

PLANNING COMMISSION MINUTES

DATE: NOVEMBER 1ST, 2017

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, November 1st, 2017 at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO.1:

Roll Call

Upon roll call the following members were present:

Present: Walker, Bergsten, Rowell

Absent: Cowen, Kienzle

Meeting was called to Order.

AGENDA ITEM NO.2:

Consideration of approval of the minutes from the October 4th, 2017 Planning Commission Meeting

Minutes were deferred to December 6th, 2017 Planning Commission meeting due to lack of quorum.

Motion passed:

AYE:

NAY:

ABSTAIN:

AGENDA ITEM NO.3:

Swearing in of Cody Deem to the Planning Commission

Cody Deem was not present.

AGENDA ITEM NO.4:

Swearing in of Daniel Matthews to the Planning Commission

Daniel Matthews was sworn in.

AGENDA ITEM NO.5:

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.6:

Case #S06-17 – Consideration of approval of a Preliminary Plat for Chicken Express Addition, located near the intersection of North Harrison Ave. and 45th Street, Shawnee, OK

Applicant: Amy Landry

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report informed the board that the preliminary plat being presented today is located southwest of Harrison and 45th Street, just north of the U-Haul business on Harrison Avenue. Mr. Debruin explained that the property is 1.16 acres in size and currently zoned as C-3; Highway Commercial. Justin Debruin discussed the standards required, including six foot sidewalks adjacent to Harrison Avenue. Storm water detention is shown on site, all necessary easements are set in place and Justin Debruin listed the five recommendations needed before final plat approval. Staff does recommend approval and Mr. Debruin stated he would be happy to answer any questions. Chairman Bergsten asked what the intended out lot use was. Justin Debruin informed him that a billboard is in place there and the owners wanted to keep that area open to access this portion of property. There were no additional questions for staff. Chairman Bergsten opened the public portion of the meeting and asked if anyone in opposition to the case would like to come forward to speak. No one came forward and Chairman Bergsten asked if anyone in favor would like to come forward. No one came forward to speak in favor. Chairman Bergsten closed the public portion of the meeting and asked if there were any comments, questions or a motion from the Commissioners. Commissioner Matthews made a motion to approve with conditions listed, seconded by Commissioner Walker.

Motion passed:

AYE: Matthews, Walker, Bergsten, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.7:

Consideration and appropriate action to approve a resolution of the Shawnee Planning Commission determining that the Amended and Restated Shawnee Downtown Revitalization Project Plan is in conformance with the City of Shawnee Comprehensive Plan and to recommend that the Shawnee City Commission approve and adopt the Amended and Restated Shawnee Downtown Revitalization Project Plan

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and explained that the City established by ordinance in 2013, a Tax Increment Finance District for downtown and discussed how with the current plan expiring in 2018 this proposed plan would encompass the original and also add an additional district with different projects. Chairman Bergsten informed the Commissioners that the role this board plays for this item is to show it is in conformance with the current comprehensive plan. Justin Debruin agreed and relayed that it would be approved by resolution. Jeff Savin, Attorney for the Center of Economic Development Law, came forward and gave a presentation discussing the TIF's purpose, goals, project areas, statutory guidelines, improvements to streets, parks and library, Aldridge repayments and revenue source for Shawnee Public Schools among other topics. Chairman Bergsten asked if there were any questions. There were none and Chairman Bergsten opened the public portion of the meeting and asked if anyone in opposition to the case would like to come forward to speak. No one came forward and Chairman Bergsten asked if anyone in favor would like to come forward. No one came forward to speak in favor. Chairman Bergsten closed the public portion of the meeting and asked if there were any comments, questions or a motion from the Commissioners. Chairman Bergsten asked about the purple building listed on an exhibit and Justin Debruin explained it was the number three, referring to Beard Avenue. Chairman Bergsten asked for a motion, Commissioner Walker made a motion to adopt resolution. Chairman Bergsten asked for the secretary, Cheyenne Pettigrew, to read the resolution title. Justin Erickson asked for Chairman Bergsten to obtain a second vote before proceeding. Commissioner

Rowell seconded the motion. Cheyenne Pettigrew read the resolution title. Chairman Bergsten asked for a vote.

Motion passed:

AYE: Matthews, Walker, Bergsten, Rowell

NAY:

ABSTAIN:

AGENDA ITEM NO.8:

Discussion regarding the City of Shawnee Sign Code as it relates to flag poles

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and explained the reference to the zoning board of adjustment's Case #Z03-17, in regards to a request for a 120' flagpole in September of this year at the Joe Cooper Dealership site. Recommendation was to deny and Mr. Debruin briefed the board with attachments of the staff report from that meeting. Justin Debruin explained that the height limitation along the I-40 corridor is a 40' max height above grade for signs. Mr. Debruin discussed two or three separate variance cases located on the southern side of the highway with the grade being quite a bit lower in this area. Justin Debruin informed the Commissioners that the request was denied because it did not qualify for a variance since it was not unique to that particular site. It was agreed during that meeting to bring it before the Planning Commission for consideration. There was general discussion from the Commissioners commenting on elevation changes, comparison to other cities codes, definition of banners, differences between flags and signs and additional items. Mr. Debruin expressed that he would do more research and bring item before Commissioners again.

AGENDA ITEM NO.9:

Discussion regarding changes to the City of Shawnee Sign Code as it relates to Downtown Shawnee

Chairman Bergsten asked for the staff report. Justin Debruin presented staff report and informed the Commissioners no content was added to the agenda packet as he wanted an open discussion regarding this topic. Mr. Debruin explained current sign code does not allow projecting signs and it was brought up that the advertising allowances for downtown were not good enough. Justin Debruin mentioned many codes are outdated and he would like to explore this idea and bring it before the commission again at a later time. Mr. Debruin discussed swinging signs causing safety concerns and the issue of being placed in the right of way. Justin Debruin stated he would like feedback from commissioners at any time regarding this item and there was general discussion regarding topic.

AGENDA ITEM NO.10:

Planning Director's Report

Justin Debruin discussed the request for qualifications for the comprehensive plan due on November 6th that will update the comprehensive plan currently in place. Mr. Debruin mentioned TIF and the mini-circle project waiting on signage. Chairman Bergsten asked for updates regarding ongoing projects. Justin Debruin stated Shawnee Park has been given their CO. Life Church is getting closer to completion and Schlotszky's is now open. Mr. Debruin stated Domino Plaza is waiting on FEMA letter. Chairman Bergsten asked if there was any news on Shawnee Marketplace Phase 2 and Mr. Debruin stated there wasn't any additional news but that the city was looking into evaluating the next steps. Wayfinding signage is near completion and Justin Debruin informed Commissioners that the parks master plan discussion will be held at the expo center on Thursday at 6pm.

AGENDA ITEM NO.11:

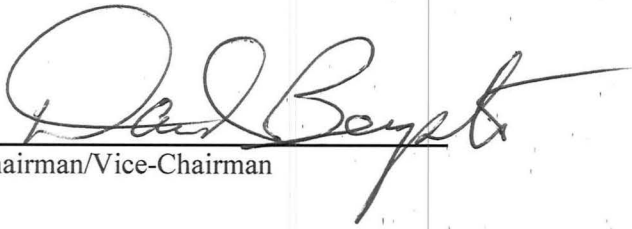
Commissioners Comments and/or New Business

There were no comments.

AGENDA ITEM NO.12:

Adjournment

Meeting was adjourned.

A handwritten signature in black ink, appearing to read "Paul Boyett", written over a horizontal line.

Chairman/Vice-Chairman

Cheyenne Pettigrew
Planning Commission Secretary