approval of the minutes from the regular meetings of November 4th, 2020, December 2nd, 2020, and January 6th, 2021.
- 4)** Case #PL05-21 Consideration and Approval of a Preliminary Plat for Cedar Ridge Addition, a 13.49-acre tract located approximately 1100' east of Harrison Avenue located on the north side of E. 39th Street.
Applicant: David Ray
- 5)** Consideration and Approval of an amendment to the Future Land Use Map of the 2040 Comprehensive Plan to reallocate 15 acres of low-density residential to high-density residential.
- 6)** Planning Director's Report
- 7)** New Business
- 8)** Commissioners Comments
- 9)** Adjournment

REGULAR PLANNING COMMISSION MINUTES

DATE: November 4th, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on November 4th, 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, Engles

Absent: Rowell

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

AGENDA ITEM NO. 2: Reconsideration of approval of the amended minutes from the special meeting of June 19th, 2020.

Commissioner Loftis-Walton made a motion with a second by Commissioner Engles. Motion carried 4-0-0.

Aye: Loftis-Walton, Engles, Walker, Deem

Nay: None

Abstain: None

AGENDA ITEM NO. 3: Consideration of approval of the regular minutes from the regular meeting of September 2nd, 2020 and the special meeting of September 17th, 2020.

Commissioner Walker made a motion with a second by Commissioner Loftis-Walton. Motion carried 4-0-0.

Aye: Walker, Loftis-Walton, Deem, Engles

Nay: None

Abstain: None

AGENDA ITEM NO. 4: **Swearing in of new Planning Commissioners Amanda Johnson and Jay Lester.**

Shalah Black, Planning Administrator, swore in Amanda Johnson and Jay Lester to the City of Shawnee Planning Commission. New Commissioner Johnson and new Commissioner Lester were seated.

AGENDA ITEM NO. 5: **Nominations, discussion, and possible action on selecting a Chairperson.**

Chairwoman Deem advised that nominations for a Planning Commission Chairperson were open. Commissioner Walker nominated Chairwoman Deem to continue serving as Chairwoman with a second by Loftis-Walton. Motion carried 5-0-1.

Aye: Walker, Engles, Loftis-Walton, Lester, Johnson
Nay: None
Abstain: Deem

Chairwoman Deem announced nominations were open for Vice-Chair to the City of Shawnee Planning Commission.

Commissioner Walker made a motion to nominate Commissioner Loftis-Walton for Vice-Chair with a second by Commissioner Engles. Motion carried 5-0-1.

Aye: Walker, Engles, Johnson, Lester, Deem
Nay: None
Abstain: Loftis-Walton

AGENDA ITEM NO. 6: **Citizens' Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)**

No citizens came forward for citizen participation.

AGENDA ITEM NO.7: **Case #P17-20 Public Hearing and Consideration of a rezoning from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of an automotive dealership located on a 0.35-acre property located at 1027 N. Harrison Avenue.
Applicant: Patrick & Kelly Anne Buttram**

Chairwoman Deem asked for a staff report. Director Blaine presented the staff report. She stated the purpose of the rezoning request was to allow an automotive dealership at the proposed location. The use follows the 2040 Comprehensive Plan. Staff recommended approval of this rezoning application.

Chairwoman Deem asked if any Commissioners had questions or comments. There were none.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairwoman Deem closed the public hearing.

Chairwoman Deem called for a motion.

Commissioner Walker made a motion to approve. It was seconded by Commissioner Loftis-Walton. Motion passed 6-0-0.

Aye: Loftis-Walton, Walker, Lester, Deem, Engles, Johnson

Nay: None

Abstain: None

It was stated the application (Case #P17-20) would be heard at the next regular City Commission meeting on Monday, November 16th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 8:

Case #P18-20 – Public Hearing and Consideration of a rezoning from A-1 (Rural Agricultural District) to R-E (Residential Estates District) for the purpose of a three parcel, minimum one-acre lot size lot split located on a five-acre property located at 32105 Homer Lane.

Applicant: Henry & Helen Wilkos

Chairwoman Deem stated that Agenda Item No. 8 was stricken from the record. Director Blaine explained that the applicant had withdrawn the rezoning application the day before. She explained that mobile homes may be located in the City but only in R-3 zoning district and A-1 zoning district with a minimum of five (5) acres. The applicants currently have a mobile home on a five-acre parcel, so the proposed lot split would not be allowed.

AGENDA ITEM NO. 9:

Planning Director's Report

Director Blaine began by welcoming the newest Planning Commissioners. She advised that Code Enforcement was moving forward with the demo list; the Planning Department was hiring for two (2) new positions; and staff was waiting for the greenlight to move forward with the RFQ (Request for Qualifications) for the new Zoning Code and the Subdivision Regulations. Blaine explained that staff had been watching for significantly affected sales tax numbers during the pandemic and the election season; she stated her availability for questions.

Chairwoman Deem asked for summary to the process for amending the Comprehensive Plan.

Director Blaine explained the need to increase timeframe flexibility of local developers. The City Attorney and staff developed a draft of the Comprehensive Plan Amendment process, application, and associated fee, which was recently approved by the City Commission. Additionally, applications for Amendments to the Comprehensive Plan will be reviewed by staff, the Planning Commission, and the City Commission on a quarterly basis. The first review will occur at the December Planning Commission meeting. Blaine stated the Comprehensive Plan was a document that is subject to updates as there are changes in future circumstances.

Commissioner Loftis-Walton asked if the proposed amendments would be reviewed on a case-by-case basis, and Blaine confirmed. She also stated the annual review of the Comprehensive Plan will still occur to allow the Commissioners and staff the opportunity to discuss any necessary additions, modifications, or removals of items that have observed in the last year.

Commissioner Walker sought understanding of the permit process and the assurance of the project completion. He gave the example of a house renovation that simply stops progressing. He asked if there was a law in place to enforce completion.

Blaine replied that building permits were required and have a six (6) month expiration date. If the project stalls completely, Code Enforcement becomes involved. The process and time frames are handled by Code Enforcement. If it is determined that demolition is most appropriate form of abatement, the structure is demolished, and a lien is placed on the property to recoup the abatement money. Blaine further explained that when a project grows stagnant, an infill residential structure for example, it is often the result of project costs going over the original project. In subdivision developments, bond money is required to ensure completion of the project.

Commissioner Engles commented on the planning staff shortage and asks about the timeline for the update to the Zoning Code. Director Blaine explained that the Update to the Zoning Code and Subdivision Regulations project is in this fiscal year's budget. Due to the uncertainties of sales tax review amid the pandemic, she is waiting for the greenlight to send out RFQs (Requests for Qualifications) for the project.

Chairwoman Deem asked if City staff goes into the field to check on status of building permits that are at or near the six-month expiration date. Director Blaine stated that staff does follow through on all permits issued. Typically, the applicant is in touch for inspections. If the six-month date is approaching without activity, staff will contact the applicant about progress and plans for completion.

Commissioner Lester asked about the City's demolition list. Director Blaine explained that Code cases which remain unresolved could end up on the list as a last resort. Blaine confirmed a demo list exists. The buildings that are top priority are public safety hazards. Once abated, the cost of the demo is placed as a lien on the property.

Chairwoman Deem sought clarity on any changes to the Department's budget for demolitions. Director Blaine confirmed that the previous fiscal year's budget was \$50,000 for demolition—for both residential and commercial properties. The current fiscal year's budget for demolition has increased to \$75,000.

There were no further questions or comments.

AGENDA ITEM NO. 10:

Commissioners Comments

There were no further comments from the Planning Commissioners.

AGENDA ITEM NO. 11:

New Business

There was no new business.

AGENDA ITEM NO.12:

Adjournment

Chairwoman Deem asked for a motion to adjourn. Commissioner Walker made a motion to adjourn with a second from Commissioner Johnson. Motion passed 6-0-0.

Aye: Walker, Johnson, Loftis-Walton, Lester, Deem, Engles

Nay: None

Abstain: None

Meeting was adjourned at 1:57 p.m.

Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

REGULAR PLANNING COMMISSION MINUTES

DATE: December 2nd, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on December 2nd, 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, Lester

Absent: Johnson, Engles, Rowell

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

AGENDA ITEM NO. 2: Consideration of approval of the Planning Commission Calendar of Regular Meetings for 2021.

Director Blaine explained that the Planning Commission meeting dates in May and October would be the second Wednesday of that month to allow staff and Commissioners to attend APA (American Planning Association) conferences.

Chairwoman Deem asked for any discussion on the proposed 2021 Planning Commission meeting calendar.

Commissioner Loftis-Walton made a motion to approve with a second by Commissioner Walker. Motion carried 4-0-0.

Aye: Loftis-Walton, Walker, Deem, Lester

Nay: None

Abstain: None

AGENDA ITEM NO. 3: Citizens' Participation (A three-minute limit per person) (A twelve-minute limit per topic)

Chairwoman Deem opened the floor for public participation for items not on the meeting's agenda. No citizens came forward for citizen participation.

AGENDA ITEM NO.4: Case #P19 - 20 Public Hearing and Consideration of a rezoning of a 1.79-acre tract on the southeast corner of N. Kickapoo and W. 10th Street from C-3 (Highway Commercial District) and R-3 (Multifamily Residential) to C-4 (Central Business District) for the purpose of a warehouse. Applicant: South Central Industries, Inc.

Chairperson Deem asked for a staff report. Director Blaine presented the staff report. She stated subject property was comprised of six (6) lots. The current zoning districts were C-3 (Highway Commercial District) and R-3 (Multifamily Residential) and the rezoning request was to change to C-4 (Central Business District). The applicant, South Central Industries, Inc., requested the rezoning to expand their campus. Director Blaine spoke of the ODOT project for an expansion of Kickapoo Street that would affect this property. That ODOT project is slated to begin within 12-months. She stated the request was consistent with the Future Land Use Map (FLUM) of the 2040 Comprehensive Plan. Blaine requested that the applicant remain mindful of the upcoming Kickapoo widening project and the rights-of-way of this property. Staff recommended approval of this application.

Chairwoman Deem asked the Planning Commissioners if there were questions for staff. No questions were asked.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairperson Deem then closed the public hearing.

Commissioner Loftis-Walton made a motion to approve. It was seconded by Commissioner Lester. Motion passed 4-0-0.

Aye: Loftis-Walton, Lester, Walker, Deem

Nay: None

Abstain: None

It was stated the application (Case #P19-20) would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5:

Case #P20-20 - Public Hearing and Consideration of a rezoning of an 80-acre tract on the north side of Wolverine Road west of Harrison Avenue from A-1 (Rural Agricultural District) to I-3 (Heavy Industrial District) for the purpose of future industry.

Applicant: Carruth Family Partnership 1992

Chairwoman Deem requested the staff report. Director Blaine presented the staff report. She stated the subject property was an 80-acre tract located on the north side of Wolverine Road and west of Harrison Avenue. The Future Land Use Map (FLUM) of the 2040 Comprehensive Plan indicates the area to be appropriate for industrial land use designations. The property is owned by a family partnership, and the rezoning request serves as a first step for future development of the land. The subject property is zoned A-1 zoning (Rural Agricultural District) and is surrounded by A-1 zoning. The application requests to rezone to I-3 (Heavy Industrial District), which reduces potential restrictions on future growth and opportunity.

Chairwoman Deem asked the Planning Commissioners if there were questions for staff. No questions were asked.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or opposition of this case. No one came forward, so Chairperson Deem closed the public hearing.

Commissioner Loftis-Walton made a motion to approve the application. It was seconded by Commissioner Walker.
Motion passed 4-0-0.

