AGENDA
CITY OF TULSA BOARD OF ADJUSTMENT
Regularly Scheduled Meeting
Tulsa City Council Chambers
175 East 2nd Street, 2nd Level, One Technology Center 
Tuesday, August 23, 2022, 1:00 P.M.

Meeting No. 1301

If you wish to present or share any documents, written comments, or exhibits during the hearing, please submit them by 9:00 a.m. the day of the hearing. Remember to reference the case number and include your name and address.

Email: esubmit@incog.org
Mail or In Person: City of Tulsa BOA c/o INCOG, 2 W. 2nd St., Suite 800 Tulsa 74103

INTRODUCTION AND NOTICE TO THE PUBLIC
At this Meeting, the Board of Adjustment, in accord with and pursuant to applicable Board of Adjustment Policies and Procedures, will review, consider, discuss, and may take action on, approve, amend, modify, approve with amendment(s) or modification(s), deny, reject, or defer any action on any item listed on this Agenda.

1. Approval of Minutes of July 26, 2022 (Meeting No. 1299).
2. Approval of Minutes of August 9, 2022 (Meeting No. 1300).

UNFINISHED BUSINESS

Review and possible approval, approval with modifications, denial, or deferral of the following: None.
NEW APPLICATIONS

3. 23406- Ryan Neuhor

**Action Requested:** Special Exception to permit a Dynamic Display sign in a Residential District containing a School Use (Sec. 60.050-B.2.c) Special Exception to permit a dynamic display sign within 200-feet of Residentially Zoned Lots (Sec. 60.100-F) **Location:** 2177 S. 67th E. Ave. (Hale Middle School) (CD 5)

4. 23407 - Raul Cisneros

**Action requested:**  
Special Exception to allow a manufactured housing unit in the RS-3 district (Sec. 5.020, Table 5-2); Special Exception to extend the one-year time limit to allow the Manufactured Housing Unit permanently (Sec.40.210-A) **Location:** 2019 N. Evanston Pl. (CD 1)

5. 23408 - Luke Hanson

**Action requested:**  
Special Exception to permit Moderate-Impact Medical Marijuana processing (Moderate-impact Manufacturing & Industry Use) in the IL district (Sec. 15.020, Table 15-2) **Location:** 7450 E. 46th Pl. (CD 5)

6. 23409 - Keith Morgan

**Action requested:**  
Special Exception to permit an Accessory Dwelling Unit in the AG-R District (Sec. 45.031-D) **Location:** 7615 S. 26th W. Ave. (CD 2)

7. 23410 - Blaise Tintong

**Action requested:**  
Special Exception to allow a Small (< 250-person capacity) Indoor Assembly & Entertainment Use with alcoholic beverage service in the CS District (Sec. 15.020, Table 15-2, Sec. 15.020-G, Table Note 2) Special Exception is required when the use is within 150-feet of a Residential District. **Location:** 6622 S Lewis Ave. E. (CD 9)
8. 23411 - Encino’s 3D Custom products & Signs

Action requested:
Variance to allow signs within 50-feet of Residential Districts (Sec. 60.040-B.3);
Variance to increase the number of allowed drive-through signs and to allow the
drive-through signs to be within 50-feet of residential zoning districts (Sec.
60.030-B) Location: 1244 S. Harvard Ave. (CD 4)

9. 23412 - Lloyd and Karen Farmwald

Action requested:
Variance to reduce the required 20-foot rear setback and 15-foot side street
setback in the RS-3 District (Sec. 5.030-A, Table 5-3; Sec. 5.030-B Table Note
[3]) Location: 1703 S. Atlanta Pl. (CD 4)

10. 23413 - Richard Holland

Action requested:
Special Exception to permit the storage of motorized vehicles on a surface other
than one consisting of a dustless, all-weather surface outside of the required
building setbacks to permit a gravel driveway (Sec. 55.090-F-2) Location: 17009
E. 14th St. S. (CD 6)

11. 23414 - Peter Janzen- Encino’s 3D Custom Products

Action requested:
Variance to allow projecting signs within 30-feet of other projecting signs
(Sec. 60.040-B.2)
Variance to increase the maximum number of signs allowed in a CH District
(Sec. 60.080-C.2.b).
Location: 2636 E. 11th St. S. (CD 4)

