

**AGENDA
CITY OF SHAWNEE
PLANNING COMMISSION
NOVEMBER 6TH, 2019 AT 1:30 P.M.
COMMISSION CHAMBERS
CITY HALL, 16 W 9TH ST**

- 1)** Roll Call
- 2)** Consideration of approval of the minutes from the regular meeting of the Planning Commission on October 2nd, 2019
- 3)** Citizens' Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)
- 4)** Consideration of approval of the election of a Vice-Chair of the Planning Commission
- 5)** Consideration of approval of the 2020 Schedule of Regular Meetings for the Planning Commission
- 6)** Planning Director's Report
- 7)** Commissioners Comments and/or New Business
- 8)** Adjournment

PLANNING COMMISSION MINUTES

DATE: OCTOBER 2ND, 2019

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in the Commission Chambers, at City Hall, 9th and Broadway, on Wednesday, October 2nd, 2019, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO.1: **Roll Call**

Upon roll call the following members were present:

Present: Deem, Matthews, Walker, Bergsten, Rowell, Melot

Absent: Kienzle

Meeting was called to Order.

AGENDA ITEM NO.2: **Consideration of approval of the minutes from the regular meeting of the Planning Commission on September 4th, 2019**

Chairman Bergsten asked Commissioners for any comments, questions, or a vote. Commissioner Matthews requested a correction be made on the signature line of the Chairperson/Vice-Chairperson. The Minutes as submitted had the signature line written as "Chairwoman," and needed to be changed to "Chairman". There were no more comments or questions, and Chairman Bergsten asked for a motion. Commissioner Matthews motioned to approve of the Meeting Minutes; seconded by Commissioner Melot.

Motion passed:

AYE: Deem, Matthews, Walker, Melot

NAY:

ABSTAIN: Bergsten, Rowell

AGENDA ITEM NO.3: **Citizens' Participation**

Chairman Bergsten opened the public portion of the meeting and announced that this is an open time for discussion for those with questions on topics not on the Agenda and asked if anyone would like to come forward.

No one came forward and Chairman Bergsten closed the public portion of the meeting.

AGENDA ITEM NO.4: **Case #P16-19 – Public hearing and consideration of approval of a rezone request from A-1 (Rural Agricultural) to R-1 (Single-Family Residential), for a 79.85-acre property located east of North Kickapoo and north of the Shawnee Mall**

Applicant: Greg Brown Homes

Planning Director Rebecca Blaine presented staff report. She briefly described the characteristics of the subject property. She stated both the 2005 Comprehensive Plan and the soon to be adopted 2019 Comprehensive Plan are in line with this proposal, which is a low-density residential development. She stated staff recommends approval. She also noted the North Rock Creek High School will contribute to a significant increase in the demand for housing in this area.

Commissioner Matthews asked if the improvements of the east-west street are in the thought process of the City on permitting residential development in the City. Director Blaine stated a private developer is not responsible for bridge maintenance and major public infrastructure projects.

Chairman Bergsten asked if the developer cannot do anything that would make water flow worse. Commissioner Matthews stated that is his concern as well. Commissioner Walker stated the City does have some road infrastructure issues that have not been addressed, citing the traffic situation on East 45th Street as an example. Director Blaine stated that sometimes residential developments such as this tend to spur a desire to invest in those infrastructure improvements. She noted the City does bridge inspections annually.

Commissioner Matthews asked if the City keeps record of bridge closures. Director of Engineering Michael Ludi stated his department keeps a record of every closure.

Commissioner Melot asked if the City will be measuring traffic counts before and after the development is completed. Director Blaine stated they can do that.

Director of Engineering Ludi asked the Commission if the Commission's concern is primarily regarding the structural integrity of the bridge or flooding. Commissioner Walker stated his concern was about traffic congestion. Mr. Ludi stated there should be no negative impact caused by the proposed residential development on flooding because the structure is upstream of the development.

Commissioner Matthews stated his question was about maintenance upkeep being able to keep up with growth in the area.

Chairman Bergsten noted that he drives that road often. He stated it does flood during hard rain, but that it clears out quickly.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward.

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

Chairman Bergsten asked if there were any other comments or questions. There were no comments or questions and Chairman Bergsten asked for a motion. Commissioner Melot made a motion to approve the rezone; seconded by Commissioner Walker.