Aye: Loftis-Walton, Walker, Deem, Lester
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6:

Case #CPA01-20 – Public Hearing and Consideration of an amendment to the 2040 Comprehensive Plan for a 13.49-acre tract located approximately 1100’ east of Harrison Avenue on E. 39th Street to be rezoned from A-1 (Rural Agricultural District) to R-1 (Single Family Residential).

Applicant: David Ray

Chairwoman Deem requested the staff report. Director Blaine presented the staff report. She stated the subject property was approximately 13.49 acres and located 1100’ east of Harrison Avenue. The area was well known as a location for Van’s (restaurant) on the corner and the Northridge subdivision to the southeast. The zoning districts of the surrounding area included A-1 (Rural Agricultural District) and C-3 (Highway Commercial District) along Harrison Avenue; an OG+E sub-station was located across the street.

Director Blaine recalled the same piece of property was presented to the Planning Commissioners in August 2020 with an application to rezone to a PUD (Planned Unit Development). The 2040 Comprehensive Plan and its FLUM (Future Land Use Map) designate the subject area as appropriate for high-density residential multi-family land use. Following City Commission hearing in August, that application for a PUD was met with resistance by neighboring property owners. The consensus was that neither PUD zoning nor multi-family zoning would be acceptable. Those citizens who signed the protest petition did support rezoning to single-family residential (R-1).

Blaine explained two conditions for approval of the application. The first condition was the obligation to replace any land designated for high-density multi-family residential on the Comprehensive Plan’s Future Land Use Map (FLUM), which would change to a single-family land use designation. An area of similar size (13 – 15 acres) must be changed on the FLUM to a high-density multi-family residential land use to prevent the reduction in affordable housing options in the City.

The second condition was that when this project reaches the platting stage, the streets plan must be presented to the Traffic Commission for review. This requirement occurs during the platting process, and Director Blaine explained that mentioning the plans at this meeting was to ensure it was on the record and included in the staff report as a requirement. She stated this information inclusion was critical to future understanding of the application and the decisions surrounding its approval or denial.

Commissioners Loftis-Walton and Walker asked questions about the necessity of the conditions of approval included on the staff report for the application’s request for the amendment to the Comprehensive Plan. Director Blaine explained that the requested change in zoning district from A-1 (Rural Agricultural District) to R-1 (Single Family Residential) cannot occur because the Future Land

Use Map (FLU) of the 2040 Comprehensive Plan indicates the area is designated for a multi-family land use. She further explained that the annual review of the City's Comprehensive Plan would be in February of 2021. By mentioning the reallocation of multi-family land use at this meeting, it would be in the Commissioners' recent memory, part of the official record (through minutes and staff report) and included as information for the City Commission to consider in making the final decision.

Director Blaine further explained that the rezoning and amendment to the Comprehensive Plan were two separate processes. Without approval of the amendment to the Comprehensive Plan, the rezoning request was not possible.

Commissioners expressed concern that the conditions placed on the approval of the amendment were not relevant to the applicant's application. City Attorney Joe Vorndran addressed the board members to ensure that the record was clear and so the Planning Commission could consider the information prior to making a recommendation to the City Commission. The recommended conditions of approval for the Comprehensive Plan amendment were to redesignate the land use that would change if approved and to ensure the proposed project is presented to the Traffic Commission as part of the platting process. He explained that Director Blaine was mentioning the process in advance to announce that presentation and approval from the Traffic Commission will be a requirement for the project.

City Attorney Vorndran stated that it was appropriate for staff to include the two conditions in the recommendation to approve Case #CPA01-20. The Planning Commission's role was to consider the reasons for the conditions when it made a recommendation to the City Commission. The reallocation of land use was not related to the applicant's request, but the reallocation of the land use is relevant to remaining in compliance with the Comprehensive Plan.

Commissioner Walker voiced concern that a rezoning request was also part of the application. He stated the rezoning could not be approved until the amendment to the Comprehensive Plan had been approved. City Attorney Vorndran explained that by statute a city could adopt a process to amend its Comprehensive Plan. He further stated that allowing for flexibility, the preservation of spirit and intent of the Comprehensive Plan was maintained. Vorndran explained that by hearing the amendment and rezoning requests concurrently, the impediment to the developer is reduced. Director Blaine explained that the annual review of the Comprehensive Plan would occur in February. That review was based upon discussions amongst staff and Commissioners and applied to the entire City. Recently, to accommodate developers and private property owners who wished to apply for Comprehensive Plan amendments, staff established the opportunity to apply on quarterly basis, and this meeting was the first quarterly occasion for Comprehensive Plan amendments.

The Commissioners, City Attorney, and Planning Director discussed the condition of approval related to a review and recommendation from the Traffic Commission for the streets included in proposed project. Due to poorly maintained planning documentation in the past, the condition was intended to make note as a future intent. The streets study would be a requirement of the preliminary and final platting processes. Vorndran explained that the Planning Commission can adjust staff's recommendations before approving a motion. That motion would be delivered to the City Commission as a recommendation as well. Further discussion led to the suggestion that two (2) action items for the application was the better course of action.

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

Jon Flowers, 102 E Highland Street, spoke as the attorney for the applicant, David Ray. He described detailed discussions that had occurred with City staff. Speaking for his client, Mr. Flowers stated there was an understanding that the reallocation of 13-15 acres does not require action from him. He expressed appreciation for the cooperative attitudes of the City and hoped that work could start quickly. He also opined that the discussion and decision regarding the streets was for a separate commission. He stated that his client understood that the roads/streets improvements would have to be addressed.

Chairwoman Deem stated that 39th Street had been a “murky area” in the past discussions (August 2020) of development. The citizens opposed to the multi-family land use of the area also voiced considerable concern about the lack of specifications for 39th Street. Director Blaine stated that the recommendations from this Commission, as well as the recommendation from the Traffic Commission would be forwarded to the City Commission during the platting process.

Chair Deem called for any other public participation on this topic. Rob Morris, 1307 Windsor Place, indicated he lived in the Northridge subdivision. He stated he had not been in favor of multi-family development but supported single-family residential development at the subject location. It was stated that 177 signatures in favor of single-family development from surrounding neighbors had been compiled and submitted with the application.

Chairperson Deem asked if anyone else wished to speak. Seeing none, she closed the public hearing. She then asked if any Commissioners had questions or comments.

More discussion surrounding the language of the motions occurred.

Commissioner Walker made a motion to recommend approval the application (#CPA01-20) to amend the Comprehensive Plan with the condition that 13-15 acres of land located within the city limits of Shawnee, Oklahoma be reallocated to the land use high density, multi-family. The motion was seconded by Commissioner Loftis-Walton.
Motion passed 4-0-0.

Aye: Walker, Loftis-Walton, Deem, Lester

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

It was noted that a second motion to make a recommendation about rezoning the subject property from A-1 (Rural Agricultural District) to R-1 (Single Family Residential) was necessary, which necessitated a public hearing.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or to speak in opposition of a rezoning from A-1 (Rural Agricultural District) to R-1 (Single Family Residential). No one came forward. The public hearing was closed.

Chairwoman Deem asked if any Commissioners had questions or comments.

Commissioner Loftis-Walton made a motion to recommend approval of the request to rezone the subject property from A-1 (Rural Agricultural District) to R-1 (Single Family Residential). The motion was seconded by Commissioner Lester.

Motion passed 4-0.

Aye: Loftis-Walton, Lester, Deem, Walker,
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 7: **Planning Director's Report**

Director Blaine addressed the Planning Commissioners with a brief report. The search for a degreed, professional planner was on-going. The residential demolition list that was paused due to COVID-19 was again moving forward. The annual review of the Comprehensive Plan would be in February. Blaine asked that each Commissioner take note of any specific topics or areas of the community needed discussion for updating. She also mentioned the goal to form an Arts Commission. The talent of the citizens and the arts program at OBU would provide a solid foundation – the bylaws were currently being written. Blaine acknowledged the City of Shawnee's citizens' willingness to serve the community and stated it was not always the norm but was greatly appreciated. Lastly, Director Blaine wished all Commissioners happy holidays and new year.

AGENDA ITEM NO. 8: **New Business**

There was no new business.

AGENDA ITEM NO. 9: **Commissioners Comments**

Chairwoman Deem asked if there were any comments from the Commissioners. Commissioner Walker stated the sidewalks at the middle school were unusable. The difference in elevation was 18" to 24"; this makes the sidewalks non-functional. Sidewalks and ADA compliant ramps at or near the Grove Retirement Community were also mentioned as inadequate. City Engineer, Seth Barkhimer, stated he would monitor the progress and final sidewalk product.

Chairwoman Deem asked Director Blaine about progress on Shawnee Sawmill. Blaine stated that progress had halted but staff has a formal process to reach out. She thanked Chair Deem for the reminder. Chair Deem also spoke of private homes in the community. Not just those in terrible repair but ones that looked like junkyards. Although she understood that it is delicate issue, she sought confirmation that some recourse was available. Blaine stated that there were ordinances for addressing trash and debris and another for junk or non-operable vehicles. She suggested that with a specific address, the Code Enforcement Officers could follow through on any concerns.

Chairwoman Deem asked if there were any comments. With no response, she suggested a motion to adjourn.

Commissioner Lester made a motion to adjourn, which was seconded by Commissioner Loftis-Walton. Motion passed 4-0-0.

Aye: Lester, Loftis-Walton, Deem, Walker,
Nay: None
Abstain: None

AGENDA ITEM NO.10

Adjournment

Meeting was adjourned at 2:19 p.m.

Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

REGULAR PLANNING COMMISSION MINUTES

DATE: January 6th, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on January 6th, 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: Loftis-Walton, Johnson, Deem, Lester, Engles, Rowell

Absent: Walker

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)

Chairwoman Deem opened the floor for public participation for items not on the meeting's agenda. No citizens came forward for citizen participation.

AGENDA ITEM NO.3: Case #RZ01-21 Public Hearing and Consideration of a rezoning of a 0.56-acre tract located at 301 N. Kickapoo on the northeast corner of N. Kickapoo and W. 10th Street from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of marketing for a future business. Applicant: Kevin Mankin on behalf of Jackline Mankin

Chairwoman Deem asked for a staff report. Director Blaine explained the application was adjacent to a rezoning request from the previous month. This request would allow the subject property to be rezoned from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District). Blaine stated the rezoning request followed the 2040 Comprehensive Plan. She mentioned the \$19 million project that will widen Kickapoo Street and add a roundabout at Main Street. This property has frontage that will be affected by the widening project. Staff recommended the Planning Commission recommend approval of the application.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward, and the public hearing was closed.

Chairwoman Deem asked the Planning Commissioners if there were questions.

Commissioner Loftis-Walton made a motion to recommend approval. It was seconded by Commissioner Engles. Motion passed 6-0-0.

Aye: Loftis-Walton, Engles, Johnson, Deem, Lester, Rowell

Nay: None

Abstain: None

It was stated the application (Case #RZ01-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 4:

Case #RZ02-21 - Public Hearing and Consideration of a rezoning of an 0.17-acre tract located at 1825 N. Beard on the east side of N. Beard just south of W. Emmett Street from R-1 (Single-Family Residential District) to R-1 with CUP (Single Family Residential District with Conditional Use Permit) for the purpose of a short-term rental property (Airbnb).

