

PLANNING COMMISSION

Regular Meeting Minutes

Monday, July 15, 2019

4:00 p.m.

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

MEMBERS PRESENT: Paul Shindel, Chairman 11-1
Harold Neal, Vice-Chairman 9-3
Jason Mikles, Secretary 6-6
Joe Shelton 10-2
Patty Dixon 11-1 (arrived 4:03 p.m.)
Keri Fothergill 9-3

MEMBERS ABSENT: Tom Askew 9-3

STAFF PRESENT: Mike Tinker, Assistant City Manager
Brad Bates, City Planner/Asst. Director-Community Dev.
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in regular session on Monday, July 15, 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 11:15 a.m., July 10, 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, no response; Ms. Fothergill, here.

Ms. Dixon and Mr. Askew were noted as absent.

3. Minutes of June 10, 2019

Commissioners considered approval of the minutes from the June 10, 2019 meeting.

Mr. Shelton made a motion that the minutes of June 10, 2019 be approved as presented. Mr. Neal 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; Ms. Fothergill, aye. The motion carried 5-0-0.

4. SSZ-494

City Planner Brad Bates presented the staff report. The applicant is requesting a change of zoning from RS-1 and RS-3 (Residential Single Family Low Density and Residential Single Family High Density) to RMH (Residential Manufactured Home). The property is located at 1201 N. Cleveland Ave., in Section 02, Township 19 North, Range 11 East, Tulsa County, Oklahoma.

The mobile home park is a legal non-conforming use that has been in place since the 1950's. The applicant is wanting to sell the mobile home park and needs to get the proper zoning designation in place. The applicant has also filed a Board of Adjustment request for variances to the bulk and area requirements in manufactured home districts.

It is noted for the record that Ms. Dixon arrived at 4:03 p.m. during the staff report.

Attorney Nathan Cross was present for applicant.

Mr. Neal made a motion to recommend approval to City Council Ordinance 1339 changing the zoning designation from RS-1 and RS-3 to RMH subject to Board of Adjustment approval of variances to the bulk and area requirements in RMH districts. Mr. Mikles second 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; Ms. Fothergill, aye. The motion carried 6-0-0.

5. Zoning Code Interpretation

City Planner Bates presented the staff report. Approximately two years ago, the Zoning Code was updated in regard to exterior building facades involving the use of metal, in residential, office, commercial, and industrial districts. A definition was added regarding customary residential exterior finishes as well. No definition was updated as far as commercial finishes. Staff is requesting an interpretation for commercial building facades.

City Planner Bates presented a power point of exterior facades available today. Planning Commissioners discussed that the thought process with the original ordinance was to prohibit metal facades such as corrugated metal. There are many facades available today which have a "metal" base but look like stucco, tile, woodgrain, etc. City Planner Bates also presented a definition that he and the City Attorney developed that could be included in a Zoning Code update.

Ms. Dixon made a recommendation to approve the definition of customary building materials per the Staff and City Attorney recommendation. Mr. Neal second the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, abstain; Mr. Shindel, aye; Mr. Neal, aye; Ms. Fothergill, aye. The motion carried 5-0-1.

6. Elections

Planning Commissioners were asked to elect a chairperson, vice-chairperson and secretary.

Mr. Neal made a motion to re-elect Paul Shindel as Chairperson. 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; Ms. Fothergill, aye. The motion carried 6-0-0.

Ms. Dixon made a motion to re-elect Harold Neal as Vice-Chairperson. 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; Ms. Fothergill, aye. The motion carried 6-0-0.

Ms. Dixon made a motion to re-elect Jason Mikles as Secretary. 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; Ms. Fothergill, aye. The motion carried 6-0-0.

7. Director's Report

City Planner Bates advised that the item on last month's agenda regarding the zoning on Highway 97 and Pond Drive will be heard at next Monday's City Council meeting.

8. Adjournment

There being no other items, the meeting was adjourned at the noted time of 4:34 p.m.

7/19/19
Date of Approval

Jason W. Mikles
Jason Mikles, Secretary