

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:

7-3-2024

1:30 P.M.

Commission Chambers
City Hall, 16 W. 9th Street
Shawnee, OK 74801

To be completed by person filing notice:

NAME: Rian Harkins

TITLE: Community Development Director

ADDRESS: 16 W. 9th Street
Shawnee, OK 74801

PHONE: (405) 878-1672

Filed in the office of the municipal clerk at 11:17 a.m. /p.m. on 06-28-2024
~~XX-XX-2024~~

SIGNED: Lisa Lasynne
City Clerk/Deputy Clerk

=====

FOR CITY CLERK'S OFFICE USE ONLY

DATE NOTICE RELEASED TO NEWS MEDIA: 06-28-2024

PERSON FILING NOTICE: Rian Harkins

NOTICE VERIFIED BY: Lisa Lasynne

AGENDA
PLANNING COMMISSION
JULY 3, 2024 AT 1:30 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the minutes from the June 5, 2024, regular meeting.
2. Public Hearing and consideration of a request for a Conditional Use Permit (CUP) for a Short Term Rental (STR) located at 15305 Perry Road, Shawnee, OK. Case CUP03-24
3. Public Hearing and consideration of a request for a Conditional Use Permit (CUP) for a Short Term Rental (STR) located at 16712 Magnino Road, Shawnee, OK. Case CUP04-24
4. Consideration of a request to approve a Final Plat of Rolling Hills Addition, Section 2 of approximately 2.39 acres Case FPL 02-24
5. Consideration of a request to approve a Final Plat of Shawnee Twin Lakes - Lake #1, Phase 2.
6. Update on the proposed Unified Development Code.
7. Community Development Department Updates
8. Commissioners Comments
9. Adjournment

Respectfully submitted,

Rian Harkins, Community Development
Director

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting, and necessary accommodations will be made. (ADA 28 CFR 36)

PLANNING COMMISSION MINUTES

DATE: June 5, 2024

DRAFT MINUTES

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on June 5, 2024, at 1:30 p.m., according to notice duly posted as prescribed by law.

Chair Reese called the meeting to order at **1:30 p.m.** Community Development Director Rian Harkins called Roll and stated a quorum was present.

The following Commissioners were present:

Present: Johnson, Porter, Hayes, Barrett, Reese

Absent: Hembree

Item 1. Nominations and Elections for Chair and Vice-Chair (2 year terms)

Chair Reese opened the floor to nominations for chair, Johnson nominated Barrett, Porter seconded the nomination. Chair Reese closed the nominations and called for a vote.

Aye: Reese, Johnson, Hayes, Barrett, Porter

Chair Reese called for nominations for vice-chair. Johnson nominated Reese, seconded by Porter. Reese nominated Johnson, seconded by Barrett. Chair Reese closed the nominations.

Voting was unanimous for Johnson.

Item 2. Consideration of approval of the minutes from the special call meeting on May 8, 2024. Chair Reese asked for questions or corrections to the minutes.

Commissioner Johnson made a motion to **Approve** the minutes as presented, which Commissioner Barrett seconded. Motion **passed 5-0-0.**

Aye: Hayes, Johnson, Barrett, Reese, Porter

Nay: None

Abstain: None

Item 3. Case Number: FPL01-24 Consideration of a request for a Final Plat for Adcock Addition

The subject property is approximately 28.7 acres and is located northwest of the intersection of E. 45th Street and N. Harrison Avenue. The property is currently zoned A-1 (Rural Agricultural District). This Preliminary Plat application was associated with two (2) rezoning applications, RZ12-23 and RZ13-23. Those applications are subsequently withdrawn by the applicant but will likely be resubmitted sometime in the future. The requested zoning districts are C-3 (Highway Commercial District) and I-1 (Limited Light Industrial District). The proposed commercial subdivision has five (5) lots in this first phase..

Findings and Facts:

- Staff has reviewed the document for accuracy and finds it sufficient.
- The City Engineer and Fire Marshall voiced no concern with the Final Plat as submitted.
- Applications to rezone the property are forthcoming.

Alternatives:

- Recommending Approval of Case No. FPL01-24, for the Final Plat, Adcock Addition, as requested by the applicant.

- Recommending Approval of Case No. FPL01-24, for the Final Plat, Adcock Addition, with additional conditions as approved by the Planning Commission.
- Recommending Denial of the application for Case No. FPL01-24
- Recommending Deferral of Case No. FPL01-24 with a request for additional and specific information to a certain date.

Recommendation: Based on the Findings and Facts, staff recommends that the Planning Commission recommend to the City Commission **APPROVAL** of **FPL01-24** for the Final Plat, Adcock Addition.

Commissioner Porter made a motion to recommend the **APPROVAL** of Case No. PPL02-24, which Commissioner Johnson seconded.

Motion **passed 5-0-0**.

Aye: Reese, Johnson, Barrett, Porter, Hayes

Nay: None

Abstain: None

It was noted the application would be on the agenda of the City Commission at its regular meeting on June 17, 2024, at 6:00 p.m.

Item 4. Case Number: **RZ02-24** Public hearing and consideration of a request to rezone from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District).

The subject property is located at 1303 W. Farrall Street and contains approximately 38 acres. The request is to rezone the property from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District). This property was rezoned from Agricultural zoning to C-3 in the summer of 2022 (RZ09-22). This rezoning is the first step to bring the property into compliance. An application for a Conditional Use Permit (CUP02-24) to allow one (1) Accessory Dwelling Unit (ADU) on the property is being concurrently processed.

The subject property is zoned C-3 (Highway Commercial District). The properties surrounding the subject property to the east, south, and west are zoned A-1 (Rural Agricultural District). To the north, across W. Farrall Street, the land is zoned I-2 (Light Industrial District). To the northeast and further east is land zoned R-3 (Multifamily Residential District).

The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has a Mixed Use land use designation. R-3 is an appropriate zoning district for this land use designation. The request is in conformance with the 2040 Comprehensive Plan.

Referencing the City of Shawnee Zoning Code (Code) DIVISION 15. - Amendments; Procedures. Section 22-645. – Planning commission recommendation required. This section gives authority to the Planning Commission to make changes (amendments) to the official Zoning Map. *"...be amended, supplemented, changed, modified, or repealed by ordinance, but no change shall be made until the planning commission, after notice and public hearing, files with the city commission a report and recommendation on the proposed change."*

Staff completed the required public hearing notifications for this application. All property owners within 300' from the perimeter of the subject property were mailed a public hearing notification letter. Additionally, a notice of public hearing was published in The County Democrat weekly newspaper. A sign providing details and contact information was placed on the subject property.

Findings and Facts:

- The subject property is near R-3 zoning on W. Farrall Street and N. Kennedy Avenue.
- The request is in conformance with the Comprehensive Plan Future Land Use Map (FLUM).
- Notification for a public hearing was served.

Options:

- Recommending Approval of Case No. RZ02-24 to rezone from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District) as requested by the applicant.
- Recommending Denial of the application for RZ02-24 to rezone the subject property.
- Recommending Deferral Case No. RZ02-24 with a request for additional and specific information to a certain date.

Recommendation: Based on the Findings and Facts, staff recommends that the Planning Commission recommend to the City Commission **APPROVAL** of **RZ02-24** to rezone the subject property from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District).

Chair Reese opened the public hearing.

Rick Young, Ward 3 resident, spoke against the rezoning request.

Kaye Steele, applicant, spoke about trying to sell the property, that the sheds being used for AirBnB rentals had been removed, and the property's history. She then asked for a delay based on the upcoming auction date.

Community Development Director Harkins recommended a 90 deferral of the item.

Commissioner Porter made a motion to recommend the **DEFERRAL** of Case No. RZ02-24 to the September 4, 2024, which Commissioner Johnson seconded.

Motion **passed 5-0-0**.

Aye: Reese, Johnson, Barrett, Porter, Hayes

Nay: None

Abstain: None

Item 5. Case Number: CUP02-24 Public hearing and consideration of a request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU).

The subject property is located at 1303 W. Farrall Street and contains approximately 38 acres. This Conditional Use Permit (CUP) application is being concurrently processed with a request to rezone the property from C-3 (Highway Commercial District) to R-3 (Multifamily Residential District). The rezoning application (RZ02-24) is the first step to bring the property into compliance. A Conditional Use Permit (CUP) is required to allow one (1) Accessory Dwelling Unit (ADU) on the property.

Referencing the City of Shawnee Zoning Code (Code) DIVISION 14. – Administration. Section 22-605. – Conditional Use Permit. "The uses designated under the various districts herein as "conditional uses" are so classified because they could more intensely dominate the area in which they are located..." The conditional uses shall be reviewed and authorized or rejected with or without special conditions placed on the project."

In the Code, Section 22-291. Table 22-291. Permitted uses in Residential Zoning Districts. The table indicates that in zoning district R-3, the use of an "Accessory Dwelling Unit (ADU) to a single-family residential" (use) is permitted subject to acquiring a Conditional Use Permit (CUP).

The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has a Mixed Use land use designation. C-3 and R-3 are appropriate zoning districts for this land use designation. The request is in conformance with the 2040 Comprehensive Plan.

Staff completed the required public hearing notifications for this application. All property owners within 300' from the perimeter of the subject property were mailed a public hearing notification letter. Additionally, a notice of public hearing was published in The County Democrat weekly newspaper. A sign providing details and contact information was placed on the subject property.

Findings and Facts:

- The subject property is concurrently applying to rezone to R-3 (Multifamily Residential District).
- Proper notification for a public hearing was served.
- The application was reviewed, and conditions are recommended.
- Regulations for ADUs per Section 22-297.8 of the Zoning Code are required conditions

Staff Recommendation:

Based on the review of the application and the listed Findings, staff recommends that the Planning Commission recommend to the City Commission APPROVAL of CUP02-24 to locate one (1) Accessory Dwelling Unit (ADU) at 1303 W. Farrall Street with the following conditions:

- Acknowledgment by the applicant that the Approval of a Conditional Use Permit (CUP) does not negate or circumvent the other requirements of development as stated in the City Codes, which include the Zoning Code and the adopted Building and Fire Codes.
- Acknowledgment by the applicant that additional permits may be required and standard inspections will be conducted.
- Adherence to Section 22-297.8 of the Shawnee Zoning as follows:

(8) Accessory dwelling units (ADUs). Accessory dwelling units are designed to allow for a secondary residence which is attached to the main structure or over a current detached garage. The intent of this regulation is to allow additional options for homeowners in relation to allowing family members or renters housing while still maintaining a neighborhood feel. In addition to a conditional use permit, accessory dwelling units must also meet the following criteria:

- a. The property owner must reside in either the principal structure or the ADU.
- b. Only one ADU is allowed per lot in conjunction with a single-family house. ADUs are not allowed in conjunction with duplexes, triplexes or multifamily dwelling units.
- c. An instrument shall be recorded with the register's office covenanting that the structure is being established as an accessory dwelling unit and may only be used under the conditions expressed herein.
- d. The ADU may only be located in the established rear yard.
- e. The living space of the ADU shall not exceed 900 square feet.
- f. The footprint of a single story detached accessory dwelling shall not exceed 50 percent of the first floor area of the principal structure.
- g. The footprint of a two-story detached accessory dwelling shall not exceed 40 percent of the first floor of the principal structure.
- h. ADUs with a second story dwelling unit shall enclose the stairs interior to the structure.
- i. The ADU shall be of similar style, design and material color and used for the principal structure and shall use similar architectural characteristics, including roof form and pitch, to the existing principal structure.
- j. A home occupation shall not be based out of the ADU.
- k. The ADU must provide, at minimum, one off-street parking space.
- l. A separate driveway providing exclusive access to the ADU from a road shall not be allowed unless problematic, lot-specific circumstances exist which requires approval from the director.
- m. The lot area shall be larger than 10,000 square feet.

Options:

- Recommending Approval of Case No. CUP02-24 to allow for one Accessory Dwelling Unit as requested by the applicant.
- Recommending Denial of the application for CUP02-24.
- Recommending Deferral Case No. CUP02-24 with a request for additional and specific information to a certain date.

Community Development Director Harkins recommended, in light of the previous item, that the Planning Commission DEFER this item to the September 4, 2024 meeting.

Commissioner Barrett made a motion to recommend the **DEFERRAL** of Case No. RZ02-24 to the September 4, 2024, which Commissioner Johnson seconded.

Motion **passed 5-0-0.**

Aye: Reese, Johnson, Barrett, Porter, Hayes

Nay: None

Abstain: None

Item 6. Community Development Update

Commissioner Hembree arrived officially at 1:52pm

Community Development Director Harkins advised the Planning Commission that the final vacancy on the Planning Commission will likely be filled in June. Interviews for the two vacant staff positions will be underway shortly. CDBG housing rehabilitation projects continue. Public meetings/focus groups for the proposed Unified Development Code will be coming up soon. Lastly, Harkins stated that an application for the “Safe Streets and Roads for All” program had been approved and staff will be working with USDOT to begin the grant award approval process soon.

Item 6. Planning Commissioners' Comments

Commissioners expressed a warm welcome to the two new members of the Planning Commission, the Shawnee High School track team for their performance at the state tournament, and expressed excitement for the ongoing and upcoming projects.

Item 7. Adjournment

The meeting adjourned at **2:03 p.m.**

Chair/Vice-Chair

Date

Community Development Director

Date



Planning Commission Meeting – 7.3.2024 – City of Shawnee, Oklahoma

Staff Report | CUP03-24 | 15305 Perry Road

Date: June 27, 2024

To: Shawnee Planning Commission

From: Rian Harkins, Community Development Director

Subject: **Staff Report** - Public hearing and consideration of a request for a Conditional Use Permit (CUP) for a Short Term Rental (STR).
Case No. CUP03-24 | Applicant: Josh & Beverly Koch

Background

The subject property is located at 15305 Perry Road in the Shawnee Twin Lakes area on the Coffman Tract. This Conditional Use Permit (CUP) application is being requested to allow for a Short Term Rental (STR). A Conditional Use Permit (CUP) is required per the Short Term Rental ordinance (Ordinance #2804NS) to allow one (1) Accessory Dwelling Unit (ADU) on the property. The property is currently zoned A-1 Agricultural.

Discussion

Referencing the City of Shawnee Zoning Code (Code) DIVISION 14. – Administration. Section 22-605. – Conditional Use Permit. "The uses designated under the various districts herein as "conditional uses" are so classified because they could more intensely dominate the area in which they are located...." The conditional uses shall be reviewed and authorized or rejected with or without special conditions placed on the project."

In the Code, the Short Term Rental ordinance allows for a Short Term Rental with a Conditional Use Permit (CUP) under the provisions of Section 22-301. Section 22-302 of the Code notes that the A-1 Agricultural District and A-1 District with the Lake Protection Zone (LPZ) both allow for Short Term Rentals subject to acquiring a Conditional Use Permit (CUP).

Additionally, the STR Ordinance highlights a number of requirements regarding Life/Health/Safety, parking, and property rules that must be adhered to. The applicant has furnished those as part of the application. The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has an Agricultural land use designation. A-1 Agricultural is an appropriate zoning district for this land use designation. With this in mind, the request for the Conditional Use Permit (CUP) is in conformance with the 2040 Comprehensive Plan.

Staff completed the required public hearing notifications for this application. All property owners within 300' from the perimeter of the subject property were mailed a public hearing notification letter. Additionally, a notice of public hearing was published in The County Democrat weekly newspaper. A sign providing details and contact information was placed on the subject property.

Findings and Facts:

- The subject property is applying for the CUP in order to have the STR be in compliance with the Short Term Rental ordinance.
- Proper notification for a public hearing was served.
- The application was reviewed, and conditions are recommended.
- Regulations for STR's per Section 22-304 of the Zoning Code are required conditions.

Staff Recommendation:

Based on the review of the application and the listed Findings, staff recommends that the Planning Commission recommend to the City Commission APPROVAL of CUP03-24 to locate one (1) Short Term Rental (STR) at 15305 Perry Road with the following conditions:

- All requirements of the Short Term Rental ordinance (Ordinance #2804NS) are adhered to.

Options:

- Recommending Approval of Case No. CUP03-24 to allow for one Accessory Dwelling Unit as requested by the applicant.
- Recommending Approval of Case No. CUP03-24 to allow for one Accessory Dwelling Unit as requested by the applicant with additional conditions noted by the Planning Commission.
- Recommending Denial of the application for CUP03-24.
- Recommending Deferral Case No. CUP03-24 with a request for additional and specific information to a certain date.

This CUP application will be heard at the City Commission meeting on Monday, July 15, 2024, at 6:00 pm.

PLANNING COMMISSION APPLICATION



City of Shawnee
Community Development
Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1672
www.ShawneeOK.org

For Office Use Only

Case Number: 02-04

Project Number: 20240804

Date Filed: 5-21-2024

Planning Commission Secretary

REQUEST:

☐ Rezoning
☒ Conditional Use Permit
 Short term / mid term rental

I, the undersigned, do hereby respectfully make application and petition to the City Commission to amend the zoning map, and to change the zoning district of the Shawnee area, from _____ District to Short term rental District, as hereinafter requested, and in support of this application, the following facts are shown:

PROPERTY LOCATION (STREET ADDRESS): 15305 Perry Rd Shawnee OK 74801

LEGAL DESCRIPTION: Lease 5689 Tract Coffman Lot #6

PROPERTY OWNER (S): Joshua Koch

PROPERTY AGENT (APPLICANT): Beverly Koch

APPLICANT'S ADDRESS: 15379 Walker Rd

CITY: Shawnee STATE: OK ZIP: 74801

EMAIL ADDRESS: kochdc@gmail.com

TELEPHONE NUMBER: (405) 305-7802 CONTACT NUMBER: (405) 620-3547

DIMENSIONS OF PROPERTY: AREA: _____ WIDTH: _____
LENGTH: _____ FRONTAGE: _____

CURRENT ZONING:_____ **CURRENT USE:**_____

PROPOSED ZONING: _____ **PROPOSED USE:** Short term rental

With the filing of this application, I acknowledge that I have been informed of off-street parking, fencing and paving requirements in regard to the zoning I have requested as witnessed by my signature.

COMPLETED APPLICATION AND ALL CORRESPONDING DOCUMENTS MUST BE RECEIVED 30 DAYS PRIOR TO MEETING TO MAKE THE AGENDA.


SIGNATURE OF APPLICANT

FOR STAFF USE ONLY**REZONING &/OR C.U.P FEE \$ 280.00****PLANNED UNIT DEVELOPMENT FEE \$ 550.00**

RECEIPT NO. 5114

NOTIFICATION SIGN \$ 50.00

PLANNING COMMISSION ACTION:_____ **DATE:**_____

CITY COMMISSION ACTION:_____ **DATE:**_____

PLACE ON ZONING MAP: _____ **ORDINANCE NO.: _____**



Permit #: 20240804

Permit Type:

Address: 15305 PERRY RD

City: SHAWNEE

State: OK

Zip: 74801

Owner: CITY OF SHAWNEE

Owner Address: 222 N BROADWAY

Owner City: SHAWNEE

Owner State: OK

Owner Zip: 74801

Owner Phone: 14058781666

Owner Email: cosinspections@shawneecok.org

Receipt #: 5114

Date: 05/21/2024

Paid By: JBK HOLDINGS LLC

Description:

Payment Type: Check

Payment Type Description: 1144

Accepted By: Sandi Rehagen

Fees Paid

Fee Name	Fee Type	Description	Factor	Total Fee Amount	Amount Paid
CUP	ZBOA		0.00	280.00	280.00
				Total:	\$280.00

All property surrounding is owned by the City of Shawnee.

Email / Username

Password

Log



Parcel: 0000-15-010-002-0-010-00
As of: 5/21/2024

**Pottawatomie County
Report**

ID: 630008459

Property Owner

Name: CITY OF SHAWNEE

Property Information

Physical Address:

Mailing Address: XXXXXXXX
SHAWNEE, OK 74801-0000

Subdivision:

Block / Lot: N/A / N/A

S-T-R: 15-10N-02E

Type: (EX) Exempt

Tax Dist: (204) I2 Shawnee

Size (Acres): 160.000

Extended Legal: I-2SR NE

Market and Assessed Values:

	Fair Cash	Taxable Fair Cash	Full Assessed (12.00% Market Value)
Land:	\$160	\$0	\$0
Building:	0	0	0
Total:	\$160	\$0	\$0

Taxes:

Estimated Taxes:	\$0	Note: Tax amounts are estimates only. Contact the county tax collector for exact amounts.
Homestead Credit:	\$0	

Land:

Land Use	Size	Units
	160.00	Acres

Map:



Not a Legal Document.
Subject to terms and conditions,
www.acidatascout.com

Page 1



Cabin Site Lease

PLEASE READ CAREFULLY

THIS LEASE IS NOT TRANSFERABLE AND IS SUBJECT TO CANCELLATION BY THE CITY FOR ANY VIOLATIONS OF THE TERMS THEREOF AS MORE SPECIFICALLY SET FORTH IN SECTION 16-326 OF THE SHAWNEE MUNICIPAL CODE:

LEASE # 5689 **TRACT NAME** Coffman **LOT #** 6

STATE OF OKLAHOMA, POTTAWATOMIE COUNTY, SS:

This Lease was made and entered into in duplicate this date of 03/20/2023 by and between the CITY OF SHAWNEE, a municipal Corporation, PARTY OF THE FIRST PART, and

JOSHUA KOCH,
15379 WALKER RD
SHAWNEE, OK 74801

PARTY OF THE SECOND PART.

WITNESSETH: That the first party in consideration of the sum of \$776.00 dollars for 2023, does hereby acknowledge receipt of the applicable rental fee, and other good and valuable considerations, does by these presents demise, lease and let unto the second party the following described real estate situated on, and part of the site, owned by the first party as a City Reservoir and known as Shawnee Twin lake No. 1, in the County of Pottawatomie State of Oklahoma, to-wit:

15305 PERRY RD

TO HAVE AND TO HOLD SAME UNTO the second party for a term of thirty (30) years from the date hereof.

IT IS FURTHER mutually understood and agreed by and between the parties hereto as follows:

The said party of the second part shall and will and does hereby agree to pay to the first party annual lease payments as set forth in "Exhibit A", payable yearly in advance. The City shall retain the right to adjust the lease rate schedule at the termination of the original 30-year lease or at such time that a transfer is approved in accordance with Section 16-321 of the Shawnee Municipal Code (hereafter "SMC").

That at the expiration of the primary term hereof, the lessee shall have the right and option to renew said lease for an additional period of thirty (30) years under the terms and conditions set forth in Section 16-321 SMC. There is no limit to the number of times a lease can be renewed.

The premises of all lots leased by the City shall at all times be kept clean and maintained in a sanitary condition by the lessee. There is a 25-foot lakeshore buffer that extends landward of the ordinary high water mark on all leased lots for the purpose of watershed protection. This area shall not be used by the general public, except during an emergency situation. Within this buffer, leaseholders are encouraged to preserve existing native vegetation. Docks and other approved structures may be located within the buffer area. Fertilizers and other chemicals shall not be used within the buffer area. All other applicable City regulations and rules apply.

That in addition to the possession of the property so leased, the lessee shall have the right and privilege of a site for a boat house and boat dock on the land owned by the City adjoining and immediately in front of a lot leased, which said boat house shall be erected and maintained by and at the cost of the lessee on ground not to exceed

That the said second party does hereby release the City of Shawnee of any claim or claims for damages by reason of the cancellation of the said lease aforesaid.

That the second party shall at all times during the term of this lease be subject to and does hereby agree to abide by and conform to any rules, regulations or ordinances now in force, or that may hereafter be adopted by the City of Shawnee, governing the regulation of said lake and within the described premises, as to fishing, hunting, boating and other recreational activities upon and around said water reservoir, and to conform to and abide by all further rules, regulations and ordinances now in force, or that hereafter may be adopted by the City of Shawnee, Oklahoma, governing the regulations of said premises and lake.

The City Commission may upon a showing of intentional disregard for the terms of the lease and this division of other city ordinance pertaining to the lake, cancel the city lease upon 30 days notice to the lessee by mailing a copy of such notice to the lessee at his/her last known address. If a lease is cancelled either by the city or the lessee of a city-owned lot prior to the expiration of the lease term, the lessee shall pay the city an early termination fee of \$1,000 in exchange for a release of liability from the remaining term.

That this lease shall be binding upon the representatives, heirs, and assigns and successors in interest of the parties hereto.

It is understood by the parties hereto that a failure to comply with the terms of said Cabin Site Lease shall constitute a misdemeanor and any person, firm, or corporation convicted of such violation shall be punished by a fine not exceeding five hundred dollars (\$500.00) plus costs, or imprisonment for a term not exceeding thirty (30) days, or by such fine and imprisonment.

IN WITNESS WHEREOF, party of the first part has caused its name to be affixed hereto by the Mayor of the City of Shawnee, Oklahoma, and attested by the City Clerk, and the party of the second part hereunto affixed his/her name the day and year first above written.

CITY OF SHAWNEE, OKLAHOMA
A Municipal Corporation,

BY: _____

MAYOR
PARTY OF THE FIRST PART

ATTEST:

Lisa Karyon

CITY CLERK



PARTY OF THE SECOND PART

PARTY OF THE SECOND PART

an area of thirty (30) feet by thirty (30) feet, which said boat house shall never be used as a place of human habitation, and which said boat house or boat dock shall conform to the provisions of Section 16-325 SMC, and that said boat dock or boat house shall be the private property of the lessee, who shall have the right of ingress and egress to and from the same, subject to the rights of the public as set forth herein. The lessee shall agree to keep said lot and boat house and dock in a clean and sanitary condition, and to maintain the same in a safe condition, and the City as lessor shall in no manner be liable to lessee for any damages suffered by lessee to said lot or boat house or dock, or the improvements thereon on account of the rise and fall of the water line of said lake, or for the enlargement or decrease by the City of the size of said lake, or on account of any rules or regulation that may hereafter be adopted by lessor, governing the regulations of said lake, and lessee agrees to hold the lessor free and harmless from all damages suffered by him or by any other person, on account of personal injuries or loss of property that may incur upon said lot, boat house, or boat dock.

That the lessee agrees to lease the premises **AS IS** from the lessor with the knowledge and understanding that the lessor does not guarantee access to lots. Should the Lessee determine that an access road is necessary to reach his/her lot from a road already in existence, lessee agrees to use his/her own funds to create said access road. Lessee further agrees that upon access road completion it shall not be a private road, but rather, will be available for public use, including, but not limited to, allowing neighbor lots to connect to it to improve access to their lots or to allow joint access to bordering lots upon the one access road. The location of any access road to be constructed by the lessee must be approved by the City Engineer of the City of Shawnee prior to the beginning of construction.

That should the lessee construct any building or other structure, said construction will be in accordance with City of Shawnee development regulations. Lessee agrees that prior to commencing construction on any structure on the leased premises he/she will obtain an approved building permit from the City.

That lessee is solely responsible for determining the flood elevation on the leased premises and is required to satisfy lessor that prior to any construction on the leased premises the determination of the flood elevation has been done correctly and that any structure or building to be constructed on the leased premises be above the flood elevation. **LESSOR EXPRESSLY MAKES NO WARRANTIES OR REPRESENTATIONS AS TO SAFETY FROM FLOODING ON THE LEASED PREMISES AND LESSEE EXPRESSLY RELEASES THE LESSOR FROM ANY LIABILITY DUE TO FLOOD DAMAGE, BOTH PERSONAL AND PROPERTY, OCCURRING ON THE LEASED PREMISES FROM ANY CAUSE OR CONDITION.**

That all sanitary facilities to be constructed on the premises shall be wholly contained on the leased premises. Sanitary facilities, include, but are not limited to, septic tanks and lateral lines.

All septic systems and waste disposal systems on leased lake lots shall be inspected and subject to the standards set forth in Chapter 16 SMC. The leaseholder shall have sixty (60) days to correct any defects found in the system. Corrections not made within the allotted time shall be grounds for the City to cancel the lease of the leaseholder.

That no lease shall be assigned or sublet, but lessee may at any time during the term of his/her lease, sell and transfer to other parties the improvements on the lot leased by him/her.

That in the event of the sale of the improvements by the lessee, the transfer shall not become effective until approved by the Board of Commissioners of the City of Shawnee at a regular or adjourned meeting held for that purpose and the City as lessor reserves the right to reject and disapprove any transfer when in its opinion it would be to the best interests of the City and its inhabitants to do so. If the transfer is approved, a new lease shall be entered into between the purchaser and the City, and a transfer charge is hereby fixed and established in the sum of one-thousand dollars (\$1000.00) to be paid to the City prior to said transfer in accordance with Section 16-322 SMC.

That the lessee shall be the owner of all improvements which may be placed by him or her, said improvements including cabins or other buildings and boat houses constitute personal property and lessee shall have the right to remove same from the lot at the termination of the lease, subject to the following: whenever a lease has been cancelled by the City as provided herein or by ordinance, the lessee or owner of said improvements shall remove the same within sixty (60) days of the date of the said cancellation of the lease and upon failure to do so, said improvements shall revert to and become the property of the City of Shawnee. And it shall have the right, without further notice or demand to take immediate possession of all said improvements and these will belong to the first party or its assigns, as liquidated damages for the non-fulfillment of the lease by the lessee and for the use and rental thereof.

DECLARATIONS

We will provide the insurance described in this policy in return for the premium and compliance with all applicable provisions of this policy.

Coverage afforded by this policy is provided by:

State Farm Fire and Casualty Company
PO BOX 853907
Richardson TX 75085-3907

A Stock Company with Home Offices in Bloomington, Illinois.