Applicant: Thomas Humphreys

Chair Deem announced the item and requested a staff report. Director Blaine explained the request would allow for the conditional use as an Airbnb (Air Bed and Breakfast), which is a short-term rental of the property. If approved, the Ordinance allows the conditional use to continue if there is a change in property ownership. If a different use were requested, which was not a use by right, a new application would be presented to this board and the City Commission. Staff recommended that the Planning Commission recommend approval of the CUP (Conditional Use Permit) for a short-term rental.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward, and the public hearing was closed.

Chairwoman Deem asked the Planning Commissioners if there were questions.

Commissioner Johnson made a motion to recommend approval. It was seconded by Commissioner Loftis-Walton.

Motion passed 6-0-0.

Aye: Johnson, Loftis-Walton, Deem, Lester, Engles, Rowell

Nay: None

Abstain: None

It was stated the application (Case #RZ02-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5:

Case #RZ03-21 – Public Hearing and Consideration of a rezoning of a 2.15-acre tract located at 303 S. Leo Street from A-1 (Rural Agricultural District) to R-E (Residential Estates District).

Applicant: James Whitefield

Chairwoman Deem announced the item and requested a staff report. Director Blaine explained that the two parcels for Agenda Items 5 and 6 are under the same ownership. Both are located on the same street,

just a couple parcels away. In the past, a lot split had been filed with the County but was never reviewed and approved through the City. The current zoning, A-1 (Rural Agricultural District) requires a minimum of five acres per parcel. Neither meet the criteria, which makes them illegal non-conforming parcels. The applicant stated there was a buyer for both parcels. Rezoning to R-E (Residential Estates District), which requires a minimum of one-acre of land would bring the lots into compliance with the Zoning Code. Staff recommends that the Planning Commission recommend approval of the rezoning requests.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairwoman Deem then closed the public hearing. Chairwoman Deem asked the Planning Commissioners for questions.

Commissioner Lester made a motion to recommend approval of both rezoning requests. It was seconded by Commissioner Loftis-Walton.
Motion passed 6-0-0.

Aye: Lester, Loftis-Walton, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

It was stated the applications (Case #RZ03-21 and #RZ01-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6:

Case #RZ04-21- Public Hearing and Consideration of a rezoning of a 2.33-acre tract located at 431 S. Leo Street from A-1 (Rural Agricultural District) to R-E (Residential Estates District).

Applicant: James Whitefield

(See information with Agenda Item 5)

AGENDA ITEM NO. 7:

Case #PL01-21- Consideration of Approval of a re-plat of the Final Plat for Shawnee Mall Subdivision Section 3, a portion of Block "A", Lots 2 and 8 for the creation of five new lots.

Applicant: Mason Schwartz on behalf of Shawnee Mall Owner, LLC

Chair Deem announced the item and requested a staff report. Director Blaine explained that the application does not create new land, it is re-subdividing at the existing parcel. This change allows the retail spaces to create a lot for the sale to separate ownership. Staff has been advised the retail business included are Sears, Buffalo Wild Wings, the movie theater, Ross, and Jo-Ann Fabrics. Staff recommended the Planning Commission recommend approval of the application.

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

Mason Schwartz, 522 Colcord Drive announced he was present on behalf of the applicant. He was accompanied by Mr. Muhammad Khan, who is an engineer with SMC. Mr. Schwartz provided a brief overview of the project. He explained that his client, a national mall operator, as with many other national mall operators, were selling individual retail spaces to retailers. Mr. Schwartz explained all parties benefited since the retailer now has an asset and have more control over their space, which ties them long-term to the community. Mr. Schwartz described that this allowed for the raising of capital to invest directly back into the mall; that is the goal of his client. He summarized by stating, “selling these lots off, raise the capital, and turn around and reinvest it into the mall.” Further, he stated he and Mr. Kahn were available for questions.

The speaker was asked to provide his information on the sign-in sheet. Chair Deem asked if anyone else wanted to speak. Seeing none, she closed the meeting, and called for a motion.

Commissioner Loftis-Walton made a motion to recommend approval. It was seconded by Commissioner Rowell. Motion passed 6-0-0.

Aye: Loftis-Walton, Rowell, Johnson, Deem, Lester, Engles

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGNEDA ITEM NO. 8:

Case #PL02-21- Consideration and Approval of a Preliminary Plat for Bentley Oaks Addition, a 0.99-acre tract located on the southside of Hardesty Drive west of Concord Boulevard.

Applicant: Justin Ramer, J. Bentley Construction, LLC

Chairwoman Deem announced the item and requested a staff report. Director Blaine described this as an infill plat for five additional lots adjacent to the Smoking Oaks Addition, which starts at 45th and Kickapoo. This subdivision creates five (5) .20-acre lots for new residential homes. The developer previously stated the houses would range between 1,400 and 1,700 square feet with a roughly \$200,000 price point. Blaine stated this request does align with the Comprehensive Plan. The subject property is zoned R-1; it has never been developed. Additionally, the proposed plat supports the community’s need for additional housing. Director Blaine stated she was available for questions and recommended the Planning Commission recommend approval of the preliminary plat, as well as the final plat as presented.

Chairwoman Deem opened the public hearing.

Kyle Ramer, with J. Bentley Developments advised he was available for questions. He confirmed the lots were planned for 1,600 square foot houses with a price point of around 210. (\$210,000)

Chairwoman Deem asked if anyone else wanted to speak. Seeing none, she closed the meeting, and called for a motion.

Commissioner Engles made a motion to recommend approval of the Preliminary Plat. It was seconded by Commissioner Johnson.

Motion passed 6-0-0.

Aye: Engles, Johnson, Loftis-Walton, Deem, Lester, Rowell

Nay: None

Abstain: None

It was stated the application for the Preliminary and Final Plat applications would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

Director Blaine suggested the Planning Commission make a motion and take an additional vote for the final plat of the Bentley Oaks subdivision.

AGENDA ITEM NO. 9:

Case #PL02-21- Consideration and Approval of a Final Plat for Bentley Oaks Addition, a 0.99-acre tract located on the southside of Hardesty Drive west of Concord Boulevard.

Applicant: Justin Ramer, J. Bentley Construction, LLC

Commissioner Lester made a motion to recommend approval of the Final Plat. It was seconded by Commissioner Engles.

Motion passed 6-0-0.

Aye: Lester, Engles, Loftis-Walton, Johnson, Deem, Rowell

Nay: None

Abstain: None

AGENDA ITEM NO. 10:

Case #PL03-21- Consideration and Approval of a Preliminary Plat for Wolverine Industrial Park, a 59.18-acre tract located on Wolverine Road west of N. Harrison.

Applicant: Landes Engineering on behalf of Mac Bagby

Chair Deem announced the item and requested a staff report. Director Blaine stated the subject property was zoned heavy industrial, which is I-3. The applicant intends to have a medical marijuana grow and processing plant here on the property. That is permitted use by right in I-3 zoning.

Blaine stated a gate was currently located at the end of the drive, which stops entry onto that property. Staff has discussed the gate with the City's Engineer and the Developer. According to City standards and specifications, if it is gated, it must remain a private drive. Based upon that, staff would only entertain the public roadways if the gate were removed and the drives were improved to City standards. The plat provided indicates the gate, so staff understands the drives will remain private.

Director Blaine stated that staff's report noted conditional approval items. One condition was regarding the roads, specifically, the roads behind Vanguard Boulevard will remain private. There was a discrepancy on the plat, which indicated a 32' street section on one view and 26' on another. Staff requested clarification on the correct dimension. Blaine also mentioned multiple lots without appropriate fire hydrant coverage. Staff stated the necessary number of hydrants must meet minimum City Standards and Code. Additionally, she stated that multiple lots were without appropriate sewer service and advised

additional public sewer must be extended. The extension is also necessary to remove private sewer services located in the right-of-way. The City's Subdivision Regulations, Section 60.8.1, prohibits locating bar ditches behind the curbs. Lastly, the project must provide the appropriate storm sewer and detention. Staff recommended that the Planning Commission recommend conditional approval of the application.

Chairwoman Deem opened the public hearing and asked if anyone wanted to speak.

Steve Landes of Landes Engineering approached the podium to address the Planning Commission. Chairwoman Deem asked Mr. Landes to sign-in to speak.

Mr. Landes explained that the intent was to divide the subject property into a multiple lot industrial park. Mr. Landes explained that the gate and whether it would remain was open for discussion. His focus was on developing the subject into a multi-lot industrial park.

Chairwoman Deem asked the Planning Commissioners if there were questions.

Commissioner Johnson asked Mr. Landes to confirm that the proposed operation was for growing and processing and that it was not a dispensary where local traffic would be entering the property to make a purchase.

Mr. Landes responded "absolutely not" then stated his uncertainty regarding a dispensary.

Commissioner Johnson asked if the drive area would only be utilized by the employees at the facility.

Mr. Landes responded yes and went on to explain a "horseshoe loop". It is an industrial road that loops around for access to that front of gate entrance. He stated that the roadway to the gate is currently considered a public street. Mr. Landes stated that water and sewer had been brought to that site. He further explained an 8" (eight-inch) water line had been extended to the around the site and to hydrants. He acknowledged that some (hydrants) may have been missed and other problems existed on the property. Mr. Landes stated that sewer will be developed (on) every lot. He concluded that additionally drainage and taking care of City Codes with the Engineer were still required.

Chairwoman Deem asked if anyone else wished to speak about the project and then closed the public hearing.

Commissioner Loftis-Walton made a motion to recommend conditional approval. It was seconded by Commissioner Lester.

Motion passed 6-0-0.

Aye: Loftis-Walton, Lester, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 11:

Case #PL04-21- Consideration and Approval of a Preliminary Plat for Trails End, a proposed residential subdivision for an 80.60-acre tract located on the east side of N. Kickapoo north of Interstate 40.

Applicant: Crafton Tull on behalf of Greg Brown Homes, LLC

Chairwoman Deem announced the item and requested a staff report. Director Blaine described the subject property as located north of the interstate (I-40) and the Shawnee Mall. FEMA 100-year flood maps were included in the agenda packets as this development could have a substantial effect on the floodplain. City Ordinance does not allow residential development in the 100-year floodplain. The applicant has the option of applying to FEMA for a Letter of Map Amendment (LOMA). That may be obtained if the on-site measurements for elevation are above the base flood elevation indicated on the FEMA maps or if the applicant were to request a Conditional Letter of Map Revision based upon Fill (CLOMR-F) from FEMA, it may be possible to raise the elevations with fill dirt from earth located elsewhere on the property.

The submitted Preliminary Plat indicates three (3) detention ponds. The pond furthest to the east is completely located in the floodplain. There are also approximately twenty (20) lots that are touched by the floodplain.

Crafton Tull are the engineering firm for this project, and they have confirmed they intend to file for a LOMA or LOMR-F with FEMA. FEMA's process for review and approval of request for map change can be lengthy, so time will pass before this plat comes back to the Planning Commission or the City Commission.

Staff suggested conditional approval of the plat as submitted because all utility easements are in place. All lots are served by sanitary sewer. All lots meet the minimum standard for R-1 (Single-Family District) zoning, which is 6,000 square feet. Apart from the 35' frontage on the cul-de-sac lots, the lots all measure 60' x 100'. To be clear, recommended approval is based upon the condition that the applicant understands that FEMA will have to make the determination about the detention pond and lots that are located in the floodplain. Also, staff has requested the addition of a walking trail around one of the detention ponds. The trail is considered a quality-of-life aspect, which is significant in the City's 2040 Comprehensive Plan. Director Blaine stated she was happy to answer any questions about the land, the plot layout, or the floodplain issues.

Chairwoman Deem asked if there were any questions for staff.