Motion passed:

AYE: Deem, Matthews, Walker, Bergsten, Rowell, Melot

NAY:

ABSTAIN:

AGENDA ITEM NO.5:

Case #P17-19 – Consideration of approval of an administrative rezone from R-3 (Multi-Family Residential) to C-3 (Highway Commercial) for a 0.22-acre property, located at 430 North Tucker Avenue

Applicant: City of Shawnee

Planning Director Rebecca Blaine presented staff report. She stated this item came up through an open records request, and the Planning Department learned that they have no ordinance on file identifying the zoning of this property. She stated any records that may have existed of a rezone for this property may have been destroyed during a natural disaster. She stated the property has been used for commercial uses for over forty years. She stated the Planning Department has no way to confirm the zoning of this property. She stated the previous uses were a drugstore and a sign workshop. She stated there are other C-3 properties in this corridor, and that the Comprehensive Plan aligns with this rezone. She stated staff recommends approval.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward.

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

Chairman Bergsten asked if there were any comments or questions. There were no comments or questions and Chairman Bergsten asked for a motion. Commissioner Walker made a motion to approve the administrative rezone; seconded by Commissioner Deem.

Motion passed:

AYE: Deem, Matthews, Walker, Bergsten, Rowell, Melot

NAY:

ABSTAIN:

AGENDA ITEM NO.9:

Planning Director's Report

Planning Director Rebecca Blaine reminded the Commission about the Quad-State American Planning Association Conference in Tulsa, Oklahoma. She stated that the consulting firm RDG will be presenting the 2019 Comprehensive Plan at the October 7th, 2019 City Commission Meeting.

Commissioner Deem asked Director Blaine which members of the Planning Commission will be attending. Director Blaine stated Commissioner Matthews and Commissioner Kienzle will be attending.

Chairman Bergsten asked Director Blaine about what is going to be built on the property next to the dog park on 45th and Harrison. Director Blaine stated it could be a women's clinic, but the Planning Department has not received any plans. She noted they intend to have a basement at that facility.

Commissioner Deem praised Domino Plaza's dog park.

Commissioner Deem asked Director Blaine about whether the fencing at the saw mill needs to be around the entire property. Director Blaine stated they are required to have fencing around the entire property. She noted progress has halted on the fencing.

Commissioner Deem asked Director Blaine what will be going inside of the Main Street property near the Owl Shoppe. Director Blaine stated the Planning Department will investigate it.

Commissioner Matthews asked Director Blaine for an update on the Sunny Apartments on East 9th Street. Director Blaine informed the Commission that the apartments have changed ownership. Commissioner Matthews asked what the City's process is on enforcing the building code on dilapidated apartments. Director Blaine stated she will need to investigate that. She stated the apartment complex being constructed adjacent to the Sunny Apartments has brought attention to these dilapidated apartments.

AGENDA ITEM NO. 10:

Commissioners Comments and/or New Business

Commissioner Melot discussed her participation in National Walk to School Day. She stated 812 children walked to school, and that they collectively traveled 442.3 miles. She stated this was possible because of new sidewalk infrastructure. She was impressed with the number of parents that attended. She stated this raised the continued need for crosswalks at intersections near schools. She stated that as the Planning Commission approves new developments in the future, they need to consider walkability. Commissioner Deem asked Commissioner Melot about the signs placed around Broadway about bike lanes coming soon. Commissioner Melot stated that the signs' locations are where the bike lanes are going to be located. Commissioner Melot stated that the Blue Zones Project requires a marquee project to be completed in order to become a Blue Zones certified city, and that bike lanes on Broadway is the marquee project that was chosen. Chairman Bergsten asked about how the bike lanes will work with the cars parked on the street. Commissioner Melot stated that aspect is still to be worked out and that there are multiple design options from which to choose. Chairman Bergsten stated that some areas like that have short and narrow driveways. Commissioner Melot stated the Built Environment Committee did an audit of Broadway and that aspect has been evaluated as part of the process.

AGENDA ITEM NO.11:

Adjournment

Meeting was adjourned.

Chairman/Vice-Chairman

Joseph Barker
Planning Commission Secretary

2020 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS
PLANNING COMMISSION

DATE	TIME	PLACE OF MEETING
<u>January 8, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>February 5, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>March 4, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>April 1, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>May 6, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>June 3, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>July 1, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>August 5, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>September 2, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>October 7, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>November 4, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>
<u>December 2, 2020</u>	<u>1:30 PM</u>	<u>Commission Chambers</u> <u>Room at City Hall</u>

Name: Shalah Black, Secretary
Address: P.O. Box 1448
Shawnee, OK 74802-1448
Phone Number: (405) 878-1616

Filed in the office of the municipal clerk at _____ am/pm on _____, 2019.

Signed _____
Clerk/Deputy Clerk