

# PLANNING COMMISSION

Regular Meeting Minutes  
Monday, February 15, 2016  
4:00 p.m.

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

**MEMBERS PRESENT:** Merle Parsons, Chairman 5-2  
Paul Shindel, Vice-Chairman 7-0  
Joe Shelton 5-2  
Jason Mikles 6-1  
Michael Phillips 5-0  
Jerry Riley 4-3

**MEMBERS ABSENT:** Tom Askew 6-1

**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, February 15, 2016 in the Sand Springs Municipal Building, Room 203, pursuant to the agenda filed with the City Clerk's office; posted on the digital 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 9:10 a.m., February 10, 2016 by Cynthia Webster.

## 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, here; Mr. Mikles, here; Mr. Shelton, here; Mr. Parsons, here; Mr. Shindel, here; Mr. Askew, no response; Mr. Phillips, here. Mr. Askew was noted as absent.

## 3. Minutes of December 14, 2015

Commissioners considered approval of the minutes from the December 14, 2015 meeting. Mr. Phillips made a motion that the minutes of December 14, 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. Ordinance 1277**

City Planner Brad Bates presented the staff report. City Planner Bates advised that the concept for this Ordinance originated from recent cases involving simultaneous annexation and rezoning requests. The proposal was submitted to the City Council Legislative Committee and it was decided that clarification of notification requirements was needed to update the zoning code. Currently, any property annexed into the City is annexed in as AG (Agriculture) zoning and there is no required notice for annexation. Often, a rezoning is requested at the time of annexation and this Ordinance will require notice to the public as outlined by current rezoning notification requirements.

Mr. Phillips made a motion to approve Ordinance 1277, as presented. Mr. Riley seconded the motion.

With no further discussion, Chairman Parsons called for the vote recorded as follows: Mr. Riley, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Parsons, aye; Mr. Shindel, aye; Mr. Phillips, aye. The motion carried 6-0-0.

**5. SSLC-630**

City Planner Bates presented the staff report. Applicant owns Lots 10 and 11, Block 22, Sand Springs Original Town. The Code Enforcement Office advised that both lots are owned by applicant and being utilized as one lot but no formal Lot Combination Agreement has been filed. Applicant's home is on one lot and the second lot is being utilized as additional yard space. This Agreement will correct land records to reflect the current status of the properties.

Mr. Shindel made a motion to approve SSLC-630 as presented. Mr. Mikles seconded the motion.

With no further discussion, Chairman Parsons called for the vote recorded as follows: Mr. Riley, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Parsons, aye; Mr. Shindel, aye; Mr. Phillips, aye. The motion carried 6-0-0.

**6. Director's Report**

City Planner Bates advised commission members that the next meeting will contain a rezoning application for property located at 41<sup>st</sup> St. and Highway 97. Additionally, work is continuing on updating the comp plan. Staff would also like to include an interactive comp plan map to include on our website for citizen input.

City Manager Elizabeth Gray advised that hopefully she will be able to update Planning Commission members next month with additional information regarding future development in the River West area.

7. **Adjournment**

There being no other items, the meeting was adjourned at the noted time of 4:12 p.m.

3/21/16

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Date of Approval



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Joe Shelton, Secretary