36-EA-Y786-1	Policy Number
Named Insured and Mailing Address Koch, Joshua L & Glinsky-Koch, Beverly L 15379 Walker Rd Shawnee, OK 74801-3449	
The Policy Period begins and ends at 12:01 a.m. Standard Time at the residence premises. 03/28/2024 03/28/2025	Effective Date 12 months - Policy Period Expiration of Policy Period
Limit of Liability - Section 1 \$261,900 Dwelling \$196,425 Personal Property Limit of Liability - Section 2 \$100,000 - Personal Liability Included \$1,000 Medical Payments to Others Policy Type Homeowners A1 - Replacement Cost - Similar Construction Increased Dwelling Up to \$52,380 - Option ID	Automatic Renewal - If the Policy Period is shown as 12 months , this policy will be renewed automatically subject to the premiums, rules and forms in effect each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law. Deductibles - Section I 1% \$2,619 ALL LOSSES In case of loss under this policy, the deductible will be applied per occurrence and will be deducted from the amount of the loss. Earthquake: Policy Premium \$2877
Location of Premises 15305 Perry Rd Shawnee, OK 74801-3470	
Forms, Options, & Endorsements HW-2136 Homeowners Policy	Amendatory Endorsement
Mortgagee & Addl. Interests	Agent Name & Address TJ Painter 1386 S Douglas Blvd Midwest City, OK 73130-5215 (405) 455-7577

Prepared: 05-14-2024
559-916.5

Agent's Code: 2441
APPLICANT COPY

1000007 2020 127534 219 04-23-2021

Green = 1st floor

windows

BLUE = interior
doors

RED = Exterior
doors

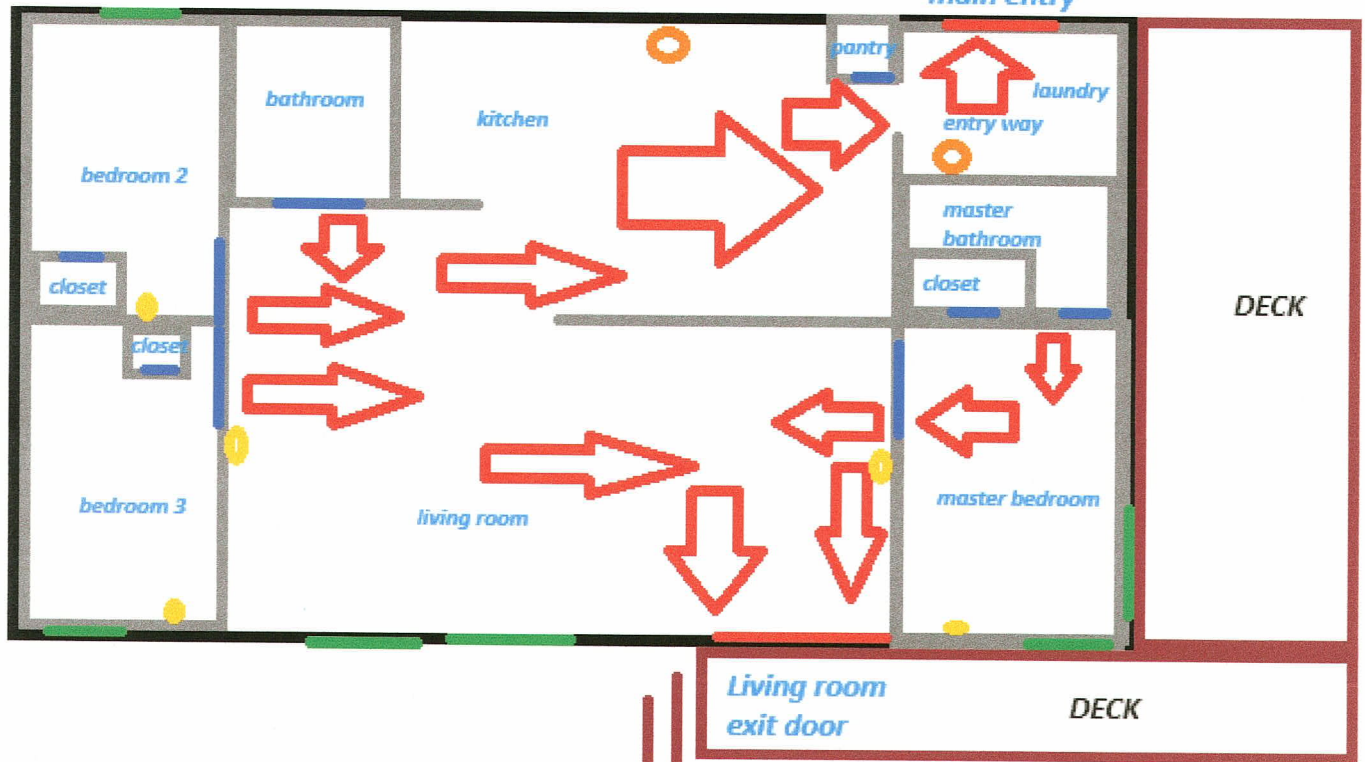
Orange = Fire
extinguisher locations

Yellow = Smoke and carbon
monoxide detectors

In the event of fire, proceed to the nearest exit possible.

*Fire extinguishers are located in the kitchen cabinets
under the sink and in the tall entry way cabinet on
the bottom shelf.*

*First AID Kit is in the top drawer next to the sink of the main bathroom
main entry*



CATFISH COVE FIRE PLAN

Please make a special note to follow these important house rules:

Pet waste must be picked up from yard. No glass containers in the yard or at the water. Lake safety rules apply. No excessive noise after 10 pm. Guests who are at the house on Wednesday mornings need to place the trash cans up at the road next to the driveway for trash collections by 9am.

Yep - some peeps wrecked it for everyone so please note that the next two rules and penalties apply:

If you bring pets and didn't pay the \$100 pet fee prior to your booking, you will be charged a \$250.00 penalty. If you didn't realize you were bringing a pet until last minute, that is ok, let us know upon checking in or at any point in your stay and you can still pay the \$100 via paypal/cashapp. The pet fee/penalty includes bringing a pet to the property for a "day stay" i.e. a friend/family member comes to visit you at the property and brings their dogs, but they're not your dogs and they aren't staying the night - that still counts as pets for your stay. (And if you are still going to try sneaking in pets for a "day stay" or more, be smart, and do me a solid and don't leave any mess or evidence from them so I have no idea that it happened. Vacuum is in the closet, use it then empty it- pick up your pet waste- fill in the holes - you know the drill, you hid them from a landlord for years 😊.) We want to keep our property pet friendly, but it only works if people respect it. We all know how hard properties are to find to rent that allow pets at them at all - help us keep ours that way by being honest about having pets on the property and respecting the property when you do.

Evidence of smoking/vaping any substance inside the house will result in a \$500.00 penalty.

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE 9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

Hi Welcome to Catfish Cove Lake House! We hope you enjoy the Twin Lakes as much as we do!

Questions or Concerns and Emergency Contact

Contact Beverly Koch directly at 405.305.7802 via text or phone call at any time.

(Will update to include License information if granted)

Directions to the property

From I40E take the Harrah Newalla Road exit 172, turn R onto to S Harrah Road, 2.4 miles to SE119th St (will turn into Homer lane and then Belcher Road as you drive it), 4.5miles to turn R on Perry Road, pass the first fork and at the 2nd fork go left, 2nd drive on the Left.

From I40 W, take exit 178 for OK102 S Dale/Bethel Acres, turn L on OK102 S/ Hwy Dr/ Grand Casino Blvd, turn R on Belcher Rd, slight left onto Belcher Rd/Homer Ln, Independence St, turn L onto Perry road, pass the first fork and at the 2nd fork go left, 2nd drive on the left.

Check in/ Check out Instructions

Check in and Check out is contactless. Check in is at 2pm on day of arrival and Check out is at 11am on day of departure, unless otherwise specified and confirmed. There is a lock on the gate and a key box on the main door of the house. For the key box, open the flap, punch in the code and pull down the top release lever.

Gate and Key Code

Gate Code: 1321 Key Box Code: 1530

House Rules

NO SMOKING OR VAPING

NO GLASS OUTSIDE

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE 9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

Fire Pit and all the wood you could ever want for it!

Dock

Ramp

Jetski Ramps

Boat Lift

Fish food for fish in bin at dock

Volleyball net and ball – please stake down and when done using please carefully put away

Bags/Cornhole – please carefully put away when not using in the carport area

Grill is provided – but charcoal will need to be purchased for its use. If others have left charcoal behind, you are free to use it – but any additional charcoal will need to be purchased by yourself.

Fishing permits are required, even to fish from the shore or the dock at the Shawnee Twin lakes. Permits can be purchased here:

<https://secure.rec1.com/OK/shawnee-ok/catalog>

Area Information

Things to do in Shawnee: check out <https://www.visitshawnee.com/>

To help support local business in the community we have provided the following gift certificates in the house guide folder for you to use at the following stores. If you don't use them, please leave them for the next guest. Thank you.

Things to do in OKC: check out <https://www.visitokc.com/things-to-do/>

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE 9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

Boating and Skiing

Motorized Boating is allowed on both Shawnee Twin Lakes 1 & 2 and requires a [permit](#).

Annual boating permit - \$30.00

Daily boating permit - \$7.00

Skiing, Tubing, and Personal Watercrafts are allowed on Shawnee Lake #1 ONLY. The same motorized boating fees apply.

Kayaks and Canoes are allowed on BOTH lakes and do not require a permit.

Fishing

Fishing is allowed on both Shawnee Twin Lakes 1 & 2 and requires a [permit](#). <https://secure.rec1.com/OK/shawnee-ok/catalog>

Please follow the [Oklahoma State Fishing Regulations](#)

Annual fishing permit - \$20.00

Daily fishing permit - \$3.00

(Fishing permits not required for individuals over the age of 65.)

Hunting

Annual Hunting Permit - \$30.00

Daily Hunting Permit - \$5.00

Purchase a hunting permit [here](#). <https://secure.rec1.com/OK/shawnee-ok/catalog>

View a map with the hunting boundaries of Shawnee Twin Lake

#2 [Lake Map](#)

<https://files4.1.revize.com/shawneeok/New%20Hunting%20Area%20Map%20Dec%202020.pdf>

(Hunting permits not required for individuals over the age of 65. The hunting of geese, deer, or turkey prohibited.)

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE

9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

buttons on them. If it doesn't pass in a few minutes, turn the fireplace off and please notify us immediately.

How to use the boat lift: Directions provided onsite if you are bringing a boat.

Games and puzzles are in the closet by the dining table. The guest bath towels are also in there. Extra bedding and blankets are in the bedroom closets, the drawers under the beds in the queen or king room, and the storage ottoman in the living room. The dog towels and bowls are in the larger gray cabinets in the laundry area. Life jackets and fire pit chairs are in the storage ottoman on the deck.

If you are using the couch or futon to sleep on: please use the mattress cover and sheets provided for them in the ottoman and closets. The couch needs to be pulled away from the wall to recline it fully out and the latches to do so are in the back. The futon is a little finicky on its latch as well so be careful not to get your fingers pinched!

How to turn off the monitor in the master bedroom: On the R hand side of the monitor on the back is a button that will turn it off and make it dark. There is a step stool in the large gray bottom cabinet in the laundry room.

FIRE EXTINGUISHER LOCATION: UNDER THE SINK and in the wall cabinets in the laundry room.

FIRST AID KIT: In the drawer in the main bathroom.

CLEANING SUPPLIES: In the cabinets above the washer and dryer.
Under the sink in the kitchen.

CHAIRS FOR FIREPIT, LIFEJACKETS, and OUTSIDE GAMES are in the storage bin on the deck.

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE

9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

- It's cheezy, but we do have a guest book for folks to sign if they would like – you never know the tips and tricks people will share with each other through these books! Keep it clean people – otherwise I have to use the white out! Hahah 😊
- **Please take the time to review our house! Reviews are the lifeblood of rentals! If you don't feel that you can leave a 5-star review for us online for any reason, please let us know about the issue during your stay – many things can be fixed during a stay and if we can fix it while you are here, we will! 😊** If something wasn't to your satisfaction, please let us know privately, right away. We are new to vacation rentals and are doing our best to provide a positive experience. If there is something we can improve on, we are happy to hear it and work on it. Please don't slaughter us online – give us a chance to make it better for you first, and at the very least, before the next guest. If you absolutely loved something and want to make sure we keep it for the future, please let us know that too! 😊 You can call or text the things you would like to see in the future-improvements and/or favorites to Bev Koch at 405.305.7802. Or in the back of the welcome guide in the home you will find a sheet that says: **NEXT VISIT NEEDS**

GUESTS WHO ARE HERE ON WEDNESDAY MORNINGS MUST TAKE TRASH CANS TO THE ROAD BEFORE 9AM. Guest who are here on Wed evenings are welcome to bring them back if they want, but not required to.

NEXT VISIT NEEDS



Parking
Cattfish Cove
15305 Perry Rd
Shawnee Ok 74801

ORDINANCE NO. 2804NS

AN ORDINANCE AMENDING SECTION 22-299 TO SECTION 22-309 OF THE ZONING CODE OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, MORE SPECIFICALLY KNOWN AS RESERVED, TO SHORT TERM RENTAL, RESIDENTIAL. BY AMENDING SAID SECTIONS OF SAID ZONING CODE: PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR CODIFICATION.

WHEREAS, pursuant to notice duly given as required by law, a public hearing conducted by the Board of Commissioners of the City of Shawnee, Oklahoma, on the 15th day of April 2024, to revise certain sections of the zoning code.

WHEREAS, the Planning Commission of the City of Shawnee has conducted one or more public hearings on said amendment pursuant to notice as required by law and has submitted its final report and recommendation regarding said amendment to the Board of Commissioners; and,

WHEREAS, it appears to be in the best interest of the City of Shawnee and the inhabitants thereof for said amendment to be adopted

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

SECTION 1: That the Sections 22-299 to 22-309 of the Zoning Code be amended to include the following:

Sec. 22-299 Purpose

It is the purpose and intent of this chapter to establish regulations for privately owned residential property used as vacation homes and rented to transient occupants for periods of less than thirty (30) days in the municipal limits of the City of Shawnee, Oklahoma, so as to minimize the adverse effects of short-term rental uses on surrounding residential properties and neighborhoods, and to preserve the character, integrity, and stability of residential neighborhoods in which short-term rental properties are located.

Sec. 22-300 - Definitions.

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Commercial Event is defined as an event with the purpose of making money or where a venue is hired for a commercial function where attendees are charged entry, which may include, but is not limited to, events such as parties, entertainment events, and attractions.

Conditional Use Permit means the process of review, recommendation, and conditional approval of a specific use (short-term rentals) is permitted by the City Commission.

Guest means a person who rents or occupies a short-term rental alone or with others.

Owner shall mean any person, firm, trust, or other legal entity that owns the property where a short-term rental is located.

Responsible Party shall mean the primary contact for the short-term rental, aside from the owner, that can be reached by the occupant or city staff in the event of an emergency or other issue.

Short-term rental means any dwelling unit, portion thereof, or habitable accessory dwelling unit for rent for a temporary period of up to 30 days per guest.

Short-term rental license means the process of reviewing and approving a specific residence to engage in a short-term rental.

Sec. 22-301. – General Requirements.

A short-term rental is defined as the rental of an existing or otherwise permitted dwelling unit, or any portion thereof, for not more than thirty (30) days, where the owner is engaged in a contract for the rental of that specific dwelling unit or any portion thereof.

1. Application and approval of a Conditional Use Permit is required before application of the license is approved.
2. An annual short-term rental license may be issued to eligible applicants by the city. A short-term rental license is a privilege that may be denied, suspended, revoked, or not renewed.
3. Short-term rental units shall only be utilized by those individuals who are renting said units, and then only for the purposes of overnight accommodations.
4. Short-term rentals shall not adversely affect the residential character of the neighborhood, nor shall the use generate noise beyond what is allowed under city code, vibration, glare, odors, or other effects that unreasonably interfere with any person's enjoyment of their residence.
5. A licensee or guest of a short-term rental shall not use or allow the use of sound equipment, amplified music, and musical instruments.
6. A licensee or guest of a short-term rental shall not violate any parking ordinances of the Shawnee City Code. Suitable parking based on proposed occupancy must be available on-site, and the use of street parking as the primary guest parking is not allowed.
7. Guest occupancy limits are established for each short-term rental.
8. Anyone under the age of eighteen (18) is prohibited from renting a short-term rental.
9. All short-term rental properties shall pay a license application fee and a license renewal fee, as noted in the City Fee Schedule.
10. All short-term rental properties shall be inspected by the City annually.
11. Short-term rental licenses shall not be transferrable.
12. No person shall offer or engage in a short-term rental in or on any part of the property not approved for residential occupancy. Examples include but are not limited to a vehicle or RV parked on the property, storage shed, trailer, garage, or any temporary structure such as a tent.

Sec. 22-302. - Permitted zoning districts.

- **R-1** (Single-Family Residential District)
- **R-2** (Medium Density Residential District)
- **R-3** (Multifamily Residential District) -- single-family, duplex, & triplex dwellings only
- **C-4** (Central Business District)
- **A-1** (Rural Agricultural District) with overlay LPZ (Lake Protection Zone)
- **A-1** (Rural Agricultural District)

Sec. 22-303. - Short-term rental, residential; license required; compliance with applicable codes.

1. No person shall manage or operate a short-term rental without an annual license, as provided herein, issued by the Community Development Department.
2. Licenses for short-term rental shall expire annually on the date the license was originally granted or immediately upon change of ownership. Licenses may be renewed annually upon filing a renewal application with the Community Development Department.
3. No license shall be issued or renewed until the applicant verifies that tax permits have been issued by the State of Oklahoma and provides evidence that all applicable collection of taxes will take place or is taking place.
4. No license shall be issued or renewed where taxes are delinquent and are owed by the owner or operator of the property or if the property violates any section of the Shawnee City Code. No renewal shall be issued for a property deemed to breach the Shawnee City Code until such violation is resolved through final disposition of a prosecution filed in the Municipal or District Court or upon certification by the building code official that the property is in compliance with applicable codes.
5. No short-term rental license shall be issued until a Conditional Use Permit (CUP) has been approved by the City.
6. No person shall offer or engage in a short-term rental without complying with applicable building and fire codes.
7. Use of a short-term rental for any commercial events is prohibited. Each short-term rental shall comply with all applicable noise ordinances
8. The number of occupants at any given time in a short-term rental unit shall not exceed the number of beds.
9. One on-site parking space is required per every four beds.

Sec. 22-304. - Required information to be posted and provided to guests.

The license holder shall post the following information in a prominent location in the interior, clearly visible to guests, and provide a packet of the information, summarizing the restrictions applicable to short-term rental use, including:

- a) The license registration, which includes license number;
- b) Owner's name and phone number;
- c) Local emergency contact (within one hour driving time of the short-term rental) name and phone number;
- d) Occupancy limits;

- e) The location of any on-site and off-site parking spaces available for guests;
- f) Parking restrictions;
- g) Noise restrictions, including the prohibition on the use of sound equipment, amplified music, and musical instruments;
- h) Information on open burning or relevant burn bans;
- i) Information on applicable water restrictions;
- j) Trash and recycling collection rules and dates;
- k) Prohibition on the use of the short-term rental for commercial events; and
- l) Floor plan with fire exits and escape routes.

Sec. 22-305. - Application form, short-term rental, residential; license; process.

An application for a short-term rental license shall be submitted to the Community Development Department on a form supplied by the City, which shall contain the following information and attestations. The applicant also agrees to furnish any necessary documentation upon request of the City.

- a) The name, street address, mailing address, and telephone number of the owner of record of the property where the short-term rental will be located, a mailing address (if different), cell phone number, and email address;
- b) The name, street address, telephone number, and email address of a local emergency contact, who can access the rental within one hour's driving time; this information shall remain current with the City for the duration of the short-term rental license;
- c) Proof of current, valid property insurance;
- d) Proof of tax permit from the Oklahoma Tax Commission;
- e) Proof of payment of any applicable taxes as of the date of submission of the application;
- f) The number of bedrooms and the proposed occupancy limits;
- g) A diagram showing the proposed layout of the property use and any on-site parking available;
- h) A floor plan indicating fire exits and escape routes;
- i) All required egress windows in bedrooms must be operational and free from breaks or cracks;
- j) Operational smoke detectors and carbon monoxide detectors as required by the Building Code and fire extinguishers as required by the Fire Code;
- k) That the property complies with applicable provisions of the City's minimum property maintenance, building, electrical, mechanical, and plumbing codes; and
- l) Any other information requested by the City.

Any fraud, material misrepresentation, or false statements contained in the attestations, required documentation, or correlating application material shall be grounds for immediate revocation of a short-term rental license. Furthermore, all requirements shall be continuously maintained throughout the duration of the permit. These requirements shall be verified as having been met through an annual inspection.

Sec. 22-306. - Conditional Use Permit (CUP) Application form; process.

1. A Conditional Use Permit (CUP) application shall be submitted to the Community Development Department for review. An application for a residential short-term rental license shall accompany the CUP application.
2. The Planning Commission shall hold a public hearing thereon and shall transmit its recommendation for the Conditional Use Permit application to the City Commission.
3. The City Commission may authorize or deny the issuance of a Conditional Use Permit for the use of the land or buildings as requested for short-term rental.
4. The Planning Commission and City Commission may set conditions for any Conditional Use Permit approval in conducting reviews, including but not limited to conditions on days and hours of operation, use restrictions, parking, setbacks, screening, signage, lighting, noise, and other standards and operational safeguards essential to the welfare and protection of adjacent property and the community as a whole.
5. If approved, the applicant shall remain in compliance with any specified conditions of the Conditional Use Permit. The City Commission shall have the authority to revoke any Conditional Use Permit that violates established conditions upon public hearing and notice to the permit holder.
6. If the property is sold or transferred to another owner, the approval of a new Conditional Use Permit shall be required for the Short-Term Rental to continue operating.

Sec. 22-307. - Suspension, revocation; notice and appeal; complaint process.

1. A license issued may be suspended or revoked by the City for failure to pay applicable sales and/or occupancy taxes due or for violation of any section of the Shawnee City Code or state law.
2. Failure to renew the short-term rental license annually will require a new license application to be submitted and charged the initial fee as described in the City Fee Schedule.
3. A resident within 300 feet of the short-term rental may file a complaint with the City if they feel the short-term rental unit is non-compliant with the provisions of this ordinance.

- 4. No license shall be suspended or revoked until the owner has been accorded written notice of the violation(s) and administrative hearing with the City.
- 5. The decision to suspend or revoke the license may be appealed to the City Commission by filing notice thereof with the City Clerk within ten days of said action.

Sec. 22-308. - Covenants; deed restrictions; overlay requirements.

This division or any section therein is not intended to be construed in derogation of, or in conflict with, any restrictive covenant, deed restriction, or lease agreement that may be applicable. This division or section therein shall be subject to any applicable overlay district or provision thereof or any zoning restriction unique to a particular area or parcel.

Sec. 22-309. - Penalty.

Violation of Sections 22-229 through 22-308 shall be deemed a Class C offense. Each day a short-term rental is operated in violation of said section shall constitute a separate offense.

SECTION 2. REPEALER. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance, are repealed.

SECTION 3. SEVERABILITY. The provisions of this ordinance are severable, and if any sentence, provision, or other part of this Ordinance shall be held invalid, the decision of the courts so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

SECTION 4. CODIFICATION. This Ordinance shall be codified in the Shawnee Municipal Code, and the codifier is authorized to set out the ordinance as appropriate.

PASSED AND APPROVED this 15th day of April, 2024.

(SEAL)
ATTEST:

ED BOLT, MAYOR

LISA LASYONE, MMC, CITY CLERK

Approved as to form and legality this 15th day of April, 2024.

JOSEPH M. VORNDRAN,
CITY ATTORNEY

Publish ASAP

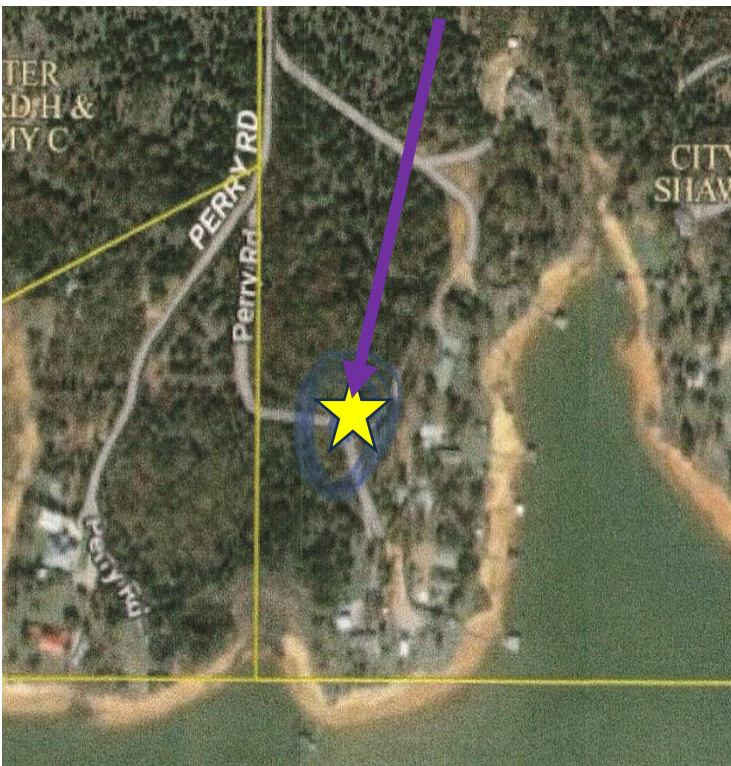
NOTICE OF PUBLIC HEARING
Conditional Use Request (CUP03-24)

It is hereby noticed that the City of Shawnee Planning Commission will hold a public hearing on July 3, 2024, at 1:30 p.m. in the Commission Chambers at City Hall, 16 W. 9th St, Shawnee, OK. The City of Shawnee City Commission will hold a public hearing on July 15, 2024, at 6:00 p.m. in the Commission Chambers at City Hall. The Planning Commission and City Commission will consider a Conditional Use Permit request (**CUP03-24**) to allow a Short Term Rental at property addressed as 15305 Perry Road, Shawnee, OK 74801 and described as:

Lake Lot Lease 5689 Tract Coffman Lot #6

Public hearings will be held at the above times and dates. All residents and parties in interest shall have an opportunity to be heard regarding the request above.

CUP03-24 15305 Perry Rd, Shawnee, OK 74801





PUBLIC HEARING

For more information

Community Development Department
Shawnee City Hall
16 W. 9th Street
Shawnee, OK 74801
405-878-1672

Planning Commission

July 3, 2024

City Hall at 16 W. 9th Street, Commission Chambers
1:30 PM

15305 Perry Road, Shawnee, OK 74801



City Commission

July 17, 2024

City Hall at 16 W. 9th Street, Commission Chambers
6:00 PM

Project Information

Request: Request for a Conditional Use Permit (CUP) to allow a Short Term Rental.

Applicant: Josh/Beverly Koch

Location: 15305 Perry Road

Case #: CUP03-24



Frequently Asked Questions

What is a Conditional Use Permit (CUP)?

A Conditional Use Permit (CUP) is a request for a particular use that has been classified in the Zoning Code as requiring a CUP. These uses require a thorough review because some uses could more intensely affect the area in which it is located.

Why did I receive a letter?

You own property within 300 feet of the subject property.

How do I comment on the request?

Try to attend the public hearing if you are able. Staff will also accept written comments for those who cannot attend.

What if I have questions?

Call the Community Development Dept. at 405-878-1672 or email the Community Development Director at rian.harkins@shawneeok.org.

What if I cannot attend the hearing?

Staff will accept written comments. You may also have a neighbor or friend attend the hearing to represent your interests at the meeting.

How will this request affect me?

Every property is different. Contact the Community Development Department for more information if you have concerns about any impact on you.

I am not in favor of the request, what do I do?

Attend the meetings or provide written comments if you cannot attend. Property owners within 300 feet of the subject property may also prepare a protest petition. Staff can supply information about the protest petition requirements.

Legal Description: CUP03-24

Lake Lot Lease 5689 Tract Coffman Lot #6



Planning Commission Meeting – 7.3.2024 – City of Shawnee, Oklahoma

Staff Report | CUP04-24 | 16712 Magnino Rd

Date: June 27, 2024

To: Shawnee Planning Commission

From: Rian Harkins, Community Development Director

Subject: **Staff Report** - Public hearing and consideration of a request for a Conditional Use Permit (CUP) for a Short Term Rental (STR).
Case No. CUP04-24 | Applicant: Lora Davis

Background

The subject property is located at 16712 Magnino Road in the Shawnee Twin Lakes area on the Coffman Tract. This Conditional Use Permit (CUP) application is being requested to allow for a Short Term Rental (STR). A Conditional Use Permit (CUP) is required per the Short Term Rental ordinance (Ordinance #2804NS) to allow one (1) Accessory Dwelling Unit (ADU) on the property. The property is currently zoned A-1 Agricultural.

Discussion

Referencing the City of Shawnee Zoning Code (Code) DIVISION 14. – Administration. Section 22-605. – Conditional Use Permit. "The uses designated under the various districts herein as "conditional uses" are so classified because they could more intensely dominate the area in which they are located...." The conditional uses shall be reviewed and authorized or rejected with or without special conditions placed on the project."

In the Code, the Short Term Rental ordinance allows for a Short Term Rental with a Conditional Use Permit (CUP) under the provisions of Section 22-301. Section 22-302 of the Code notes that the A-1 Agricultural District and A-1 District with the Lake Protection Zone (LPZ) both allow for Short Term Rentals subject to acquiring a Conditional Use Permit (CUP).

Additionally, the STR Ordinance highlights a number of requirements regarding Life/Health/Safety, parking, and property rules that must be adhered to. The applicant has furnished those as part of the application. The Comprehensive Plan Future Land Use Map (FLUM) indicates the subject property has an Agricultural land use designation. A-1 Agricultural is an appropriate zoning district for this land use designation. With this in mind, the request for the Conditional Use Permit (CUP) is in conformance with the 2040 Comprehensive Plan.

Staff completed the required public hearing notifications for this application. All property owners within 300' from the perimeter of the subject property were mailed a public hearing notification letter. Additionally, a notice of public hearing was published in The County Democrat weekly newspaper. A sign providing details and contact information was placed on the subject property.

Findings and Facts:

- The subject property is applying for the CUP in order to have the STR be in compliance with the Short Term Rental ordinance.
- Proper notification for a public hearing was served.
- The application was reviewed, and conditions are recommended.
- Regulations for STR's per Section 22-304 of the Zoning Code are required conditions.

Staff Recommendation:

Based on the review of the application and the listed Findings, staff recommends that the Planning Commission recommend to the City Commission APPROVAL of CUP04-24 to locate one (1) Short Term Rental (STR) at 15305 Perry Road with the following conditions:

- All requirements of the Short Term Rental ordinance (Ordinance #2804NS) are adhered to.