Commissioner Lester asked if the "fill" would be for the entire lot or just where a house would be placed. Director Blaine that the lot was considered in the floodplain even if it is just a small portion of land that touches the floodplain. The lowest elevation (below base flood level) of the complete lot is the measurement used for determining the necessity of fill. The topography of a lot would determine if the amount of fill dirt required. for the entire lot or just the small portion.

The public hearing was opened.

Kendall Dillon with Crafton Tull was representing the applicant. The applicant, Mr. Greg Brown, was also present. The proposed project will have a total of 131 lots. With just under 80-acres, the density is about 1.6 dwelling units per acre. Mr. Dylan stated that was a "really low" density. He agreed that there was a considerable amount of floodplain. He stated the project would be utilizing about 40 acres of that floodplain.

Mr. Dillon suggested the Commissioners consider looking at the project on more of a net density. Excluding a large portion of the common area, the density is around three dwelling units per acre. He opined this number was also “really low.” Mr. Dylan spoke about the broad range of lot sizes. They would range between 7,200 square feet up to about 21,000, with the average lot size just under 10,000 square feet. He stated the applicant was in agreement with staff’s recommendation of providing a walking trail around one of the ponds to add that quality-of-life element from the City’s Comprehensive Plan.

Mr. Dillon concluded by expressing the excitement surrounding the project and the consensus that it is a really great project. He suggested that most were familiar with the Brown family and their long history of developing and building in this community. He stated there is confidence in bringing a great asset to the City of Shawnee.

Chairwoman Deem asked about the price point for the homes. A voice from the audience replied, “200 and up, probably” (perhaps Greg Brown). Chairwoman Deem confirmed understanding. The audience voice stated, “between two and four.”

Commissioner Rowell asked if the process with FEMA had started.

Mr. Dillon replied that it had not started, but it will start. He explained one reason for delay was to complete some applications, FEMA has established provisions in certain areas that any development would not negatively affect certain environmental issues, specifically the burying (burrowing) beetle. Since the end of last year, the classification of beetle has changed. Mr. Dillon stated the time of year in which you can do such an environmental study is limited and we are outside of that time pocket.

Mr. Dillon stated another reason that the application process with FEMA had yet to start was due to extensive engineering fees necessary for application. He stated the intent to do those things but wanted to get acknowledgement from the planning body that the Preliminary Plat will be moved forward before going into the depth of those design things. He expressed concern that money spent with FEMA would be wasted if the City did not like the Preliminary Plat.

Chairwoman Deem asked about the average length of time involved in an application for FEMA?

Mr. Dillon replied that it is difficult to answer that question, but you can get it done in 90 days. However, it’s not common to have such a quick turnaround. He stated that FEMA may be approached in multiple ways, so in conjunction with the City Engineer and Floodplain Manager, the Developer will agree on the process for dealing with FEMA. Mr. Dylan stated there would be no lots developed in the floodplain as they do not want someone to have to pay for flood insurance. He stated that Director Blaine’s number of 20 affected lots sounded correct but pointed out that the majority were touched by the floodplain in the rear yards of the lots. He further explained that with the exclusion of the one detention pond, which is being worked on, the elevation of the back of the lots may need to be elevated by one or two feet. Mr. Dillon stated that would cure any issue with FEMA, and FEMA will issue a letter stating the entirety of the lot’s been removed from the floodplain.

With no other requests to speak, Chairwoman Deem then closed the public hearing.

Commissioner Rowell made a motion to recommend approval with conditions. It was seconded by Commissioner Johnson.
Motion passed 6-0-0.

Aye: Rowell, Johnson, Loftis-Walton, Deem, Engles
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 12: **Planning Director's Report**

Director Blaine introduced the recently hired City Planner, Rachel Clyne, to the Commissioners. She stated that Clyne was a University of Oklahoma alum and held a Master of Regional and City Planning degree. Blaine explained that Clyne was originally from Oklahoma but most recently had been working in Kansas. She encouraged everyone to welcome Clyne back home.

Planner Clyne greeted the Commissioners and requested grace in remembering names. She was excited to work with Director Blaine who had already made a positive impact. Clyne further stated she knew that the department was busy, and she was ready to assist Blaine and the Planning Commission.

The Planning Commissioners all welcomed Clyne and spoke encouraging words to staff.

AGENDA ITEM NO. 14: **New Business**

Commissioner Loftis-Walton asked about procedure in recommending approval of Items 5 and 6. Director Blaine confirmed that the recommendation for approval was correctly made under one motion, but the two parcels were placed as separate agenda items for clarity.

Chairwoman Deem asked if there was new news about Arts Commission and its progress.

Director Blaine stated that forming the Arts Commission was still underway. There are many talented people willing to serve. She would be turning draft by-laws over to the City Attorney for review and anticipates it will be heard by the City Commission soon. The City Commission will who establishes the Arts Commission, as well as appoint those members and the terms that go with them.

AGENDA ITEM NO. 13: **Commissioners Comments**

Commissioner Lester asked about the new business going in on MacArthur. He could not recall the name but said it was similar to the Bleu Garten in OKC.

Director Blaine advised that staff had not yet received any plans from the business. They did go to Zoning Board of Adjustment and received approval to use the shipping container as the public restroom facilities and ensure it was ADA accessible. We are just waiting for plans.

There were no further comments from the Planning Commission.

AGENDA ITEM NO.15: **Adjournment**

Chairwoman Deem asked if there were any comments. With no response, she suggested a motion to adjourn.

Commissioner Loftis-Walton made a motion to adjourn, which was seconded by Commissioner Lester. Motion passed 6-0-0.

Aye: Loftis-Walton, Lester, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

Meeting was adjourned at 2:05 p.m.

Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

City of Shawnee
Planning Department
222. N. Broadway
Shawnee, OK 74801
(405) 878-1616
Fax: (405) 878-1587
www.ShawneeOK.org

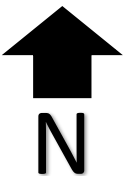


CASE # PL05-21
TRAFFIC COMMISSION:
January 26th, 2021
PLANNING COMMISSION:
February 3rd, 2021
CITY COMMISSION DATE:
February 15th, 2021

APPLICANT:
David Ray

PROPERTY ADDRESS/LOCATION:

Cedar Ridge Addition
13.49-acre tract approximately 1100' feet east of Harrison Avenue on E. 39th Street



EXISTING ZONING:
R-1 (Single Family Residential)

EXISTING LAND USE:
Raw land

SURROUNDING ZONING & LAND USE:
A-1 (Rural Agricultural)
R-1 (Single Family Residential)
C-3 (Highway Commercial)
I-3 (Heavy Industrial)

LOTS:
2

PROPERTY SIZE:
13.49 acres

STAFF RECOMMENDATION

This parcel originally came to Planning Commission on August 5th, 2020 as a request to rezone to a PUD (Planned Unit Development) to propose a single family development with lot sizes smaller than the minimum dimensions (60' x 100') and square footage (6,000 sq. ft.) that R-1 (Single Family Residential) allows. It went on to City Commission on August 17th, 2020 with a recommendation for denial and was denied. Substantial public input from surrounding property owners highlighted concerns with the road being able to handle the additional traffic that any development would add to the roadway. Surrounding property owners stated they would be in support of a request to rezone to R-1 (Single Family Residential). Discussion was had about creating an application and a process to apply for amendments to the Comprehensive Plan. Staff and legal provided an application and process which was presented to and passed by City Commission on October 5th, 2020. Staff recommended at that time to prevent from losing multifamily designated areas, 13-15 acres in another portion of city limits should be amended

within the Comprehensive Plan to keep from losing designated acreage. Cedar Ridge Addition came before Planning Commission on December 2nd, 2020 as an application to amend the 2040 Comprehensive Plan's Future Land Use Map (FLUM). It then went before City Commission on December 7th, 2020 for unanimous approval to amend the tract from high density residential to low density residential (R-1) with the reallocation of 13-15 acres of existing low density residential to high density residential.

This development also went to Traffic Commission on January 26th, 2021 to discuss potential roadway improvements that may be necessary after increased traffic volume from the new addition is added to E. 39th Street. The Traffic Commission recommended the developer improve E. 39th Street along the approximate 411' of frontage Cedar Ridge Addition will have. At the present time, there is no plan to enhance E. 39th Street in the list of projects for all or a portion of 39th Street. Approximately 700' of roadway will be left unimproved from Harrison to the western corner of the plat if Traffic Commission's recommendation is followed.

The following conditions, modifications and corrects of the Preliminary Plat must be satisfied before Final Plat submittal:

1. Signed agreement of 25' off-site drainage easement for northwest corner of proposed plat.
2. Zoning under Developer's Information shall be updated from 'A-1' to 'R-1 (Single Family Residential)'.
3. 13 of 59 lots do not meet minimum dimensional R-1 standards, all lots will need to meet minimum R-1 dimensional standards.
4. Revisions and dates need to be added.
5. Preliminary Plat Note indicates 'variances being requested'. The City has received no applications for said variances. Strike language or file application with City.
6. Lots need to be divided out into appropriate blocks, labeled and renumbered. (Sub Reg 40.2.5)
7. Rectangles on lots should be removed.
8. Ensure lot frontages are legible and applied to each lot.
9. No more than 300' separation of fire hydrants for fire protection (Sub Reg 40.2.9)
10. Sidewalks meeting ADA minimum standards shall be noted on the plat for the 411' frontage on E. 39th Street
11. Topography shall be removed from the Final Plat.
12. Block numbers shall be circled, lot numbers should be discernable from other dimensions and characters.
13. "Private Park" in Detention Area should be renamed "Common Area"
14. Show and calculate the drainage areas for each flume (location and size the flume accordingly).
15. Verify acreage. Two lots are displayed for the subdivision, 13.37 & 0.98 acres; however, the acreage total on the plat is 13.49 acres.

APPROVE

APPROVE WITH CONDITIONS

DENY

**ATTACHMENTS:
(CIRCLE)**

SUBMITTED PLANS

**PUBLIC HEARING
PETITION/
APPLICATION FORM**

LEGAL NOTICE

LEGAL DESCRIPTION

PUBLIC COMMENTS

AGENCY COMMENTS

RESPONSE TO STANDARDS

LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER (E/2-SW/4-NW/4) OF SECTION FIVE (5), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA, WITH A BASIS OF BEARING OF S01°26'21"E ALONG THE WEST LINE OF SAID NW/4, BASED ON OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM, AND MORE PARTICULARLY DESCRIBED BY CHRIS D'AMICO (PLS 1945) AS: COMMENCING AT A MAG NAIL AT THE NORTHWEST CORNER (NW/C) OF SAID NW/4; THENCE S01°26'21"E ALONG THE WEST LINE OF SAID NW/4 A DISTANCE OF 1327.93 FEET TO A POINT ON THE NORTH LINE OF THE SW/4-NW/4 OF SAID SECTION 5; THENCE N89°26'04"E ALONG SAID NORTH LINE A DISTANCE OF 660.55 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING THE NORTHWEST CORNER (NW/C) OF THE E/2-SW/4-NW/4, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUING N89°26'04"E ALONG THE NORTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 128.96 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE S00°33'54"E A DISTANCE OF 343.28 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'LS 1244'; THENCE N89°26'04"E AND PARALLEL TO THE NORTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 421.29 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'LS 1244'; THENCE S01°33'18"E A DISTANCE OF 376.10 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE N89°26'04"E A DISTANCE OF 115.79 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING ON THE EAST LINE OF SAID E/2-SW/4-NW/4; THENCE S01°31'12"E ALONG SAID EAST LINE A DISTANCE OF 607.72 FEET TO A MAG NAIL WITH A WASHER MARKED 'CA 2260', SAID POINT BEING ON THE SOUTH LINE OF SAID E/2-SW/4-NW/4; THENCE S89°23'57"W ALONG SAID SOUTH LINE A DISTANCE OF 411.48 FEET TO A MAG NAIL WITH A WASHER MARKED 'CA 2260'; THENCE N01°28'46"W A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE S89°23'57"W AND PARALLEL TO THE SOUTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING ON THE WEST LINE OF SAID E/2-SW/4-NW/4; THENCE N01°28'46"W ALONG SAID WEST LINE A DISTANCE OF 1077.53 FEET TO THE POINT OF BEGINNING, CONTAINING 13.49 ACRES MORE OR LESS.