12. 23415 - Bryan Broaddrick

Action requested:
Special Exception to permit a Dynamic Display sign in a Residential District
containing a School Use (Sec. 60.050-B.2.c) Location: 12150 E. 11th St. S.
(CD 6)

13. 23416 - Nathan Cross

Action requested:
Variance to allow the floor area of a detached accessory building to exceed 750
square feet and 40% of the floor area of the principal residential structure (Sec.
45.030-A.1) Location: 7373 E. 25th Pl. (CD 5)
14. 23417- Ethan Morris

**Action requested:**
Special Exception to permit High-Impact Medical Marijuana processing (High-impact Manufacturing & Industry Use) in the IM district (Sec. 15.020, Table 15-2)

**Location:** 6943 E. 12th St. (CD 5)

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15. 23418 - Property Arts, INC

**Action requested:**
Special Exception to increase the permitted driveway width in a Residential Zoning District (Section 55.090-F.3)

**Location:** 1608 E. 32 St S. (CD 9)

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16. 23419 - Superior Signs

**Action requested:**
Special Exception to permit signs inside the right-of-way or planned right-of-way of S. Yale Avenue (Sec. 60.020-E); Variance to increase the number of allowed driveway and drive-through signs and to increase the permitted four-square feet of display area for driveway signs (Sec. 60.030-A.1, B.2)

**Location:** 4249 S. Yale Ave. E. (CD 5)

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**NEW BUSINESS**

**BOARD MEMBER COMMENTS**

**ADJOURNMENT**

**Website:** tulsaplaning.org  
**E-mail:** esubmit@incog.org

CD = Council District

**NOTE:** If you require special accommodation pursuant to the Americans with Disabilities Act, please notify Tulsa Planning Office at 918-584-7526. Exhibits, Petitions, Pictures, etc., presented to the Board of Adjustment may be received and deposited in case files to be maintained by the Tulsa Planning Office at INCOG. All electronic devices must be silenced.
APPLICANT: Ryan Neurohr, Image Builders

ACTION REQUESTED: Special Exception to permit a Dynamic Display sign in a Residential District containing a School Use (Sec. 60.050-B.2.c) Special Exception to permit a dynamic display sign within 200-feet of Residentially Zoned Lots (Sec. 60.100-F)

LOCATION: 2177 S. 67th E. Ave. (Hale Middle School) ZONED: RS-3

PRESENT USE: School TRACT SIZE: 1742407.14 SQ FT

LEGAL DESCRIPTION: NE NW SEC 14 19 13, City of Tulsa, Tulsa County, State of Oklahoma

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an "Existing Neighborhood" and an "Area of Stability".

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

STAFF COMMENTS: The applicant is requesting a Special Exception to permit a Dynamic Display sign in a Residential District containing a School Use (Sec. 60.050-B.2.c) Special Exception to permit a dynamic display sign within 200-feet of Residentially Zoned Lots (Sec. 60.100-F).

Included in your packet are the standards for Sec. 60.050 and 61.100 for Dynamic Display signs in a Residential District and the general Regulations for Dynamic Display Signs.

SAMPLE MOTION:

Move to _________ (approve/deny) a Special Exception to permit a Dynamic Display sign in an Residential District containing a School Use (Sec. 60.050-B.2.c) Special Exception to permit a dynamic display sign within 200-feet of Residentially Zoned Lots (Sec. 60.100-F)

- Per the Conceptual Plan(s) shown on page(s) _____ of the agenda packet.

- Subject to the following conditions (including time limitation, if any):

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
60.040-D  Dynamic Displays
Unless otherwise expressly stated, all signs that include a dynamic display are subject to the supplemental regulations of Section 60.100.

60.040-E  Off-Premise Business Signs
Off-premise business signs may be approved for multi-tenant developments only when such developments are included in a mandatory development plan (See Section 70.040). The authority to approve off-premise business signs is intended to be used only when the location of the identified business or activity precludes placement of a sign that is visible to motorists and pedestrians along the highest (traffic) volume street that provides access to the subject development and when the result of the approval will be in keeping with the stated purposes of this chapter (§60.010-A). The intent of this off-premise business sign authorization is to provide flexibility in overcoming the locational and visibility challenges of lots within a mandatory development plan area, not to allow an overall increase in the amount of signage allowed or encourage a proliferation of signs within the area covered by the mandatory development plan. Any waiver, modification, or variance to the regulations of Section 60.040-E is considered a use variance and is thereby prohibited in accordance with §70.130-B1.