Options:

- Recommending Approval of Case No. CUP04-24 to allow for one Accessory Dwelling Unit as requested by the applicant.
- Recommending Approval of Case No. CUP04-24 to allow for one Accessory Dwelling Unit as requested by the applicant with additional conditions noted by the Planning Commission.
- Recommending Denial of the application for CUP04-24.
- Recommending Deferral Case No. CUP04-24 with a request for additional and specific information to a certain date.

This CUP application will be heard at the City Commission meeting on Monday, July 15, 2024, at 6:00 pm.

ORDINANCE NO. 2804NS

AN ORDINANCE AMENDING SECTION 22-299 TO SECTION 22-309 OF THE ZONING CODE OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, MORE SPECIFICALLY KNOWN AS RESERVED, TO SHORT TERM RENTAL, RESIDENTIAL. BY AMENDING SAID SECTIONS OF SAID ZONING CODE: PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR CODIFICATION.

WHEREAS, pursuant to notice duly given as required by law, a public hearing conducted by the Board of Commissioners of the City of Shawnee, Oklahoma, on the 15th day of April 2024, to revise certain sections of the zoning code.

WHEREAS, the Planning Commission of the City of Shawnee has conducted one or more public hearings on said amendment pursuant to notice as required by law and has submitted its final report and recommendation regarding said amendment to the Board of Commissioners; and,

WHEREAS, it appears to be in the best interest of the City of Shawnee and the inhabitants thereof for said amendment to be adopted

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

SECTION 1: That the Sections 22-299 to 22-309 of the Zoning Code be amended to include the following:

Sec. 22-299 Purpose

It is the purpose and intent of this chapter to establish regulations for privately owned residential property used as vacation homes and rented to transient occupants for periods of less than thirty (30) days in the municipal limits of the City of Shawnee, Oklahoma, so as to minimize the adverse effects of short-term rental uses on surrounding residential properties and neighborhoods, and to preserve the character, integrity, and stability of residential neighborhoods in which short-term rental properties are located.

Sec. 22-300 - Definitions.

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Commercial Event is defined as an event with the purpose of making money or where a venue is hired for a commercial function where attendees are charged entry, which may include, but is not limited to, events such as parties, entertainment events, and attractions.

Conditional Use Permit means the process of review, recommendation, and conditional approval of a specific use (short-term rentals) is permitted by the City Commission.

Guest means a person who rents or occupies a short-term rental alone or with others.

Owner shall mean any person, firm, trust, or other legal entity that owns the property where a short-term rental is located.

Responsible Party shall mean the primary contact for the short-term rental, aside from the owner, that can be reached by the occupant or city staff in the event of an emergency or other issue.

Short-term rental means any dwelling unit, portion thereof, or habitable accessory dwelling unit for rent for a temporary period of up to 30 days per guest.

Short-term rental license means the process of reviewing and approving a specific residence to engage in a short-term rental.

Sec. 22-301. – General Requirements.

A short-term rental is defined as the rental of an existing or otherwise permitted dwelling unit, or any portion thereof, for not more than thirty (30) days, where the owner is engaged in a contract for the rental of that specific dwelling unit or any portion thereof.

1. Application and approval of a Conditional Use Permit is required before application of the license is approved.
2. An annual short-term rental license may be issued to eligible applicants by the city. A short-term rental license is a privilege that may be denied, suspended, revoked, or not renewed.
3. Short-term rental units shall only be utilized by those individuals who are renting said units, and then only for the purposes of overnight accommodations.
4. Short-term rentals shall not adversely affect the residential character of the neighborhood, nor shall the use generate noise beyond what is allowed under city code, vibration, glare, odors, or other effects that unreasonably interfere with any person's enjoyment of their residence.
5. A licensee or guest of a short-term rental shall not use or allow the use of sound equipment, amplified music, and musical instruments.
6. A licensee or guest of a short-term rental shall not violate any parking ordinances of the Shawnee City Code. Suitable parking based on proposed occupancy must be available on-site, and the use of street parking as the primary guest parking is not allowed.
7. Guest occupancy limits are established for each short-term rental.
8. Anyone under the age of eighteen (18) is prohibited from renting a short-term rental.
9. All short-term rental properties shall pay a license application fee and a license renewal fee, as noted in the City Fee Schedule.
10. All short-term rental properties shall be inspected by the City annually.
11. Short-term rental licenses shall not be transferrable.
12. No person shall offer or engage in a short-term rental in or on any part of the property not approved for residential occupancy. Examples include but are not limited to a vehicle or RV parked on the property, storage shed, trailer, garage, or any temporary structure such as a tent.

Sec. 22-302. - Permitted zoning districts.

- **R-1** (Single-Family Residential District)
- **R-2** (Medium Density Residential District)
- **R-3** (Multifamily Residential District) -- single-family, duplex, & triplex dwellings only
- **C-4** (Central Business District)
- **A-1** (Rural Agricultural District) with overlay LPZ (Lake Protection Zone)
- **A-1** (Rural Agricultural District)

Sec. 22-303. - Short-term rental, residential; license required; compliance with applicable codes.

1. No person shall manage or operate a short-term rental without an annual license, as provided herein, issued by the Community Development Department.
2. Licenses for short-term rental shall expire annually on the date the license was originally granted or immediately upon change of ownership. Licenses may be renewed annually upon filing a renewal application with the Community Development Department.
3. No license shall be issued or renewed until the applicant verifies that tax permits have been issued by the State of Oklahoma and provides evidence that all applicable collection of taxes will take place or is taking place.
4. No license shall be issued or renewed where taxes are delinquent and are owed by the owner or operator of the property or if the property violates any section of the Shawnee City Code. No renewal shall be issued for a property deemed to breach the Shawnee City Code until such violation is resolved through final disposition of a prosecution filed in the Municipal or District Court or upon certification by the building code official that the property is in compliance with applicable codes.
5. No short-term rental license shall be issued until a Conditional Use Permit (CUP) has been approved by the City.
6. No person shall offer or engage in a short-term rental without complying with applicable building and fire codes.
7. Use of a short-term rental for any commercial events is prohibited. Each short-term rental shall comply with all applicable noise ordinances.
8. The number of occupants at any given time in a short-term rental unit shall not exceed the number of beds.
9. One on-site parking space is required per every four beds.

Sec. 22-304. - Required information to be posted and provided to guests.

The license holder shall post the following information in a prominent location in the interior, clearly visible to guests, and provide a packet of the information, summarizing the restrictions applicable to short-term rental use, including:

- a) The license registration, which includes license number;
- b) Owner's name and phone number;
- c) Local emergency contact (within one hour driving time of the short-term rental) name and phone number;
- d) Occupancy limits;

- e) The location of any on-site and off-site parking spaces available for guests;
- f) Parking restrictions;
- g) Noise restrictions, including the prohibition on the use of sound equipment, amplified music, and musical instruments;
- h) Information on open burning or relevant burn bans;
- i) Information on applicable water restrictions;
- j) Trash and recycling collection rules and dates;
- k) Prohibition on the use of the short-term rental for commercial events; and
- l) Floor plan with fire exits and escape routes.

Sec. 22-305. - Application form, short-term rental, residential; license; process.

An application for a short-term rental license shall be submitted to the Community Development Department on a form supplied by the City, which shall contain the following information and attestations. The applicant also agrees to furnish any necessary documentation upon request of the City.

- a) The name, street address, mailing address, and telephone number of the owner of record of the property where the short-term rental will be located, a mailing address (if different), cell phone number, and email address;
- b) The name, street address, telephone number, and email address of a local emergency contact, who can access the rental within one hour's driving time; this information shall remain current with the City for the duration of the short-term rental license;
- c) Proof of current, valid property insurance;
- d) Proof of tax permit from the Oklahoma Tax Commission;
- e) Proof of payment of any applicable taxes as of the date of submission of the application;
- f) The number of bedrooms and the proposed occupancy limits;
- g) A diagram showing the proposed layout of the property use and any on-site parking available;
- h) A floor plan indicating fire exits and escape routes;
- i) All required egress windows in bedrooms must be operational and free from breaks or cracks;
- j) Operational smoke detectors and carbon monoxide detectors as required by the Building Code and fire extinguishers as required by the Fire Code;
- k) That the property complies with applicable provisions of the City's minimum property maintenance, building, electrical, mechanical, and plumbing codes; and
- l) Any other information requested by the City.

Any fraud, material misrepresentation, or false statements contained in the attestations, required documentation, or correlating application material shall be grounds for immediate revocation of a short-term rental license. Furthermore, all requirements shall be continuously maintained throughout the duration of the permit. These requirements shall be verified as having been met through an annual inspection.

Sec. 22-306. - Conditional Use Permit (CUP) Application form; process.

1. A Conditional Use Permit (CUP) application shall be submitted to the Community Development Department for review. An application for a residential short-term rental license shall accompany the CUP application.
2. The Planning Commission shall hold a public hearing thereon and shall transmit its recommendation for the Conditional Use Permit application to the City Commission.
3. The City Commission may authorize or deny the issuance of a Conditional Use Permit for the use of the land or buildings as requested for short-term rental.
4. The Planning Commission and City Commission may set conditions for any Conditional Use Permit approval in conducting reviews, including but not limited to conditions on days and hours of operation, use restrictions, parking, setbacks, screening, signage, lighting, noise, and other standards and operational safeguards essential to the welfare and protection of adjacent property and the community as a whole.
5. If approved, the applicant shall remain in compliance with any specified conditions of the Conditional Use Permit. The City Commission shall have the authority to revoke any Conditional Use Permit that violates established conditions upon public hearing and notice to the permit holder.
6. If the property is sold or transferred to another owner, the approval of a new Conditional Use Permit shall be required for the Short-Term Rental to continue operating.

Sec. 22-307. - Suspension, revocation; notice and appeal; complaint process.

1. A license issued may be suspended or revoked by the City for failure to pay applicable sales and/or occupancy taxes due or for violation of any section of the Shawnee City Code or state law.
2. Failure to renew the short-term rental license annually will require a new license application to be submitted and charged the initial fee as described in the City Fee Schedule.
3. A resident within 300 feet of the short-term rental may file a complaint with the City if they feel the short-term rental unit is non-compliant with the provisions of this ordinance.

- 4. No license shall be suspended or revoked until the owner has been accorded written notice of the violation(s) and administrative hearing with the City.
- 5. The decision to suspend or revoke the license may be appealed to the City Commission by filing notice thereof with the City Clerk within ten days of said action.

Sec. 22-308. - Covenants; deed restrictions; overlay requirements.

This division or any section therein is not intended to be construed in derogation of, or in conflict with, any restrictive covenant, deed restriction, or lease agreement that may be applicable. This division or section therein shall be subject to any applicable overlay district or provision thereof or any zoning restriction unique to a particular area or parcel.

Sec. 22-309. - Penalty.

Violation of Sections 22-229 through 22-308 shall be deemed a Class C offense. Each day a short-term rental is operated in violation of said section shall constitute a separate offense.

SECTION 2. REPEALER. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance, are repealed.

SECTION 3. SEVERABILITY. The provisions of this ordinance are severable, and if any sentence, provision, or other part of this Ordinance shall be held invalid, the decision of the courts so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

SECTION 4. CODIFICATION. This Ordinance shall be codified in the Shawnee Municipal Code, and the codifier is authorized to set out the ordinance as appropriate.

PASSED AND APPROVED this 15th day of April, 2024.

(SEAL)
ATTEST:

ED BOLT, MAYOR

LISA LASYONE, MMC, CITY CLERK

Approved as to form and legality this 15th day of April, 2024.

JOSEPH M. VORNDRAN,
CITY ATTORNEY

PLANNING COMMISSION APPLICATION



City of Shawnee Community Development Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1672
www.ShawneeOK.org

For Office Use Only

Case Number: CWP04-21

Project Number: 20240863

Date Filed: 06.05.2024

Planning Commission Secretary

REQUEST:

☐ Rezoning

☒ Conditional Use Permit

☐ Rezoning w/Conditional Use Permit

☐ Planned Unit Development

I, the undersigned, do hereby respectfully make application and petition to the City Commission to amend the zoning map, and to change the zoning district of the Shawnee area, from A1 LPZ District to Airbnb conditional use District, as hereinafter requested, and in support of this application, the following facts are shown:

PROPERTY LOCATION (STREET ADDRESS): 16712 Magnolia Rd

LEGAL DESCRIPTION: Lot 5, Johnson Tract

PROPERTY OWNER (S): Lora Davis / James Hunter / City of Shawnee

PROPERTY AGENT (APPLICANT): Lora Davis

APPLICANT'S ADDRESS: 16712 Magnolia Rd

CITY: Shawnee STATE: OK ZIP: 74801

EMAIL ADDRESS: lorajodavis@gmail.com

TELEPHONE NUMBER: (405) 275 4017 CONTACT NUMBER: () same

DIMENSIONS OF PROPERTY: AREA: 1 acre mol WIDTH: 300 ft lakeside

LENGTH: see atch FRONTAGE: see atch

CURRENT ZONING: A1 LPZ

CURRENT USE: Residence and Airbnb

PROPOSED ZONING: Residence & Airbnb

PROPOSED USE: see above

With the filing of this application, I acknowledge that I have been informed of off-street parking, fencing and paving requirements in regard to the zoning I have requested as witnessed by my signature.

COMPLETED APPLICATION AND ALL CORRESPONDING DOCUMENTS MUST BE RECEIVED 30 DAYS PRIOR TO MEETING TO MAKE THE AGENDA.

Lora Davis
SIGNATURE OF APPLICANT

FOR STAFF USE ONLY

REZONING &/OR C.U.P FEE \$ 280.00

RECEIPT NO. 7415 \$180.00

PLANNED UNIT DEVELOPMENT FEE \$ 550.00

NOTIFICATION SIGN \$ 50.00

PLANNING COMMISSION ACTION: _____

DATE: _____

CITY COMMISSION ACTION: _____

DATE: _____

PLACE ON ZONING MAP: _____

ORDINANCE NO.: _____

Need owner list

6 Atch Page 41 of 117

4573

1. House
2. Shop
3. Aerobic
- septic

5. Waste

7. Priv

9. Fe

10

10

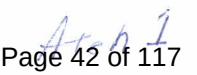
11/13

Bed - Herb

high water!

grace!
Don

Yellow soil



Guest Room at Port Davis at Shawnee Twin Lakes

Owner Jo Davis phone 405 275 4017

Emergency Contact - same as above

Occupancy Limit 4

Medical or Safety Emergencies call 911

Your location is 16712 Magnino Rd, Shawnee, Ok

Rules

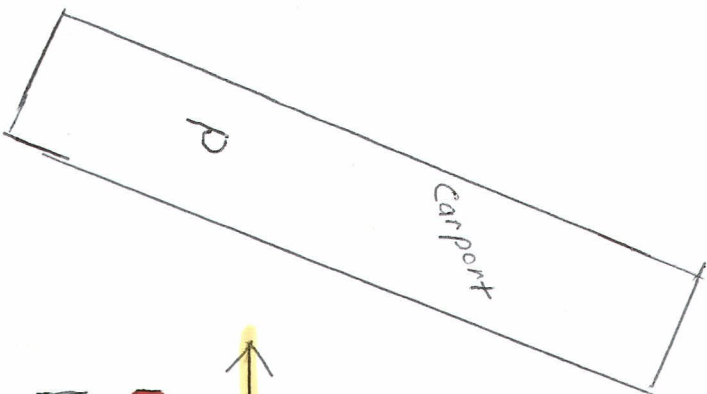
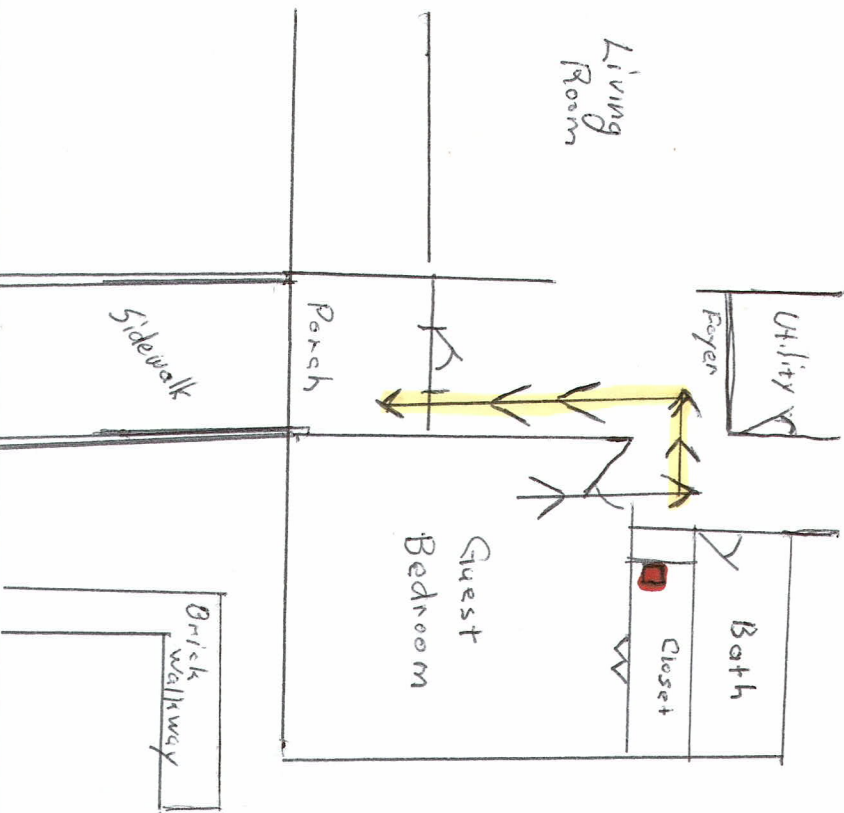
No open burning

No smoking inside

No amplified sound
of any kind

Wednesday is trash day

No Drug use



Legend

= Fire Exit Route

= Fire Extinguisher

P = Parking

Attach 2

Port Davis cabin at Shawnee Twin Lakes

Owner Jo Davis phone 405 275 4017

Emergency Contact - same as above

Occupancy Limit 4

Emergencies call 911

Your address is 16712 Magnino Rd, Shawnee

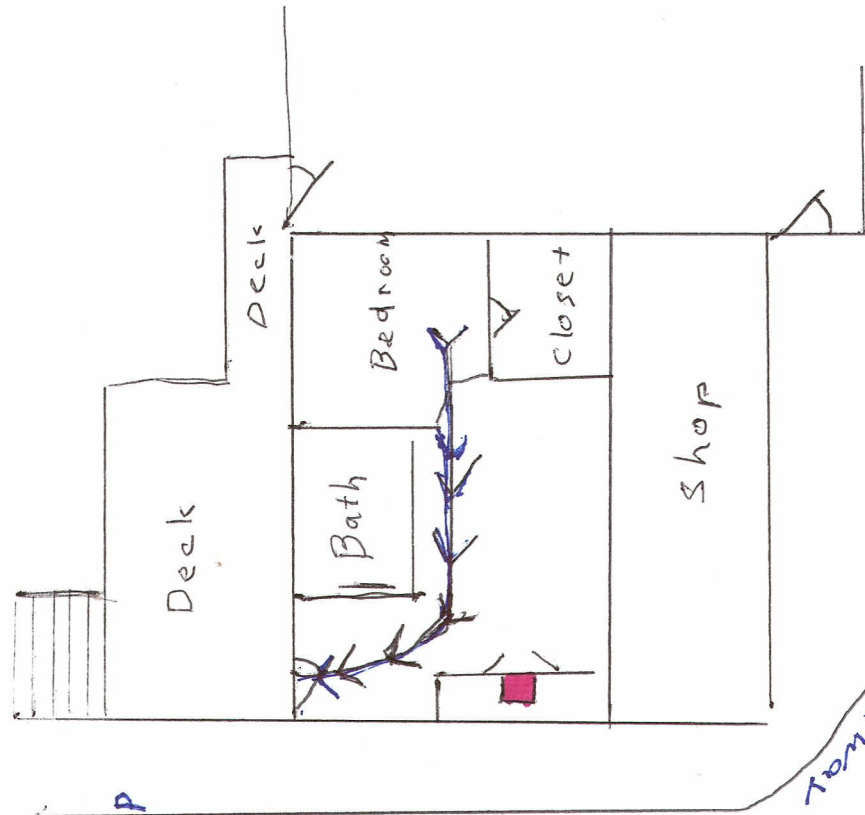
Rules

No open burning

No smoking inside

No drug use

No amplified sound
of any kind

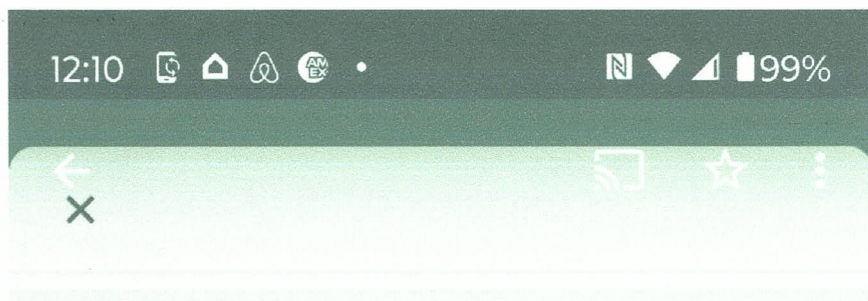


Legend

 = Fire Exit Route

 = Fire Extinguisher

P = Parking

*Airbnb
Tot Info*

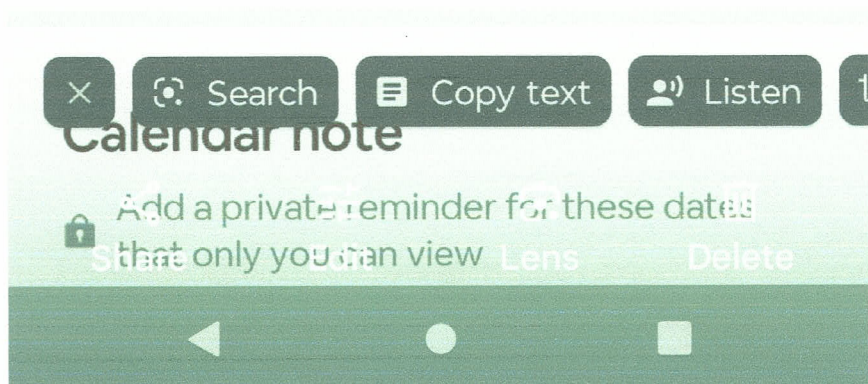
Guest paid

\$117.50 x 2 nights	\$235.00
Guest service fee	\$33.18
Occupancy taxes	\$23.49
Total (USD)	\$291.67

Host payout

2 nights room fee	\$235.00
Show breakdowns	
Host service fee (3.0%)	-\$7.05
Total (USD)	\$227.95

 Transaction History >



From the Office of:

BUDDY ANDERSON
POTTAWATOMIE CO TREASURER
PO BOX 3069
SHAWNEE, OK 74802-3069
TELEPHONE: (405) 273-0213

Tax Information

Real Estate

School Dist	Tax Year	Taxroll Item #
003S	2023	56230
	Land Value	0
	Improvements	9,920
	Gross Assessed	9,920
	Exemptions	0
	Net Assessed	9,920
	Total Tax	1,063.00
	Total Tax Payments	1,063.00

Parcel ID Number

R 56230

Owner Name and Address

46548

DAVIS LORA & JAMES HUNTER
16712 MAGNINO RD
SHAWNEE OK 74801-0000

Situs/Legal Description:

16712 MAGNINO RD SHAWNEE 1

JOHNSTON TRACT LOT 5

None Due

\$0.00

Mortgage Holder

226
LEASED LAND

LLR

Payment Information

Date	Receipt	How	Tax Amt	Penalty	Mail	Lien	Adv	Other For	Paid By
4/01/24	41975	OTHER	1,063.00	47.84				Taxes	Lora Davis (WEB CC)

State Farm Fire and Casualty Company
A Stock Company With Home Offices in Bloomington, Illinois
PO Box 2356
Bloomington IL 61702-2356



H-26-2303-FA8F F H W
3200
DAVIS, LORA JO
16712 MAGNINO RD
SHAWNEE OK 74801-4005

RENEWAL DECLARATIONS

AMOUNT DUE: None
Payment is due by BILLED THROUGH SFPP

Policy Number: 36-CL-5719-9

Policy Period: 12 Months
Effective Dates: NOV 01 2023 to NOV 01 2024
The policy period begins and ends at 12:01 am standard time at the residence premises.

Your State Farm Agent
GARY VOGEL INS AND FIN SER IN
129 E MACARTHUR ST
SHAWNEE OK 74804-2140

Phone: (405) 273-2901 or (405) 273-2902

Homeowners Policy

Location of Residence Premises
16712 MAGNINO RD
SHAWNEE OK 74801-4005

Construction: Frame
Year Built: 2001

Roof Material: Metal
Roof Installation Year: Default to Year Built

Automatic Renewal

If the **POLICY PERIOD** is shown as **12 MONTHS**, this policy will be renewed automatically subject to the premiums, rules, and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

IMPORTANT MESSAGES

Coverage A has increased \$3,300.00 over last year.
Please help us update the data used to determine your premium. Contact your agent with the year each of your home's utilities (heating/cooling, plumbing, or electrical) and roof were last updated.

PREMIUM

Annual Premium \$3,227.00

Your premium has already been adjusted by the following:

Home/Auto Discount Claim Record Discount
Loyal Customer

Total Premium \$3,227.00

Publish ASAP

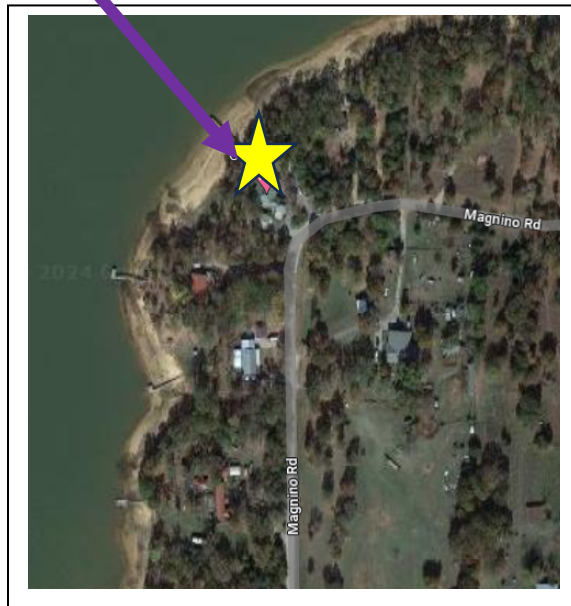
NOTICE OF PUBLIC HEARING
Conditional Use Request (CUP03-24)

It is hereby noticed that the City of Shawnee Planning Commission will hold a public hearing on July 3, 2024, at 1:30 p.m. in the Commission Chambers at City Hall, 16 W. 9th St, Shawnee, OK. The City of Shawnee City Commission will hold a public hearing on July 15, 2024, at 6:00 p.m. in the Commission Chambers at City Hall. The Planning Commission and City Commission will consider a Conditional Use Permit request (**CUP04-24**) to allow a Short Term Rental at property addressed as 16712 Magnino Rd, Shawnee, OK 74801 and described as:

Lake Lot 5, Johnson Tract

Public hearings will be held at the above times and dates. All residents and parties in interest shall have an opportunity to be heard regarding the request above.

CUP04-24 16712 Magnino Rd, Shawnee, OK 74801





PUBLIC HEARING

For more information

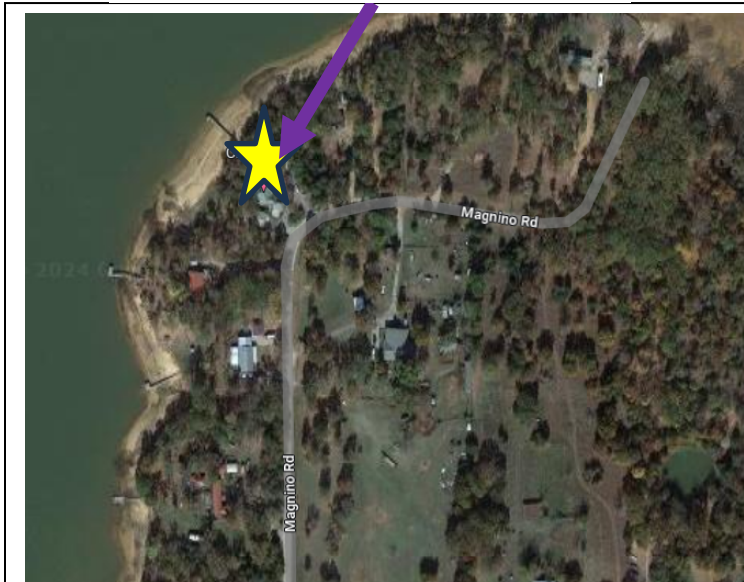
Community Development Department
Shawnee City Hall
16 W. 9th Street
Shawnee, OK 74801
405-878-1672

Planning Commission

July 3, 2024

City Hall at 16 W. 9th Street, Commission Chambers
1:30 PM

16712 Magnino Road, Shawnee, OK



City Commission

July 15, 2024

City Hall at 16 W. 9th Street, Commission Chambers
6:00 PM

Project Information

Request: Request for a Conditional Use Permit (CUP) to allow a Short Term Rental.

Applicant: Lora Davis

Location: 16712 Magnino Rd

Case #: CUP04-24



Frequently Asked Questions

What is a Conditional Use Permit (CUP)?

A Conditional Use Permit (CUP) is a request for a particular use that has been classified in the Zoning Code as requiring a CUP. These uses require a thorough review because some uses could more intensely affect the area in which it is located.

Why did I receive a letter?

You own property within 300 feet of the subject property.

How do I comment on the request?

Try to attend the public hearing if you are able. Staff will also accept written comments for those who cannot attend.

What if I have questions?

Call the Community Development Dept. at 405-878-1672 or email the Community Development Director at rian.harkins@shawneeok.org.

What if I cannot attend the hearing?

Staff will accept written comments. You may also have a neighbor or friend attend the hearing to represent your interests at the meeting.

How will this request affect me?

Every property is different. Contact the Community Development Department for more information if you have concerns about any impact on you.

I am not in favor of the request, what do I do?

Attend the meetings or provide written comments if you cannot attend. Property owners within 300 feet of the subject property may also prepare a protest petition. Staff can supply information about the protest petition requirements.

