

**PLANNING COMMISSION**  
**Regular Meeting Minutes**  
**Monday, May 10, 2021**  
**4:00 p.m.**  
**City Council Chambers**  
**100 E. Broadway, Sand Springs, OK**

**MEMBERS PRESENT:** Paul Shindel, Chairman 8-1  
Harold Neal, Vice-Chairman 8-1  
Jason Mikles, Secretary 6-3  
Patty Dixon 9-0  
Joe Shelton 6-3  
Matt Barnett 8-1

**MEMBERS ABSENT:** Tom Askew 5-4

**STAFF PRESENT:** Mike Carter, City Manager  
Brad Bates, City Planner/Neighborhood Services Director  
Jeff Edwards, Parks Director  
Cynthia Webster, Recording Secretary

The Sand Springs Planning Commission met in a regular session on Monday, May 10, 2021 in City Council Chambers, 100 E. Broadway, pursuant to the agenda filed with the City Clerk's office, posted on the display board located at Sand Springs City Hall, 100 E. Broadway, Springs, Oklahoma, and posted on the City of Sand Springs website at [www.sandspringsok.org](http://www.sandspringsok.org) at 2:30 p.m., May 5, 2021, 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, here, Mr. Shelton, here; Mr. Shindel, here; Mr. Neal, here; Mr. Askew, no response; Mr. Barnett, here.

Mr. Askew was noted as absent.

**3. Minutes of April 12, 2021**

Commissioners considered approving, denying, amending or revising of the minutes from the April 12, 2021 meeting.

Mr. Shelton made a motion that the minutes of April 12, 2021 be approved as presented. Mr. Neal seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

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**4. Update Subdivision Regulations**

The Planning Commission is being asked to consider approving, denying, amending, or revising of Ordinance 1371. City Planner Bates presented the staff report. The Parks Department and other city staff are proposing to update the Sand Springs Subdivision Regulations at Section 4.10 regarding Park Fees. The proposed fee changes are more in line with other surrounding communities. The changes are also going to remove the language regarding a "per bedroom" charge and are set on a flat-fee basis.

Mr. Neal made a motion to recommend approval of Ordinance 1371 to City Council. Mr. Barnett seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**5. SSL-690**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the request of Zachary Smith to split Lot 12, Block 9, The Glens Phase I. City Planner Bates presented the staff report. The north half of Lot 12 will be added to Lot 11, Block 9. The south half of Lot 12 will be added to Lot 13, Block 9. City Planner Bates stated that the next two agenda items are related to the requested lot combinations. Applicant's representative, Zayne Smith, was present for questions.

Mr. Mikles made a motion to approve SSL-690 as presented. Mr. Barnett seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**6. SSLC-691**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the request of Zachary Smith to combine the north half of Lot 12, Block 9 with Lot 11, Block 9, The Glens Phase I.

Mr. Neal made a motion to approve SSLC-691 as presented. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

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**7. SSLC-692**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the request of Zachary Smith to combine the south half of Lot 12, Block 9 with Lot 13, Block 9, The Glens Phase I.

Mr. Mikles made a motion to approve SSLC-692 as presented. Mr. Shelton seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**8. Annexation**

The Planning Commission is being asked to consider approving, denying, amending, or revising of Ordinance 1372. City Planner Bates presented the staff report. The applicant is petitioning the City of Sand Springs to bring 5.8 acres of land into the City Limits. Part of the property is already in City Limits and applicant would like the entire parcel to be included. City Planner Bates went over the service plan which will include Police, Fire, Animal Control, Inspections and Planning. Water service is available. Sewer and solid waste is not available. Streets will be maintained by the County.

Mr. Neal made a motion to recommend approval of Ordinance 1372 to City Council. Mr. Mikles seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**9. The Creek at Million Tree Estates-Preliminary Plat**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the Preliminary Plat of The Creek at Million Tree Estates. City Planner Bates stated that the staff report incorrectly lists the number of lots in the subdivision as 9 when it should be 11. Release Letters will be required from the utility providers before the Final Plat can be presented.

Joseph Watt of Sisemore and Associates was present for questions.

Gordon Null, of 4808 S. Linwood Ave., stated he was concerned that 12' of his property was going to be taken by the project. Mr. Watt stated there are no plans to take anyone's property and they would also be respecting the pipeline easement which is in place.

Amber Ambriz, of 4808 S. Linwood Ave., stated she had the same concerns.

Karen Speed, of 400 E. 48<sup>th</sup> Ct., stated she was concerned that trees will be removed.

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Mr. Watt stated that there are no plans to remove any trees other than what is necessary to build. There will also be language in the Covenants prohibiting certain tree removal.

Mr. Shelton made a motion to approve the Preliminary Plat of The Creek at Million Tree Estates. Mr. Barnett seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**10. Sheffield Crossing at Sand Springs-Final Plat**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the Final Plat of Sheffield Crossing. Mr. Bates stated that some Release Letters have been received but all utility providers must send a Release Letter prior to the final plat being reviewed by City Council.

Ms. Dixon made a motion to recommend approval to City Council regarding the Final Plat of Sheffield Crossing at Sand Springs. Mr. Barnett seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**11. Agenda Transmittal**

The Planning Commission is being asked to consider approving, denying, amending, or revising of the request of Planning Staff to send agenda packets by email and posting on the Sand Springs website and eliminating the current practice of sending agenda packets by US mail.

Ms. Dixon made a motion that Planning Staff send agenda packets by email and posting on the Sand Springs website. Mr. Neal seconded the motion.

With no further discussion, Chairman Shindel called for the vote recorded as follows: Ms. Dixon, aye; Mr. Mikles, aye; Mr. Shelton, aye; Mr. Shindel, aye; Mr. Neal, aye; Mr. Barnett, aye. The motion carried 6-0-0.

**12. Director's Report**

No director's report was given.

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13. **Adjournment**

There being no other items, the meeting was adjourned at the noted time of 5:01 p.m.

6/14/21  
Date of Approval

Jason W. Mikles  
Jason Mikles, Secretary