60.040-F  Illumination
Except for authorized dynamic displays, the illumination on the face of any sign where illumination is permitted must be by constant light and may not exceed 70 foot candles measured at a distance of 2 feet from the face of the sign.

Section 60.050  Signs in R, AG, and AG-R Zoning Districts

60.050-A  Applicability
The regulations of this section apply to signs in R, AG, and AG-R districts. See also the general regulations of Section 60.040.

60.050-B  Signs Allowed
The following signs are allowed in R, AG, and AG-R districts in addition to any signs allowed pursuant to Section 60.030. On-premise roof signs, on-premise projecting signs and all off-premise outdoor advertising signs are prohibited in R, AG, and AG-R districts.

1.  Apartment/Condo Buildings and Neighborhood and Subdivision Identification Signs
   a. Lots occupied by one or more apartment/condo buildings are allowed a maximum of one freestanding sign per street frontage and a maximum of one wall sign per building wall. Wall signs may not exceed 32 square feet in area.
   b. Residential neighborhoods and residential subdivisions, including manufactured housing parks, are allowed a single freestanding sign at each street entrance to the neighborhood or subdivision.
   c. The freestanding signs allowed by this section may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on...
2. Nonresidential Uses

The following regulations apply to all principal nonresidential uses in R, AG, and AG-R districts.

a. Wall Signs

Nonresidential uses in R, AG, and AG-R districts are allowed a maximum of one wall sign per public building entrance. No individual wall sign may exceed 32 square feet in area. In buildings with multiple public building entrances, the sign area of all wall signs may not exceed 32 square feet in the aggregate.

b. Freestanding Signs

Nonresidential uses in R, AG, and AG-R districts are allowed a maximum of one freestanding sign per street frontage. Allowed freestanding signs are subject to a maximum height limit of 20 feet and may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

c. Dynamic Displays

Dynamic displays are prohibited in R, AG, and AG-R districts except that on a lot occupied by an allowed public, civic or institutional use, the board of adjustment is authorized to approve a special exception for the allowed wall sign or the allowed freestanding sign to include a dynamic display.

(1) The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.

(2) The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.

(3) Dynamic displays in R, AG, and AG-R districts may operate only between the hours of 7:00 a.m. and 9:00 p.m. unless otherwise expressly approved through the special exception process.

(4) Dynamic displays are subject to the dynamic display regulations of Section 60.100.
a. Off-premise outdoor advertising signs;
b. Dynamic displays;
c. Inflatable signs; and
d. Roof signs.

**60.090-E MPD District**

Except as otherwise expressly allowed as part of an approved MPD development plan:

1. Residential development areas are subject to the sign regulations that apply to R districts; and
2. Nonresidential development areas are subject to the sign regulations that apply to CS districts.

**Section 60.100 Dynamic Displays**

The supplemental regulations of this section apply to all signs with dynamic displays. Except as otherwise expressly stated, these regulations apply whether incorporated into off-premise outdoor advertising signs or on-premise signs that are allowed to include a dynamic display.

**60.100-A** The images and messages displayed on a dynamic display must have a minimum dwell time of at least 8 seconds and may not contain any movement, animation, audio, video, pyrotechnics or other special effects.

**60.100-B** The transition or change from one message to another must occur in one second or less and involve no animation or special effects.

**60.100-C** The images and messages displayed must be complete in and of themselves within the required dwell time.

**60.100-D** Dynamic displays may not be located within 50 feet of the driving surface of a signalized intersection, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the intersection.

**60.100-E** Dynamic displays may not be located within or within 20 feet of the driving surface of a street, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the street curb or edge of the traveled roadway marked or understood as such.

**60.100-F** Dynamic displays may not be located within 200 feet of any of the following: (1) an R or AG-R district (other than street, highway or freeway right-of-way); (2) a residential development area. This separation distance does not apply if the dynamic display is not visible from the referenced district, area or lot, and the requirements may be modified in R, AG, and AG-R districts if approved through the special exception process. Required separation distances must be measured horizontally in a straight line from the nearest point on a sign structure to the nearest point of an R or AG-R district or residential development area boundary.