Legal Description: CUP03-24

Lake Lot 5, Johnson Tract, Lake 1



Planning Commission Meeting – 06.05.2024 – City of Shawnee, Oklahoma

Final Plat Application | FPL02-24 | Rolling Hills Addition - Section 2

=====

To: Shawnee Planning Commission
From: Rian Harkins, Community Development Director
Date: June 25, 2024
Subject: **Staff Report** – Consideration of a request for a Final Plat, Rolling Hills Addition Section 2, of approximately 2.39 acres.
Case No. **FPL02-24** | Applicant: Absentee Shawnee Housing Authority (BWR Design Group - Engineer

=====

Background: The subject property is approximately 2.39 acres and is located northeast of the intersection of Main Street and Bryant Avenue. The property is currently zoned R-1 (Single Family Residential District). The preliminary plat and a final plat for Section 1 have previously been approved at various times from 2014 onward.

Discussion: Findings and Facts:

- Staff has reviewed the document for accuracy and finds it sufficient.
- The City Engineer voiced no concern with the Final Plat as submitted but has asked for copies of all ODEQ engineering reports and applications regarding water and sanitary sewer.
- The Fire Marshall is requesting a 96' diameter cul-de-sac per the requirements of the 2018 International Fire code.

Alternatives:

- Recommending Approval of Case No. FPL02-24, for the Final Plat, Rolling Hills Addition Section 2, as requested and presented by the applicant.
- Recommending Approval of Case No. FPL02-24, for the Final Plat, Rolling Hills Addition Section 2, with the additional conditions noted by staff (with or without additional conditions presented by the Planning Commission).
- Recommending Denial of the application for Case No. FPL02-24
- Recommending Deferral of Case No. FPL02-24 with a request for additional and specific information to a certain date.

Recommendation: Based on the Findings and Facts, staff recommends that the Planning Commission recommend to the City Commission **APPROVAL** of **FPL02-24** for the Final Plat, Rolling Hills Addition Section 2, with the conditions presented in the staff report.

This application will be heard at the City Commission meeting on Monday, July 15, 2024, at 6:00 p.m. in the City Hall Commission Chambers.

received June 5, 2024
PC mtg

Received
Comm Dev
4/11/24
- R

PRELIMINARY PLAT APPLICATION



Planning Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1616 Fax (405) 878-1587
www.ShawneeOK.org

For Office Use Only	
Case Number:	PPL02-24
Project Number:	
Date Filed:	
Amount Paid:	
Receipt No.:	

Please provide a submittal letter, 6-24X36 maps, 1-8 1/2 x 14 map, 1 electronic map and filing fees upon submitting this application. Please call 878-1616 with any questions.

APPLICANT Absentee Shawnee Housing Authority
APPLICANT ADDRESS 107 N Kimberly, Shawnee, OK 74802-0425
APPLICANT PHONE NUMBERS 405-273-1050
EMAIL ADDRESS RSheppard@ashousingauthority.com
NAME OF PLAT Rolling Hills Addition - Section 2
LOCATION NE corner of Main Street and N Bryan Avenue (NW 1/4 Sec. 20, T-10-N, R-4-E, Pottawatomie Co.)
NUMBER OF ACRES 2.39± NUMBER OF LOTS 5

FOR 2 ACRE LOTS OR GREATER DEVELOPMENTS: FEE: \$225.00
PLUS **\$3.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS _____
PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____
TOTAL COST _____

FOR LESS THAN 2 ACRE LOTS: FEE: \$225.00
PLUS **\$2.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS 5 \$10
PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____
TOTAL COST \$235.00

OWNER/DEVELOPER INFORMATION:

NAME Absentee Shawnee Housing Authority (Robert Sheppard)
ADDRESS 107 N Kimberly, Shawnee, OK 74802-0425
CONTACT NUMBERS 405-273-1050
EMAIL ADDRESS RSheppard@ashousingauthority.com

PROJECT ENGINEER INFORMATION:

NAME BWR Design Group, LLC (Bryan Richards, PE)
ADDRESS PO Box 31732, Edmond, OK 73003
CONTACT NUMBERS 405-761-5517
EMAIL ADDRESS bwrdesigngroup@gmail.com

APPLICATION, SITE PLAN, CONSTRUCTION DOCUMENTS, PAYMENT, ETC... MUST BE RECEIVED 30 DAYS PRIOR TO MEETING

OWNER'S CERTIFICATE AND DEDICATION

The undersigned, ABSENTEE SHAWNEE HOUSING AUTHORITY, does hereby certify that they are the owners and only persons, firms or corporations having any right, title or interest in the surface rights to the land shown on the final plat of ROLLING HILLS ADDITION, SECTION 1, SECTION 1, a subdivision of a part of the NW/4, Section 21, T10N, R4E, 1M., Pottawatomie County, Oklahoma, and does further certify:

That the owners to the title to said surface rights, hereby dedicate the Streets and Avenues shown on said plat for the use of the public and its successors and assigns, and subject to: oil, gas and mineral rights which have been, or are hereby reserved in their entirety, rights of oil, gas and mineral lessee's, present and future, which may include, among other rights, the right to lay pipe lines and build various appurtenances and structures necessary to remove oil, gas and minerals per terms of their lease agreements; easements, encumbrances, encroachments, rights-of-way and mortgages of record and exceptions as listed in the Bonded Abstracter's Certificate.

That the area indicated on said plat as Utility and/or Drainage Easements are hereby reserved for the purpose of locating, constructing, erecting, maintaining, conducting and performing any public or quasi public utility function or service above or beneath the surface of the ground, with rights of ingress and egress at any time of the purpose of installation, repair, operation and removal of any such public or quasi public utility.

That said property covered by said plat and dedication is covered by certain restrictions, reservations and covenants in a separate instrument which may be filed subsequent to the filing of said plat and dedications.

ABSENTEE SHAWNEE HOUSING AUTHORITY

MANAGER

State of Oklahoma
County of Pottawatomie

Before me the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 20____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the above and foregoing instrument as its Manager and acknowledged to me that he/she executed the same as the free and voluntary act and deed of said company for the uses and purposes thereon set forth.

My Commission Expires: _____

Notary Public

BONDED ABSTRACTER'S CERTIFICATE

The undersigned, duly qualified and lawfully Bonded Abstracter of Titles in and for Pottawatomie, State of Oklahoma, hereby certify that the records of proper officials of said County show that title to the land included in the annexed plat of ROLLING HILLS ADDITION, SECTION 2, a subdivision of a part of the Northwest 1/4, Section 21, T10N, R4E, 1M., an addition to the City of Shawnee, Pottawatomie County, Oklahoma, is vested in ABSENTEE SHAWNEE HOUSING AUTHORITY, and that on this _____ day of _____, 20____, there are no actions pending or judgments of any nature in any court or on file with the Clerk of any court in said County and State, against said land or owners thereof; that the taxes are paid for the year 20____ and all prior years and that no outstanding tax liens, mortgages or other encumbrances of any kind are against said land with the annexed plat.

EXCEPT:

Easements, Rights-of-Way and Mortgages of record

Attest: _____ FIRST AMERICAN TITLE & TRUST COMPANY

Secretary Vice-President

State of Oklahoma
County of Pottawatomie

Before me the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 20____, personally appeared _____ to me known to be the identical person who signed the name of the maker thereof to the within and foregoing instrument as President and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed of said corporation, for the uses and purposes thereon set forth.

Given under my hand and seal the day and year last above written. _____

My Commission Expires: _____

Notary Public

SURVEYOR'S CERTIFICATE

I, _____, a Registered Land Surveyor in the State of Oklahoma, do hereby certify that the annexed plat ROLLING HILLS ADDITION, SECTION 2, represents a survey made under my supervision, and that all monuments shown thereon actually exist and their relative positions are correctly shown. This survey meets the Oklahoma Minimum Standards for the Practice of Land Surveyors as adopted by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors; and that said Final Plat complies with the requirements of Title II Section 41-106 of the Oklahoma State Statutes.

State of Oklahoma
County of Pottawatomie

Before me the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 20____, personally appeared _____ to me known to be the identical person who signed the name of the maker thereof to the within and foregoing instrument as President and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed of said corporation, for the uses and purposes thereon set forth.

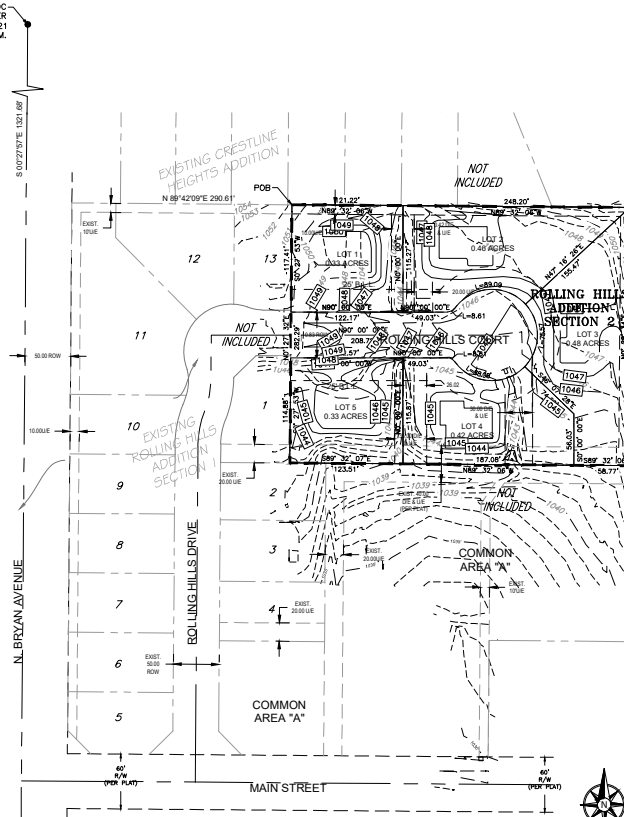
Given under my hand and seal the day and year last above written. _____

My Commission Expires: _____

Notary Public

FINAL PLAT
ROLLING HILLS ADDITION, SECTION 2
MAIN STREET & BRYAN AVENUE
SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

POC
FND MAG SHINER
NW COR., NW/4, SEC. 21
T-10-N, R-4-E, 1M.





Planning Commission Meeting – 06.05.2024 – City of Shawnee, Oklahoma

Final Plat Application | FPL04-24 | Rolling Hills Addition - Section 2

=====

To: Shawnee Planning Commission

From: Rian Harkins, Community Development Director

Date: June 26, 2024

Subject: **Staff Report** – Consideration of a request for a Final Plat, Shawnee Twin Lakes Lake 1 Phase 2, of approximately 2.39 acres.
Case No. **FPL02-24** | Applicant: Absentee Shawnee Housing Authority (BWR Design Group - Engineer

=====

Background: The subject property is located in Township 10 North, Range 2 East, and part of Section 14. The Preliminary Plat includes approximately 368.02 acres. The property is zoned A-1 (Rural Agricultural District). The Preliminary Plat of this area was approved in April 2024. The proposed Final Plat of the Shawnee Twin Lakes – Lake No. 1, Phase II subdivision has been completed to define the boundaries of the “lake lot leases” and “common areas” located within the city limits of Shawnee, Oklahoma. There are three (3) areas containing lake lot leases: Damron, Seck, and Belcher. The breakdown of lake lot leases per area is Damron – 13 | Seck – 9 | Belcher – 26 for a total of 48 lots.

Discussion: Findings and Facts:

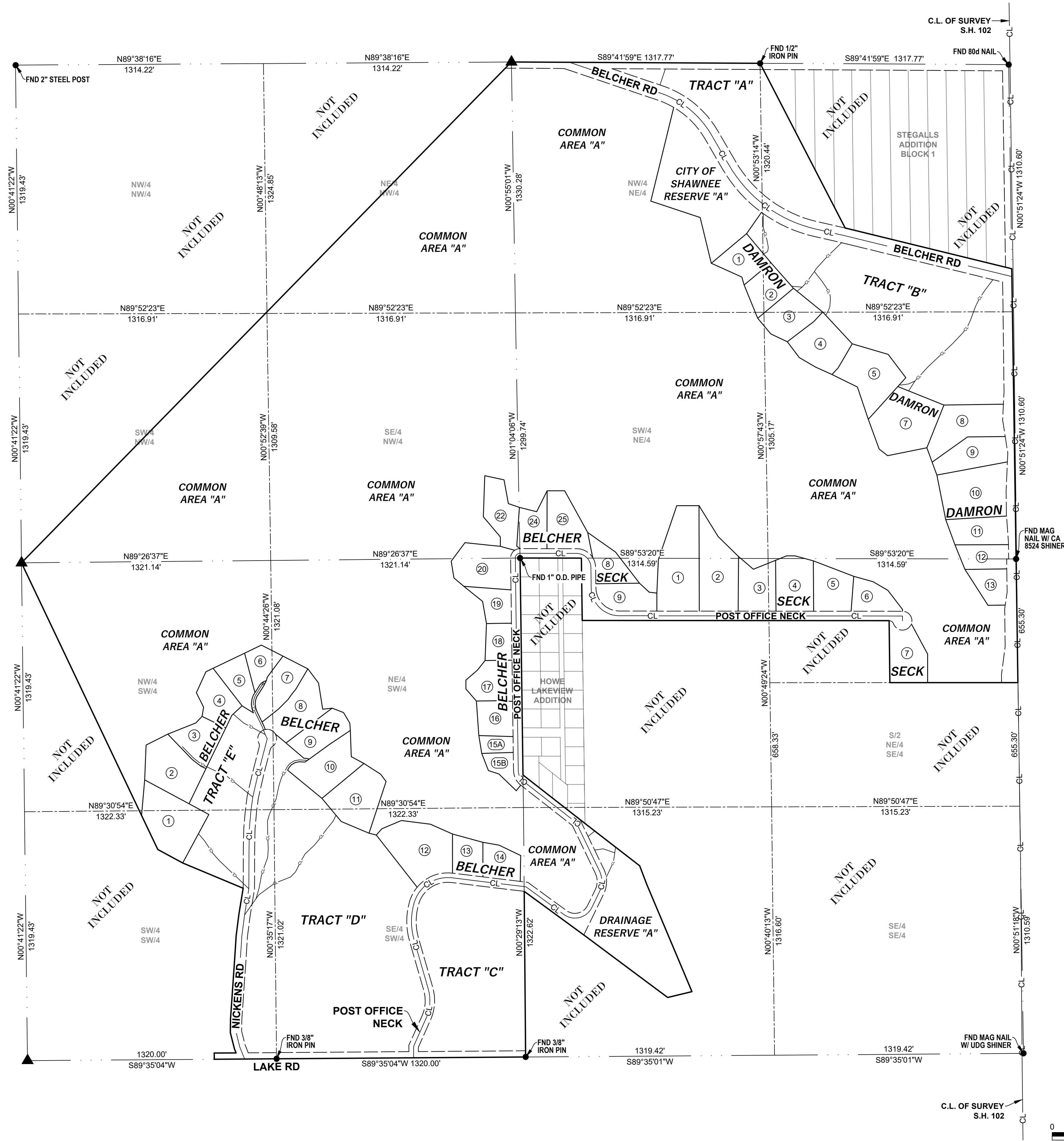
- Staff has reviewed the document for accuracy and finds it sufficient.
- Staff no other comments on the proposed final plat at this time.

Alternatives:

- Recommending Approval of Case No. FPL04-24, for the Final Plat, Shawnee Twin Lakes Lake 1 Phase 2, as requested and presented by the applicant.
- Recommending Approval of Case No. FPL04-24, for the Final Plat, Shawnee Twin Lakes Lake 1 Phase 2, with additional conditions noted by the Planning Commission.
- Recommending Denial of the application for Case No. FPL04-24
- Recommending Deferral of Case No. FPL04-24 with a request for additional and specific information to a certain date.

Recommendation: Based on the Findings and Facts, staff recommends that the Planning Commission recommend to the City Commission **APPROVAL** of **FPL04-24** for the Final Plat, Shawnee Twin Lakes Lake 1 Phase 2, as presented in the staff report.

This application will be heard at the City Commission meeting on Monday, July 15, 2024, at 6:00 p.m. in the City Hall Commission Chambers.



FINAL PLAT
OF
SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2
BEING A REPLAT OF A PART OF THE FINAL PLAT OF
SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE
CITY OF SHAWNEE AND BEING A PART OF SECTION 14,
T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

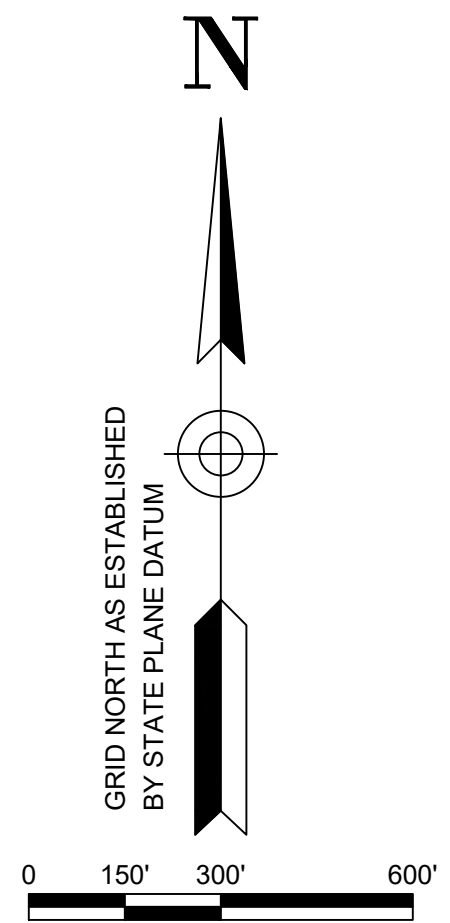
- NOTES**
1. THIS PLAT OF SURVEY MEETS OR EXCEEDS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, AND THAT THIS FINAL PLAT COMPLIES WITH THE REQUIREMENTS OF TITLE 11 SECTION 41-108 OF THE OKLAHOMA STATE STATUTES.
 2. EXTERIOR SUBDIVISION CORNERS, LOT CORNERS, R/W CORNERS, AND CENTERLINE MONUMENTS SHALL BE EITHER A 1/2" IRON PIN W/ PLASTIC CAP STAMPED "ELEVATION CA 8524" OR A MAG NAIL WITH SHINER STAMPED "ELEVATION CA 8524", UNLESS OTHERWISE NOTED.
 3. MAINTENANCE OF ALL COMMON AREAS AND RIGHT-OF-WAYS ARE THE RESPONSIBILITY OF THE CITY OF SHAWNEE.
 4. MAINTENANCE OF ALL ACCESS EASEMENTS ARE THE RESPONSIBILITY OF THE LESSEE(S) OF THE LOT(S) THE ACCESS EASEMENT IS SERVING.
 5. EXCEPT WHERE SPECIFIED IN THE LEASE AGREEMENTS, NO STRUCTURES, STORAGE OF MATERIAL, GRADING, FILL OR OTHER OBSTRUCTIONS INCLUDING FENCES, EITHER TEMPORARY OR PERMANENT, SHALL BE PLACED WITHIN THE COMMON AREAS OR RIGHT-OF-WAYS.
 6. EXCEPT WHERE SPECIFIED IN THE LEASE AGREEMENT, NO STRUCTURES SHALL BE PLACED WITHIN THE BUFFER AREA.
 7. THE EDGES OF THE EASEMENTS AND RIGHT-OF-WAY LINES SHALL EXTEND TO AND/OR TERMINATE AT THE APPLICABLE LOT, PROPERTY, AND/OR RIGHT-OF-WAY LINES.
 8. ALL EASEMENT DIMENSIONS ARE TO THE CENTERLINE OF THE EASEMENT.

LEGEND

SECTION LINE	_____	R/W = PUBLIC RIGHT-OF-WAY
QUARTER SECTION LINE	_____	A/E = PRIVATE ACCESS EASEMENT
ALIQUOT SECTION LINE	_____	U/E = PUBLIC UTILITY EASEMENT
EXISTING SUBDIVISION LOT LINE	_____	O/U/E = PRIVATE OVERHEAD UTILITY EASEMENT
CENTERLINE OF ROADWAY/DRIVE	_____CL	U/U/E = PRIVATE UNDERGROUND UTILITY EASEMENT
SUBJECT PROPERTY LINE	_____	C/L = CENTERLINE
LOT LINE	_____	C = CURVE
BUFFER AREA LINE	_____	L/L = LOT LINE
EASEMENT LINE	_____	BOUNDARY CORNER (AS NOTED)
RIGHT-OF-WAY LINE	_____	CALCULATED CORNER (FALLS IN LAKE)

The following items refer to documents, affecting the subject property, found by the surveyor during the survey. The survey was prepared without the benefit of a title commitment and the surveyor makes no guarantee that all easements or encumbrances affecting the subject property are shown hereon.

Reference #	Recording Information	Document Description	Blanket	Plotted
1	Book 72 Page 141	Right-of-Way in favor of McMann Oil Company	Yes	No
2	Book 99 Page 202	Right-of-Way in favor of Oklahoma Gas and Electric Company	Yes	No
3	Book 215 Page 280	Easement for road and canal in favor of Ralph & Mabel Lillard and ISAOA	No	Yes
4	198700010667	25' Easement in favor of Oklahoma Gas and Electric Company	No	Yes
5	198800010329	Easement to divert water across City of Shawnee property in favor of US Government and John H. Currie	Yes	No
6	201200013035	Utility Easement in favor of the State of Oklahoma	No	Yes
7	201200013037	Utility Easement in favor of the State of Oklahoma	No	Yes
8	201200013038	Utility Easement in favor of the State of Oklahoma	No	Yes
9	201200013039	Highway Easement in favor of the State of Oklahoma	No	Yes
10	201200013040	Highway Easement in favor of the State of Oklahoma	No	Yes
11	201200013041	Highway Easement in favor of the State of Oklahoma	No	Yes
12	201300013245	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes
13	201300013246	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes
14	201300013247	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes



ELEVATION
LAND SURVEYING
8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393
TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #9524 EXPIRES 06-30-2024

LOCATION MAP
POTTAWATOMIE COUNTY, OK
SUBJECT PROPERTY
T 10 N
R 2 E
14

FINAL PLAT
SHAWNEE TWIN LAKES - LAKE NO. 1
PHASE 2
BEING A REPLAT OF A PART OF THE FINAL PLAT OF
SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE
CITY OF SHAWNEE AND BEING A PART OF SECTION 14,
T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

REVISION	BY	DATE	SURVEY BY:	TJW
			FIELD DATE: XX/XX/24	
			FINAL DATE: XX/XX/24	TJW
			SCALE: 1"=300'	REVIEWED BY: SDC
			ELS JOB NUMBER: 2023.47	

SHEET
1 OF 14



8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #8524 EXPIRES 06-30-2024

POTTAWATOMIE COUNTY, OK

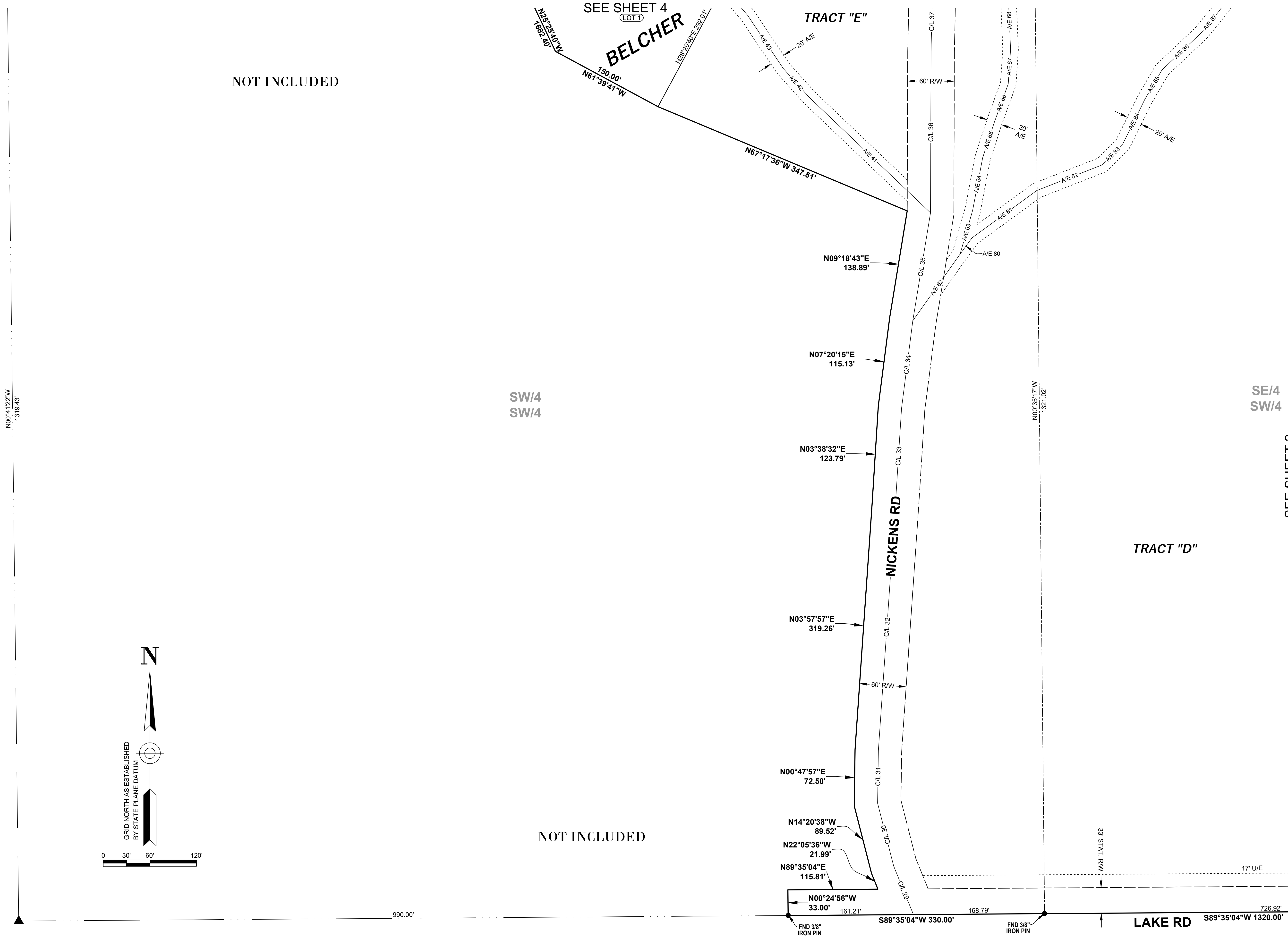


PHASE 2

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ELS JOB NUMBER: 2023.47

Page 58 of 117



ELEVATION

LAND SURVEYING

8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #8524 EXPIRES 06-30-2024

LOCATION MAP

POTTAWATOMIE COUNTY, OK

SHEET 3

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FINAL PLAT

SHAWNEE TWIN LAKES - LAKE NO. 1

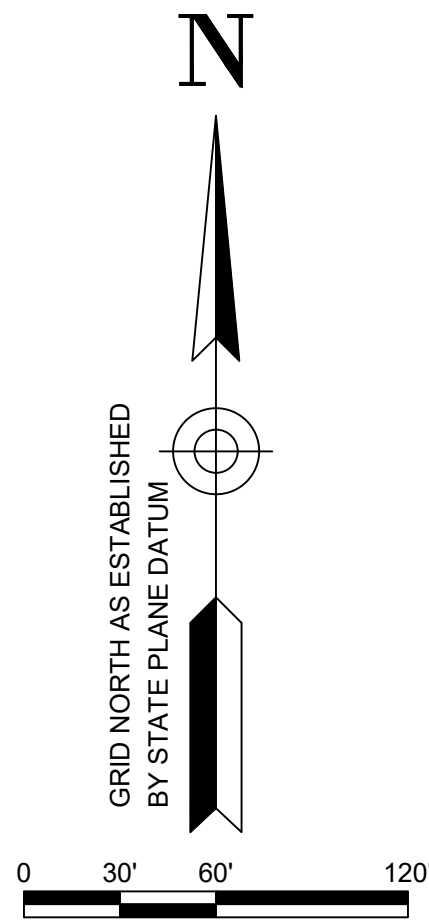
PHASE 2

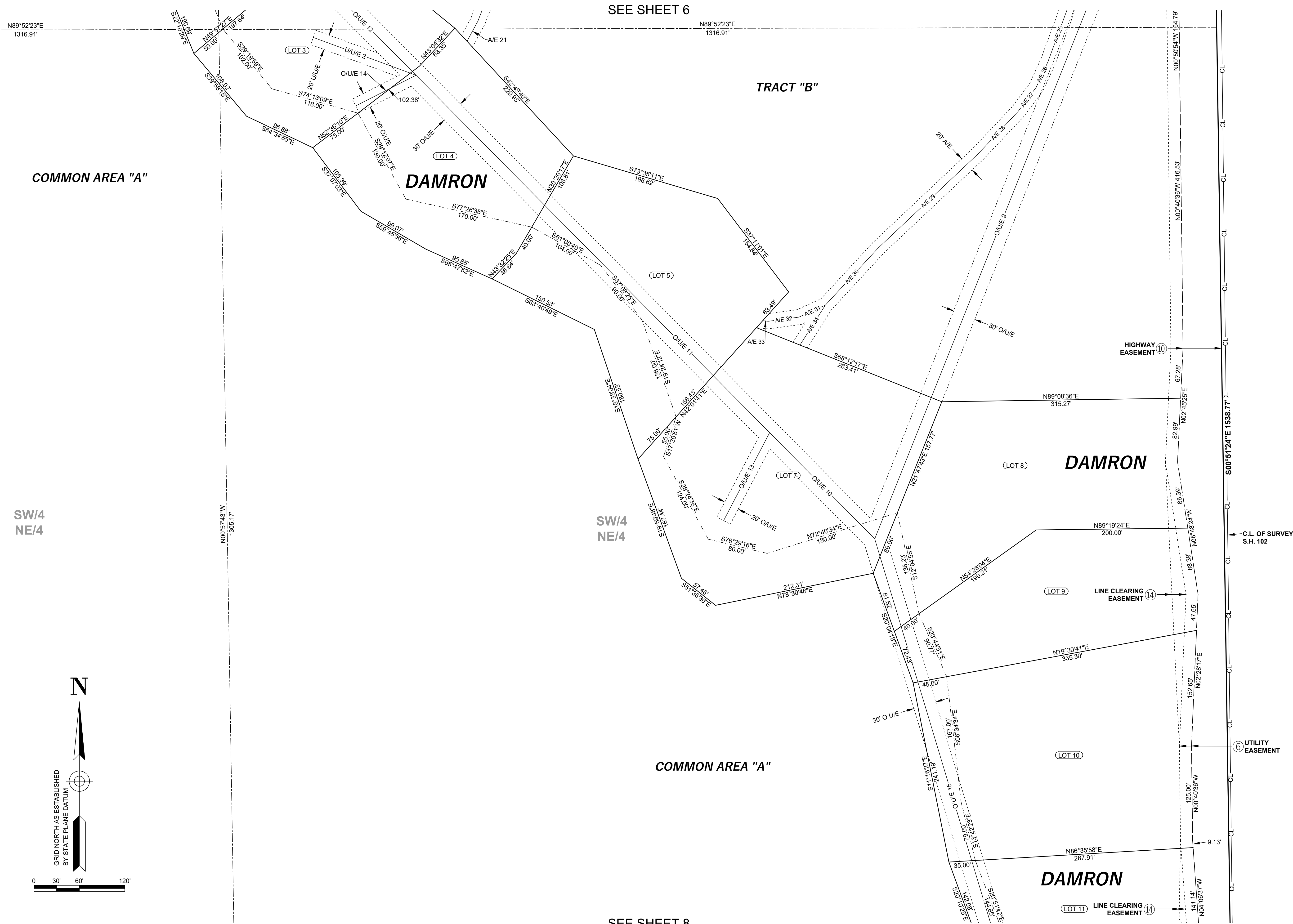
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T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

