

**City of Sand Springs
BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES
July 13, 2020 – 6:00 p.m.
City Council Chambers
100 E. Broadway
Sand Springs, OK 74063**

MEMBERS PRESENT: Merle Parsons, Vice-Chairperson, 9-1 (Teleconference)
Larry Johnston, Secretary, 8-2
Michael Phillips, 7-0 (Teleconference)
Jerry Riley, 7-0

MEMBERS ABSENT: Dianne Dinkel, Chairperson, 8-2

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

The Board of Adjustment met in a regular session on July 13, 2020, 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 2:45 p.m., on July 9, 2020, 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

Vice-Chairperson Merle Parsons called the meeting to order at the noted time of 6:00 p.m. Mr. Parsons stated that he would yield the meeting to Mr. Johnston who was attending in person.

2. Attendance

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

Ms. Dinkel was noted as absent.

3. Consider Approval of Minutes of BOA Meeting of April 13, 2020

The minutes of the April 13, 2020, regular Board of Adjustment meeting were presented for members' review and/or approval.

Mr. Phillips made a motion to approve the minutes of April 13, 2020. Mr. Riley seconded the motion.

With no further discussion, Mr. Johnston called for the vote recorded as follows: Mr. Parsons, aye; Mr. Phillips, aye; Mr. Johnston, aye; Mr. Riley, aye. The motion carried 4-0-0.

4. SSBOA-767

City Planner Brad Bates advised that this matter had been withdrawn by applicant.

5. **SSBOA-768**

City Planner Bates presented the staff report. The applicant is seeking a Special Exception to the Sand Springs Zoning Code Section 5.04.A.7 to allow an encroachment of 5' into the front yard setback for a porch that has already been constructed. City Planner Bates stated that there is a provision in the Zoning Code that allows for Special Exceptions for encroachments of 5' or less to required yard setbacks.

Danny Hancock, Jr. was present and spoke for his father, Danny Hancock, Sr. Mr. Hancock stated that his father has a neighbor who does concrete work and had some downtime to the COVID pandemic. The subject property was undergoing a roof replacement and applicant desired to extend the porch so this was done during the renovation process. Applicant was unaware that he needed a building permit or relief from setback requirements. City Planner Bates stated that the encroachment was minor and neither staff nor Public Works had any issues.

Mr. Phillips made a motion to approve SSBOA-768 as presented. Mr. Riley seconded the motion.

With no further discussion, Mr. Johnston called for the vote recorded as follows: Mr. Parsons, aye; Mr. Phillips, aye; Mr. Johnston, aye; Mr. Riley, aye. The motion carried 4-0-0.

6. **Elections**

Board members were asked to elect a chairperson, vice-chairperson and secretary.

Mr. Parsons nominated Mr. Phillips for chairperson. Mr. Johnston seconded the motion.

With no further discussion, Mr. Johnston called for the vote recorded as follows: Mr. Parsons, aye; Mr. Phillips, aye; Mr. Johnston, aye; Mr. Riley, aye. The motion carried 4-0-0.

Mr. Johnston nominated Mr. Parsons for vice-chairperson. Mr. Riley seconded the motion.

With no further discussion, Mr. Johnston called for the vote recorded as follows: Mr. Parsons, aye; Mr. Phillips, aye; Mr. Johnston, aye; Mr. Riley, aye. The motion carried 4-0-0.

Mr. Riley nominated Mr. Johnston for secretary. Mr. Phillips seconded the motion.

With no further discussion, Mr. Johnston called for the vote recorded as follows: Mr. Parsons, aye; Mr. Phillips, aye; Mr. Johnston, aye; Mr. Riley, aye. The motion carried 4-0-0.

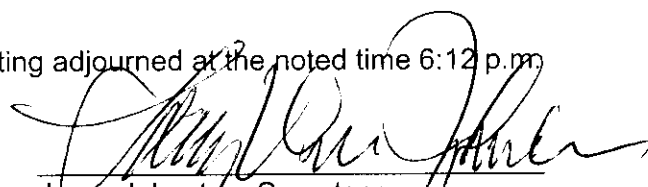
7. **Director's Report**

City Planner Bates thanked the board members for their service.

8. **Adjournment**

There being no further business, the meeting adjourned at the noted time 6:12 p.m.

8/10/2020
Date


Larry Johnston, Secretary