

PLANNING COMMISSION MINUTES

DATE: JANUARY 2ND, 2019

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, January 2nd, 2019, 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, Bergsten, Cowen, Rowell

Absent: Walker, Kienzle

Meeting was called to Order.

AGENDA ITEM NO.2: **Consideration of approval of the minutes from the December 5th, 2018 Planning Commission Meeting**

Chairman Bergsten asked Commission for any comments, questions or a vote.
Commissioner Matthews made a motion to approve, seconded by Commissioner Deem.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, 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 #S12-18 – Consideration of approval of a Final Plat for The Belmont Park Addition, Phase II located east of Acme road and north of MacArthur Street, Shawnee, OK (deferred from December 5th, 2018 Planning Commission Meeting)**

Applicant: Belmont Park Villas, LLC

Interim Director Jared Cooper presented staff report and explained to the Commission the history of the Belmont Park development. Mr. Cooper reviewed with the Commission that this item was deferred at the last meeting due to issues with the sanitary sewer system at the time. This issue has since been resolved. Mr. Cooper stated that therefore the item has been recommended for approval upon the following conditions:

1. Final improvement plans shall be approved by the City Engineer prior to construction;
2. Prior to filing (recording) the final plat, the applicant shall commence with making the required public site improvements in accordance with construction plans approved by the City Engineer or otherwise

- bond the project in accordance with City code; and
3. All other applicable City standards apply.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward. No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any other comments or questions. There were none and Chairman Bergsten asked for a motion. Commissioner Matthews made a motion to approve the final plat, seconded by Commissioner Rowell.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.5:

Consideration of approval of a rezone for 323 South Eden Street, Shawnee, OK, from R-1 (Single Family Residential) to R-2 (Medium Density Residential) (deferred from December 5th, 2018 Planning Commission Meeting)

Interim Director Jared Cooper presented staff report and explained to the Commission the applicant's intention to split the five-acre lot into a duplex development via administrative lot splits. Currently, the applicant just wants to rezone the property to a zone that allows for the lot sizes and duplex use they desire. Based upon the neighborhood and the comprehensive plan's intention for the area, Mr. Cooper stated that staff has recommended approval for the rezone.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward. No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any other comments or questions. There were none and Chairman Bergsten asked for a motion. Commissioner Rowell made a motion to approve the rezone, seconded by Commissioner Deem.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.6:

Consideration of approval of a rezone for 420 West Federal Street, Shawnee, OK, from R-1 (Single Family Residential) to C-1 (Neighbor Commercial)

Interim Director Jared Cooper presented staff report and stated that the area already has commercial and that this rezone, with the intended use being an administrative office, fits in with the comprehensive plan. Therefore, staff has recommended approval for the rezone.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward. No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any other comments or questions. There were none and Chairman Bergsten asked for a motion. Commissioner Deem made a motion to approve the rezone, seconded by Commissioner Matthews.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.7:

Consideration of approval of a conditional use for 806 East Grant Street, Shawnee, OK for a childcare center

Interim Director Jared Cooper presented staff report and explained to the Commission that this property is actually already being used for a childcare center. The applicant wants to demolish the existing structures and erect a newer structure. Because the original childcare center was in existence before its designated zoning district, C-1 (Neighborhood Commercial), required a conditional use permit for a childcare center, the applicant is required to obtain one prior to using the lot for a new childcare center. Mr. Cooper stated that the proposed use fits the area and the comprehensive plan. He described the proposal, based on the information provided in the site plan, as an improvement to how the lot is currently. Therefore, staff recommends approval for the conditional use. Commissioner Deem asked Mr. Cooper if there is already a conditional use permit active for the lot. Mr. Cooper told her it does not have one because the zoning ordinance that was active at the time of construction for the current structure on the lot did not require a conditional use permit for a childcare center.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward. No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. Chris Gray of Crafton Tull, representing the applicant, stated that his organization is attempting to create a site plan that meets the requirements of the City of Shawnee, and that this project has been in the works for fifteen years. He told the Commission that he is willing to answer any questions the Commission may have about the project. Chairman Bergsten told Mr. Gray that he appreciates any effort to develop that area. Chairman Bergsten asked if anyone else speaking in favor of the item would like to come forward. No one else came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any other comments or questions. There were none and Chairman Bergsten asked for a motion. Commissioner Cowen made a motion to approve the conditional use, seconded by Commissioner Deem.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.8:

Consideration of approval of a conditional use for 3 Burlison Road, Shawnee, OK for a manufactured home

Interim Director Jared Cooper presented staff report and stated that there are already manufactured homes in the area, making this a consistent use. He stated there has been a consistent demand for this type of

housing in the lake area and that this is a consistent agricultural use and it is consistent with the growth pattern in the area. Therefore, staff recommends approval of the conditional use permit for a manufactured home.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward. No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any other comments or questions. There were none and Chairman Bergsten asked for a motion. Commissioner Cowen made a motion to approve the conditional use, seconded by Commissioner Rowell.

Motion passed:

AYE: Deem, Matthews, Bergsten, Cowen, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.9:

Planning Director's Report

Interim Director Jared Cooper stated that Justin Debruin's shoes are large ones to fill, so to speak, and that he is learning as he goes. He stated they are looking forward to the projects that are planned. He reiterated that there is a January 8th, 2019 Comprehensive Plan Steering Committee Meeting.

Commissioner Cowen expressed his confidence in Mr. Cooper. Chairman Bergsten praised Mr. Cooper for his willingness to take the role of Interim Director.

AGENDA ITEM NO.10:

Commissioners Comments and/or New Business

The Commissioners wished each other a happy New Year. There were no other comments.

AGENDA ITEM NO. 8:

Adjournment

Meeting was adjourned.


Chairman/Vice-Chairman

Joseph Barker

Planning Commission Secretary