**60.100-G** Dynamic displays must be equipped with a default mechanism that freezes the display in one position or presents a static or blank display if a malfunction occurs.
60.100-H Dynamic displays must be equipped with a light detector/photocell that automatically adjusts the display's brightness according to natural ambient light conditions.

60.100-I The maximum brightness level of a dynamic display may not exceed 6,500 nits (candelas per square meter) during daylight hours or 500 nits between 30 minutes after sunset and 30 minutes before sunrise, as those times are determined by the National Weather Service (Actual Time). Brightness must be measured from the brightest element of the sign's face.

60.100-J Any outdoor advertising sign that includes a dynamic display that was lawfully established before January 1, 2010, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display. This spacing limitation does not apply between signs separated by a freeway. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.

60.100-K Except as provided in §60.100-I, any outdoor advertising sign that includes a dynamic display and that was approved by a permit issued on or after January 1, 2009, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display facing the same traveled way. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.

Section 60.110 Administration

60.110-A Any person proposing to erect any sign requiring a sign permit must submit a sign permit application to the development administrator. Applications for such permit must be accompanied by detailed plans, including scaled drawings of the proposed sign, a detailed site plan and other information deemed necessary by the development administrator to determine compliance with applicable regulations.

60.110-B Sign permit fees must be paid prior to the issuance of a sign permit.

60.110-C If the work associated with a sign permit has not been completed within 180 days of the date of the issuance of the permit, such permit will lapse and become null and void.

Section 60.120 Nonconforming Signs
See Section 80.060.

Section 60.130 Rules of Measurement

60.130-A Sign Area

1. Signs Enclosed in Frames or Cabinets
The area of a sign enclosed in a frame or cabinet is determined based on the outer dimensions of the frame or cabinet surrounding the sign face (see Figure 60.2).
Thanks to Tulsa voters who approved funding for digital marquee signs in the 2021 bond package, Tulsa Public Schools will be submitting requests for approval for approximately 45 digital school marquees over the next year. The district is sensitive to neighborhood concerns and aware of city regulations. We intend to adhere to all elements of the Tulsa Zoning Code including those of Section 60.100 relating to dynamic displays.

Nearly all of the marquees will be replacing older, manually managed signs. Schools are truly excited about this opportunity to install dynamic digital signs for several reasons including:

**Improved communication with families and neighbors:**
- Messages can be easily displayed in multiple languages to match community needs
- Displays can be quickly changed to share emergency information when needed
- Sharing information about multiple and varied school activities helps spark and grow family and neighborhood interest and connections

**Improved safety:**
- The displays can be centrally managed via a cellular network to quickly share emergency notifications in multiple languages if needed. Messages can be controlled individually by school, by neighborhood or district wide.
- School staff will no longer need to climb on ladders in challenging weather to change out manual marquees.

**Improved appearance and perception of our schools:**
- New marquees will brighten and modernize the look and “curb appeal” of our schools and show the community that we are investing in our children, schools, and neighborhoods.

We know the importance of keeping families informed and we use multiple lines of communication to reach the families of our more than 33,000 students. We see the digital marquee signs as another valuable tool, especially for families who don’t have reliable access to internet and technology. The marquee project was one of the bond items that generated the most positive response from parents and school leaders during the 2021 bond election and we look forward to meeting with members of the Board of Adjustment to discuss this work and answer any questions. We appreciate your time and consideration.

Sincerely,

Jorge Robles

Chief Finance and Information Officer

Tulsa Public Schools

3.6
SIGN PLAN REVIEW

July 1, 2022

Bonnie Moore
204 E. 5th Ave.
Owasso, OK 74055

Phone: 918-232-8024

APPLICANT NO: SIGN-120875-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)

LOCATION: 2177 S. 67th E. Ave.

DESCRIPTION: Freestanding sign with dynamic display

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE
PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL
BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:

1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED
AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601.
THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE
PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS OF REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED
   WITH CLOUDS AND REVISION MARKS.

