

AGENDA
SAND SPRINGS PLANNING COMMISSION
Regular Meeting
Monday, January 4, 2016
4:00 p.m.

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

1. Call to Order
2. Roll Call
3. Consider Approval of Minutes of December 14, 2015
4. Ordinance 1277

Commission will discuss and consider recommendation to City Council Ordinance 1277, an ordinance amending Chapter 1 of the Zoning Code of the City of Sand Springs, concerning notification requirements of annexation requests attached to rezoning of property, repealing all prior conflicting ordinances, and providing for an effective date.

5. Director's Report
6. Adjournment

This agenda was posted at 10:30 a.m./p.m. on Dec 30, 2015, on the Sand Springs website www.sandspringsok.org, and the digital display board in the lobby of the Sand Springs Municipal Building, 100 E. Broadway, Sand Springs, Oklahoma, by Cynthia Webster.
Cynthia Webster

PLANNING COMMISSION

Regular Meeting Minutes

Monday, December 14, 2015

4:00 p.m.

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

MEMBERS PRESENT: Merle Parsons, Chairman 4-2
Paul Shindel, Vice-Chairman 6-0
Joe Shelton 4-2
Jason Mikles 5-1
Michael Phillips 4-0

MEMBERS ABSENT: Tom Askew 5-1
Jerry Riley 3-3

STAFF PRESENT: Elizabeth Gray, City Manager
Brad Bates, City Planner
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in regular session on Monday, December 14, 2015 in the Sand Springs Municipal Building, Room 203, pursuant to the agenda filed with the City Clerk's office and posted at 9:05 a.m., on the digital display board located in the first floor lobby of the Sand Springs Municipal Building, 100 E. Broadway, Sand Springs, Oklahoma on December 4, 2015 by Cynthia Webster, and posted on the City of Sand Springs website at www.sandspringsok.org.

1. Call to Order

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

2. Roll Call

Chairman Parsons called for an individual roll call with members replying in the following manner: Mr. Riley, no response; Mr. Mikles, here, Mr. Shelton, here; Mr. Parsons, here; Mr. Shindel, here; Mr. Askew, no response; Mr. Phillips, here. Mr. Riley and Mr. Askew were noted as absent.

3. Minutes of November 16, 2015

Commissioners considered approval of the minutes from the November 16, 2015 meeting. Mr. Phillips made a motion that the minutes of November 16, 2015, be approved as presented. Mr. Mikles seconded the motion.

Chairman Parsons called for a voice vote recorded as follows: All ayes, no nays. The motion carried.

4. 2016 Planning Commission Calendar

Commissioners discussed and considered the proposed meeting dates for the 2016 Planning Commission Calendar. Mr. Shindel made a motion to approve the 2016 Planning Commission Calendar, as presented. Mr. Phillips seconded the motion.

With no further discussion, Chairman Parsons called for the vote recorded as follows: Mr. Mikles, aye; Mr. Shelton, aye; Mr. Parsons, aye; Mr. Shindel, aye; Mr. Phillips, aye. The motion carried 5-0-0.

5. SSZ-482 Gibson and Powell

City Planner Brad Bates presented the staff report. This case is a continuation from the September 21, 2015 Planning Commission meeting. At the prior meeting, there were questions regarding the access point into the neighborhood. The applicant requested a new survey and the issue has now been resolved. City Planner Bates advised that the remainder of the previous staff report remained unchanged and staff recommended approval.

Chairman Parsons inquired as to how wide the access entrance would be and the number of lots proposed in the development. City Planner Bates stated the access entrance would be 60' wide and there are anywhere from 100 to 115 lots proposed for development. City Planner Bates stated that subdivision requirements would call for two access points so there will probably be a secondary entrance to be determined.

Chairman Parsons noted that this case was a continuation of a previous public hearing and declared the public hearing open at 4:08 p.m. There were no citizens in attendance signed up to speak. Applicant's representative Craig Thurmond was present and stated he had nothing further to add to the staff report.

With no further discussion, Chairman Parsons closed the public hearing at 4:09 p.m.

Mr. Phillips made a motion to approve SSZ-482 as presented. Mr. Shelton seconded the motion.

With no further discussion, Chairman Parsons called for the vote recorded as follows: Mr. Mikles, aye; Mr. Shelton, aye; Mr. Parsons, aye; Mr. Shindel, aye; Mr. Phillips, aye. The motion carried 5-0-0.

6. Director's Report

City Planner Bates advised commission members that he appreciated all of their hard work and time committed to the Planning Commission.

