

**City of Sand Springs
BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES
June 14, 2021 – 6:00 p.m.
City Council Chambers
100 E. Broadway
Sand Springs, OK 74063**

MEMBERS PRESENT: Michael Phillips, Chairperson, 9-0
Jerry Riley, Vice-Chairperson, 8-1
Justin Tockey, 6-1

MEMBERS ABSENT: Dianne Dinkel, 7-2

OTHERS PRESENT: Mike Carter, City Manager
Brad Bates, City Planner/Neighborhood Services Director
Cynthia Webster, Recording Secretary

The Board of Adjustment met in a regular session on June 14, 2021, in Sand Springs City Hall, 100 E. Broadway, Sand Springs, Oklahoma, pursuant to the agenda filed with the City Clerk's office and posted at 2:55 p.m., on June 7, 2021, on the display board located at Sand Springs City Hall, 100 E. Broadway, Sand Springs, Oklahoma, 74063, and on the City of Sand Springs website www.sandspringsok.org.

1. Call to Order

Chairperson Michael Phillips called the meeting to order at the noted time of 6:00 p.m.

2. Attendance

Chairperson Phillips called for an individual roll call with members replying in the following manner: Ms. Dinkel, no response; Mr. Phillips, here; Mr. Tockey, here; Mr. Riley, here.

Ms. Dinkel was noted as absent.

3. Consider Approval of Minutes of BOA Meeting of April 12, 2021

The minutes of the April 12, 2021, regular Board of Adjustment meeting were presented for members' review and/or approval.

Mr. Tockey made a motion to approve the minutes of April 12, 2021. Mr. Riley seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

4. SSBOA-794

City Planner Brad Bates presented the staff report. The applicant is seeking a Variance to the Sand Springs Zoning Code, Section 9.02.A.1, 9.02.A.2, and 9.02.A.3, to allow a variance to the façade requirements for a building that will be constructed in an IM (Industrial Moderate) district. According to the Zoning Code, the building should have 67% coverage of non-metal materials on the front façade, and 25% coverage of non-metal materials on each side. Since the rear of the building faces an industrial area, the back of the building can be 100% metal. The applicant is requesting all-metal coverage on each side and 26% non-metal coverage on the front for a two-tenant rental or 57% non-metal coverage for a four-tenant rental.

Applicant, Grady Whitaker, was present and explained the differences between two-tenant and four-tenant requests. At the present time, the two-tenant buildout is being requested. Extended discussion was held regarding options, leases, costs and other factors. Also discussed was the Zoning Code provision that should the request be denied, an application for the same request could not be submitted within a 12-month period.

Chairperson Phillips asked City Planner Bates to research the time factor language in the Code and made a motion to continue this discussion until after the next case is heard. Mr. Tockey seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

5. SSBOA-795

City Planner Bates presented the staff report. The applicant is requesting approval to allow a carport into the required side yard and into the required right-of-way. The request is to place the carport over an existing concrete pad. Public Works has reviewed and verified that there are no utilities in this area. City Planner Bates stated he recommends approval subject to a right-of-way agreement being presented to City Council at the June 28, 2021 meeting.

Mr. Tockey made a motion to approve SSBOA-795 subject to a right-of-way agreement being approved by City Council. Mr. Riley seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

The Board then returned to Agenda item No. 4. Further discussion was held regarding the request.

Chairperson Phillips advised Mr. Whitaker that a unanimous vote would need to be received from the Board as only three members are present. Chairperson Phillips asked Mr. Whitaker if he would be willing to pass this item until next month when another member might be available. Mr. Whitaker agreed.

Chairperson Phillips made a motion to table SSBOA-794 until the July 12, 2021 meeting and advised Mr. Whitaker that modifications to the request could be submitted in the interim. Mr. Tockey seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

6. Agenda Transmittal

The Board is being asked to consider the request of Planning Staff to submit Board of Adjustment Agendas by email and website transmittal, omitting the practice of sending agenda packets by U.S. mail. Chairperson Phillips made a motion to approve the request subject to reserving the right to have Planning Staff provide a hard copy of the agenda packet if so requested. Mr. Riley seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

7. Elections

The Board is being asked to elect a chairperson, vice-chairperson and secretary. Mr. Riley made a motion to nominate Michael Phillips for chairperson. Mr. Tockey seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

Chairperson Phillips made a motion to nominate Jerry Riley for vice-chairperson. Mr. Tockey seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.

Chairperson Phillips made a motion to nominate Justin Tockey for secretary. Mr. Riley seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Phillips, aye; Mr. Tockey, aye; Mr. Riley, aye.

The motion carried 3-0-0.


8. Director's Report

City Planner Bates thanked the Board members for their service and had nothing further to report at this time.

9. Adjournment

There being no further business, the meeting adjourned at the noted time 7:11 p.m.

7/12/21
Date


Justin Tockey, Secretary