

# PLANNING COMMISSION

Regular Meeting Minutes

Monday, August 19, 2019

4:00 p.m.

Case Community Center

Rooms A, B, and C

**MEMBERS PRESENT:** Harold Neal, Vice-Chairman 1-0  
Jason Mikles, Secretary 1-0  
Joe Shelton 1-0  
Tom Askew 1-0  
Patty Dixon 1-0

**MEMBERS ABSENT:** Paul Shindel, Chairman 0-1  
Keri Fothergill 0-1

**STAFF PRESENT:** Brad Bates, City Planner/Asst. Director-Community Dev.  
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in regular session on Monday, August 19, 2019 at Case Community Center, 1050 W. Wekiwa Rd., Rooms A, B, and C, 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](http://www.sandspringsok.org) at 8:35 a.m., August 13, 2019 by Cynthia Webster.

## 1. Call to Order

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

## 2. Roll Call

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

Chairman Shindel and Ms. Fothergill were noted as absent.

## 3. Minutes of July 15, 2019

Commissioners considered approval of the minutes from the July 15, 2019 meeting.

Ms. Dixon made a motion that the minutes of July 15, 2019 be approved as presented. Mr. Shelton seconded the motion.

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

**4. SUP-50**

City Planner Brad Bates presented the staff report. The Commission is being asked to set notification guidelines and set a date for hearing for SUP-50, a Specific Use Permit to allow medical marijuana processing at 1106 W. Wekiwa Rd., in Section 10, Township 19 North, Range 11 East, Tulsa County, Oklahoma.

Staff's recommendation is that one sign be posted on the property two weeks prior to the public hearing date, mail notification to property owners within 300' 20 days prior to the public hearing date, published legal notice completed two weeks prior to the public hearing date and a hearing date for September 16, 2019.

Ms. Dixon made a motion to approve staff's recommendation of the notification guidelines. Mr. Shelton seconded the motion.

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

**5. Preliminary Plat**

City Planner Bates presented the staff report. The Planning Commission is being asked to consider the Preliminary Plat of Second Sunrise Addition Amended, a reconfiguration of Lots 6, 7, and 8, Block 24, Second Sunrise Addition. The applicant would like to reconfigure the lots running north and south as opposed to east and west to allow 5 lots with access from 6<sup>th</sup> St. Five single family homes will be built on the lots. Applicant has also filed PUD-37 in conjunction with this application and discussion was held regarding this plat request with the PUD overlay. City Planner Bates advised that any TAC comments will need to be addressed prior to the final plat being issued.

Mr. Askew made a motion to approve the Preliminary Plat of Second Sunrise Addition Amended. Mr. Shelton seconded the motion.

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

**6. PUD-37**

City Planner Bates presented the staff report. This PUD request will overlay the Preliminary Plat of Second Sunrise Addition Amended. RS-3 zoning is currently applicable to the property and this request does not change current zoning. RS-3 zoning requires a 5' side yard requirement on each side. The applicant would like to have a 10' side yard on one side and zero on the other on four of the lots. The corner lot on 6<sup>th</sup> and Industrial will adhere to the setbacks in the Zoning Code. The Fire Marshal has approved

the 10' side yard request.

Mr. Shelton made a motion to recommend approval to City Council PUD-37. Mr. Mikles seconded the motion.

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

**7. Ordinance 1341**

City Planner Bates presented the staff report. Ordinance 1341 will add language to the Zoning Code in Chapters 3, 6, 7, and 9 regarding commercial and industrial architectural design standards. Planning Commissioners approved the proposed language at last month's meeting.

Ms. Dixon made a motion to recommend approval to City Council Ordinance 1341. Mr. Askew seconded the motion.

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

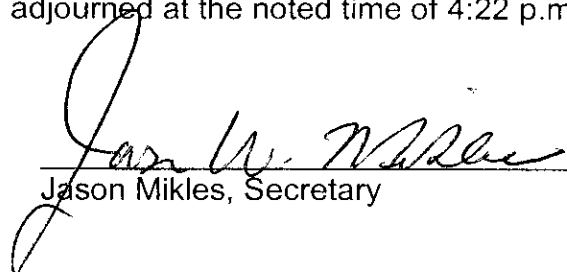
**8. Director's Report**

City Planner Bates gave a brief overview of the City Hall remodel project.

**9. Adjournment**

There being no other items, the meeting was adjourned at the noted time of 4:22 p.m.

9.16.19  
Date of Approval

  
Jason Mikles, Secretary