2. INFORMATION ABOUT ZONING CODE, THE INDIAN NATION COUNCIL OF GOVERNMENT (INCOG),
   BOARD OF ADJUSTMENT (BOA), AND THE TULSA METROPOLITAN AREA PLANNING
   COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT
   2 WEST 2ND STREET, 8TH FLOOR, TULSA, OK, 74103 OR TELEPHONE (918) 584-7526.

3. PRESENT THIS LETTER TO INCOG WHEN APPLYING FOR BOARD OF ADJUSTMENT OR
   PLANNING COMMISSION ACTION.

(Continued)
1. Section 60.050-B.2.c Signs in R and AG Zoning Districts: Dynamic displays are prohibited in R districts and AG districts except that on a lot occupied by an allowed public, civic, or institutional use, the board of adjustment is authorized to approve a special exception for the allowed wall sign or the allowed freestanding sign to include a dynamic display.
   (1) The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.
   (2) The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.
   (3) Dynamic displays in R districts and in AG districts may operate only between the hours of 7:00 a.m. and 9:00 p.m. unless otherwise expressly approved through the special exception process.
   (4) Dynamic displays are subject to the dynamic display regulations of Section 60.100.
   
   Review comments: The proposed freestanding sign with a dynamic display is located in a RS-3 zoning district and requires a special exception from the BOA prior to issuance of a sign permit.

The sign review will resume once the required revised plans and BOA approval paperwork is submitted.

NOTE: Please direct all questions concerning variances, special exceptions, appeals of an administrative official, Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to send the decision of any actions by the BOA or TMAPC affecting the status of your application for a Sign Permit to our office so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf.
NEW CABINET
4' X 7' - 10"
203 P/P WHITE ALUMINUM PAINTED BLACK
FILLER TBD
1 1/2" RETAINERS
3/16" WHITE FLEX FACES WITH
VINYL GRAPHICS APPLIED
WHITE LED ILLUMINATION

NEW EMC UNIT
3' - 11" X 7' - 10"
1/4 X 203 ALUMINUM FILLER
PAINTED BLACK

Pole Cladding
school colors

ELEVATION
SCALE 3/8" : 1'-0"
D/F ILLUMINATED
New Sign to be moved 56' south of existing sign location
Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2020/2021

Subject Tract

BOA-23406

19-13 14

3.12
BOARD OF ADJUSTMENT
CASE REPORT

STR: 0329
CD: 1
PREPARED BY: Austin Chapman

HEARING DATE: 08/23/2022 1:00 PM

APPLICANT: Raul Cisneros

ACTION REQUESTED: Special Exception to allow a manufactured housing unit in the RS-3 district (Sec. 5.020, Table 5-2); Special Exception to extend the one-year time limit to allow the Manufactured Housing Unit permanently (Sec.40.210-A)

LOCATION: 2019 N EVANSTON PL E
ZONED: RS-3
PRESENT USE: Vacant
TRACT SIZE: 11521.67 SQ FT

LEGAL DESCRIPTION: N.80 LT 2 BLK 24, MARTIN SECOND ADDN

RELEVANT PREVIOUS ACTIONS: None.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an “Existing Neighborhood” and an “Area of Stability”.

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

STAFF ANALYSIS: Applicant is requesting a Special Exception to allow a manufactured housing unit in the RS-3 district (Sec. 5.020, Table 5-2); Special Exception to extend the one-year time limit to allow the Manufactured Housing Unit permanently (Sec.40.210-A)
The applicant has provided a site plan of the proposed manufactured home including a new concrete driveway. The age of the manufactured housing unit has not been provided.

**SAMPLE MOTION:**

Move to ________ (approve/deny) a Special Exception to allow a manufactured housing unit in the RS-3 district (Sec. 5.020, Table 5-2); Special Exception to extend the one-year time limit to allow the Manufactured Housing Unit permanently (Sec.40.210-A).

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions (including time limitation, if any):

  ____________________________________________________________:

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Subject property

Facing South on Evanston Pl.
**ZONING CLEARANCE PLAN REVIEW**

**LOD Number: 01**

**July 6, 2022**

**Raul Cisneros**
RCJ Designs, LLC
3902 E 51st St S
Tulsa, OK 74135

**Phone:** (918) 859-9343

**APPLICATION NO:** BLDR-120790-2022  *(PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)*

**Location:** 2019 N Evanston PI E

**Description:** Manufactured Housing Unit

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**INFORMATION ABOUT SUBMITTING REVISIONS**

Our review has identified the following code omissions or deficiencies in the project application forms, drawings, and/or specifications. The documents shall be revised to comply with the referenced code sections.