City Manager Elizabeth Gray also thanked members for their time and service.

7. **Adjournment**

There being no other items, the meeting was adjourned at the noted time of 4:10 p.m.

Date of Approval

Joe Shelton, Secretary



CITY OF SAND SPRINGS

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STAFF REPORT

TO: Planning Commission Members

DATE: January 7th, 2016

CASE: Ord. 1277(Amended Section 1.02.C.2 of Chapter 1 of the City of Sand Springs Zoning Code)

LOCATION: Not Applicable

BACKGROUND AND HISTORY:

The City of Sand Springs Zoning Code currently in Chapter 1 allows for property to be annexed into the City of Sand Springs and to be rezoned at the same time if deemed appropriate. The code however does not speak to any notification requirements needing to be met in order to consider the rezoning of property as part of an annexation request. Generally, if a zoning request is not asked for the property would be brought into the City Limits as AG (Agricultural) zoned property.

The City Council Legislative Committee heard and discussed this item at their meeting on October 12th, 2015 and decided to move the proposed ordinance change forward with a recommendation in favor of the ordinance change.

STAFF Recommendation:

The proposed ordinance change will allow for a more open and transparent process as it relates to rezoning of property in conjunction with annexation requests. It would put in place the requirement that a zoning request that is part of an annexation would be required to give the same notification as a standalone zoning request. This would require 20 days prior to the scheduled meeting publication in a local paper, mailings to property owners within 300' of the subject property, and a sign to be placed on the property in question. This is an effort to provide the public with an opportunity to speak for or against applications that are being considered.

Staff recommends **APPROVAL** of the Ordinance amending the City of Sand Springs Zoning Code.

ORDINANCE NO. 1277

AN ORDINANCE AMENDING CHAPTER 1 OF THE ZONING CODE OF THE CITY OF SAND SPRINGS, CONCERNING NOTIFICATION REQUIREMENTS OF ANNEXATIONS REQUESTS ATTACHED TO REZONING OF PROPERTY, REPEALING ALL PRIOR CONFLICTING ORDINANCES, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Title 11 of Oklahoma Statutes provides for Notice Requirements for Proposed Zoning Changes and Reclassifications and Annexation by Governing Body Action.

WHEREAS, the Planning Commission has reviewed proposed changes to the zoning code dated _____, regarding Chapter 1, and has recommended approval;

WHEREAS, approval of these revisions to the zoning code is in the best interest of the residents of the City of Sand Springs.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAND SPRINGS, OKLAHOMA, THAT THE ZONING CODE OF THE CITY OF SAND SPRINGS ARE HEREBY AMENDED AS FOLLOWS:

Section One: The Zoning Code is hereby amended, in Chapter 1, to provide as follows:

SECTION 1.02.C.2

2. Annexed Territory:

- a. When any territory shall be brought into the jurisdiction of the City of Sand Springs, by annexation or otherwise, such territory shall be deemed to be an AG Agriculture District.
- b. At the option of the City Council, such territory with its existing zoning classification, may be brought into jurisdiction of the City of Sand Springs in a comparable zoning classification after review and recommendation by the Planning Commission giving due consideration to the surrounding existing uses as well as the Comprehensive Plan. **Such consideration may only be given after standard notification requirements for a rezoning application are given in accordance with Section 20.03.C (Sand Springs Zoning Code).**

- c. If a legal use of land exists at the time of annexation, the City Council may assign a supplemental designation, after review and recommendation by the Planning Commission that most closely matches the circumstances of the land, in order to permit the use to continue. This zoning classification shall be joined with the prefix "A" to indicate the nature of the assigned zoning. **Such consideration may only be given after standard notification requirements for a rezoning application are given in accordance with Section 20.03.C (Sand Springs Zoning Code).**
- ~~d. These provisions shall not operate to preclude subsequent rezoning of such property by amendment in the manner set forth in Chapter 20.~~
- e. The ordinance annexing such territory shall designate the appropriate ward.

Section Two: All ordinances in conflict with this ordinance are hereby repealed.

Section Three: This ordinance shall become effective within the time limits set by state law upon publication.

PASSED AND APPROVED at a regular meeting of the City Council of Sand Springs, Oklahoma, held the ____ day of _____, 2016.

CITY OF SAND SPRINGS, OKLAHOMA

Mike Burdge, Mayor

ATTEST:

Janice Almy, City Clerk

APPROVED AS TO FORM:

David L. Weatherford, City Attorney