REVISION	BY	DATE	SURVEY BY:	TJW
			FIELD DATE: XX/XX/24	TJW
			DRAWN BY:	TJW
			REVIEWED BY: SDC	
			SCALE: 1"=60'	
			ELS JOB NUMBER: 2023.47	

SHEET

3 OF 14





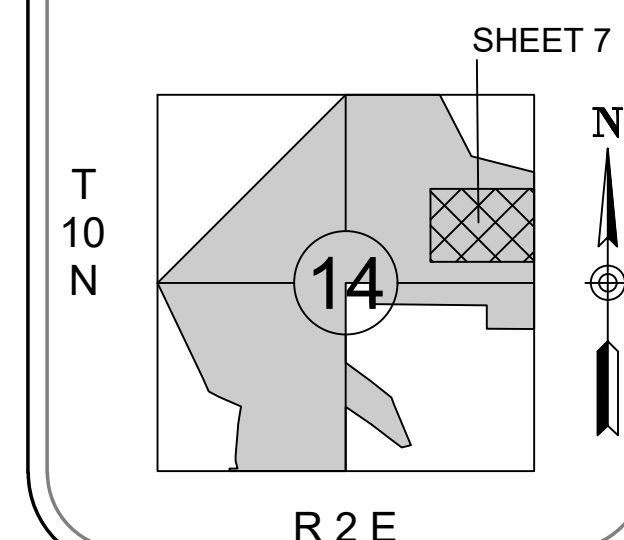
ELEVATION

8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #8524 EXPIRES 06-30-2024

LOCATION MAP

POTTAWATOMIE COUNTY, OK



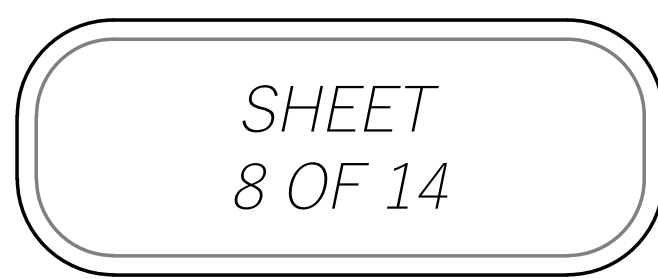
FINAL PLAT
SHAWNEE TWIN LAKES - LAKE NO. 1
PHASE 2

BEING A REPLAT OF A PART OF THE FINAL PLAT OF SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE CITY OF SHAWNEE AND BEING A PART OF SECTION 14, T10N-R2E, 11M., POTTAWATOMIE COUNTY, OK

REVISION		BY	DATE

FIELD DATE: XX/XX/24	SURVEY BY: TJW
FINAL DATE: XX/XX/24	DRAWN BY: TJW
SCALE: 1"=60'	REVIEWED BY: SDC
ELS JOB NUMBER: 2023.47	

SHEET
7 OF 14

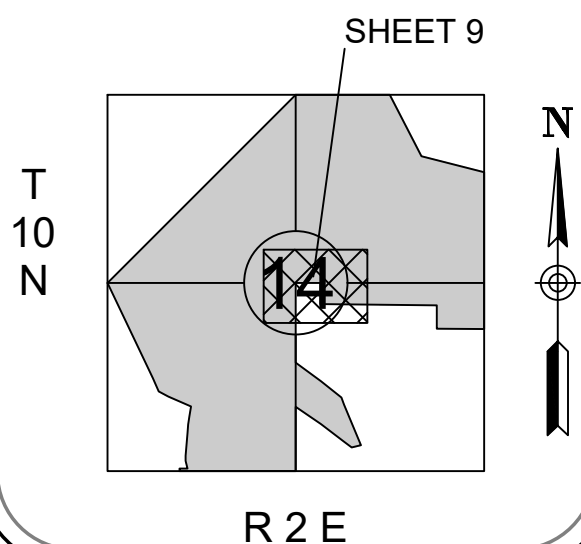


SW/4
NE/4

8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #8524 EXPIRES 06-30-2024

POTTAWATOMIE COUNTY, OK

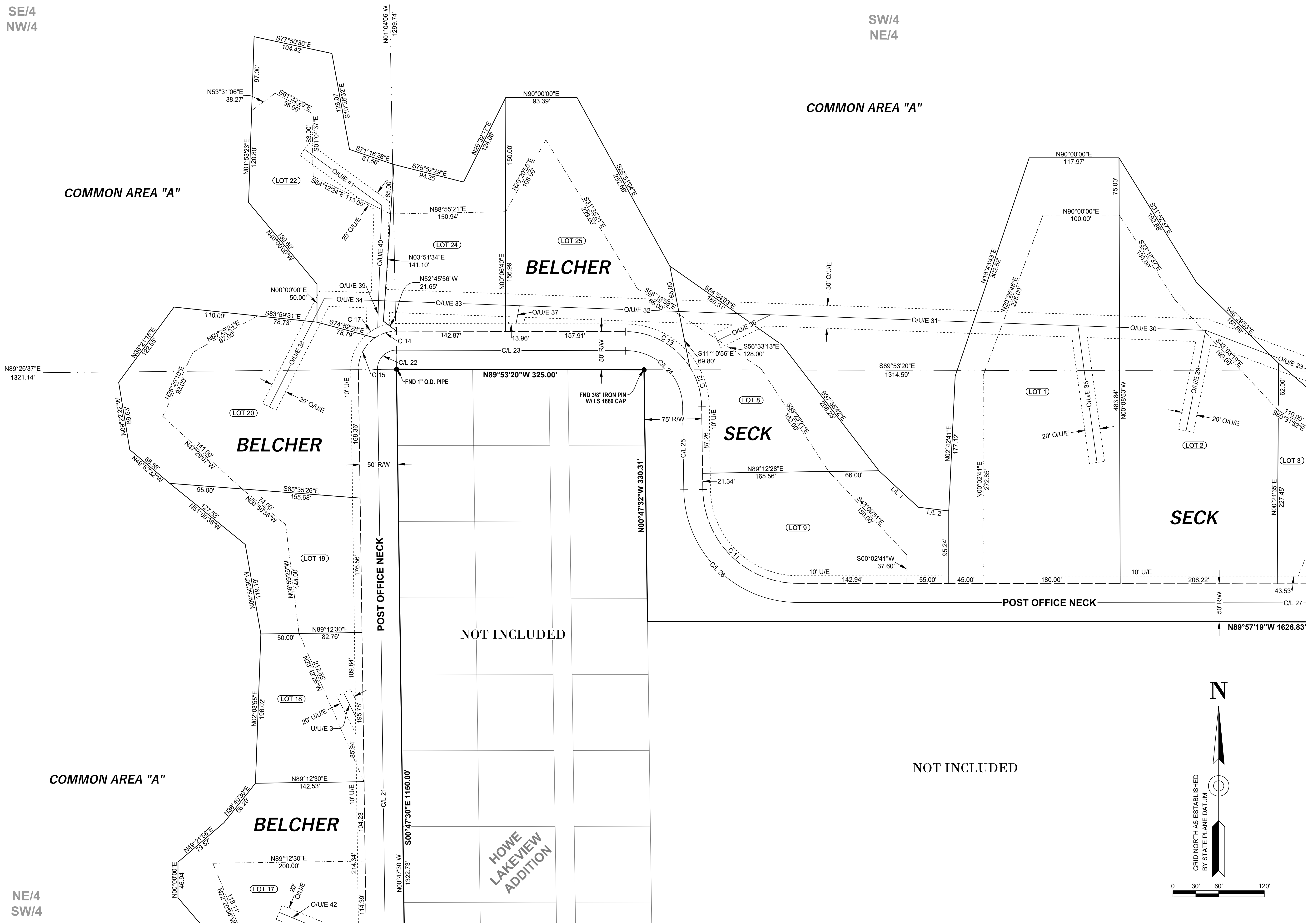


FINAL PLAT
SHAWNEE TWIN LAKES - LAKE NO. 1
PHASE 2

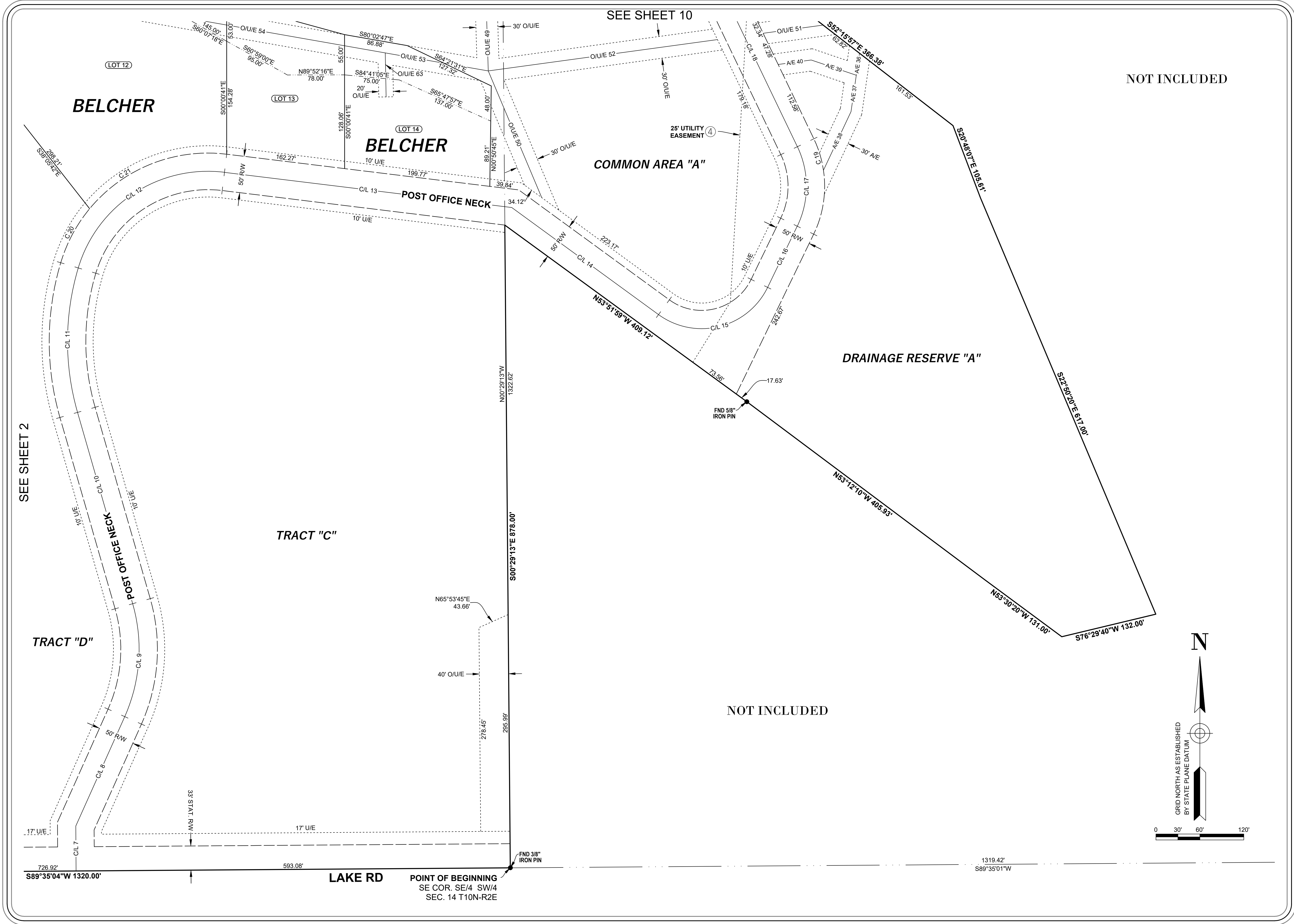
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CITY OF SHAWNEE AND BEING A PART OF SECTION 14,
T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

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SHEET
9 OF 14

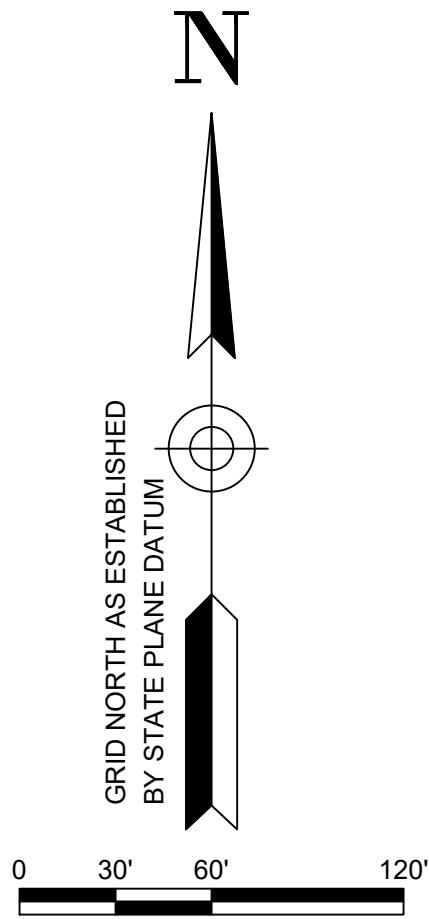


SEE SHEET 10



NOT INCLUDED

NOT INCLUDED



ELEVATION

LAND SURVEYING

8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #8524 EXPIRES 06-30-2024

LOCATION MAP

POTTAWATOMIE COUNTY, OK

SHEET 11

R 2 E

FINAL PLAT

SHAWNEE TWIN LAKES - LAKE NO. 1

PHASE 2

BEING A REPLAT OF A PART OF THE FINAL PLAT OF SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE CITY OF SHAWNEE AND BEING A PART OF SECTION 14, T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

REVISION	BY	DATE	
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FINAL DATE: XX/XX/24	DRAWN BY: TJW		
SCALE: 1"=60'	REVIEWED BY: SDC		
ELS JOB NUMBER: 2023.47			

SHEET

11 OF 14

Centerline Curve Table						
Curve #	Length	Radius	Tangent	Delta	Chord Length	Chord Direction
C/L 3	588.52'	716.20'	312.02	47°04'54"	572.10'	N53°41'46"W
C/L 5	358.07'	498.22'	187.16	41°10'41"	350.41'	N50°44'39"W
C/L 9	157.78'	225.00'	82.29	40°10'41"	154.57'	N04°00'46"E
C/L 11	200.00'	350.00'	102.81	32°44'26"	197.29'	N00°17'38"E
C/L 12	259.30'	185.00'	156.08	80°18'23"	238.59'	N56°49'02"E
C/L 15	175.08'	100.00'	119.84	100°18'53"	153.56'	N75°58'34"E
C/L 17	112.29'	125.00'	60.25	51°28'16"	108.55'	N00°04'59"E
C/L 20	66.96'	75.00'	35.90	51°09'08"	64.76'	N26°22'04"W
C/L 22	39.66'	25.00'	25.40	90°54'10"	35.63'	N44°39'35"E
C/L 24	116.63'	75.00'	73.83	89°05'48"	105.23'	S45°20'26"E
C/L 26	233.43'	150.00'	147.82	89°09'46"	210.58'	S45°22'25"E

Lot Curve Table						
Curve #	Length	Radius	Tangent	Delta	Chord Length	Chord Direction
C 1	298.46'	756.20'	151.20	22°36'49"	296.52'	N65°55'49"W
C 2	12.24'	756.20'	6.12	0°55'38"	12.24'	N54°09'35"W
C 3	310.70'	756.20'	157.57	23°32'27"	308.52'	N41°55'32"W
C 4	236.22'	458.22'	120.80	29°32'13"	233.61'	N44°55'25"W
C 5	93.10'	458.22'	46.71	11°38'28"	92.94'	N65°30'45"W
C 6	148.69'	558.22'	74.79	15°15'40"	148.25'	N63°42'09"W
C 7	72.11'	50.00'	43.95	82°37'43"	66.02'	N48°38'27"W
C 8	23.96'	50.00'	12.22	27°27'42"	23.74'	N06°24'15"E
C 9	122.56'	50.00'	139.03	140°26'19"	94.10'	S89°38'45"E
C 10	30.77'	25.00'	17.68	70°31'44"	28.87'	N54°41'27"W
C 11	194.52'	125.00'	123.19	89°09'46"	175.48'	S45°22'25"E
C 12	55.37'	100.00'	28.42	31°43'36"	54.67'	N16°39'21"W
C 13	100.13'	100.00'	54.71	57°22'11"	96.00'	N61°12'14"W
C 14	30.12'	50.00'	15.53	34°30'45"	29.66'	S72°51'17"W
C 15	49.21'	50.00'	26.80	56°23'24"	47.25'	S27°24'12"W
C 16	89.28'	100.00'	47.86	51°09'08"	86.34'	S26°22'04"E
C 17	18.72'	60.00'	9.44	17°52'42"	18.65'	S56°48'36"W
C 18	12.73'	110.00'	6.37	6°37'56"	12.73'	S48°37'40"E
C 19	45.02'	150.00'	22.68	17°11'48"	44.85'	N17°03'15"W
C 20	84.26'	210.00'	42.70	22°59'19"	83.69'	S28°09'30"W
C 21	210.08'	210.00'	114.78	57°19'05"	201.43'	S68°18'41"W
C 22	18.69'	25.00'	9.81	42°50'00"	18.26'	N06°55'30"W
C 23	93.12'	50.00'	67.21	106°42'25"	80.23'	S25°00'43"W
C 24	61.67'	50.00'	35.45	70°40'27"	57.84'	N66°17'51"W
C 25	77.04'	50.00'	48.53	88°17'09"	69.65'	N13°10'56"E
C 26	18.69'	25.00'	9.81	42°50'00"	18.26'	S35°54'31"W

Centerline Line Table		
Line #	Length	Direction
C/L 1	919.53'	N76°15'05"W
C/L 2	148.18'	N77°14'13"W
C/L 4	186.60'	N30°09'19"W
C/L 6	508.53'	N71°19'59"W
C/L 7	61.34'	N00°24'56"W
C/L 8	163.80'	N24°06'06"E
C/L 10	271.99'	N16°04'35"W
C/L 13	395.38'	S83°01'46"E
C/L 14	248.19'	S53°51'59"E
C/L 16	92.87'	N25°49'07"E
C/L 18	286.07'	N25°39'09"W
C/L 19	353.59'	N51°56'38"W
C/L 21	1126.07'	N00°47'30"W
C/L 23	300.79'	S89°53'20"E
C/L 25	108.60'	S00°47'32"E
C/L 27	1500.08'	S89°57'19"E
C/L 28	25.00'	S00°02'41"W
C/L 29	67.40'	N22°05'36"W
C/L 30	83.50'	N14°20'38"W
C/L 31	67.68'	N00°47'57"E
C/L 32	318.56'	N03°57'57"E
C/L 33	122.86'	N03°38'31"E
C/L 34	113.65'	N07°20'15"E
C/L 35	140.76'	N09°18'43"E
C/L 36	207.79'	N00°11'22"E
C/L 37	113.69'	N01°14'47"E
C/L 38	90.33'	N05°02'01"E
C/L 39	75.08'	N07°27'02"E
C/L 40	126.91'	N12°57'52"E
C/L 41	191.42'	N14°29'31"E

Lot Line Table		
Line #	Length	Direction
L/L 1	70.26'	S47°07'19"E
L/L 2	40.48'	S83°01'30"E
L/L 3	57.78'	S52°30'24"E
L/L 4	30.00'	S64°53'30"E
L/L 5	47.44'	N43°16'03"E
L/L 6	49.04'	N09°36'42"E
L/L 7	73.81'	N46°57'00"E
L/L 8	70.29'	S58°22'14"E
L/L 9	18.44'	N13°57'03"E
L/L 10	72.93'	N44°57'38"E
L/L 11	27.02'	N34°19'15"E
L/L 12	40.00'	N38°31'59"E
L/L 13	50.27'	N83°49'25"E
L/L 14	64.75'	S69°18'27"E
L/L 15	66.25'	S30°31'59"E

Lot Area Table		
Lot #	Block	Area
LOT 1	DAMRON	0.92 Acres
LOT 2	DAMRON	0.90 Acres
LOT 3	DAMRON	1.18 Acres
LOT 4	DAMRON	1.41 Acres
LOT 5	DAMRON	1.75 Acres
LOT 7	DAMRON	2.19 Acres
LOT 8	DAMRON	1.70 Acres
LOT 9	DAMRON	1.24 Acres
LOT 10	DAMRON	2.10 Acres
LOT 11	DAMRON	1.00 Acres
LOT 12	DAMRON	0.75 Acres
LOT 13	DAMRON	0.70 Acres

Lot Area Table		
Lot #	Block	Area
LOT 1	SECK	2.48 Acres
LOT 2	SECK	1.95 Acres
LOT 3	SECK	1.14 Acres
LOT 4	SECK	1.30 Acres
LOT 5	SECK	1.08 Acres
LOT 6	SECK	0.78 Acres
LOT 7	SECK	1.24 Acres
LOT 8	SECK	0.82 Acres
LOT 9	SECK	0.94 Acres

Lot Area Table		
Lot #	Block	Area
LOT 1	BELCHER	2.02 Acres
LOT 2	BELCHER	1.65 Acres
LOT 3	BELCHER	0.99 Acres
LOT 4	BELCHER	0.97 Acres
LOT 5	BELCHER	0.78 Acres
LOT 6	BELCHER	0.60 Acres
LOT 7	BELCHER	1.08 Acres
LOT 8	BELCHER	1.40 Acres
LOT 9	BELCHER	1.05 Acres
LOT 10	BELCHER	1.48 Acres
LOT 11	BELCHER	1.62 Acres
LOT 12	BELCHER	2.10 Acres
LOT 13	BELCHER	0.72 Acres
LOT 14	BELCHER	0.77 Acres
LOT 15A	BELCHER	0.36 Acres
LOT 15B	BELCHER	0.47 Acres
LOT 16	BELCHER	0.80 Acres
LOT 17	BELCHER	1.04 Acres
LOT 18	BELCHER	0.62 Acres
LOT 19	BELCHER	0.69 Acres
LOT 20	BELCHER	1.52 Acres
LOT 22	BELCHER	1.12 Acres
LOT 24	BELCHER	0.79 Acres
LOT 25	BELCHER	1.25 Acres

Overhead Utility Easement Line Table		
Line #	Length	Direction
O/U/E 1	137.39'	S10°22'36"W
O/U/E 2	90.14'	S09°28'47"E
O/U/E 3	268.93'	S29°21'48"E
O/U/E 4	131.09'	S29°21'48"E
O/U/E 5	113.23'	S29°21'48"E
O/U/E 6	250.93'	N63°37'29"E
O/U/E 7	170.39'	S89°50'27"W
O/U/E 8	161.91'	N07°25'57"W
O/U/E 9	892.78'	S21°47'43"W
O/U/E 10	197.20'	N44°41'09"W
O/U/E 11	663.56'	N44°41'09"W
O/U/E 12	267.01'	N44°41'09"W
O/U/E 13	130.94'	S27°36'52"W
O/U/E 14	89.23'	S63°02'20"W
O/U/E 15	706.44'	S16°46'36"E
O/U/E 16	87.49'	S84°57'23"E
O/U/E 17	183.49'	S37°11'42"E
O/U/E 18	399.55'	S45°35'54"W
O/U/E 19	144.22'	N69°06'24"W
O/U/E 20	220.11'	N69°06'24"W
O/U/E 21	41.75'	N69°06'24"W
O/U/E 22	248.16'	N69°06'24"W
O/U/E 23	251.83'	N69°06'24"W
O/U/E 24	51.38'	S02°41'16"W
O/U/E 25	130.67'	S07°09'37"W
O/U/E 26	74.11'	S22°47'01"W
O/U/E 27	178.36'	S22°47'01"W
O/U/E 28	87.58'	S61°00'50"E
O/U/E 29	134.34'	S11°03'36"W
O/U/E 30	167.75'	N87°56'20"W
O/U/E 31	403.67'	N87°56'20"W
O/U/E 32	330.06'	N87°56'20"W
O/U/E 33	185.00'	N87°56'20"W
O/U/E 34	71.33'	N87°56'20"W
O/U/E 35	181.12'	S07°55'41"E
O/U/E 36	77.75'	S64°01'00"W

Tract Area Table	
Lot #	Area
CITY OF SHAWNEE RESERVE "A"	4.87 Acres
COMMON AREA "A"	219.26 Acres
DRAINAGE RESERVE "A"	5.20 Acres
TRACT "A"	7.85 Acres
TRACT "B"	15.91 Acres
TRACT "C"	10.64 Acres
TRACT "D"	26.00 Acres
TRACT "E"	5.03 Acres

Overhead Utility Easement Line Table		
Line #	Length	Direction
O/U/E 37	24.14'	S10°40'36"W
O/U/E 38	159.21'	S26°54'51"W
O/U/E 39	35.38'	N01°54'40"E
O/U/E 40	125.00'	N01°54'40"E
O/U/E 41	125.39'	N53°59'54"W
O/U/E 42	112.94'	N67°36'14"W
O/U/E 43	48.37'	N72°13'38"W
O/U/E 44	44.26'	S63°42'54"W
O/U/E 45	37.09'	S87°00'42"W
O/U/E 46	82.23'	N63°52'31"W
O/U/E 47	53.49'	N17°21'42"W
O/U/E 48	33.03'	S02°31'23"E
O/U/E 49	320.35'	S01°44'33"E
O/U/E 50	187.75'	S22°52'43"E
O/U/E 51	82.63'	S82°12'04"W
O/U/E 52	315.99'	S82°12'04"W
O/U/E 53	142.79'	N80°02'47"W
O/U/E 54	367.18'	N80°02'47"W
O/U/E 55	672.34'	N46°42'51"W
O/U/E 56	304.17'	N46°42'51"W
O/U/E 57	161.84'	N46°42'51"W
O/U/E 58	133.62'	N46°42'51"W
O/U/E 59	329.33'	S25°51'52"W
O/U/E 60	276.92'	S25°51'52"W
O/U/E 61	298.74'	S25°51'52"W
O/U/E 62	146.06'	S56°12'27"W
O/U/E 63	60.16'	S01°05'46"E
O/U/E 64	58.48'	N16°07'57"W
O/U/E 65	109.93'	N33°25'01"E
O/U/E 66	120.93'	N41°13'26"E
O/U/E 67	86.17'	N47°38'03"E
O/U/E 68	54.21'	N68°03'38"E
O/U/E 69	198.87'	N15°49'47"W
O/U/E 70	113.70'	N52°57'25"W
O/U/E 71	97.94'	N63°49'12"W
O/U/E 72	91.79'	N42°21'18"E

Access Easement Line Table		
Line #	Length	Direction
A/E 1	89.09'	S18°40'01"W
A/E 2	71.50'	S00°37'54"W
A/E 3	70.39'	S16°42'39"E
A/E 4	39.14'	S09°50'25"E
A/E 5	13.34'	S04°49'35"W
A/E 6	12.69'	S22°35'07"W
A/E 7	21.72'	S60°24'52"W
A/E 8	109.40'	S45°48'54"W
A/E 9	82.56'	S42°34'00"W
A/E 10	18.81'	S31°11'19"W
A/E 11	68.55'	S35°50'24"W
A/E 12	36.91'	S42°41'03"W
A/E 13	55.75'	N84°40'13"W
A/E 14	34.27'	S51°58'28"W
A/E 15	67.26'	S38°02'20"E
A/E 16	47.34'	S33°38'33"E
A/E 17	33.64'	S26°15'42"E
A/E 18	17.47'	S06°47'17"E
A/E 19	45.63'	S03°30'43"W
A/E 20	21.28'	S21°02'13"W
A/E 21	30.06'	S28°30'03"W
A/E 22	69.08'	S36°57'32"W
A/E 23	56.14'	S33°58'32"W
A/E 24	45.85'	S25°43'35"W
A/E 25	77.71'	S20°12'34"W
A/E 26	36.93'	S24°38'09"W
A/E 27	40.11'	S36°55'19"W
A/E 28	77.07'	S43°22'20"W
A/E 29	180.77'	S46°42'56"W
A/E 30	102.66'	S42°42'29"W
A/E 31	38.26'	S65°43'39"W
A/E 32	40.96'	S82°16'23"W
A/E 33	7.25'	N84°00'04"W
A/E 34	62.39'	S32°28'09"W
A/E 35	45.64'	S50°39'40"W
A/E 36	30.41'	S08°14'15"W
A/E 37	50.14'	S08°14'15"W
A/E 38	88.45'	S25°11'28"W
A/E 39	65.05'	N71°16'20"W
A/E 40	45.53'	S82°12'04"W
A/E 41	215.22'	N46°23'35"W
A/E 42	50.27'	N41°58'18"W
A/E 43	82.37'	N33°50'28"W
A/E 44	48.97'	N40°16'45"W
A/E 45	175.25'	N51°10'21"W