**REVISIONS NEED TO INCLUDE THE FOLLOWING:**

1. A copy of this deficiency letter
2. A written response as to how each review comment has been resolved
3. The completed revised/additional plans form (See attached)

**REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.**

**SUBMITTALS FAXED/EMAILLED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.**

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**IMPORTANT INFORMATION**

1. Submit two (2) sets of drawings if submitted using paper, or submit electronic revisions in “Supporting Documents”, if originally submitted on-line, for revised or additional plans. Revisions shall be identified with clouds and revision marks.

2. Information about zoning code, Indian nation council of government (INCOG), board of adjustment (BOA), and Tulsa metropolitan area planning commission (TMAPC) is available online at [www.inco.org](http://www.inco.org) or at INCOG offices at 2 W. 2nd St., 8th Floor, Tulsa, OK, 74103, Phone (918) 584-7526.

3. A copy of a “Record Search” **[IS][X] IS NOT** included with this letter. Please present the "Record Search" along with this letter to INCOG staff at time of applying for board of adjustment action at INCOG. Upon approval by the board of adjustment, INCOG staff will provide the approval documents to you for immediate submittal to our office. (See revisions submittal procedure above.)

(Continued)
1. **Site Plan**: Provide the width of the proposed driveway.

2. **Sec.5.020 Table 5-2**
   The submitted application indicates construction of a “Manufactured Housing Unit” per documents submitted to our office. The proposed Manufactured Housing Unit is located in an RS-3 Zoning District.
   
   **Review Comments**: Manufactured Housing Units are allowed in this zoning district by special exception. Apply for a Special Exception from the City of Tulsa Board of Adjustment (BOA) per Sec.70.120 to allow a Manufactured Housing Unit to be placed on your lot. Once you receive approval you will need to submit the approval documents to this office as a revision to your application for a building permit.

3. **Section 40.210 Manufactured Housing Units**
   **40.210-A** The application for a special exception must be accompanied by a written signed agreement by the applicant and the property owner to remove the manufactured housing unit within one year of the date of special exception approval.
   
   **40.210-B** The manufactured housing unit must be removed from the lot within one year of the date of special exception approval. The board of adjustment is authorized to extend the one-year limit through approval of a subsequent special exception if the (special exception) extension request is filed before expiration of the one-year time limit.
   
   **Review Comments**: Provide a written signed agreement to the BOA that the manufactured house will be removed within one year or seek a special exception from the BOA to extend the subsequent one-year time limit.

4. **35.010-H Manufactured Housing Unit**
   A manufactured housing unit is a principal residential building that complies with the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C. §5401, et seq.). Manufactured housing units are subject to the same regulations that apply to detached houses, except as modified by supplemental regulations of Section 40.210.
   
   **Review Comments**: Provide documentation indicating the date this manufactured housing unit was manufactured.
5. **90.090-A Measurement**

Required setbacks are measured from the applicable lot line, right-of-way, planned right-of-way or location referred to below. Building setbacks are measured to the nearest exterior building wall. Minimum setbacks that apply to other features (parking areas, fences, storage areas) are measured from the nearest point of the area or feature for which a setback is required. See §90.090-C for information on structures and building features that are allowed to occupy setback and yard areas in R zoning districts. **Unless otherwise expressly stated, no part of any structure may be located within the street right-of-way, nor within the planned right-of-way of streets shown on the major street and highway plan, nor within 25 feet of the centerline of the right-of-way on streets not shown on the major street and highway plan.**

1. Street setbacks are measured from the actual right-of-way line of the street (other than an alley), provided that if the following measurement results in a greater set-back, the greater setback applies:

   b. For streets not shown on the major street and highway plan, if the width of the right-of-way is 50 feet or less, the measurement must be taken from a point that is 25 feet from the centerline of the actual right-of-way.

**Review Comments:** Per the section above, the proposed MHU must be set back 25’ from the centerline of the street. Currently, 20’ is shown. Revise and resubmit the site plan showing the fence will be setback 25’ from the center of the street.