STATISTICAL DATA
A. 13.49 ACRES
B. 59
C. NONE
D. NONE
E. 1.18 ACRES
F. NONE
G. 2305 L.F. OF STREETS
H. NONE

BASIS OF BEARING
BASIS OF BEARING OF N89°26'04.36"E ALONG THE SOUTH LINE OF THE SW/4 NW/4 OF SECTION 5, T10N-R4E, I.M. BASED ON OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM.

DEVELOPERS INFORMATION
CURRENTLY: A-1
LOCATION: E 39TH STREET
OWNER & DEVELOPER: CEDAR RIDGE INVESTMENTS
P.O. BOX 8, ADA, OK 74821
405-659-8448
dltomlinson62@gmail.com
PROJECT ENGINEER: STEPHEN LANDES
903 E. 35TH ST.
SHAWNEE, OK. 74801
405-275-5388

PRELIMINARY PLAT
CEDAR RIDGE ADDITION
SHAWNEE OKLAHOMA
A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4, NW/4) SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

STORMWATER FLOW

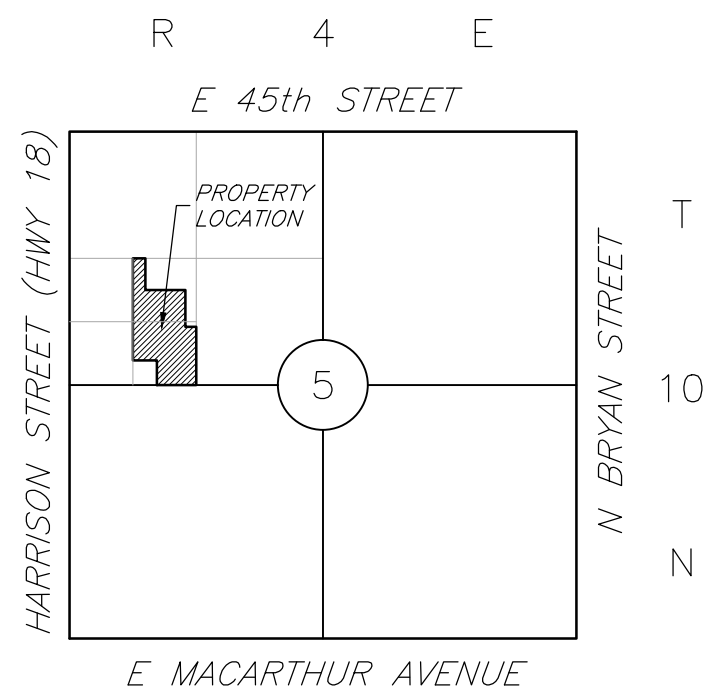
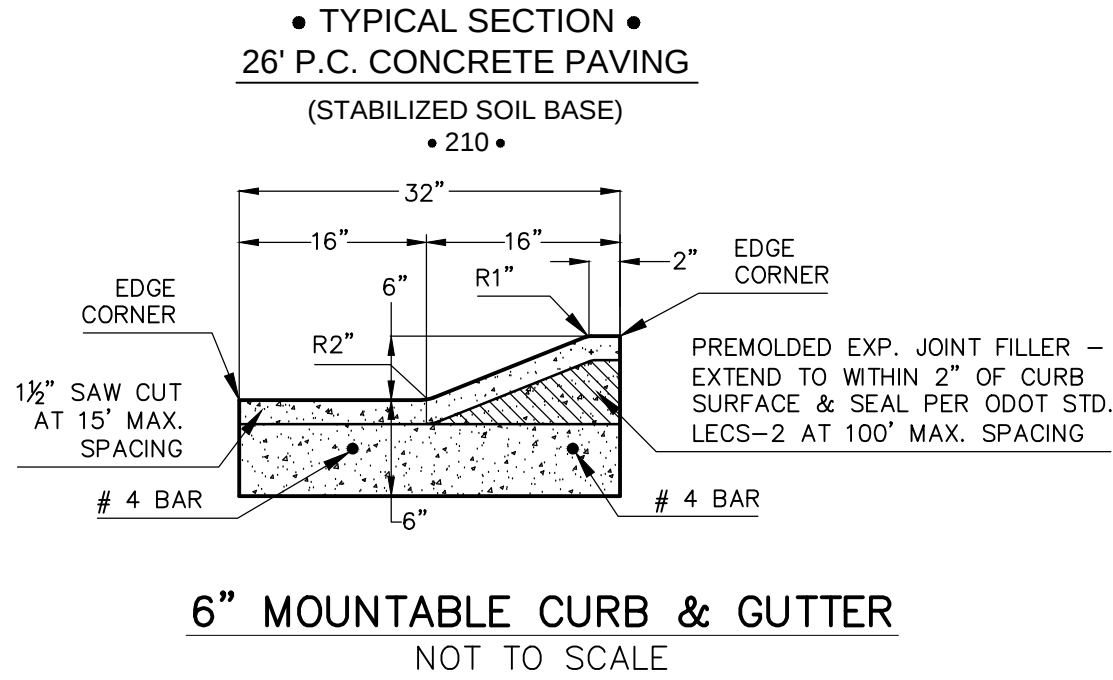
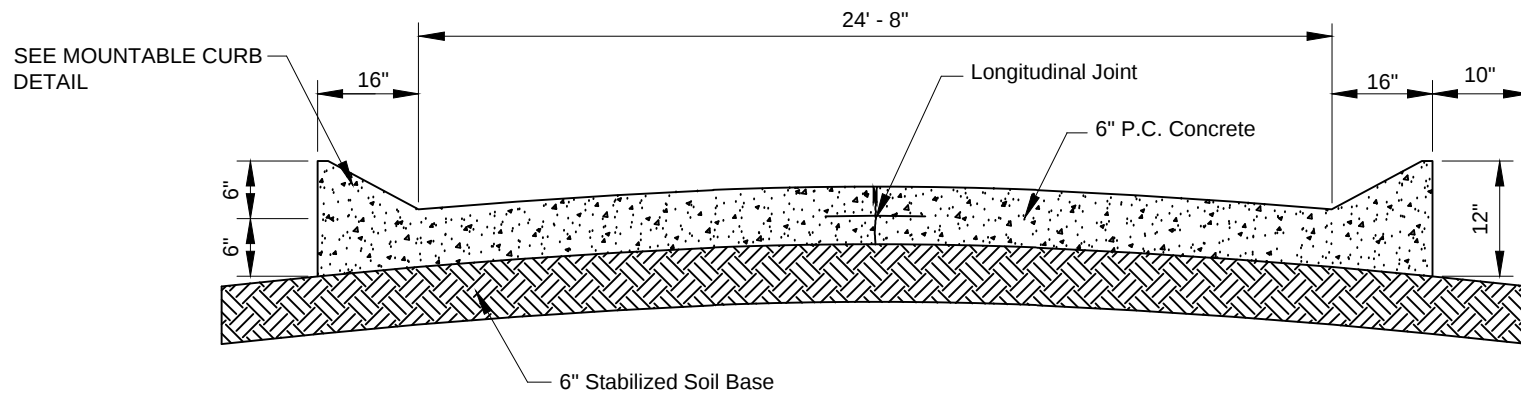
THE PROPERTY IS TO BE GRADED AND STORMWATER RUNOFF IS TO BE DIRECTED TOWARDS THE PROPOSED WET STORMWATER DETENTION AREA LOCATED IN THE NORTHWEST CORNER OF THE PROPERTY. THE STORMWATER IS TO BE DETAINED IN THE PROPOSED DETENTION AREA AND DISCHARGED INTO TRIBUTARY #1

UNDERGROUND UTILITIES NOTES

SOURCE INFORMATION FROM PLANS AND MARKINGS HAVE BEEN COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DETERMINED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION MAY BE NECESSARY.

PRELIMINARY PLAT NOTE

THE PRELIMINARY PLAT HAS BEEN PREPARED TO THE BEST OF OUR ABILITIES IN ACCORDANCE WITH THE COMPREHENSIVE PLAN WITH WHICH WE ARE FAMILIAR, AND IN ACCORDANCE WITH THE ORDINANCES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND, EXCEPT WHERE VARIANCES ARE BEING REQUESTED.



LOCATION MAP
SCALE: 1" = 2000'

6" MOUNTABLE CURB & GUTTER
NOT TO SCALE



- LEGEND
- (O) INDICATES 3/8" IRON PIN, SET
 - (●) INDICATES EXISTING IRON PIN
 - WATER METER
 - WATER VALVE
 - FIRE HYDRANT
 - POWER POLE
 - LIGHT POLE
 - GUY WIRE
 - GAS METER
 - VENT PIPE
 - TELEPHONE PEDESTAL
 - ELECTRIC BOX
 - CLEAN OUT
 - MANHOLE
 - STORM DRAIN
 - AIR CONDITIONER UNIT
 - SIGN
 - BENCHMARK
 - TREE LINE
 - TREE
 - TUG- TELEPHONE, UNDERGROUND
 - UGE- UNDERGROUND ELECTRIC
 - OHE- OVERHEAD ELECTRIC & CABLE TV
 - FOC- FIBER OPTIC CABLE
 - CATV- CABLE TV
 - PET- PETROLEUM LINE
 - GS- GAS LINE
 - HPS- HIGH PRESSURE GAS LINE
 - W- WATER LINE
 - SS- SANITARY SEWER LINE
 - STS- STORM SEWER
 - PSS- PRESSURIZED SANITARY SEWER LINE
 - X- FENCE
 - FLOW LINE

CLIENT
CEDAR RIDGE INVESTMENTS

PROJECT
CEDAR RIDGE ADDITION

SHEET TITLE
PRELIMINARY PLAT

DESIGN CS
CHECK STL

DATE 12/23/20

SHEET
1 OF 7

LANDS ENGINEERING L.L.C.
www.landesengineering.net
903 E. 35th Street * P.O. BOX 1032
Shawnee, OK 74802-1032
(405) 275-5388 * Fax (405) 275-9047
CA # 2260 EXP. 6-30-21

