

# **PLANNING COMMISSION**

## **Regular Meeting Minutes**

**Monday, April 18, 2016**

**4:00 p.m.**

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

**MEMBERS PRESENT:** Merle Parsons, Chairman 7-2  
Paul Shindel, Vice-Chairman 9-0  
Tom Askew 7-2  
Jason Mikles 8-1  
Michael Phillips 7-0  
Jerry Riley 6-3

**MEMBERS ABSENT:** Joe Shelton 6-3

**STAFF PRESENT:** Brad Bates, City Planner  
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in regular session on Monday, April 18, 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 2:25 p.m., April 12, 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, no response; Mr. Parsons, here; Mr. Shindel, here; Mr. Askew, here; Mr. Phillips, here. Mr. Shelton was noted as absent.

### **3. Minutes of March 21, 2016**

Commissioners considered approval of the minutes from the March 21, 2016 meeting. Mr. Phillips made a motion that the minutes of March 21, 2016 be approved as presented. Mr. Riley seconded the motion.

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

**4. SSZ-484**

Chairman Parsons noted that the Public Hearing for this rezoning application was declared open at 4:03 p.m.

City Planner Brad Bates presented the staff report and advised the Commission that since the time of the filing of this application, it has been determined that the zoning change only involves the RD (Residential Duplex) portion of this property and not the RM (Residential Multi-Family) portion of the property. This determination does not affect the notification in any way. The applicant requests rezoning to RS-4 (Residential Single-Family Highest Density) of a 9.14 acre tract located west of 51<sup>st</sup> Street and Highway 97.

Applicant Alan Betchan of AAB Engineering was present for questions. He advised the Commission of the underlying need for the RS-4 zoning due to the smaller lot size proposed for the Villa-type homes. The development is designed to cater to individuals desiring a low-maintenance lot inside a gated community.

There being no additional questions, Chairman Parsons declared the Public Hearing closed at 4:14 p.m.

Mr. Phillips made a motion to approve SSZ-484, as presented. Mr. Askew seconded the motion.

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

**5. PUD-36**

City Planner Bates presented the staff report. This PUD application is a companion case to the rezoning case just heard. A PUD is required when any development is designed with a gated entrance. The applicant is also requesting a variance from the standard 35' roof height to a proposed 48' roof height. Applicant Alan Betchan advised that modern construction standards are increasing ceiling heights in residences from the standard 8' ceiling. With a higher ceiling, the sill plate is raised and depending on the slope of the roof, the roof height may exceed the 35' limit.

Vice-Chairman Shindel inquired about sidewalk construction and City Planner Bates stated that either the developer or the lot owner would be required to install sidewalks as they are a requirement of the City's Subdivision Regulations.

Vice-Chairman Shindel made a motion to approve PUD-36 as presented. Mr. Mikles seconded the motion.

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

**6. SSLC-632**

City Planner Bates presented the staff report. The applicant is requesting a combination of Lots 3 and 4, Block 1, Shadow Creek Estates to build a home across the common lot line. The only portion of the home that will be across the lot line will be the driveway. The home will be constructed on Lot 4 and the side-access driveway will be constructed over the lot line between Lots 3 and 4. The remainder of Lot 3 will be a large side yard. The Public Works Department has reviewed the application and there are no easements in the common lot line.

Mr. Phillips made a motion to approve SSLC-632 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. Parsons, aye; Mr. Shindel, aye; Mr. Askew, aye; Mr. Phillips, aye. The motion carried 6-0-0.

**7. Director's Report**

City Planner Bates advised that a public hearing will be held on May 2, 2016 with downtown property owners to discuss an overlay district regarding Old Towne District properties.

**8. Adjournment**

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

5/16/16  
Date of Approval

Joe P Shelton  
Joe Shelton, Secretary