**Note:** Staff review comments may identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project. Requests for variances from the Board of Adjustment require proof of a hardship per Section 70.130.

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter. A hard copy of this letter is available upon request by the applicant.

Please notify Plans Examiner by email when you have submitted a revision. If you originally submit paper plans, revisions must be submitted as paper plans. If you submit online, revisions must be submitted online.

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**END – ZONING CODE REVIEW**

**NOTE:** THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A ZONING CLEARANCE PERMIT.
The Tulsa Comprehensive Plan identifies the subject property as part of an “Employment” Land Use designation and an “Area of Growth”. The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.

Employment areas contain office, warehousing, light manufacturing and high tech uses such as clean manufacturing or information technology. Sometimes big-box retail or warehouse retail clubs are found in these areas. These areas are distinguished from mixed-use centers in that they have few residences and typically have more extensive commercial activity. Employment areas require access to major arterials or interstates. Those areas, with manufacturing and warehousing uses must be able to accommodate extensive truck traffic, and rail in some instances. Due to the special transportation requirements of these districts, attention to design, screening and open space buffering is necessary when employment districts are near other districts that include moderate residential use.

STAFF ANALYSIS: The applicant is requesting a Special Exception to permit Moderate-Impact Medical Marijuana processing (Moderate-impact Manufacturing & Industry Use) in the IL district (Sec. 15.020, Table 15-2)

Moderate-impact Processing is defined as follows:
Medical Marijuana Uses are subject to the following supplemental regulations:

**SAMPLE MOTION:** Move to ________ (approve/deny) a **Special Exception** to permit a Moderate-impact Medical Marijuana Processing (Moderate-impact Manufacturing and Industry) Use in the IL District (Sec. 15.020, Table 15-2)

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.
- Subject to the following conditions (including time limitation, if any):
  
  The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Luke Hanson  
luke@jubelexotics.com  
Phone: 479-799-5252  
APPLICATION NO: COO-121940-2022  
(PLEASE REFERENCE THIS NUMBER WHEN CONTACTING OUR OFFICE)  
Location: 7450 E. 46th Pl. S.  
Description: Adding moderate-impact processing to grow facility

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:

1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)
4. BOARD OF ADJUSTMENT APPROVAL DOCUMENTS, IF RELEVANT

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. IF A DESIGN PROFESSIONAL IS INVOLVED, HIS/HER LETTERS, SKETCHES, DRAWINGS, ETC. SHALL BEAR HIS/HER OKLAHOMA SEAL WITH SIGNATURE AND DATE.

2. SUBMIT TWO (2) SETS OF DRAWINGS IF SUBMITTED USING PAPER, OR SUBMIT ELECTRONIC REVISIONS IN “SUPPORTING DOCUMENTS”, IF ORIGINALLY SUBMITTED ON-LINE, FOR REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

3. INFORMATION ABOUT ZONING CODE, INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 W. 2nd ST., 8th FLOOR, TULSA, OK, 74103, PHONE (918) 584-7526.

4. A COPY OF A “RECORD SEARCH” [X] [ ] IS NOT INCLUDED WITH THIS LETTER. PLEASE PRESENT THE “RECORD SEARCH” ALONG WITH THIS LETTER TO INCOG STAFF AT TIME OF APPLYING FOR BOARD OF ADJUSTMENT ACTION AT INCOG. UPON APPROVAL BY THE BOARD OF ADJUSTMENT, INCOG STAFF WILL PROVIDE THE APPROVAL DOCUMENTS TO YOU FOR IMMEDIATE SUBMITTAL TO OUR OFFICE. (See revisions submittal procedure above.).
Note: Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project. Requests for variances from the Board of Adjustment require proof of a hardship per Section 70.130.

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter. A hard copy of this letter is available upon request by the applicant.

Please Notify Plans Examiner By Email When You Have Submitted A Revision. If you originally submit paper plans, revisions must be submitted as paper plans. If you submit online, revisions must be submitted online.

1. **Sec.15.020 Table 15-1:** You are proposing a Moderate-impact Medical Marijuana Processing Facility in which the preparation, manufacture, processing or packaging of medical marijuana products by the holder of a medical marijuana processor license issued by the Oklahoma State Department of Health is conducted, in accordance with the terms of such license, and in which extraction processes are limited to use of non-flammable substances such as carbon dioxide, and to food based and water-based extraction. It is in an IL zoning district.