DATE: 12/23/2020

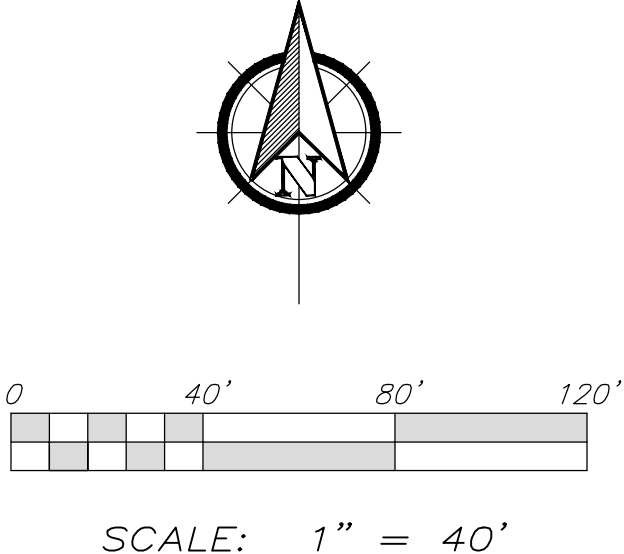
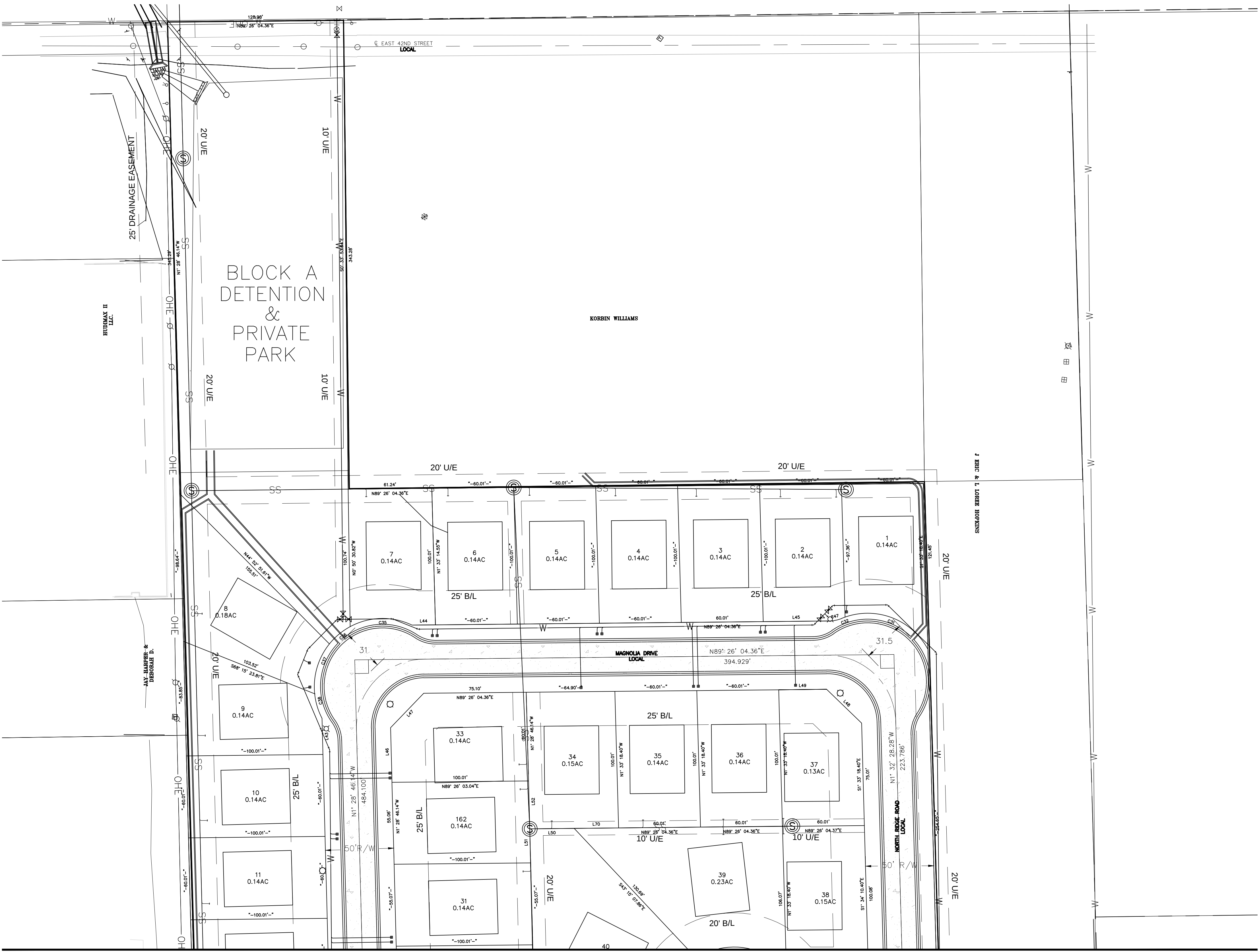
STEPHEN T. LANDES P.E. #19539

Revisions

NO.	DATE	DESC
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PRELIMINARY PLAT
CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



- LEGEND
- (O) INDICATES 3/8" IRON PIN, SET
 - (●) INDICATES EXISTING IRON PIN
 - ⊕ WATER METER
 - ⊕ WATER VALVE
 - ⊕ FIRE HYDRANT
 - ⊕ LIGHT POLE
 - ⊕ GUY WIRE
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 - ⊕ VENT PIPE
 - ⊕ TELEPHONE PEDESTAL
 - ⊕ ELECTRIC BOX
 - ⊕ CLEAN OUT
 - ⊕ MANHOLE
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 - ⊕ AIR CONDITIONER UNIT
 - ⊕ SIGN
 - ⊕ BENCHMARK
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 - W— WATER LINE
 - SS— SANITARY SEWER LINE
 - STS— STORM SEWER
 - PSS— PRESSURIZED SANITARY SEWER LINE
 - X— FENCE
 - ...— FLOW LINE

Parcel Line Table		
Line #	Length	Direction
L43	26.54	S1° 28' 46.14"E
L41	13.25	N89° 23' 56.53"E
L51	20.00	N1° 28' 46.14"W
L62	25.00	S1° 31' 11.84"E
L61	4.77	N89° 26' 04.36"E
L50	32.52	S89° 26' 04.36"W
L52	40.01	S1° 28' 46.14"E
L56	19.43	S44° 16' 27.41"W
L57	28.61	N90° 00' 00.00"W
L59	28.61	N90° 00' 00.00"W
L58	28.65	N45° 44' 23.07"W
L64	49.75	S1° 28' 46.14"E
L66	45.01	S1° 28' 46.14"E
L48	35.66	S46° 03' 37.02"E
L45	48.34	N89° 26' 04.36"E
L44	17.18	N89° 26' 04.36"E
L49	35.01	N89° 26' 04.36"E
L70	32.52	N89° 26' 04.36"E
L53	31.80	N0° 00' 00.00"E
L47	34.98	S43° 56' 01.43"W

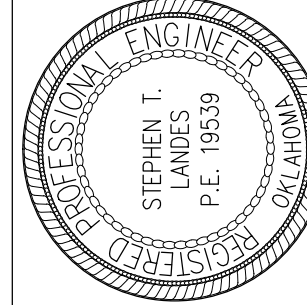
Parcel Line Table		
Line #	Length	Direction
L46	35.05	N1° 28' 46.14"W
L42	68.28	N1° 28' 46.14"W
L54	35.63	S46° 02' 24.80"E
L55	53.25	S89° 23' 56.53"W
L39	35.63	N46° 02' 24.80"W
L40	40.01	S89° 23' 56.53"W
L69	3.24	N1° 28' 46.14"W
L68	45.01	N1° 46' 20.10"W
L65	21.05	S43° 57' 35.20"W
L67	21.21	S45° 36' 03.47"E
L63	21.38	S46° 02' 24.80"E

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C49	19.65	25.00	45.04	S67° 28' 48"E	19.15
C26	71.34	50.00	81.75	N82° 41' 07"W	65.44
C27	51.74	50.00	59.29	S26° 47' 39"W	49.46
C28	50.67	50.00	58.07	S31° 53' 05"E	48.53
C29	67.43	50.00	77.27	N80° 26' 45"E	62.44

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C35	47.01	50.03	53.84	S88° 29' 46"W	1024.80
C36	19.88	50.03	22.77	S50° 11' 35"W	19.75
C37	38.99	50.03	44.65	S16° 28' 57"W	38.01
C38	18.79	50.03	21.51	S16° 36' 04"E	1023.97
C47	9.48	25.00	21.73	N78° 34' 03"E	9.43
C31	70.82	50.00	81.16	N68° 50' 00"W	65.05
C32	2.52	50.00	2.89	S69° 08' 40"W	2.52
C46	9.47	25.00	21.70	N9° 22' 10"E	9.41
C42	9.47	25.00	21.70	S78° 33' 00"W	9.41
C43	34.13	50.00	39.11	S7° 28' 59"E	33.47
C44	32.65	50.00	37.42	S45° 44' 58"E	32.08
C45	41.75	50.00	47.84	S88° 22' 45"E	40.55
C50	9.47	25.00	21.70	N78° 33' 00"E	9.41
C51	9.47	25.00	21.70	S9° 22' 10"W	9.41
C39	49.02	50.00	56.17	N10° 50' 32"W	1135.90
C40	64.03	50.00	73.37	N75° 36' 49"W	1136.50
C41	64.03	50.00	73.37	N75° 36' 49"W	1136.50
C33	11.76	25.00	26.96	S76° 31' 08"W	11.66
C34	9.26	25.00	21.23	S52° 25' 27"W	9.21
C48	1.37	25.00	3.15	S43° 23' 06"E	1.37

CLIENT
CEDAR RIDGE INVESTMENTS
PROJECT
CEDAR RIDGE ADDITION
SHEET TITLE
PRELIMINARY PLAT
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20
SHEET
3 of 7

LANDES ENGINEERING L.L.C.
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Shawnee, OK 74802-1032
(405) 275-5388 * Fax (405) 275-9047
CA # 2260 EXP. 6-30-21



DATE 12/23/2020
STEPHEN T. LANDES P.E. #19539

Revisions

NO.	DATE	DESC

LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER (E/2-SW/4-NW/4) OF SECTION FIVE (5), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA, WITH A BASIS OF BEARING OF S01°26'21"E ALONG THE WEST LINE OF SAID NW/4, BASED ON OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM, AND MORE PARTICULARLY DESCRIBED BY CHRIS D'AMICO (PLS 1945) AS: COMMENCING AT A MAG NAIL AT THE NORTHWEST CORNER (NW/C) OF SAID NW/4; THENCE S01°26'21"E ALONG THE WEST LINE OF SAID NW/4 A DISTANCE OF 1327.93 FEET TO A POINT ON THE NORTH LINE OF THE SW/4-NW/4 OF SAID SECTION 5; THENCE N89°26'04"E ALONG SAID NORTH LINE A DISTANCE OF 660.55 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING THE NORTHWEST CORNER (NW/C) OF THE E/2-SW/4-NW/4, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUING N89°26'04"E ALONG THE NORTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 128.96 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE S00°33'54"E A DISTANCE OF 343.28 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'LS 1244'; THENCE N89°26'04"E AND PARALLEL TO THE NORTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 421.29 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'LS 1244'; THENCE S01°33'18"E A DISTANCE OF 376.10 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE N89°26'04"E A DISTANCE OF 115.79 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING ON THE EAST LINE OF SAID E/2-SW/4-NW/4; THENCE S01°31'12"E ALONG SAID EAST LINE A DISTANCE OF 607.72 FEET TO A MAG NAIL WITH A WASHER MARKED 'CA 2260', SAID POINT BEING ON THE SOUTH LINE OF SAID E/2-SW/4-NW/4; THENCE S89°23'57"W ALONG SAID SOUTH LINE A DISTANCE OF 411.48 FEET TO A MAG NAIL WITH A WASHER MARKED 'CA 2260'; THENCE N01°28'46"W A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260'; THENCE S89°23'57"W AND PARALLEL TO THE SOUTH LINE OF SAID E/2-SW/4-NW/4 A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN WITH A CAP MARKED 'CA 2260', SAID POINT BEING ON THE WEST LINE OF SAID E/2-SW/4-NW/4; THENCE N01°28'46"W ALONG SAID WEST LINE A DISTANCE OF 1077.53 FEET TO THE POINT OF BEGINNING, CONTAINING 13.49 ACRES MORE OR LESS.

