

PLANNING COMMISSION

Regular Meeting Minutes

Monday, March 18, 2019

4:00 p.m.

Sand Springs Municipal Building, 100 E. Broadway
City Council Chambers, Room 203

MEMBERS PRESENT: Paul Shindel, Chairman 8-0
Harold Neal, Vice-Chairman 7-1
Jason Mikles, Secretary 4-4
Joe Shelton 7-1
Patty Dixon 7-1 (Arrived 4:01 p.m.)
Tom Askew 6-2
Keri Fothergill 6-2

MEMBERS ABSENT: None

STAFF PRESENT: Brad Bates, City Planner/Asst. Director-Community Dev.
Mike Carter, Police Chief
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in regular session on Monday, March 18, 2019 in the Sand Springs Municipal Building, Room 203, pursuant to the agenda filed with the City Clerk's office, posted on the display board located in the first floor lobby of the Sand Springs Municipal Building, 100 E. Broadway, Sand Springs, Oklahoma, and posted on the City of Sand Springs website at www.sandspringsok.org at 10:20 a.m., March 14, 2019 by Cynthia Webster.

1. Call to Order

Chairman Shindel called the meeting to order at the noted time of 4:00 p.m.

2. Roll Call

Chairman Shindel called for an individual roll call with members replying in the following manner: Ms. Dixon, no response; Mr. Mikles, here; Mr. Shelton, here; Mr. Shindel, here; Mr. Neal, here; Mr. Askew, here; Ms. Fothergill, here.

Ms. Dixon noted as absent.

3. Minutes of February 18, 2019

Commissioners considered approval of the minutes from the February 18, 2019 meeting.

Mr. Neal made a motion that the minutes of February 18, 2019 be approved as presented. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms.

Fothergill, aye. The motion carried 6-0-0.

It is noted for the record that Ms. Dixon arrived at 4:01 p.m., immediately after the vote was taken.

4. The Villas at Stone Creek Estates Final Plat

City Planner Brad Bates presented the staff report. This plat is for The Villas at Stone Creek Estates, a 39 lot, 2 block, gated subdivision at 51st, east of S. 129th W. Ave. The final plat has previously been reviewed but the project is just now getting underway. Release Letters have been received from all utility companies and Public Works has also reviewed and approved the final plat.

Mr. Shelton made a motion to approve The Villas at Stone Creek Estates Final Plat. Mr. Neal seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

5. SUP-43

City Planner Bates presented the staff report. The Planning Commission is being asked to conduct a public hearing and complete the Findings of Fact and Conclusions of Law for a Specific Use Permit to allow a medical marijuana dispensary at 3418 S. Hwy 97, Suite B. This item was continued from the February 18, 2019 meeting as applicant was not present.

Chairman Shindel opened the public hearing at 4:07 p.m.

Applicant Jason McCaslin was present for questions. Applicant went over his security measures and described the layout of the dispensary in relation to his other business which is in Suite A.

Chairman Shindel closed the public hearing at 4:25 p.m., and stated that the Planning Commission would now complete the Findings of Fact and Conclusions of Law.

Mr. Neal made a motion that the project will have a minimal effect on the adjacent property. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Neal made a motion that the community welfare will not be adversely affected by the project. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Shelton made a motion that the project will not have an impact on public facilities. Mr. Neal seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Neal made a motion to approve the safeguards as outlined in the staff report. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Shelton made a motion that all procedural requirements have been met and recommended approval of SUP-43 to City Council. Mr. Neal seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

6. SUP-45

City Planner Bates presented the staff report. The Planning Commission is being asked to conduct a public hearing and complete the Findings of Fact and Conclusions of Law for a Specific Use Permit to allow a medical marijuana processing facility at 411 S. Lincoln, Suite L. Staff went over the application and noted the safeguards that applicant is proposing to put in place.

Chairman Shindel opened the public hearing at 4:32 p.m.

Applicant Cody Innis was present for questions. Applicant stated he will be using solvent to pull the oil from plant material. Applicant also stated he will be using CCTV which will be monitored by a security company during non-business hours. Discussion was also held regarding product waste from the extraction process.

Jason Benefield spoke and said he is glad to see businesses going in the former Morrow Gill facility.

Chairman Shindel closed the public hearing at 4:39 p.m., and stated that the Planning Commission would now complete the Findings of Fact and Conclusions of Law.

Mr. Shelton made a motion that the project will have a minimal effect on the adjacent property. Ms. Dixon seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Neal made a motion that the community welfare will not be adversely affected by the project. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Mikles made a motion that the project will not have an impact on public facilities. Ms. Dixon seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Neal made a motion to approve the safeguards as outlined in the staff report. Ms. Dixon seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Neal made a motion that all procedural requirements have been met and recommended approval of SUP-45 to City Council. Ms. Fothergill seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

7. SUP-46

City Planner Bates presented the staff report. The Planning Commission is being asked to conduct a public hearing and complete the Findings of Fact and Conclusions of Law for a Specific Use Permit to allow a medical marijuana processing facility at 411 S. Lincoln Ave., Suite C. Staff went over the application and noted the safeguards that applicant is proposing to put in place.

Chairman Shindel opened the public hearing at 4:46 p.m.

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Applicant Payton Isbell was present and stated his business would be using an ethanol extraction process which operates at -80 degrees Celsius. Discussion was also held regarding safety procedures as outlined by OSHA.

Chairman Shindel closed the public hearing at 4:52 p.m., and stated the Commission would now complete the Findings of Fact and Conclusions of Law.

Ms. Dixon made a motion that the project will have a minimal effect on the adjacent property. Mr. Askew seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Shelton made a motion that the community welfare will not be adversely affected by the project. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Mikles made a motion that the project will not have an impact on public facilities. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Mr. Shelton made a motion to approve the safeguards as outlined in the staff report. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

Ms. Dixon made a motion that all procedural requirements have been met and recommended approval of SUP-46 to City Council. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

8. SUP-47

City Planner Brad Bates presented the staff report. The Planning Commission is being asked to conduct an initial review and determine notification requirements for a proposed

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bar/tavern (Use Unit 12a) at 1 E. 34th St. Staff went over the typical notification requirements.

Mr. Neal made a motion to approve Staff's recommendation of one sign posted at the subject location; mail notification to property owners within a 300' radius twenty days before the public hearing; legal notification published two weeks prior to the hearing date and a Public Hearing set for April 8, 2019. Ms. Dixon seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye; Ms. Fothergill, aye. The motion carried 7-0-0.

9. Director's Report

City Planner Bates stated that the City Hall remodel project would probably begin in mid to late summer and future Planning Commission meetings during that time frame will most likely be held at the Case Community Center.

10. Adjournment

There being no other items, the meeting was adjourned at the noted time of 5:02 p.m.

4.8.19
Date of Approval

Jason W Mikles
Jason Mikles, Secretary