Underground Utility Esmt. Line Table		
Line #	Length	Direction
U/U/E 1	129.21'	N51°48'53"E
U/U/E 2	144.44'	N69°48'50"W
U/U/E 3	34.51'	N26°47'17"W

Access Easement Line Table		
Line #	Length	Direction
A/E 46	147.05'	N64°53'30"W
A/E 47	55.95'	N52°30'24"W
A/E 48	84.67'	N43°57'19"W
A/E 49	24.75'	N24°27'10"W
A/E 50	129.01'	N61°54'08"W
A/E 51	73.50'	N49°28'21"W
A/E 52	46.10'	N21°52'12"W
A/E 53	84.52'	N25°46'41"W
A/E 54	21.32'	N17°41'47"W
A/E 55	22.13'	N08°25'09"W
A/E 56	23.70'	N07°05'56"E
A/E 57	20.72'	N19°07'24"E
A/E 58	65.46'	N32°25'21"E
A/E 59	10.35'	N44°22'08"E
A/E 60	10.47'	N61°21'45"E
A/E 61	1.56'	N69°30'16"E
A/E 62	105.05'	N35°19'42"E
A/E 63	58.69'	N16°04'56"E
A/E 64	68.95'	N10°47'49"E
A/E 65	48.04'	N18°05'38"E
A/E 66	52.51'	N19°56'51"E
A/E 67	44.34'	N03°55'25"E
A/E 68	74.62'	N02°26'01"W
A/E 69	74.26'	N00°32'33"W
A/E 70	36.77'	N15°46'06"E
A/E 71	87.85'	N23°44'36"E
A/E 72	74.51'	N11°48'51"E
A/E 73	45.67'	N17°49'40"E
A/E 74	63.52'	N28°27'00"E
A/E 75	22.41'	N59°53'16"E
A/E 76	26.80'	N35°23'19"E
A/E 77	25.90'	N78°12'53"E
A/E 78	36.75'	S86°21'42"E
A/E 79	5.86'	S75°58'29"E
A/E 80	26.14'	N36°13'33"E
A/E 81	103.16'	N53°50'15"E
A/E 82	90.69'	N68°35'39"E
A/E 83	37.62'	N44°21'19"E
A/E 84	64.45'	N26°19'46"E
A/E 85	43.31'	N30°12'19"E
A/E 86	68.96'	N46°39'03"E
A/E 87	36.31'	N39°20'56"E
A/E 88	73.24'	N36°11'38"E
A/E 89	50.48'	N39°43'06"E
A/E 90	35.79'	N25°49'08"E

A TRACT OF LAND LYING IN A PART OF THE FINAL PLAT OF SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE CITY OF SHAWNEE AND BEING A PART OF SECTION FOURTEEN (14), TOWNSHIP TEN (10) NORTH, RANGE TWO (2) EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE/4 SW/4) OF SAID SECTION FOURTEEN (14);
THENCE S 89°35'04" W ON THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SOUTHWEST QUARTER (SE/4 SW/4) A DISTANCE OF 1320.00 FEET TO THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SOUTHWEST QUARTER (SW/4 SW/4),
THENCE S 89°35'04" W ON THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SAID SOUTHWEST QUARTER (SW/4 SW/4) A DISTANCE OF 330.00 FEET;
THENCE N 00°24'56" W A DISTANCE OF 33.00 FEET TO A POINT ON THE STATUTORY SECTION LINE RIGHT-OF-WAY;
THENCE N 89°35'04" E ON THE STATUTORY RIGHT-OF-WAY A DISTANCE OF 115.81 FEET;
THENCE N 22°05'36" W A DISTANCE OF 21.99 FEET;
THENCE N 14°20'38" W A DISTANCE OF 89.52 FEET;
THENCE N 00°47'57" E A DISTANCE OF 72.50 FEET;
THENCE N 03°57'57" E A DISTANCE OF 319.26 FEET;
THENCE N 03°38'32" E A DISTANCE OF 123.79 FEET;
THENCE N 07°20'15" E A DISTANCE OF 115.13 FEET;
THENCE N 09°18'43" E A DISTANCE OF 138.89 FEET;
THENCE N 67°17'36" W A DISTANCE OF 347.51 FEET;
THENCE N 61°39'41" W A DISTANCE OF 150.00 FEET;
THENCE N 25°25'40" W A DISTANCE OF 1682.40 FEET TO THE SOUTHWEST CORNER ON THE NORTHWEST QUARTER (NW/4) OF SAID SECTION FOURTEEN (14);
THENCE N 44°21'37" E A DISTANCE OF 3713.90 FEET TO THE NORTHWEST CORNER OF THE NORTHEAST QUARTER (NE/4) OF SAID SECTION FOURTEEN (14);
THENCE S 89°41'59" E ON THE NORTH LINE OF SAID NORTHEAST QUARTER (NE/4) A DISTANCE OF 1317.77 FEET TO THE NORTHWEST CORNER OF STEGALLS' ADDITION TO SHAWNEE IN SAID NORTHEAST QUARTER (NE/4);
THENCE S 27°18'39" E ON THE WEST LINE OF BLOCK ONE (1) OF SAID STEGALLS' ADDITION A DISTANCE OF 982.70 FEET TO THE SOUTHWEST CORNER OF BLOCK ONE (1) OF SAID STEGALLS' ADDITION, SAID POINT BEING ON THE NORTH RIGHT-OF-WAY OF BELCHER ROAD;
THENCE S 76°15'05" E ON THE SOUTH LINE OF BLOCK ONE (1) OF SAID STEGALLS' ADDITION AND THE NORTH RIGHT-OF-WAY OF BELCHER ROAD A DISTANCE OF 909.11 FEET TO A POINT ON THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) OF SAID SECTION FOURTEEN (14);
THENCE S 00°51'24" E ON THE EAST LINE OF SAID NORTHEAST QUARTER (NE/4) A DISTANCE OF 1538.77 FEET TO THE NORTHEAST CORNER OF THE NORTH HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (N/2 NE/4 SE/4) OF SAID SECTION FOURTEEN (14);
THENCE S 00°51'18" E ON THE EAST LINE OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER (N/2 NE/4 SE/4) A DISTANCE OF 655.30 FEET TO THE SOUTHEAST CORNER OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER (N/2 NE/4 SE/4);
THENCE S 89°58'43" W ON THE SOUTH LINE OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER (N/2 NE/4 SE/4) A DISTANCE OF 678.57 FEET;
THENCE N 00°41'45" W A DISTANCE OF 328.42 FEET TO A POINT ON THE SOUTH LINE OF THE NORTH HALF OF THE NORTH HALF OF THE NORTH HALF OF SAID SOUTHEAST QUARTER (N/2 N/2 N/2 SE/4);
THENCE N 89°57'19" W ON THE SOUTH LINE OF THE NORTH HALF OF THE NORTH HALF OF THE NORTH HALF OF SAID SOUTHEAST QUARTER (N/2 N/2 N/2 SE/4) A DISTANCE OF 1626.83 FEET TO A POINT ON THE EAST LINE OF HOWE LAKEVIEW ADDITION TO SHAWNEE IN SAID SOUTHEAST QUARTER (SE/4);
THENCE N 00°47'32" W ON THE EAST LINE OF SAID HOWE LAKEVIEW ADDITION A DISTANCE OF 330.31 FEET TO THE NORTHEAST CORNER OF SAID HOWE LAKEVIEW ADDITION, SAID POINT BEING ON THE NORTH LINE OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER (NW/4 SE/4);
THENCE N 89°53'20" W ON THE NORTH LINE OF SAID HOWE LAKEVIEW ADDITION A DISTANCE OF 325.00 FEET TO THE NORTHWEST CORNER OF SAID HOWE LAKEVIEW ADDITION, SAID POINT BEING THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER (NW/4 SE/4);
THENCE S 00°47'30" E ON THE WEST LINE OF SAID HOWE LAKEVIEW ADDITION AND THE WEST LINE OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER (NW/4 SE/4) A DISTANCE OF 1150.00 FEET TO THE SOUTHWEST CORNER OF SAID HOWE LAKEVIEW ADDITION;
THENCE S 51°56'38" E ON THE SOUTH LINE OF SAID HOWE LAKEVIEW ADDITION A DISTANCE OF 417.27 FEET TO THE SOUTHEAST CORNER OF SAID HOWE LAKEVIEW ADDITION;
THENCE S 52°15'57" E A DISTANCE OF 366.38 FEET;
THENCE S 20°48'07" E A DISTANCE OF 105.61 FEET;
THENCE S 22°50'20" E A DISTANCE OF 617.00 FEET;
THENCE S 76°29'40" W A DISTANCE OF 132.00 FEET;
THENCE N 53°30'20" W A DISTANCE OF 131.00 FEET;
THENCE N 53°12'10" W A DISTANCE OF 405.93 FEET;
THENCE N 53°51'59" W A DISTANCE OF 409.12 FEET TO A POINT ON THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SOUTHEAST QUARTER (SW/4 SE/4);
THENCE S 00°29'13" E ON THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SOUTHEAST QUARTER (SW/4 SE/4) A DISTANCE OF 878.00 FEET TO THE **POINT OF BEGINNING**.

SUBJECT PROPERTY CONTAINS A TOTAL OF **368.02 ACRES** AS DESCRIBED.

THE BASIS OF BEARING FOR THIS SURVEY IS OKLAHOMA STATE PLANE SYSTEM, NAD-83/2011, OKLAHOMA SOUTH ZONE, U.S. SURVEY FEET.
LEGAL DESCRIPTION WAS PREPARED ON XXXXX XX, 2024 BY OR UNDER THE DIRECT SUPERVISION OF **TANNER J. WENTWORTH #1871**.

NOTES

1. THIS PLAT OF SURVEY MEETS OR EXCEEDS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, AND THAT THIS FINAL PLAT COMPLIES WITH THE REQUIREMENTS OF TITLE 11 SECTION 41-108 OF THE OKLAHOMA STATE STATUTES.

2. EXTERIOR SUBDIVISION CORNERS, LOT CORNERS, R/W CORNERS, AND CENTERLINE MONUMENTS SHALL BE EITHER A 1/2" IRON PIN W/ PLASTIC CAP STAMPED "ELEVATION CA 8524" OR A MAG NAIL WITH SHINER STAMPED "ELEVATION CA 8524", UNLESS OTHERWISE NOTED.

3. MAINTENANCE OF ALL COMMON AREAS AND RIGHT-OF-WAYS ARE THE RESPONSIBILITY OF THE CITY OF SHAWNEE.

4. MAINTENANCE OF ALL ACCESS EASEMENTS ARE THE RESPONSIBILITY OF THE LESSEE(S) OF THE LOT(S) THE ACCESS EASEMENT IS SERVING.

5. EXCEPT WHERE SPECIFIED IN THE LEASE AGREEMENTS, NO STRUCTURES, STORAGE OF MATERIAL, GRADING, FILL OR OTHER OBSTRUCTIONS INCLUDING FENCES, EITHER TEMPORARY OR PERMANENT, SHALL BE PLACED WITHIN THE COMMON AREAS OR RIGHT-OF-WAYS.

6. EXCEPT WHERE SPECIFIED IN THE LEASE AGREEMENT, NO STRUCTURES SHALL BE PLACED WITHIN THE BUFFER AREA.

7. THE EDGES OF THE EASEMENTS AND RIGHT-OF-WAY LINES SHALL EXTEND TO AND/OR TERMINATE AT THE APPLICABLE LOT, PROPERTY, AND/OR RIGHT-OF-WAY LINES.

8. ALL EASEMENT DIMENSIONS ARE TO THE CENTERLINE OF THE EASEMENT.

LEGEND	
SECTION LINE	R/W = PUBLIC RIGHT-OF-WAY
QUARTER SECTION LINE	A/E = PRIVATE ACCESS EASEMENT
ALIQUOT SECTION LINE	U/E = PUBLIC UTILITY EASEMENT
EXISTING SUBDIVISION LOT LINE	O/U/E = PRIVATE OVERHEAD UTILITY EASEMENT
CENTERLINE OF ROADWAY/DRIVE	U/U/E = PRIVATE UNDERGROUND UTILITY EASEMENT
SUBJECT PROPERTY LINE	C/L = CENTERLINE
LOT LINE	C = CURVE
BUFFER AREA LINE	L/L = LOT LINE
EASEMENT LINE	BOUNDARY CORNER (AS NOTED)
RIGHT-OF-WAY LINE	CALCULATED CORNER (FALLS IN LAKE)

The following items refer to documents, affecting the subject property, found by the surveyor during the survey. The survey was prepared without the benefit of a title commitment and the surveyor makes no guarantee that all easements or encumbrances affecting the subject property are shown hereon.

Reference #	Recording Information	Document Description	Blanket	Plotted
1	Book 72 Page 141	Right-of-Way in favor of McMann Oil Company	Yes	No
2	Book 99 Page 202	Right-of-Way in favor of Oklahoma Gas and Electric Company	Yes	No
3	Book 215 Page 280	Easement for road and canal in favor of Ralph & Mabel Lillard and ISAOA	No	Yes
4	198700010667	25' Easement in favor of Oklahoma Gas and Electric Company	No	Yes
5	198800010329	Easement to divert water across City of Shawnee property in favor of US Government and John H. Currie	Yes	No
6	201200013035	Utility Easement in favor of the State of Oklahoma	No	Yes
7	201200013037	Utility Easement in favor of the State of Oklahoma	No	Yes
8	201200013038	Utility Easement in favor of the State of Oklahoma	No	Yes
9	201200013039	Highway Easement in favor of the State of Oklahoma	No	Yes
10	201200013040	Highway Easement in favor of the State of Oklahoma	No	Yes
11	201200013041	Highway Easement in favor of the State of Oklahoma	No	Yes
12	201300013245	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes
13	201300013246	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes
14	201300013247	Line Clearing Easement in favor of Oklahoma Gas and Electric Company	No	Yes

ELEVATION
LAND SURVEYING

8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393

TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #9524 EXPIRES 06-30-2024

LOCATION MAP

POTTAWATOMIE COUNTY, OK

T 10 N
R 2 E

FINAL PLAT

SHAWNEE TWIN LAKES - LAKE NO. 1

PHASE 2

BEING A REPLAT OF A PART OF THE FINAL PLAT OF SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE CITY OF SHAWNEE AND BEING A PART OF SECTION 14, T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

REVISION	BY	DATE			
			FIELD DATE: XX/XX/24	SURVEY BY: T.J.W.	
			FINAL DATE: XX/XX/24	DRAWN BY: T.J.W.	
			SCALE: 1"=60'	REVIEWED BY: SDC	
ELS JOB NUMBER: 2023.47					

SHEET

13 OF 14

OWNER'S CERTIFICATE AND DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That the CITY OF SHAWNEE, hereby certifies that they are the owner of, and the only persons, firms or companies having title or interest in and to the land shown on the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, a replat of a part of the final plat of Shawnee Twin Lakes - Lake No. 1, an addition to the City of Shawnee, Pottawatomie County, Oklahoma. They have caused the same to be surveyed and platted, as shown on said Final Plat, which said Final Plat represents a correct survey of all property included therein under the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, being a part of Section Fourteen (14), Township Ten (10) North, Range Two (2) East of the Indian Meridian, Pottawatomie County, Oklahoma.

They further certify that they are the owners of and the only persons, firms or companies who has any right, title or interest to the land included in the above mentioned Final Plat, and they do hereby dedicate all street rights-of-way and general utility easements as shown on said Final Plat to the use of the public, for public streets, public drainage and public utilities for their heirs, executors, administrators, successors and assigns forever and have caused the same to be released from all encumbrances so that title is clear.

Overhead utility easements and underground utility easements as shown on said Final Plat are private easements, only to be used by the current utility service provider(s) of the existing lines for the specified use.

Access easements as shown on said Final Plat are private easements, only to be used by the lessee(s) of the lot(s) the access easement is serving.

In witness whereof, the undersigned have caused this instrument to be executed this ____ day of _____, 2024.

CITY OF SHAWNEE

Name: _____

Title: _____

STATE OF OKLAHOMA)
COUNTY OF _____) SS

Before me, the undersigned, a notary public in and for said County and State on this ____ day of _____, 2024, personally appeared _____, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument and duly acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed for the uses and purposes therein set forth. Given under my hand and seal the day and year last above written.

Witness my hand and seal this ____ day of _____, 2024.

My Commission Expires: _____
Notary Public

CERTIFICATE OF PLANNING COMMISSION

I, _____, Community Development Director for the City of Shawnee, hereby certify that the City of Shawnee Planning Commission duly approved the Final Plat of SHAWNEE TWIN LAKES - LAKE NO.1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma at a meeting the ____ day of _____, 2024.

Community Development Director

CERTIFICATE OF CITY CLERK

I, _____, City Clerk of the City of Shawnee, Pottawatomie County, Oklahoma, hereby certify that I have examined the records of said City and find that all deferred payments on unmatured installments upon special assessment have been paid in full and that there are no special assessment procedures now pending against the land shown on the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma.

Signed by the City Clerk this ____ day of _____, 2024.

City Clerk

ACCEPTANCE OF DEDICATION BY CITY COMMISSION

Be it resolved by the Commission of the City of Shawnee that the dedication shown on the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma is hereby accepted.

Adopted by the Commission of the City of Shawnee this ____ day of _____, 2024.

City Clerk Mayor

COUNTY TREASURER'S CERTIFICATE

I, _____, do hereby certify that I am the duly qualified and acting County Treasurer of Pottawatomie County and that the tax records of said county show that all taxes for the year 2023 and prior years are paid on the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma, and that the required statutory security has been deposited in the offices of the County Treasurer guaranteeing the current year's taxes.

In witness thereof said County Treasurer has caused this instrument to be executed this ____ day of _____, 2024.

County Treasurer

BONDED ABSTRACTOR'S CERTIFICATE

The undersigned, a duly qualified and lawfully bonded abstractor of titles in and for Pottawatomie County and the State of Oklahoma, hereby certify that the records of said county show that the Title to the land shown on the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma is vested in the City of Shawnee, on the ____ day of _____, 2024, that there are no actions pending or judgements of any nature in any court or on file with the clerk thereof, that the taxes are paid for the year 2023 and prior years, that there are no outstanding tax sales certificates against said land and no tax deeds are issued to any person, that there are no liens, or other encumbrances of any kind against the land included in the Final Plat, except mortgages, rights-of-way, easements, and mineral conveyances of record.

In witness thereof, said Bonded Abstractor has caused this instrument to be executed this ____ day of _____, 2024.

Title Company Name

Signature

STATE OF OKLAHOMA)
COUNTY OF _____) SS

Before me, the undersigned, a notary public in and for said County and State on this ____ day of _____, 2024, personally appeared _____, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument and duly acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed for the uses and purposes therein set forth. Given under my hand and seal the day and year last above written.

Witness my hand and seal this ____ day of _____, 2024.

My Commission Expires: _____
Notary Public

REGISTERED PROFESSIONAL LAND SURVEYOR'S CERTIFICATE

I, Tanner J. Wentworth, a Professional Land Surveyor in the State of Oklahoma, do hereby certify that the Final Plat of SHAWNEE TWIN LAKES - LAKE NO. 1, PHASE 2, an addition to the City of Shawnee, Pottawatomie County, Oklahoma, represents a careful survey made under my supervision on the ____ day of _____, 2024, and that the plat of survey is an accurate representation of said survey and that all monuments shown hereon actually exist.

I further certify that this plat of survey meets the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors.

Witness my hand and seal this ____ day of _____, 2024.

Tanner J. Wentworth
Professional Land Surveyor #1871

STATE OF OKLAHOMA)
COUNTY OF _____) SS

Before me, the undersigned, a notary public in and for said County and State on this ____ day of _____, 2024, personally appeared Tanner J. Wentworth, to me known to be the identical person who executed the above instrument and acknowledged to me that he executed that same as his free and voluntary act and deed. Given under my hand and seal the day and year last above written.

Witness my hand and seal this ____ day of _____, 2024.

My Commission Expires: _____
Notary Public

OWNER'S NOTARY	CITY CLERK	COUNTY TREASURER	ABSTRACTOR	ABSTRACTOR'S NOTARY	SURVEYOR	SURVEYOR'S NOTARY

ELEVATION
LAND SURVEYING
8501 SW 15TH ST
OKLAHOMA CITY, OK 73128
405-493-9393
TANNER J. WENTWORTH
PROFESSIONAL LAND SURVEYOR #1871
C.A. #9524 EXPIRES 06-30-2024

LOCATION MAP
POTTAWATOMIE COUNTY, OK
SUBJECT PROPERTY
T 10 N
R 2 E
N

FINAL PLAT
SHAWNEE TWIN LAKES - LAKE NO. 1
PHASE 2
BEING A REPLAT OF A PART OF THE FINAL PLAT OF
SHAWNEE TWIN LAKES - LAKE NO. 1, AN ADDITION TO THE
CITY OF SHAWNEE AND BEING A PART OF SECTION 14,
T10N-R2E, I.M., POTTAWATOMIE COUNTY, OK

REVISION	BY	DATE			
FIELD DATE: XX/XX/24	SURVEY BY: T JW				
FINAL DATE: XX/XX/24	DRAWN BY: T JW				
SCALE: 1"=60'	REVIEWED BY: SDC				
ELS JOB NUMBER: 2023.47					

SHEET
14 OF 14

City of Shawnee

Unified Development Code –
Public Review Draft

Stakeholder Focus Groups

June 10-11, 2024



Introductions



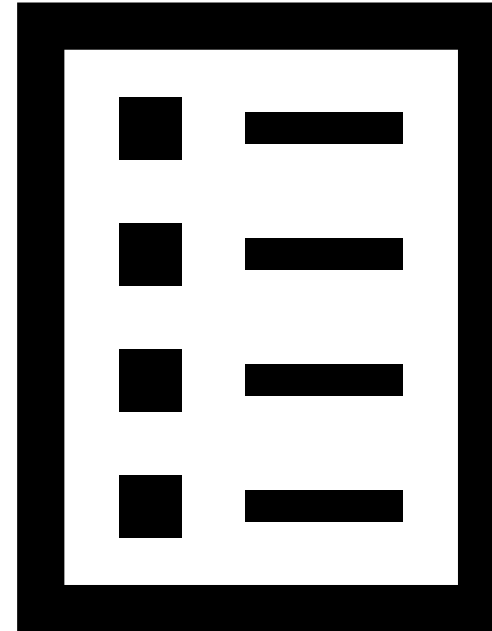
Dawn Warrick, AICP
Project Manager



Rhys Wilson
Project Planner

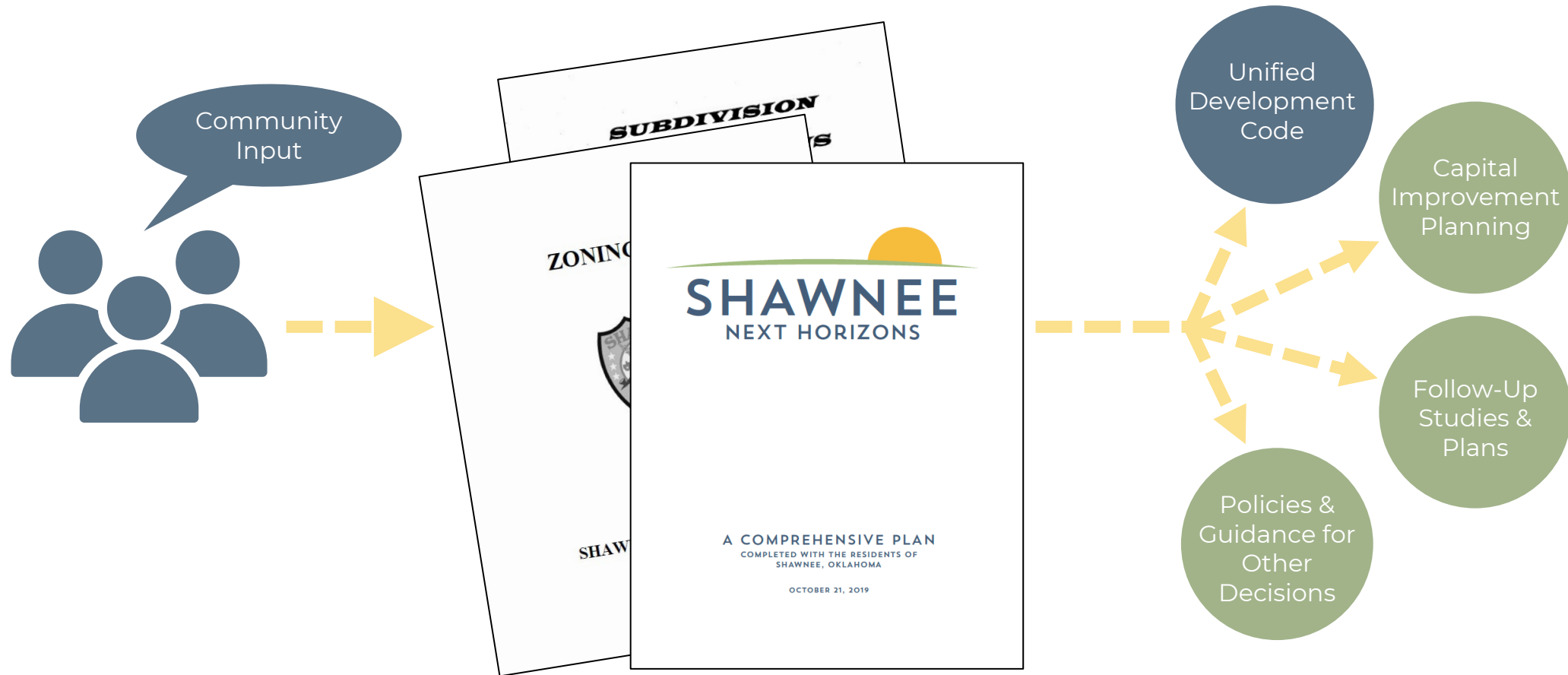
Agenda

1. Project Process Overview
2. UDC Organization
3. Article Summary
4. Major Changes
5. Next Steps
6. Discussion & Questions

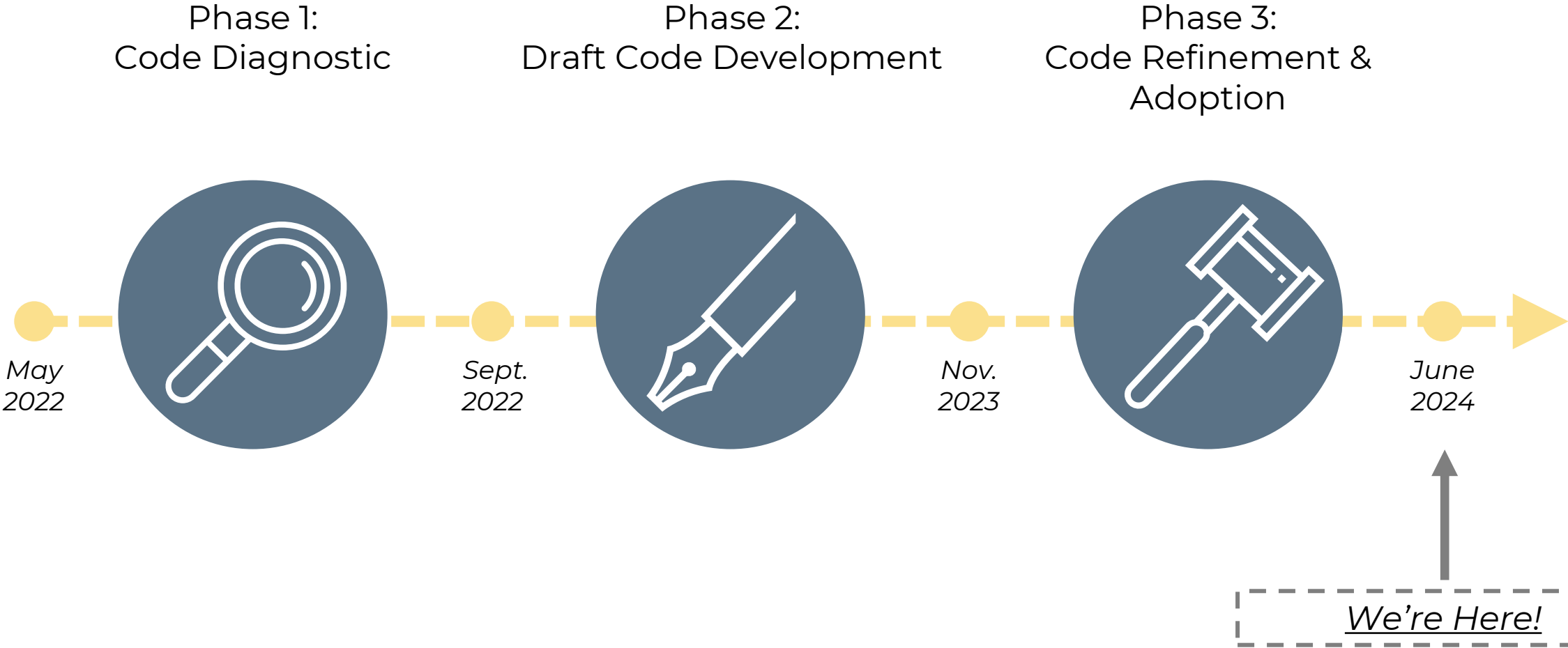


Code Update Foundation

Comprehensive Plan Vision and Implementation



Project Process Overview



Diagnostic Report Review

Outreach

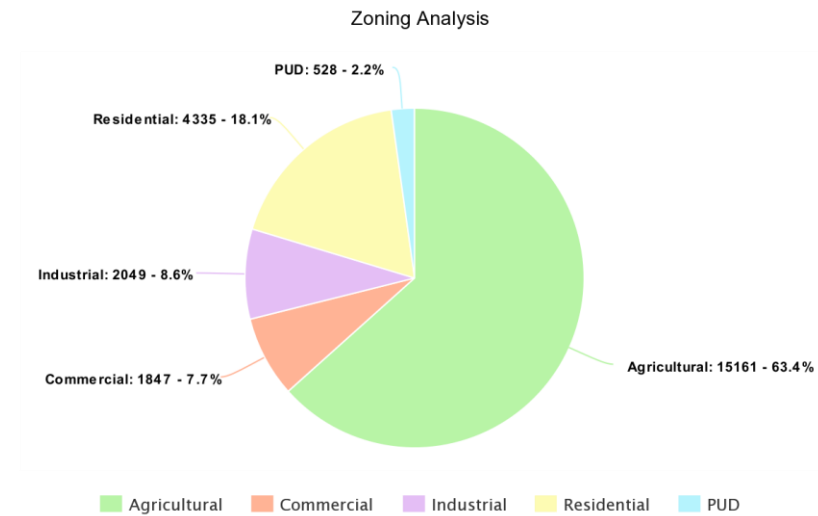
- Stakeholder Discussion Topics
 - *Infill*
 - *Flexibility*
 - *Clear processes*
 - *Architectural standards*
 - *Special housing/lodging*
 - *Housing diversity*
 - *Downtown development*
 - *Definitions*
 - *Attract development within City limits*
 - *Improve communications*
 - *Subdivision regulations*
- Public Input Discussion Topics
 - *Improve development quality*
 - *Residential infill*
 - *Increase housing options*
 - *More mixed-use development*