STATISTICAL DATA
A. 13.49 ACRES
B. 59
C. NONE
D. NONE
E. 1.18 ACRES
F. NONE
G. 2305 L.F. OF STREETS
H. NONE

BASIS OF BEARING

BASIS OF BEARING OF N89°26'04.36"E ALONG THE SOUTH LINE OF THE SW/4 NW/4 OF SECTION 5, T10N-R4E, I.M. BASED ON OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM.

PRELIMINARY PLAT
CEDAR RIDGE ADDITION
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4, NW/4) SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

DEVELOPER'S
DEVELOPERS INFORMATION
CURRENTLY: **R-1 (Single Family Residential)**
LOCATION: E 39TH STREET

OWNER & DEVELOPER: CEDAR RIDGE INVESTMENTS
P.O. BOX 8, ADA, OK 74821
405-659-8448
dlominson82@gmail.com

PROJECT ENGINEER: STEPHEN LANDES
903 E. 35TH ST.
SHAWNEE, OK. 74801
405-275-5388

STORMWATER FLOW

THE PROPERTY IS TO BE GRADED AND STORMWATER RUNOFF IS TO BE DIRECTED TOWARDS THE PROPOSED WET STORMWATER DETENTION AREA LOCATED IN THE NORTHWEST CORNER OF THE PROPERTY. THE STORMWATER IS TO BE DETAINED IN THE PROPOSED DETENTION AREA AND DISCHARGED INTO TRIBUTARY #1

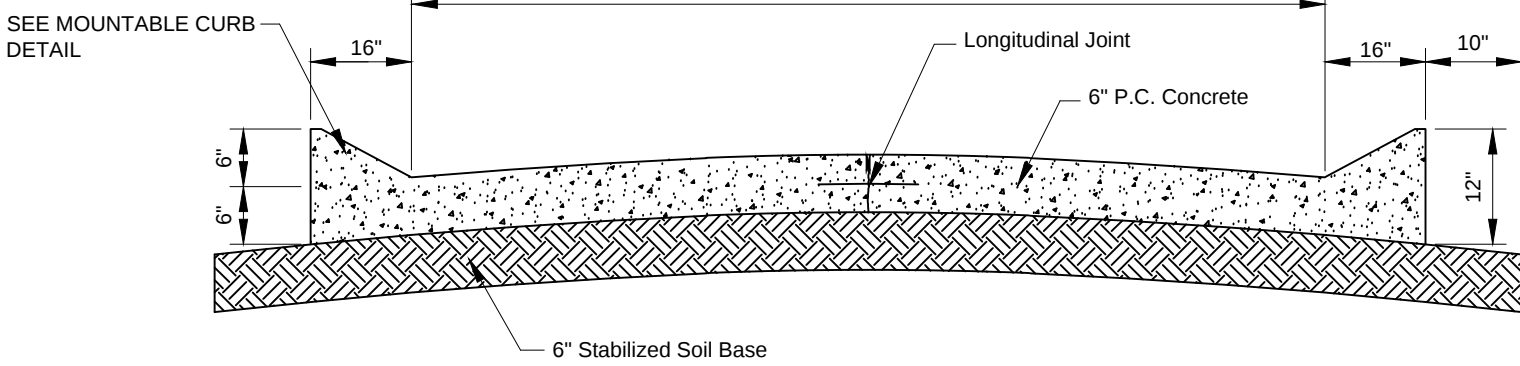
UNDERGROUND UTILITIES NOTES

SOURCE INFORMATION FROM PLANS AND MARKINGS HAVE BEEN COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DETERMINED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION MAY BE NECESSARY.

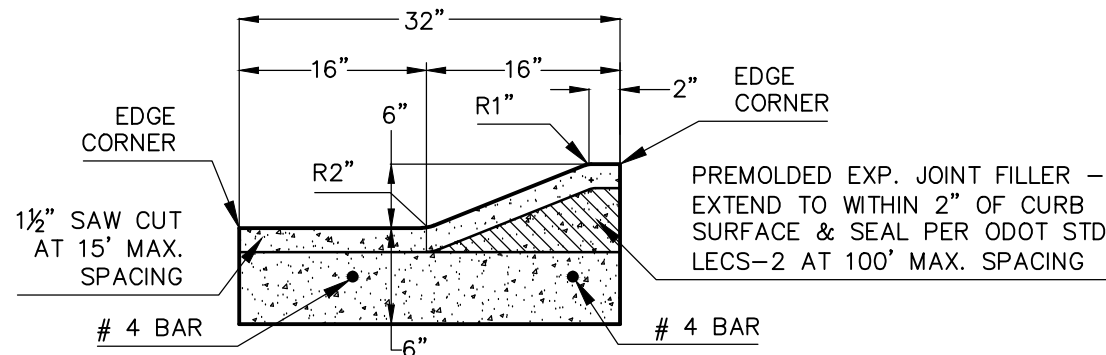
PRELIMINARY PLAT NOTE

THE PRELIMINARY PLAT HAS BEEN PREPARED TO THE BEST OF OUR ABILITIES IN ACCORDANCE WITH THE COMPREHENSIVE PLAN WITH WHICH WE ARE FAMILIAR, AND IN ACCORDANCE WITH THE ORDINANCES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND EXCEPT WHERE VARIANCES ARE BEING REQUESTED.

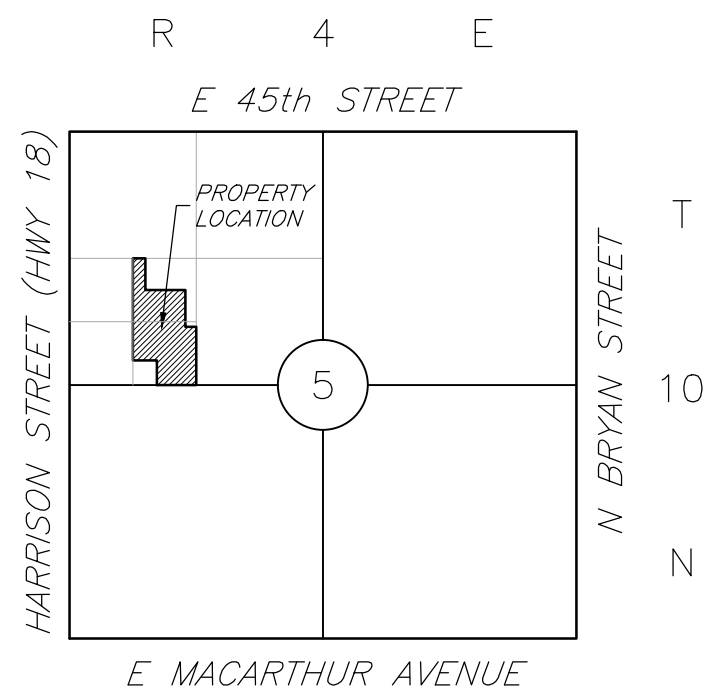
No applications for variances have been received by the City.



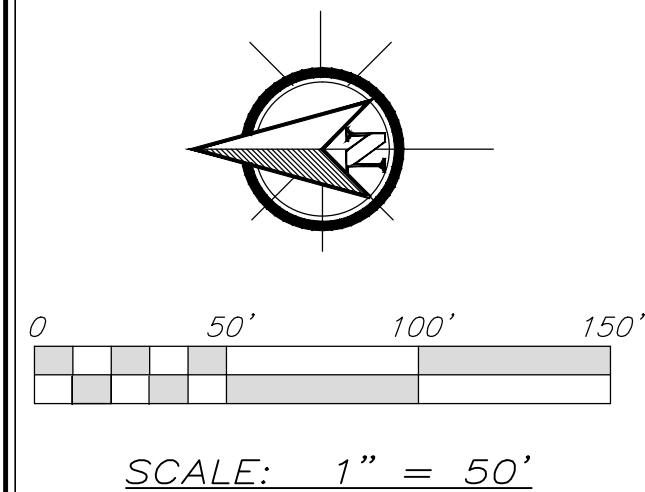
• TYPICAL SECTION •
26' P.C. CONCRETE PAVING
(STABILIZED SOIL BASE)
• 210 •



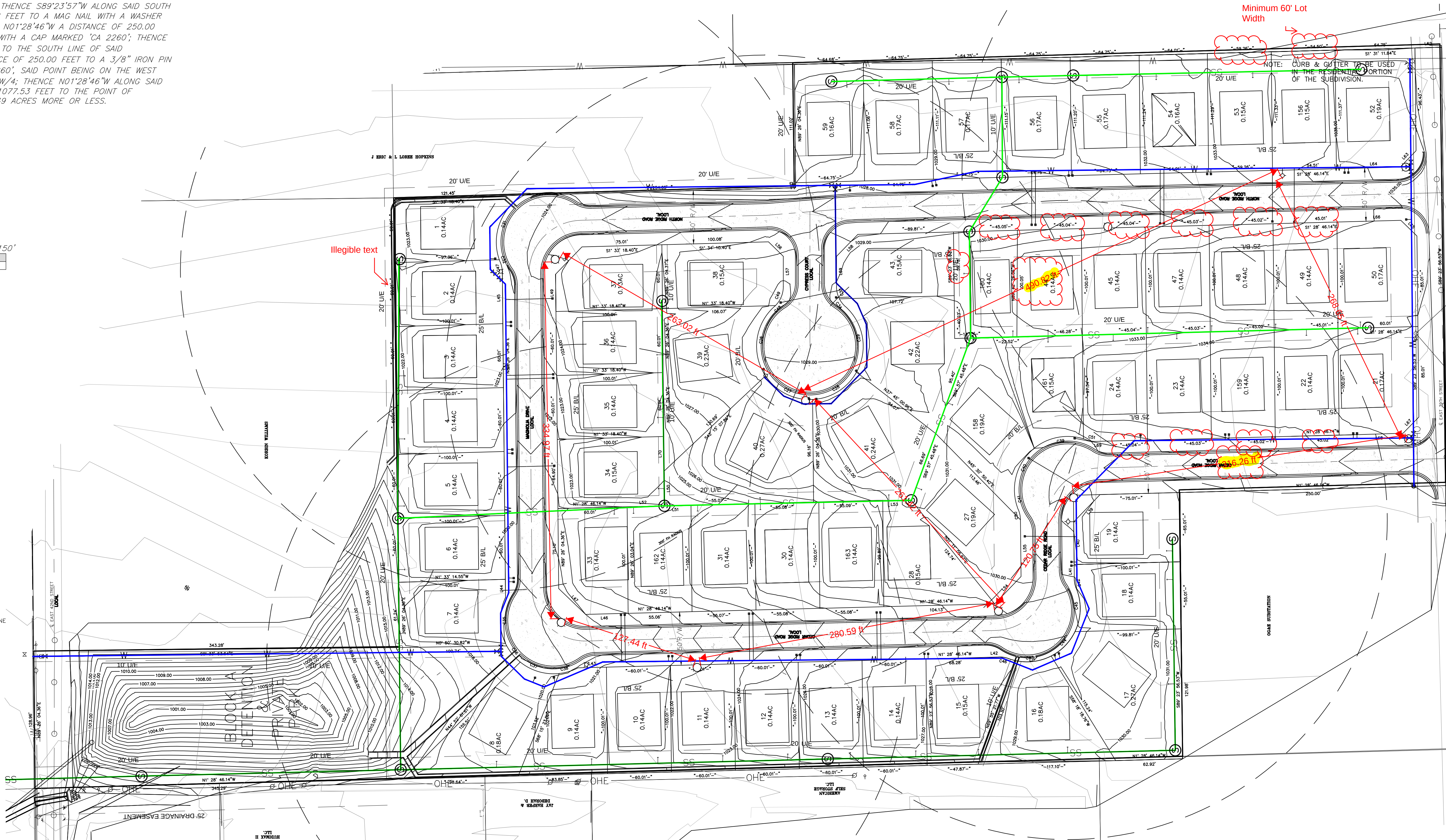
6" MOUNTABLE CURB & GUTTER
NOT TO SCALE



LOCATION MAP
SCALE: 1" = 2000'



