

**PLANNING COMMISSION**  
**Regular Meeting Minutes**  
**Monday, October 21, 2019**  
**4:00 p.m.**  
**Case Community Center**  
**1050 W. Wekiwa Rd., Rooms A, B, and C**

**MEMBERS PRESENT:** Paul Shindel, Chairman 2-1  
Harold Neal, Vice-Chairman 3-0  
Joe Shelton 3-0  
Patty Dixon 3-0  
Tom Askew 3-0

**MEMBERS ABSENT:** Jason Mikles, Secretary 2-1  
Keri Fothergill 1-2

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

The Sand Springs Planning Commission met in a regular session on Monday, October 21, 2019 at the 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 window located in the first floor lobby of the Sand Springs Administration Building, 217 N. McKinley, Sand Springs, Oklahoma, and posted on the City of Sand Springs website at [www.sandspringsok.org](http://www.sandspringsok.org) at 10:50 a.m., October 15, 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, here; Mr. Mikles, no response; Mr. Shelton, here; Mr. Shindel, here; Mr. Neal, here; Mr. Askew, here; Ms. Fothergill, no response.

Mr. Mikles and Ms. Fothergill were noted as absent.

**3. Minutes of September 16, 2019**

Commissioners considered approval of the minutes from the September 16, 2019 meeting.

Mr. Neal made a motion that the minutes of September 16, 2019 be approved as presented. Mr. Shelton seconded the motion.

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

**4. SUP-51**

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 (Use Unit 13) at 430 W. Wekiwa Rd., Ste. H. Chairman Shindel opened the public hearing at 4:04 p.m. Chairman Shindel noted that there were no audience members to speak for or against the application and closed the public hearing at 4:05 p.m.

Chairman Shindel 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. Mr. Neal seconded the motion.

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

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

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

Mr. Neal 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. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye. The motion carried 5-0-0.

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

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

Mr. Neal made a motion that all procedural requirements have been met and recommended approval of SUP-51 to City Council. Ms. Dixon seconded the motion.

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

**5. SUP-52**

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 synagogue (Use Unit 5) at 1124 E. Charles Page Blvd., #500.

Chairman Shindel opened the Public Hearing at 4:13 p.m. Chairman Shindel noted that there were many members of the synagogue in attendance but no formal presentation was made. There were no audience members to speak against the application and the public hearing was closed at 4:14 p.m.

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

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

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

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

Ms. Dixon 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. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Askew, aye. The motion carried 5-0-0.

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

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

Mr. Shelton made a motion that all procedural requirements have been met and recommended approval of SUP-52 to City Council. Ms. Dixon seconded the motion.

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

**6. SSLC-665**

City Planner Bates presented the staff report. The applicant is proposing to combine Lots 1 and 2, Block 14, Sand Springs Original Townsite in order to then split the lots in a north/south configuration as opposed to the current east/west configuration. There are 3 existing, legal non-conforming dwellings on the property.

Applicant Wendell West was present and explained his future plans for the property.

Ms. Dixon made a motion to approve SSLC-665 as presented. Mr. Neal seconded the motion.

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

7. **SSL-666**

City Planner Bates presented the staff report. This matter is related to the preceding matter. Applicant also has a Variance request before the Board of Adjustment to allow a variance to the required rear yard and the lot area. The Variance will be presented to the Board of Adjustment if this lot split is approved.

Mr. Shelton made a motion to approve SSL-666 subject to the Board of Adjustment approval of the requested Variances. Ms. Dixon seconded the motion.

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

8. **SUP-53**

The Planning Commission is being asked to determine notification requirements for SUP-53, an application to locate a medical marijuana growing facility (Use Unit 02) at 411 S. Lincoln, Ste. K. City Planner Bates went over the typical notification requirements. City Planner Bates advised that due to the early meeting in November, the notification has already been started and recommended approval of the typical requirements.

Mr. Shelton made a motion to post one sign two weeks prior to the hearing date, mail notifications to property owners with 300' of the subject property 20 days prior to the hearing date, publish a legal ad two weeks prior to the hearing date and set a date for public hearing on November 4, 2019. Ms. Dixon seconded the motion.

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

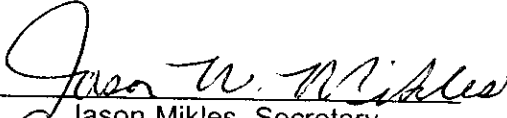
9. **Director's Report**

Planning Commission was advised that the meetings for next year will be recommended at the next meeting and a request to move the meetings to the second Monday of every month will be presented. This will give a two-week window between Planning Commission and City Council meetings and will save applicants approximately a month's time on their requests.

10. **Adjournment**

There being no other items, the meeting was adjourned at the noted time of 4:31 p.m.

11/4/2019  
Date of Approval

  
Jason Mikles, Secretary  
Page 4 of 4