Diagnostic Report Review

Analysis by Topic

- Zoning Districts
 - ✓ Consolidate districts
 - ✓ Include additional development types
 - ✓ Support downtown revitalization
- Dimensional Requirements
 - ✓ Improve flexibility
 - ✓ Address frequent variances
- Uses
 - ✓ Improve organization
 - ✓ Define all uses
 - ✓ Permitted uses with standards



- Parking
 - ✓ Right-size parking requirements
 - ✓ Promote shared parking
 - ✓ Bicycle parking

Diagnostic Report Review

Analysis by Topic

- Landscaping
 - ✓ Promote green infrastructure
 - ✓ Update plant lists
- Signs
 - ✓ Content neutral
 - ✓ Graphics
 - ✓ Update typologies
- Screening
 - ✓ Clarify vague language
 - ✓ Define all terms
 - ✓ Include more options
- Outdoor Lighting
 - ✓ Incorporate dark sky standards
 - ✓ Improve graphics
- Access Mgmt. and Circulation
 - ✓ Require shared access for adjacent non-residential uses
- Infill Standards
 - ✓ Apply to more than pre-1960 lots
 - ✓ Add commercial infill standards – esp. downtown
 - ✓ Increase housing types



Diagnostic Report Review

Analysis by Topic

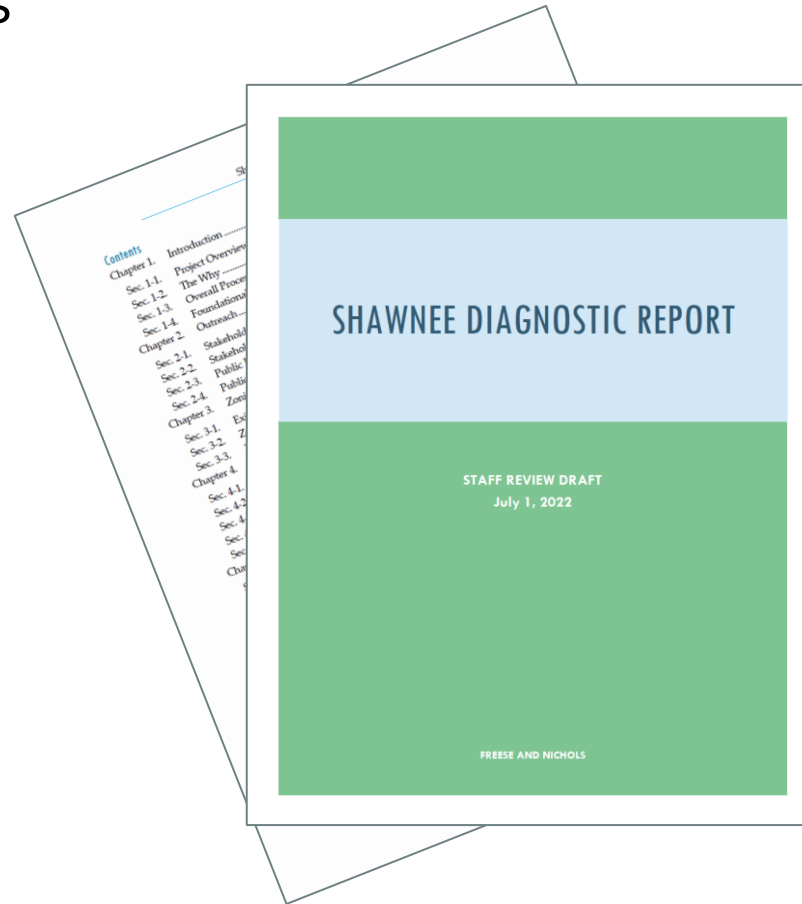
- Subdivision Regulations
 - ✓ Lot configuration
 - ✓ Update processes and submittal requirements
 - ✓ Modernize design standards
 - ✓ Sidewalks are desired
 - ✓ Parkland dedication
- Administration, Applications, Processes
 - ✓ Streamline, update
 - ✓ Summarize and map each process
 - ✓ Focus on outcomes
 - ✓ Appropriate level of detail/complexity
- Nonconformities
 - ✓ Evaluate and reduce where possible
 - ✓ Improve clarity
- Enforcement
 - ✓ Simplify language
 - ✓ Standardize process and penalties



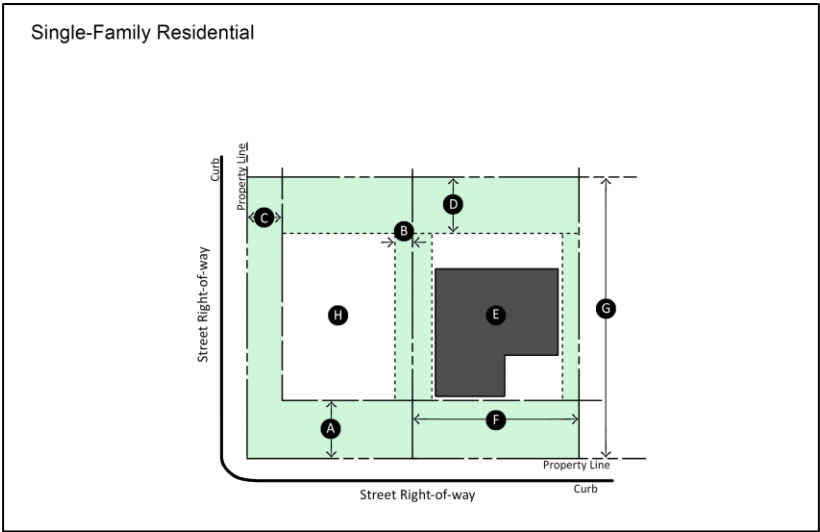
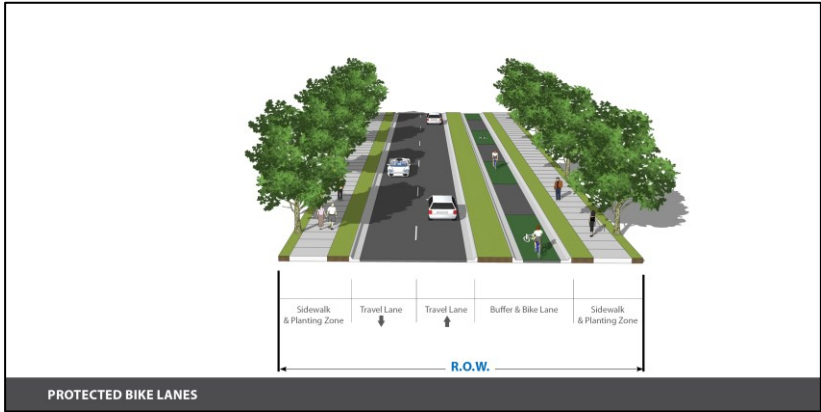
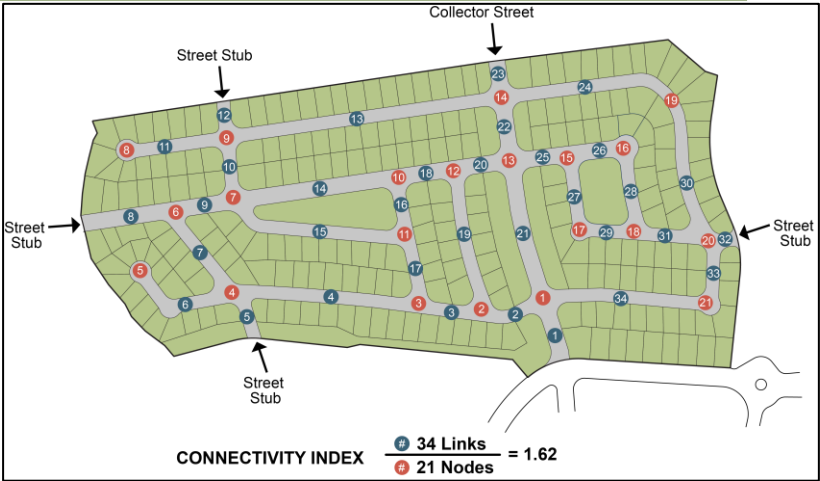
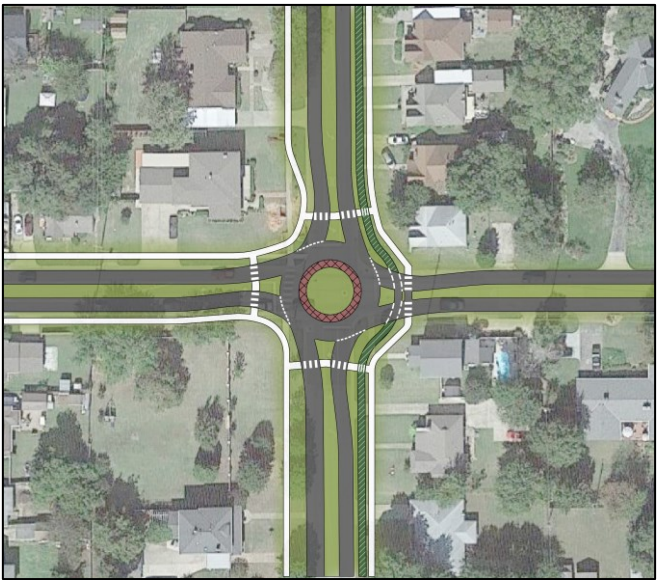
Diagnostic Report Review

Report Contents, Major Sections

- Introduction (page 3)
- Outreach (page 7)
- Zoning Types (page 17)
- General Overview (page 22)
- Analysis by Topic (page 30)
- Analysis by Public Meeting Review (62)
- Conclusion (65)
- Appendices (66)



Graphic Enhancement



UDC Organization

Article	Title
I	General Provisions
II	Zoning Districts
III	Uses
IV	Development Standards
V	Subdivision Regulations
VI	Procedures
VII	Nonconformities
VIII	Enforcement
IX	Approval Authorities
X	Definitions

Article I – General Provisions

- Establishes the new UDC
- References compliance with State Law and the Comprehensive Plan
- Effective date and repeal of existing ordinance establishment
- Severability clause
- Relationship to other regulations provided

Article	Section	
I	Sec. 22-1	Title
	Sec. 22-2	Purpose
	Sec. 22-3	Authority
	Sec. 22-4	Applicability
	Sec. 22-5	Consistency with Comprehensive Plan
	Sec. 22-6	Conflicting Provisions
	Sec. 22-7	Private Restrictions
	Sec. 22-8	Severability
	Sec. 22-9	Repeal of Existing Ordinances
	Sec. 22-10	Effective Date

Article II – Zoning Districts

- Revised zoning districts provided
- Established a Zoning Equivalency table to demonstrate how the existing zoning districts relate to the proposed districts
- Reduced the zoning district total from 14 to 11
- Each district has its own:
 - Purpose statement that aligns with the Comprehensive Plan
 - Internal cross-references to the Use Table and other applicable development standards
 - Dimensional standards table
 - Special Regulations provided as necessary

Article	Section	
II	Sec. 22-11	Generally
	Sec. 22-12	Zoning Districts Established
	Sec. 22-13	Zoning Map
	Sec. 22-14	Transitional Agriculture (TA) District
	Sec. 22-15	Low-Density Residential (R-1) District
	Sec. 22-16	Medium-Density Residential (R-2) District
	Sec. 22-17	High-Density Residential (R-3) District
	Sec. 22-18	Local Commercial (C-1) District
	Sec. 22-19	Regional Commercial (C-2) District
	Sec. 22-20	Mixed Use (MU) District
	Sec. 22-21	Downtown (DT) District
	Sec. 22-22	Twin Lakes (TL) District
	Sec. 22-23	Light Industrial (I-1) District
	Sec. 22-24	Heavy Industrial (I-2) District
	Sec. 22-25	Planned Unit Development (PUD) District

Zoning District Equivalency

- The approach to new Zoning Districts originates from an evaluation of the prominence of the previous districts, as well as an exercise of contemporary best practices
- The consolidated Commercial districts should be easier to administer while also facilitating more flexible and mixed-use development, and allowing newly-drafted development standards to ensure high-quality projects that contribute to the aesthetic character of the City.

District Category	Applicable Zoning District	Previous Zoning District
Agricultural	TA	A-1
		R-E
Residential	R-1	R-1
	R-2	R-2
	R-3	R-3
Commercial	C-1	C-1
		C-2
	C-2	C-3
		C-5
		CP
Mixed Use	DT	C-4
	MU	
Industrial	I-1	I-1
		I-2
	I-2	I-3
Special	PUD	

District Equivalency Table

Twin Lakes Zoning District

- The Twin Lakes District intends to:
 - Limit commercial development and disruption of wildlife
 - Enhance the recreational activities in Shawnee Twin Lakes for residents, tourists and visitors
 - Implement the Comprehensive Plan and Twin Lakes Master Plan by Dividing the Twin Lakes District into two subdistricts – Residential (R) and Commercial (C)

Twin Lakes (TL) District Dimensional Standards			
Subdistrict →		Residential (R)	Commercial (C)
Lot Requirements			
A	Lot Area (min.)	15,000 square feet	5,000 square feet
B	Lot Width (min.)	60 feet	40 feet
C	Lot Coverage (max.)	25%	40%
Setback Requirements			
D	Front Yard (min.)	25 feet	15 feet
E	Rear Yard (min.)	10 feet	5 feet
F	Side Yard (min.)	5 feet	0 feet
G	Corner Side Yard (min.)	15 feet	10 feet
Building Requirements			
H	Building Height (max.)	35 feet	45 feet
Applicable Development Standards			
Sec. 22-39. Dimensional Regulations		Sec. 22-45. Design Standards	
Sec. 22-40. Parking		Sec. 22-46. Refuse Facilities	
Sec. 22-41. Loading		Sec. 22-47. Signs	
Sec. 22-42. Landscaping		Sec. 22-48. Infill Development Standards	
Sec. 22-43. Screening and Fencing		Sec. 22-49. Performance Standards	
Sec. 22-44. Outdoor Lighting			

TL District Dimensional Standards

Twin Lakes Zoning District

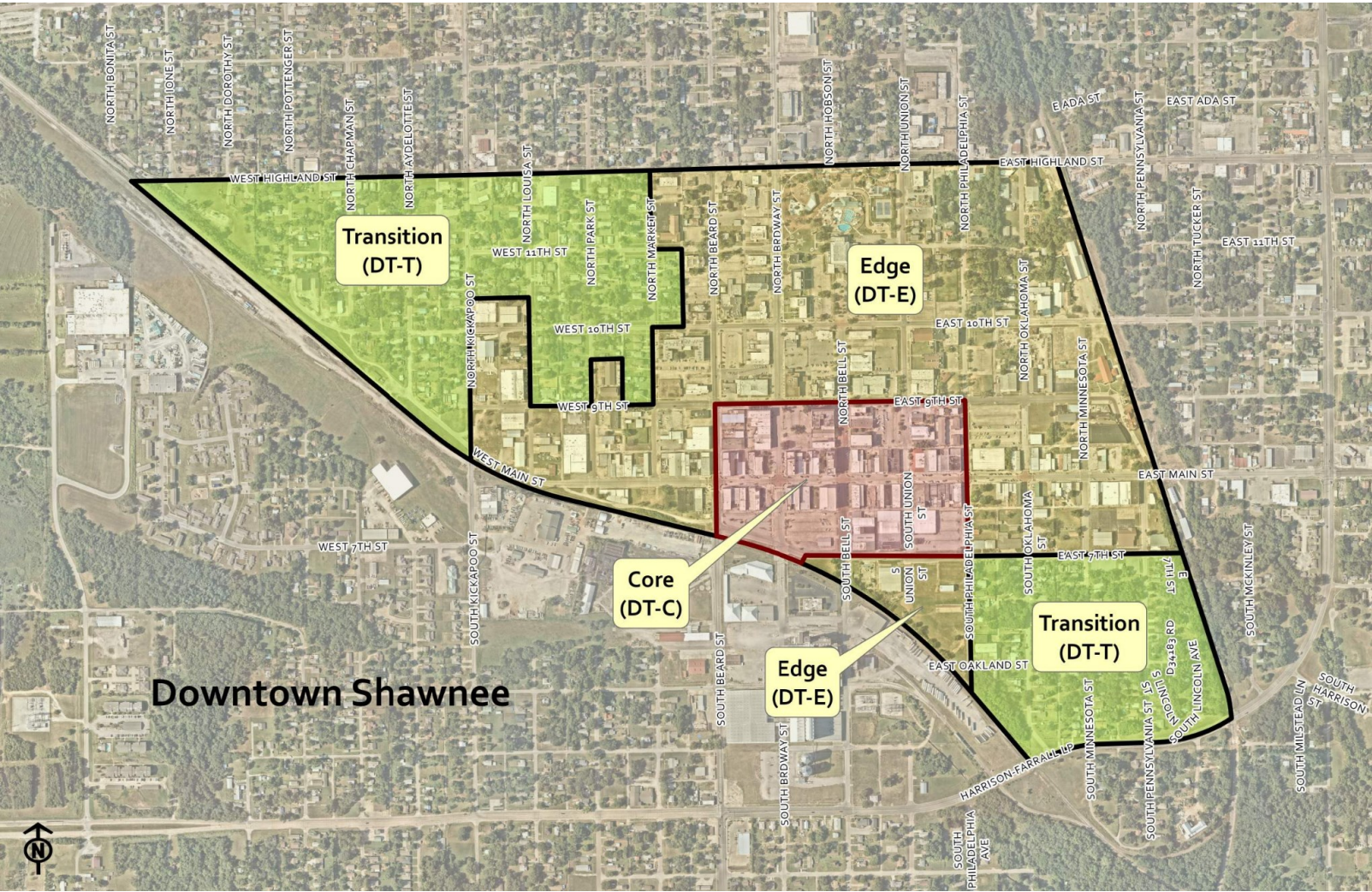
Land Use	Zoning District		Use-Specific Regulations	Parking
	TL			
	R	C		
Residential Uses				
Household Living				
Detached Single-Family Dwelling	P			2/DU
Townhouse	P		Article III.Sec. 22-29. E.	1/DU
Duplex	C			1.5/DU
Triplex				2/DU
Fourplex				2/DU
Courtyard Apartment				1/DU
Bungalow Court				1/DU
Multiplex				1/DU
Manufactured Home	C		Article III.Sec. 22-29. A.	2/DU
Mobile Home				2/DU
Modular Home				2/DU
Tiny Home	C		Article III.Sec. 22-29. D.	1/DU
Multi-Family Dwelling (Apartment)		P	Article III.Sec. 22-29. B.	1.25/1 BRU 1.75/2 BRU 2/3 BRU
Live-Work Unit	C		Article III.Sec. 22-29. C.	1/DU
Mixed-Use Building	C	P	Article III.Sec. 22-29. F.	2.5/1000 sf

TL District Residential Permitted Uses

Land Use	Zoning District		Use-Specific Regulations	Parking
	TL			
	R	C		
Commercial Uses				
Afterlife Service				
Cemetery				4/acre
Funeral Services			Article III.Sec. 22-30. A.	2/1000 sf
Animal Service				
Kennel			Article III.Sec. 22-30. B.	2/1000 sf
Veterinary			Article III.Sec. 22-30. C.	2/1000 sf
Assembly & Entertainment				
Assembly Hall		C		5/1000 sf
Broadcast or Recording Studio				1.5/1000 sf
Commercial Amusement (indoor)		P		4/1000 sf
Commercial Amusement (outdoor)		P	Article III.Sec. 22-30. D.	5/acre
Nightclub			Article III.Sec. 22-30. E.	5/1000 sf

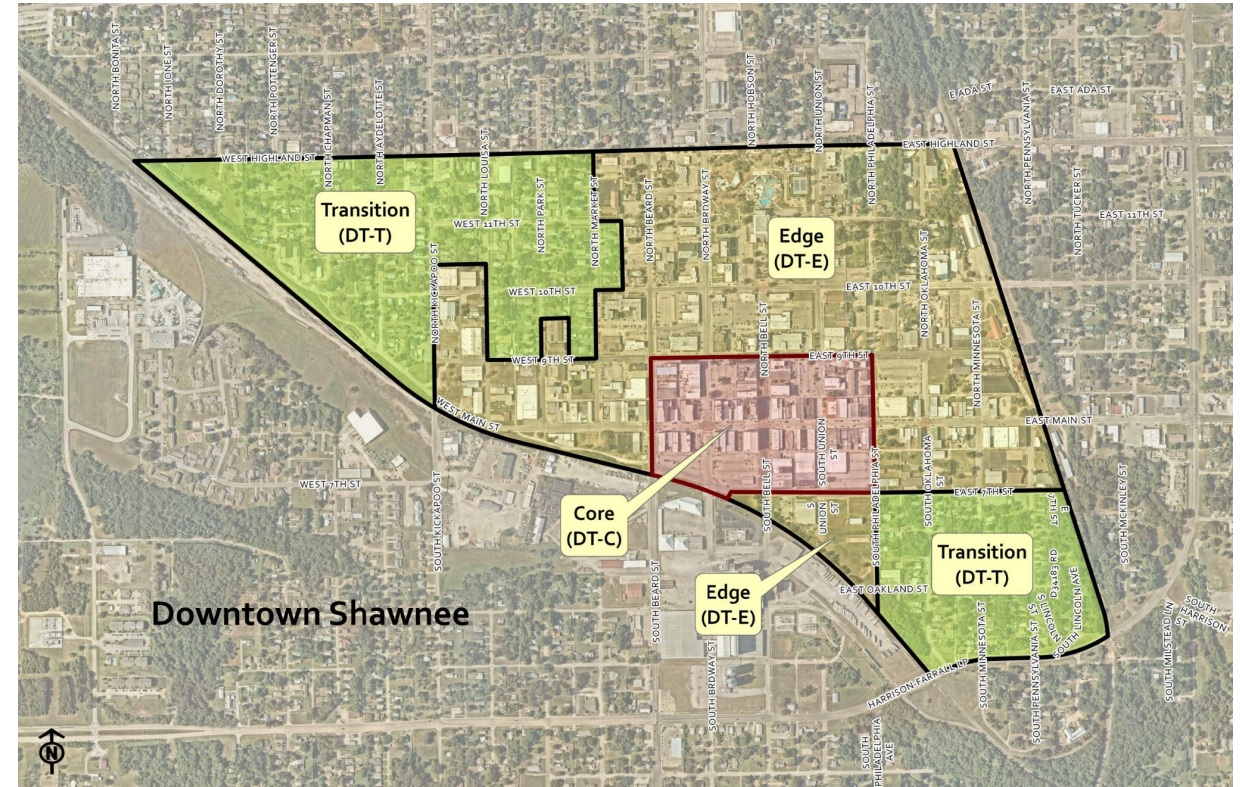
TL District Commercial Permitted Uses (Partial)

Downtown District and Subareas



Downtown District and Subareas

- Downtown Core
 - Between E 7th and E 9th, from Beard to Philadelphia, this represents the most active, historic, and developed part of Downtown
- Downtown Edge
 - Surrounding Core, this represents developed commercial areas of less density and historical significance, primed for continued investment
- Downtown Transition
 - The far northwest and southeast extents of Downtown, this represents the relatively dense and historic residential neighborhoods which contribute to the Downtown ecosystem



Downtown Subarea Map

Article III – Uses

- Organized into the following sections
- Establishes the Use Table
- Land uses are allowed by zoning district via by-right or specific use permit
- Minimum parking ratios provided in the Use Table
- Provided use-specific regulations for certain land uses to mitigate for any adverse development impacts
- Regulations for accessory and temporary uses are established

Article	Section	
III	Sec. 22-26	Purpose and Applicability
	Sec. 22-27	Organization
	Sec. 22-28	Use Table
	Sec. 22-29	Residential Use-Specific Regulations
	Sec. 22-30	Commercial Use-Specific Regulations
	Sec. 22-31	Marijuana Use-Specific Regulations
	Sec. 22-32	Industrial Use-Specific Regulations
	Sec. 22-33	Public, Civic, and Institutional Use-Specific Regulations
	Sec. 22-34	Recreation Use-Specific Regulations
	Sec. 22-35	Agricultural Use-Specific Regulations
	Sec. 22-36	Accessory Uses
	Sec. 22-37	Temporary Uses and Structures

Modernized Use Table

Land Use	Zoning District													Use-Specific Regulations	Parking	
	TA	R-1	R-2	R-3	C-1	C-2	MU	DT			I-1	I-2	TL			
								C	E	T			R			C
Residential Uses																
Household Living																
Detached Single-Family Dwelling	P	P	P				P			P			P			2/DU
Townhouse			C	P			P		P	P			P		Article III.Sec. 22-29. E.	1/DU
Duplex		P	P	P			P			P			C			1.5/DU
Triplex			P	P			P			P						2/DU
Fourplex			P	P			P			P						2/DU
Courtyard Apartment			C	P			P			P						1/DU
Bungalow Court			C	P			P			P						1/DU
Multiplex				P			P		P	P						1/DU
Manufactured Home	P	P											C		Article III.Sec. 22-29. A.	2/DU
Mobile Home	C			C												2/DU
Modular Home	P	P	P													2/DU
Tiny Home	C	C		C									C		Article III.Sec. 22-29. D.	1/DU
Multi-Family Dwelling (Apartment)				P			P	P	P					P	Article III.Sec. 22-29. B.	1.25/1 BRU 1.75/2 BRU 2/3 BRU
Live-Work Unit				P			P	P	P				C		Article III.Sec. 22-29. C.	1/DU
Mixed-Use Building				C		C	P	P	P				C	P	Article III.Sec. 22-29. F.	2.5/1000 sf

Reduced Reliance on CUPs



- Use-specific regulations (may to apply to permitted or conditional use)
- Standards established for consistency
- Supports more administrative approvals

Land Use	Zoning District		Use-Specific Regulations	Parking
	TL			
	<i>R</i>	<i>C</i>		
Commercial Uses				
Afterlife Service				
Cemetery				4/acre
Funeral Services			Article III.Sec. 22-30. A.	2/1000 sf
Animal Service				
Kennel			Article III.Sec. 22-30. B.	2/1000 sf
Veterinary			Article III.Sec. 22-30. C.	2/1000 sf
Assembly & Entertainment				
Assembly Hall		C		5/1000 sf
Broadcast or Recording Studio				1.5/1000 sf
Commercial Amusement (indoor)		P		4/1000 sf
Commercial Amusement (outdoor)		P	Article III.Sec. 22-30. D.	5/acre
Nightclub			Article III.Sec. 22-30. E.	5/1000 sf

Article IV – Development Standards

- Establishes uniform standards for the development and improvement of property to ensure quality development that is consistent with the Comprehensive Plan and zoning district intent
- Each section has its own purpose and applicability statements
- 12 sections provided
 - 11 development standards sections

Article	Section	
IV	Sec. 22-38	General Provisions
	Sec. 22-39	Dimensional Regulations
	Sec. 22-40	Parking
	Sec. 22-41	Loading
	Sec. 22-42	Landscaping
	Sec. 22-43	Screening and Fencing
	Sec. 22-44	Outdoor Lighting
	Sec. 22-45	Design Standards
	Sec. 22-46	Refuse Facilities
	Sec. 22-47	Signs
	Sec. 22-48	Infill Development Standards
	Sec. 22-49	Performance Standards

Right-sized Parking Requirements



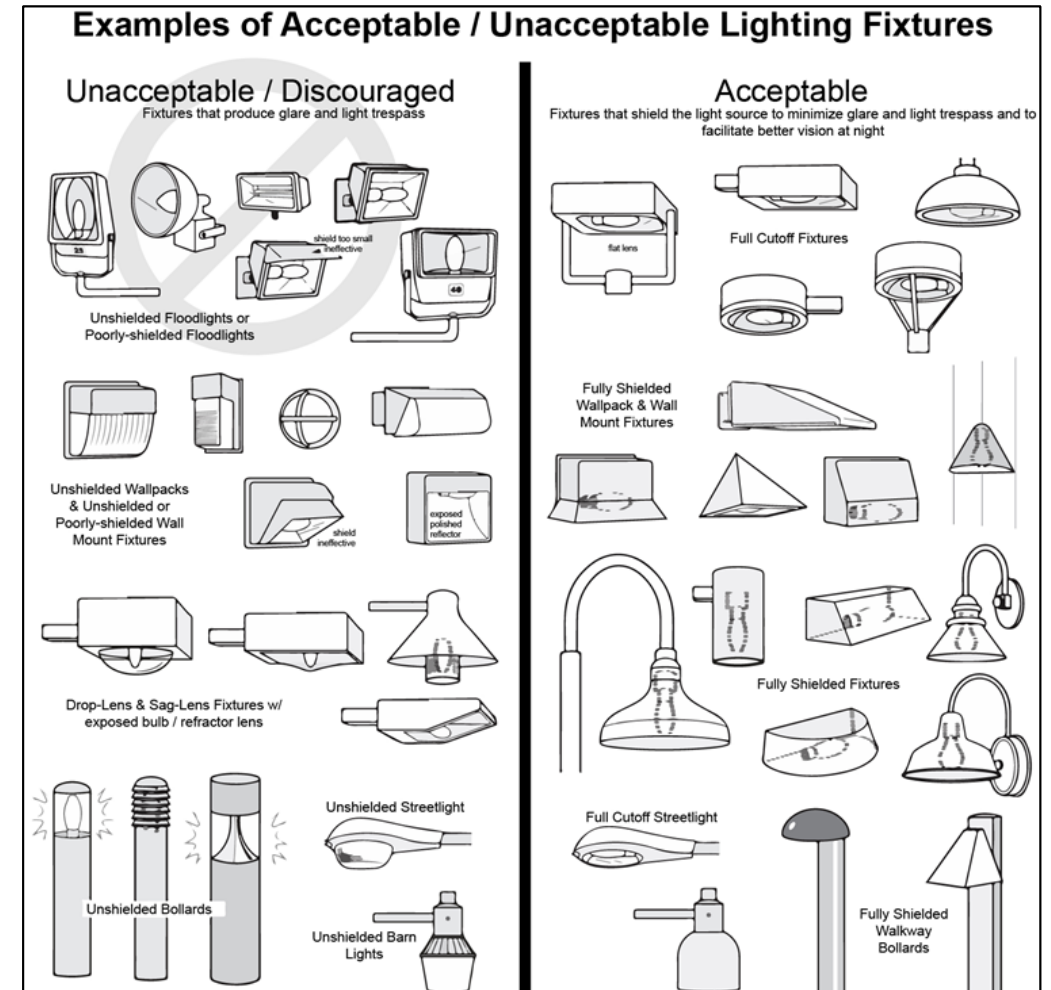
Improved Landscaping; Xeriscaping

- Reinforces community identity, improves soil erosion and stormwater runoff management, reduces the urban heat island effect
- Establishes standards for planting and groundcovers, maintenance, and the implementation of Low-Impact Development techniques
- Explains and offers standards for xeriscaping