- LEGEND
- (O) INDICATES 3/8" IRON PIN, SET
 - (●) INDICATES EXISTING IRON PIN
 - WATER METER
 - WATER VALVE
 - FIRE HYDRANT
 - POWER POLE
 - LIGHT POLE
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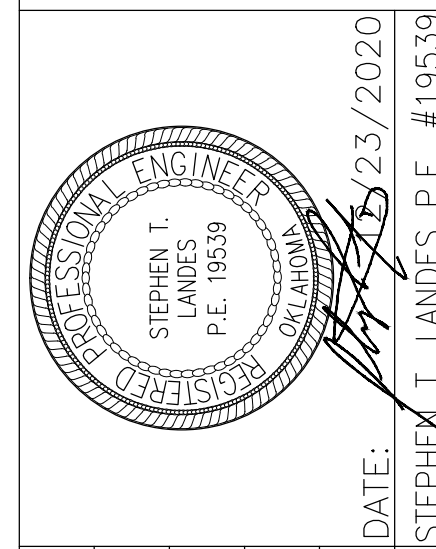


Current version received 01.21.2021

CLIENT: CEDAR RIDGE INVESTMENTS
PROJECT: CEDAR RIDGE ADDITION
SHEET TITLE: PRELIMINARY PLAT
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20

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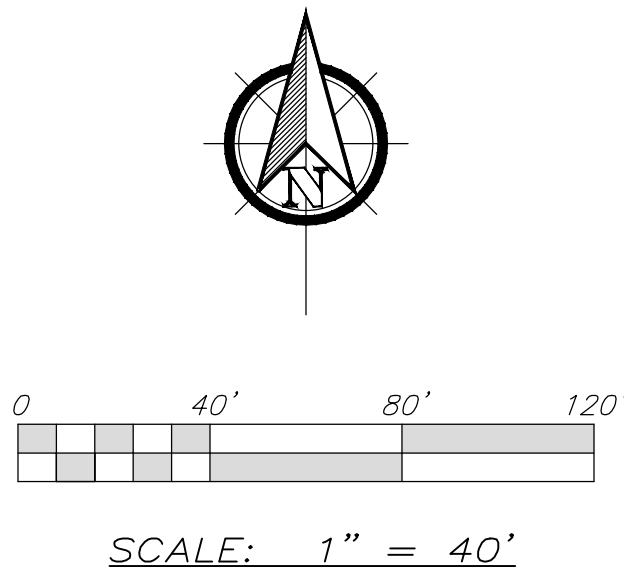
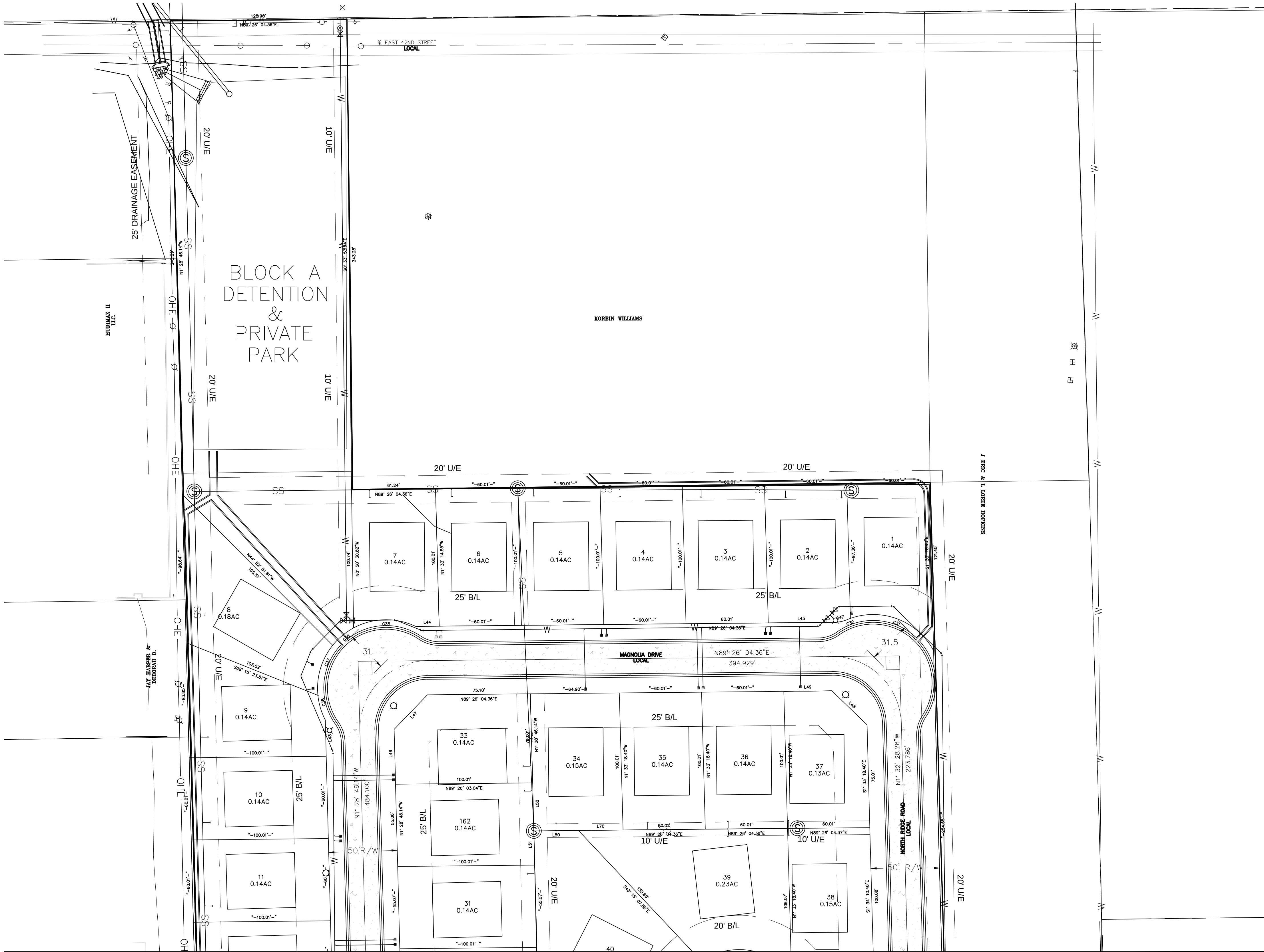


Revisions

NO.	DATE	DESC
1	09.17.2020	
2	10.26.2020	
3	12.29.2020	
4	01.21.2021	

PRELIMINARY PLAT
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SHAWNEE OKLAHOMA

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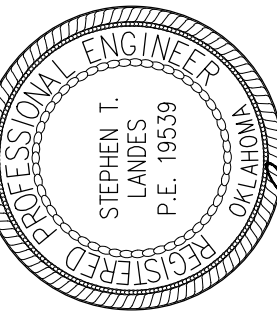
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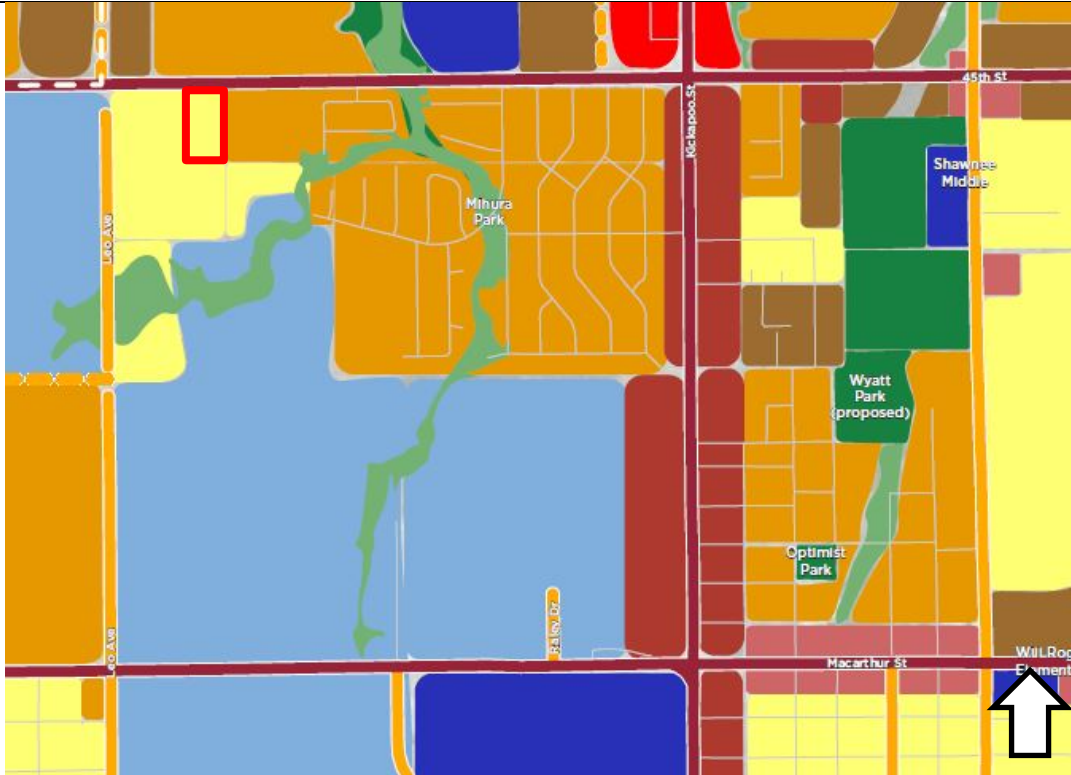
DATE 12/23/2020
STEPHEN T. LANDES P.E. #19539

Revisions

NO.	DATE	DESC

City of Shawnee Planning Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 www.ShawneeOK.org		CASE # FLUM01-21 PLANNING COMMISSION: February 3rd, 2021 CITY COMMISSION DATE: February 15th, 2021
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PROPERTY ADDRESS/LOCATION:
15+/- acres off southeast corner of 45th & Leo

	
STAFF RECOMMENDATION	
This is for the reallocation of 15+/- acres of high density residential (12 DU/AC) or greater to replace the 13.49 acres prescribed for high density residential off E. 39th Street. Cedar Ridge, a low density residential (R-1 Single Family Residential) subdivision was approved on December 7th, 2020 by City Commission to amend the 2040 Comprehensive Plan. This change to the Future Land Use Map ensures no future high density residential acreage is lost.	

STAFF RECOMMENDATION

Staff recommends approval of this modification to the 2040 Future Land Use Map.

APPROVE	APPROVE WITH CONDITIONS	DENY
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ATTACHMENTS: (CIRCLE)	SUBMITTED PLANS	PUBLIC HEARING PETITION/ APPLICATION FORM	LEGAL NOTICE	LEGAL DESCRIPTION
PUBLIC COMMENTS	AGENCY COMMENTS	RESPONSE TO STANDARDS		

