

**City of Sand Springs
BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES
August 14, 2023 – 6:00 p.m.
City Council Chambers
100 E. Broadway
Sand Springs, OK 74063**

MEMBERS PRESENT: Michael Phillips, Chairperson, 2-0
David Parker, Vice-Chairperson, 2-0
Michael Zimmerman, Secretary 2-0
Clark Shackelford, 2-0

MEMBERS ABSENT: None

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 August 14, 2023, 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 11:25 a.m., on August 7, 2023, 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: Mr. Parker, here; Mr. Zimmerman, here; Chairperson Phillips, here; Mr. Shackelford, here.

3. Consider Approval of Minutes of BOA Meeting of June 12, 2023

The Board is being asked to consider approving, denying, amending or revising of the Minutes of the regular meeting of June 12, 2023.

Mr. Zimmerman made a motion to approve the minutes of June 12, 2023. Mr. Shackelford seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Parker, aye; Mr. Zimmerman, aye; Chairperson Phillips; aye; Mr. Shackelford, aye.

The motion carried at 4-0-0.

4. SSBOA-825

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of Marc Ruiz, on behalf of NextGen Capital, LLC, requesting a Special Exception to the Sand Springs Zoning Code, Section 5.02, Table 1, to allow a duplex dwelling at property legally known as Lots 1 and 2, Blk 2, Sunrise Addition and commonly known as 322 N. Grant Ave.

City Planner Bates presented the staff report and went over the comments of the Public Works department regarding a possible sanitary sewer extension and the recommendation that an expansion joint be placed between the driveways of the two units.

Applicant, Marc Ruiz, was present for questions.

Mr. Zimmerman made a motion to approve SSBOA-825 as presented by Planning Staff and also the recommendations of the Public Works department. Mr. Parker seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Parker, aye; Mr. Zimmerman, aye; Chairperson Phillips; aye; Mr. Shackelford, aye.

The motion carried at 4-0-0.

5. SSBOA-826

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of Marc Ruiz, on behalf of NextGen Capital, LLC, requesting a Special Exception to the Sand Springs Zoning Code, Section 5.02, Table 1, to allow a duplex dwelling at property legally known as Lots 3 and 4, Blk 2, Sunrise Addition and commonly known as 318 N. Grant Ave.

City Planner Bates presented the staff report and went over the comment of the Public Works department recommending that an expansion joint be placed between the driveways of the two units.

Mr. Zimmerman made a motion to approve SSBOA-826 as presented by Planning Staff and also the recommendation of the Public Works department. Mr. Shackelford seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Shackelford, aye; Chairperson Phillips, aye; Mr. Zimmerman, aye; Mr. Parker, aye.

The motion carried at 4-0-0.

6. SSBOA-827

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of Tobi Cahill, on behalf of Cahill Property Developments, LLC, requesting a Variance to the Sand Springs Zoning Code, Section 5.04, Bulk and Area Requirements in Residential Districts, to allow a reduction to Lot Area, Rear Yard Setback, Front Yard Setback, and Side Yard Setbacks for property legally known as the West 50' of Lot 8, Blk 10, Sand Springs Original Town and commonly known as 211 W. 5th St.

City Planner Bates presented the staff report and advised that the Planning Commission had earlier approved applicant's request for a lot split subject to the Board of Adjustment granting approval of the requested Variances.

Mr. Shackelford made a motion to approve SSBOA-827 as presented. Mr. Zimmerman seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Parker, aye; Mr. Zimmerman, aye; Chairperson Phillips; aye; Mr. Shackelford, aye.

The motion carried at 4-0-0.

7. SSBOA-828

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of Tobi Cahill, on behalf of Cahill Property Developments, LLC, requesting a Variance to the Sand Springs Zoning Code, Section 5.04, Bulk and Area Requirements in Residential Districts, to allow a reduction to Lot Area, Rear Yard Setback, and Side Yard Setbacks for property legally known as the East 90' of Lot 8, Blk 10, Sand Springs Original Town and commonly known as 500 N. Roosevelt Ave.

City Planner Bates presented the staff report and advised that the Planning Commission had earlier approved applicant's request for a lot split subject to the Board of Adjustment granting approval of the requested Variances.

Mr. Zimmerman made a motion to approve SSBOA-828 as presented. Mr. Parker seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Shackelford, aye; Chairperson Phillips, aye; Mr. Zimmerman, aye; Mr. Parker, aye.

The motion carried at 4-0-0.

8. MBOA-007

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of Brittney Dolphin requesting a Variance to the Mannford Zoning Code, Section 12-223, Paragraph 1, to allow a reduction in the front yard setback from 25' to 13' for property legally known as Lots 25 and 26, Block 4, Lake Country Phase II, a/k/a Meadowood Farms I, Blocks 1 through 7 inclusive, and commonly known as 511 Trail End Road.

City Planner Bates presented the staff report and explained that the survey completed for the closing of the property showed that there was a cul-de-sac easement which had been encroached on by the build. A different survey which was used for the build-out did not show the easement.

Applicant Brittney Dolphin was present for questions. Town Administrator for the City of Mannford, Gerald Haury, was present and stated that the City of Mannford had no objections.

Mr. Zimmerman made a motion to approve MBOA-007 as presented. Mr. Parker seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Parker, aye; Mr. Zimmerman, aye; Chairperson Phillips; aye; Mr. Shackelford, aye.

The motion carried at 4-0-0.

9. SSBOA-829

Chairperson Phillips advised that the Board is being asked to consider approving, denying, amending or revising of the application of James Ozburn, requesting a Special Exception to the Sand Springs Zoning Code, Section 2.12.B.9, Permitted Obstructions in Required Yards, to allow a carport to encroach into the required front yard at property legally known as Lot 5, Blk 7, Park Hills Estates Amd Resub B13, Rock Hill Addition, and commonly known as 104 W. 32nd Pl.

City Planner Bates presented the staff report.

Applicant, James Ozburn, and his builder, Kerry Miller, were present for questions.

Mr. Parker made a motion to approve SSBOA-829 as presented. Mr. Shackelford seconded the motion.

With no further discussion, Chairperson Phillips called for the vote recorded as follows: Mr. Shackelford, aye; Chairperson Phillips, aye; Mr. Zimmerman, aye; Mr. Parker, aye.

The motion carried at 4-0-0.

10. Director's Report

City Planner Bates gave an update on the downtown sidewalk projects.

11. City Manager's Report

City Manager Mike Carter gave a brief update on the storm debris removal progress.

12. Adjournment

There being no further business, the meeting adjourned at the noted time 6:33 p.m.

9/11/2023
Date


Michael Zimmerman, Secretary