Outdoor Lighting Requirements

- Promotes night-time safety, utility, productivity and enjoyment
- Limits light pollution and light trespass
- Encourages outdoor lighting that is functional and aesthetically coherent with its surroundings



Design Standards

- Establishes standards for the appearance of development and corresponding architectural design and site elements
- Promotes variety, visual interest, and pedestrian-oriented streets in residential development
- Encourages the design of a developed environment that is built to human scale
- Ensures buildings are compatible with the surrounding area and contribute to Shawnee's unique character



Design Standards

- Design elements addressed include:
 - Roof treatments
 - Fenestration
 - Front-entry garages
 - Dwelling repetition
 - Parking and access design
 - Architectural components like arches, oriels, brackets and balconies



Sign Regulation Overhaul

- Includes important improvements to content neutrality
- Regulates the size, illumination, and location of signs to ensure safety, visibility, and aesthetic quality
- Provides methods for measuring sign area and dimensions



Zoning District → Requirement ↓	TA R-1 R-2	R-3	C-1 C-2	MU	DT	I-1 I-2	TL
<i>General</i>							
Allowed?	NR	NR	✓	✓	✓	✓	NR
Permit Required?	✓	✓	✓	✓	✓	✓	✓
Number per Lot (max.)	1	1	1	1	1	1	1
<i>Dimensions</i>							
<i>Sign Area (max. per sign)</i>							
Lots with 0 – 50 ft of Lineal Street Frontage	50 sf	50 sf	50 sf	50 sf	50 sf	50 sf	25 sf
Lots with 51 – 100 ft of Lineal Street Frontage	50 sf	50 sf	100 sf	75 sf	50 sf	100 sf	50 sf
Lots with 101 – 150 ft of Lineal Street Frontage	75 sf	75 sf	150 sf	100 sf	100 sf	150 sf	75 sf
Lots with 151 – 200 ft of Lineal Street Frontage	75 sf	75 sf	200 sf	150 sf	100 sf	200 sf	100 sf
Lots with > 200 ft of Lineal Street Frontage	100 sf	100 sf	400 sf	250 sf	150 sf	400 sf	125 sf
<i>Sign Height (max. per sign)</i>							
Height of the highest point of sign above grade at sign location	8 ft	10 ft	20 ft	20 ft	12 ft	20 ft	8 ft
Height of the highest point of sign if adjacent to an elevated roadway (measured from the grade of the elevated roadway)	16 ft	20 ft	40 ft	40 ft	24 ft	40 ft	16 ft
<i>Distance</i>							
From Front Property Line	5 ft	5 ft	5 ft	5 ft	5 ft	10 ft	5 ft
From Adjacent Property Lines	5 ft	5 ft	5 ft	5 ft	5 ft	5 ft	5 ft
From Another Ground Sign	50 ft	50 ft	100 ft	100 ft	50 ft	100 ft	50 ft
<i>Features</i>							
Electronic Message Center	✗	✗	✓	✓	✓	✓	NR
Changeable Copy	NR	NR	✓	✓	✓	✓	NR
Internal Illumination	NR	NR	✓	✓	✓	✓	NR
External Illumination	NR	NR	✓	✓	✓	✓	NR
Halo Illumination	✗	✗	✓	✓	✓	✓	NR

Infill Development

Infill Development Standards

- Expanding on existing infill development regulations
- Infill applicable anywhere in the city
- Establishes compatibility requirements for new infill builds
- Works effectively with the recently adopted Infill Housing Palette



Article V – Subdivision Regulations

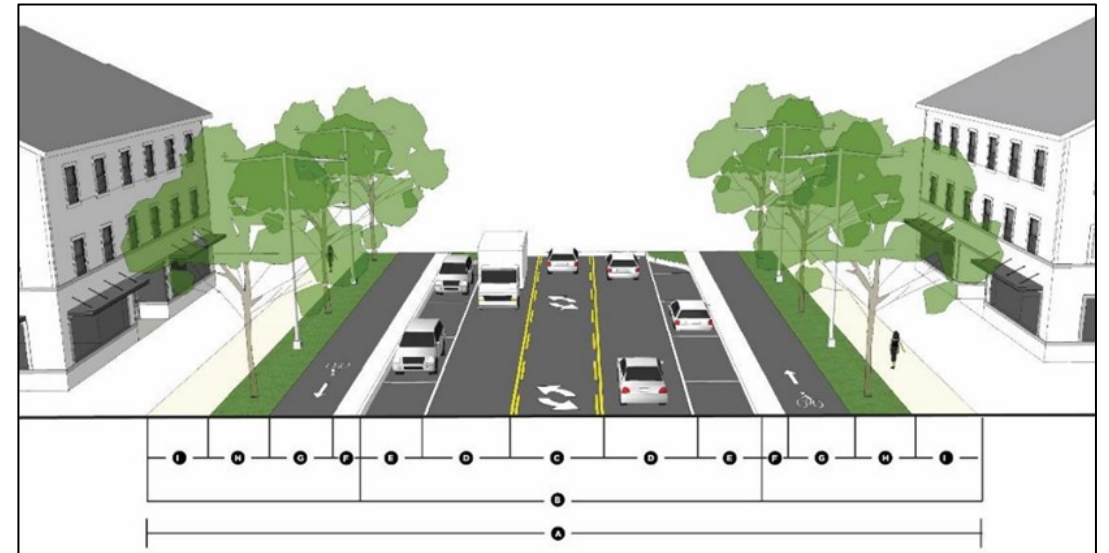
- Completely revamped regulations
- New standards provided to reflect best practices
- Expanded street typology
- Increased street improvements (sidewalks, traffic calming, lighting, etc.)
- Design standards supplemented by the Engineering Design Manual
- Clarified easement specifications
- New subdivision types provided
- Established parkland requirements

Article	Section	
V	Sec. 22-50	General Provisions
	Sec. 22-51	Land Division Types
	Sec. 22-52	Subdivision Design Standards and Required Improvements
	Sec. 22-53	Performance Guarantees and Maintenance

Subdivision Arrangement	Requirement
Where Alleys Not Provided	≥ 10 feet required along each rear lot line resulting in a 20 foot total easement along rear lot lines
Area abutting previously not subdivided property	20 foot easement is required along the boundary of the subdivision
	If the applicant is able to obtain a 10 foot utility easement (by separate document in favor of the City) on this abutting property, then the applicant is required only to dedicate 10 feet of easement on their property
Where utility easements are necessary or required along side lot lines of individual lots	A 10 foot easement shall be required centered on the property line with 5 feet in each abutting lot (see Notes)
Any subdivisions utilizing private streets	Public utility easements having a minimum width of 20 feet shall be provided on one side adjacent to and outside of the designated easement of that private street
Notes	On those side lot easements, the side yard setback line will be measured from the near edge of the utility easement to the structure

Pedestrian Facilities Zones

- Pedestrian Facilities Zones are required for any development
- Include sidewalks, street plantings, patios, bollards, lighting, street furniture, on-street parking, bicycle lanes, and cycle tracks
- Lighting in Pedestrian Facilities Zones required by the Subdivision Regulations
- Pedestrian Facilities Zones may provide also provide cycling facilities like bike racks and lanes
- Pedestrian Facilities Zones must be depicted on plats



Street Section Rendering

Parkland Dedication

- Applies to new dwelling units or residential lots
- Land dedication or fee in lieu
- Required improvements



Neighborhood Park Example



Park Improvements Example

Article VI – Procedures

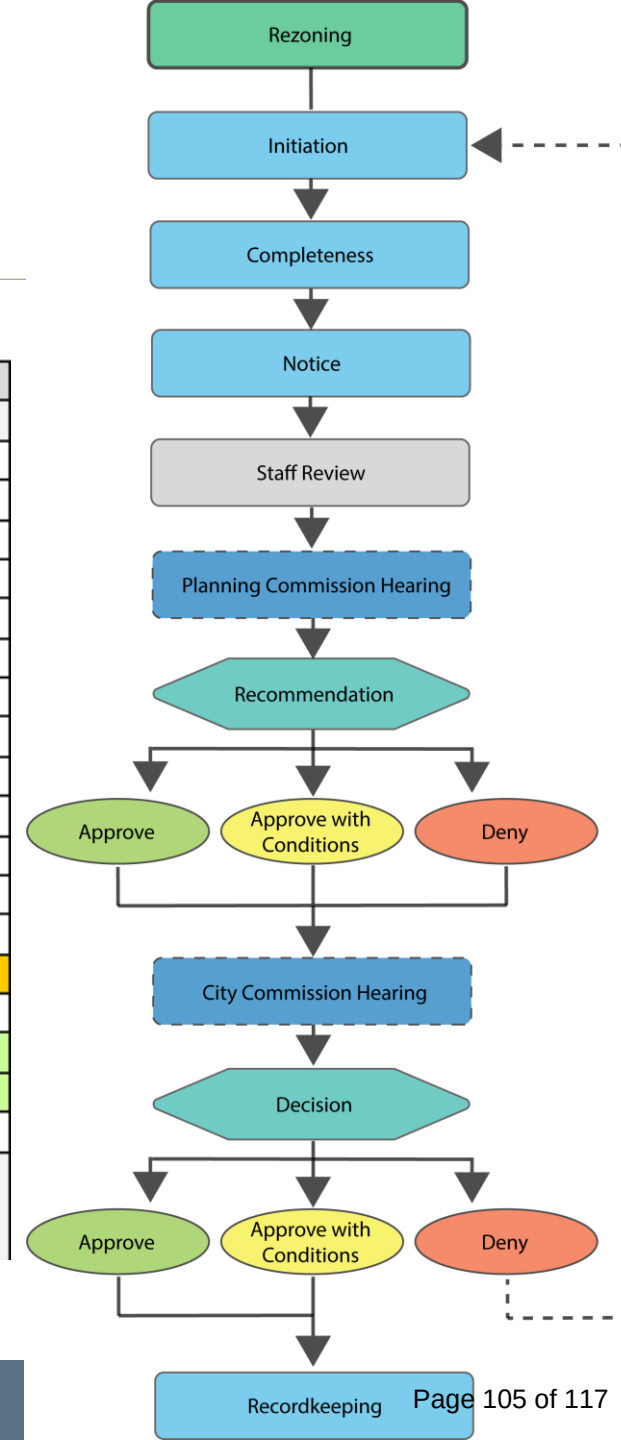
- Establishes all UDC procedural requirements
- Authority table provided:
 - Summarizing noticing requirements
 - Showing who reviews, recommends, and acts on development applications
- Addresses relief tools like variances, interpretations, administrative adjustments, special exceptions, and waivers

Article	Section	
VI	Sec. 22-56	General Procedures
	Sec. 22-57	Comprehensive Plan Amendment
	Sec. 22-58	UDC Text Amendment
	Sec. 22-59	Annexation
	Sec. 22-60	Rezoning
	Sec. 22-61	Conditional Use Permit
	Sec. 22-62	Preliminary Plat
	Sec. 22-63	Final Plat
	Sec. 22-64	Lot Split
	Sec. 22-65	Minor Subdivision
	Sec. 22-66	Construction Plans
	Sec. 22-67	Plat Vacation
	Sec. 22-68	Zoning Clearance Permit
	Sec. 22-69	Site Plan
	Sec. 22-70	Sign Permit
	Sec. 22-71	Building Permit
	Sec. 22-72	Certificate of Occupancy
	Sec. 22-73	Interpretation
	Sec. 22-74	Administrative Adjustments
	Sec. 22-75	Special Exception
	Sec. 22-76	Variances
	Sec. 22-77	Waivers

Article VI – Procedures

- Each development application procedure has a process flowchart
- Shows the required steps for approval for that development application

UDC Section	Application Type	PAM	Notice	Approval Authority			
				DR	PC	CC	BA
Sec. 22-68.	UDC Text Amendment	✗	✓	R	R	D	
Sec. 22-69.	Annexation	✓	✓	R	R	D	
Sec. 22-70.	Rezoning	✓	✓	R	R	D	
Sec. 22-71.	Conditional Use Permit	✗	✓	R	R	D	
Sec. 22-72.	Preliminary Plat	✗	✗	R	R	D	
Sec. 22-73.	Final Plat	✗	✗	R	R	D	
Sec. 22-74.	Minor Subdivision	✗	✗	D			
Sec. 22-75.	Construction Plan	✗	✗	D			
Sec. 22-76.	Plat Vacation	✗	✓	R	R	D	
Sec. 22-77.	Site Plan	✗	✗	D			
Sec. 22-78.	Sign Permit	✗	✗	D			
Sec. 22-79.	Building Permit	✗	✗	D			
Sec. 22-80.	Certificate of Occupancy	✗	✗	D			
Sec. 22-81.	Interpretation	✗	✗	D			A
Sec. 22-82.	Administrative Adjustments	✗	✗	D			
Sec. 22-83.	Special Exceptions	✗	✓	R			D
Sec. 22-84.	Variances	✗	✓	R			D
Sec. 22-85.	Waivers	✗	✗	R	R	D	
Key	✗ = Not Required ✓ = Required R = Review and Recommend D = Decision (a decision includes the review of the application) A = Appeal Decision PAM = Pre-Application Meeting DR = Director PC = Planning Commission CC = City Commission BA = Board of Adjustment						



Article VII – Nonconformities

- Provided nonconformity regulations for each nonconforming situation
 - Uses
 - Structures
 - Lots
 - Signs
 - Site Plan Improvements

Article	Section	
VII	Sec. 22-76	General Provisions
	Sec. 22-77	Nonconforming Uses
	Sec. 22-78	Nonconforming Structures
	Sec. 22-79	Nonconforming Lots
	Sec. 22-80	Nonconforming Signs
	Sec. 22-81	Nonconforming Site Plan Improvements



Article VIII – Enforcement

- Strengthened enforcement procedures
- Specified list of violations

Article	Section	
VIII	Sec. 22-82	General Enforcement Procedures
	Sec. 22-83	Penalties



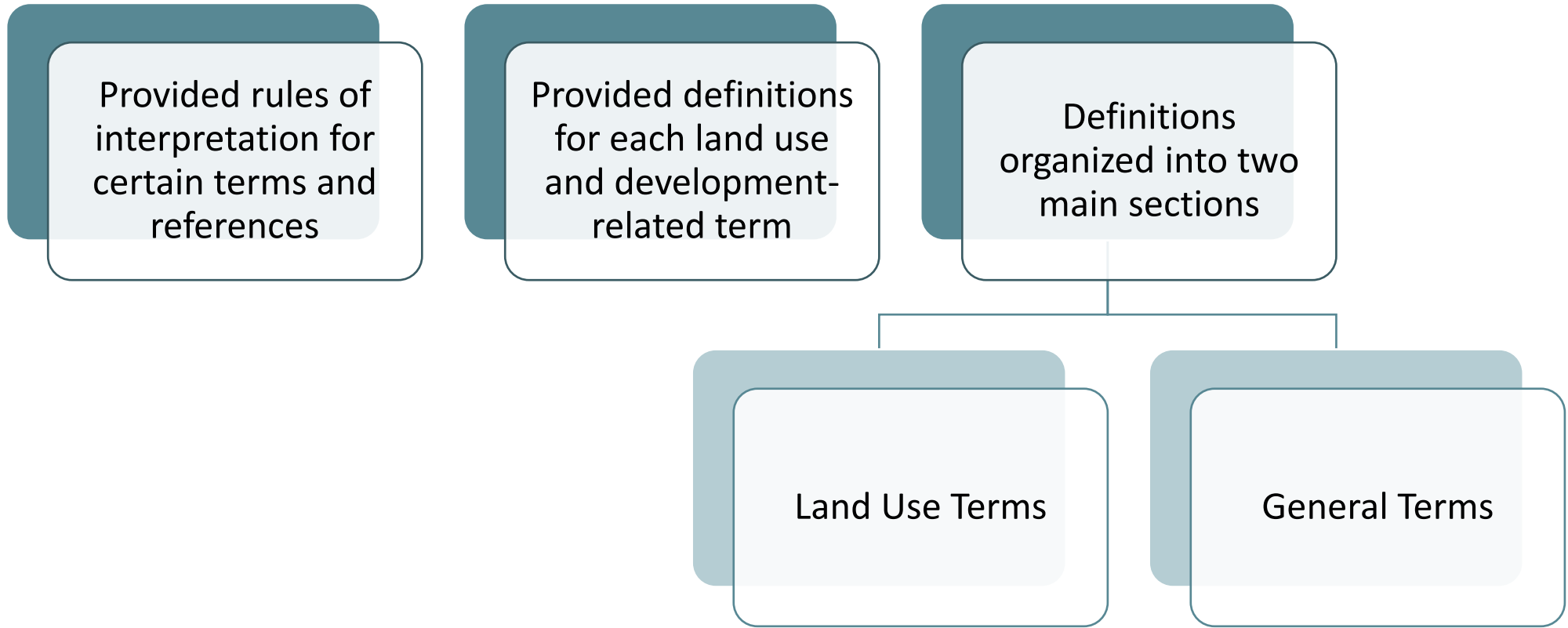
Article IX – Approval Authorities

- Establishes the bodies responsible for reviewing and acting on development applications
 - Community Development Department
 - City Commission
 - Director
 - Planning Commission
 - Board of Adjustment
- Summarizes powers and duties

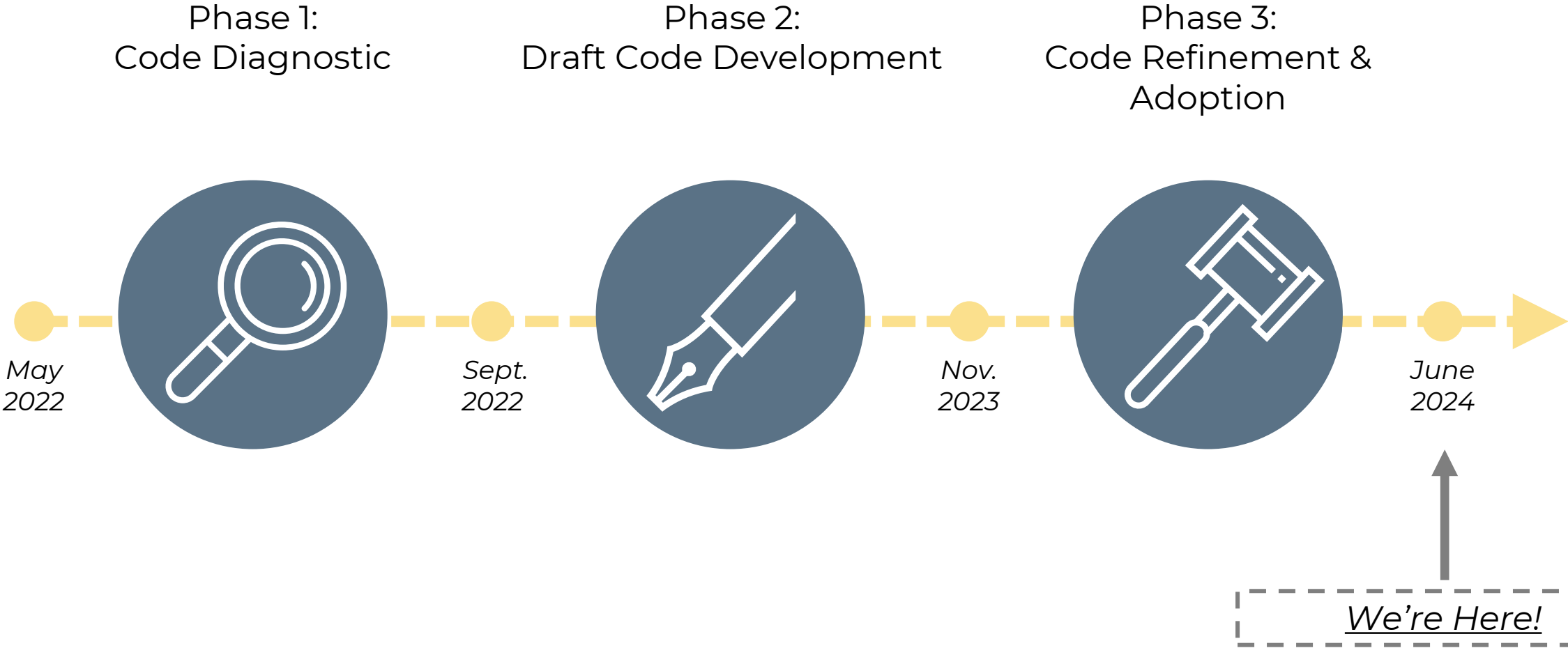
Article	Section	
IX	Sec. 22-84	Generally
	Sec. 22-85	Community Development Department
	Sec. 22-86	City Commission
	Sec. 22-87	Director
	Sec. 22-88	Planning Commission
	Sec. 22-89	Board of Adjustment

Article X – Definitions

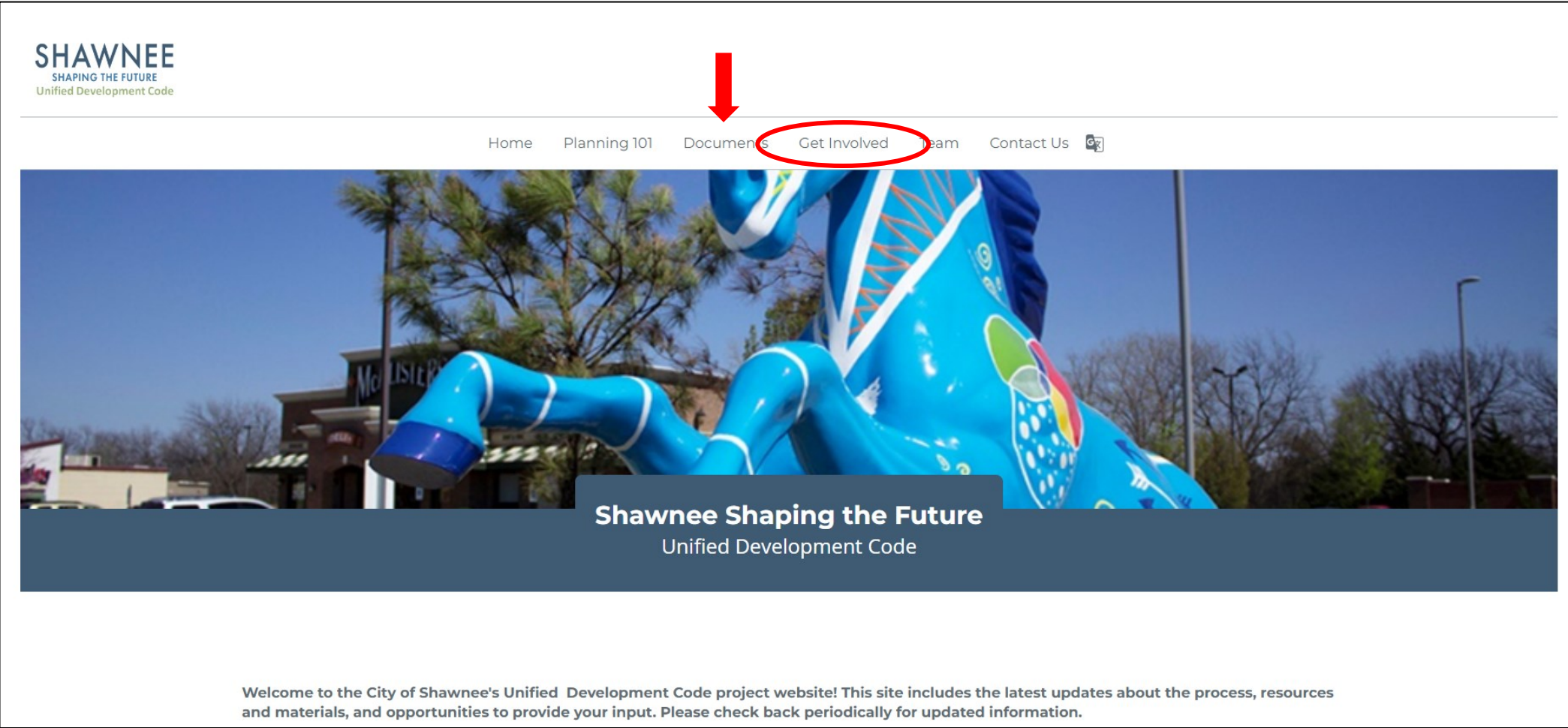
Article	Section	
X	Sec. 22-90	Generally
	Sec. 22-91	Land Use Terms
	Sec. 22-92	General Terms



Project Process Overview



Website Use Guide



Website Use Guide

Get Involved

Learn More and Get Involved



Learn More

Learn more about the process and how the [Shawnee Next Horizons](#) comprehensive plan will be implemented through this update

Planning 101



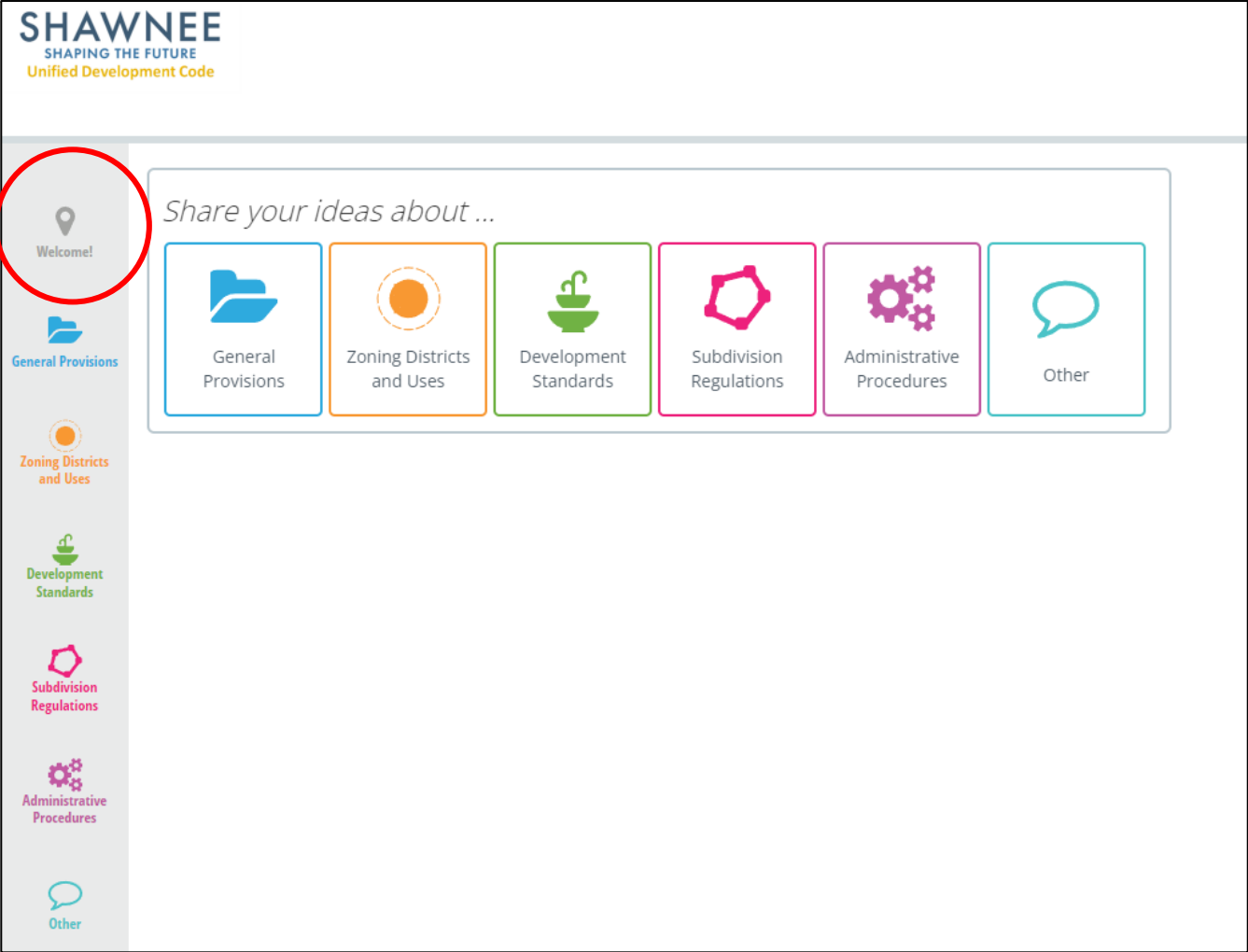
Share Your Ideas

A complete draft of the Unified Development Code (UDC) is available for members of the Shawnee Community to review. You can provide feedback on the UDC [here](#)!

Add Your Idea

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Website Use Guide



Website Use Guide



SHAWNEE

SHAPING THE FUTURE

Unified Development Code



Welcome!



General Provisions



Zoning Districts and Uses



Development Standards



Subdivision Regulations



Administrative Procedures



Other

Share your ideas about ...



General Provisions



Zoning Districts and Uses



Development Standards



Subdivision Regulations



Administrative Procedures



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Administrative
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Your name and email will not be visible to others.

Comment * (Required)

First Name

jake

Last Name

Last Name

Attach an optional photo

 Attach

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Website Use Guide

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Welcome!


General Provisions


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