Review comment: A Moderate-impact Medical Marijuana Processing Facility use requires an approved BOA Special Exception to operate in an IL district. Submit a copy of the approved BOA Special Exception as a revision to this application.

Note: All references are to the City of Tulsa Zoning Code. Link to Zoning Code: [http://tulsaplanning.org/plans/TulsaZoningCode.pdf](http://tulsaplanning.org/plans/TulsaZoningCode.pdf)

Please notify the reviewer via email when your revisions have been submitted

END – ZONING CODE REVIEW

**NOTE:** THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A ZONING CLEARANCE PERMIT.
NOTES:

1. ADDRESS: 7450 E 46TH PLACE, TULSA, OK
2. WAREHOUSE SF: 13,400 SF - 134.5'X99.5'
3. OFFICE SF: 5,000 SF - 48'X99.5'
4. GROW ROOM SF: 9,000 SF - 45'X20'X10
5. CANOPY SF: 6,765 SF - 41'X16.5'X10

WORK ENVIRONMENT

- **PHASE**: EQUIPMENT
  - OFFICE: 6 OFFICE PER EMPLOYEE
  - STORAGE: 1 ROOM FOR MATERIAL
  - DATA: 1 ROOM FOR INTERNET
  - TRIM: 1 WORKSPACE TO PROCESS
  - DRY: 2 ROOM TO HANG PLANTS
  - CLEAN: 1 WAREHOUSE TRANSITION
  - BREAK: 1 RELAXATION & FOOD
  - BATHROOM: 4 ADA COMPLIANT & MOP SINK

- **MIDDLE AREA**: EQUIPMENT
  - GROW ROOMS: 4 SPECIALIZED GROW ROOMS
  - HALLWAY: 1 TRANSPORTATION HALLWAY
  - DOSING: 1 PUMPING/IRRIGATION
  - WORKSPACE: 1 TOOLS AND WORKSTATION

- **BACK AREA**: EQUIPMENT
  - DOORS: 1 1 OHD, 1 MAN DOOR
  - FIRE EXT.: 1 1 FIRE EXTINGUISHER
  - ARENA: ALL ENTIRE ROOM SPRINKLED

- **WORKSHOP**: EQUIPMENT
  - OPEN ROOM: 1 ~5,000 SF FOR STORAGE
  - FIRE SUPP.: 1

- **DOSING BASE**:
  - ROOM FOR INTERNET
  - WORKSPACE TO PROCESS

- **RELAXATION & FOOD**:
  - ROOM FOR INTERNET
  - WORKSPACE TO PROCESS

- **SAFE AND WORKSTATION**:
  - ROOM FOR INTERNET
  - WORKSPACE TO PROCESS

- **CO Required**:

Documents are not reviewed for Compliance with all aspects of electrical, mechanical, plumbing or elevator codes.

The City of Tulsa Office of the Building Inspector requires that this set of approved plans shall be kept at the building site, open to inspection of the Building Official or his authorized representative at all reasonable times. Plans are generally approved for issuance of a Building Permit. This approval does not constitute a waiver of any provisions of the Building Code, nor should it be construed that this approval constitutes a certification that all details shown are in compliance with the Code. These plans have not been reviewed for compliance with the Federal requirements of the Fair Housing Amendments Act of 1988. The City of Tulsa Building Code requires that this set of approved plans shall be kept at the building site, open to inspection of the Building Official or his authorized representative at all reasonable times. Documents are not reviewed for Compliance with all aspects of electrical, mechanical, plumbing or elevator codes. The owner or responsible party signs and certifies that all details shown are in compliance with the Code.
BOA-23408
19-13 26

Subject Tract

Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2020/2021

5.9
To whom it may concern:

I’m writing in response to a notice of hearing that was mailed to my place of business at 7457 E 46th Pl, directly across the street from the proposed modification action. I am asking the BOA to NOT APPROVE this action.

I have been operating in this location since 2015 and since 2018 have seen my place of business literally surrounded on all sides by these grow operations. These grow operations have violated City of Tulsa ordinance Section 40.225 part F which states:

“

F.
Medical marijuana grower operations, processing facilities and dispensaries must provide the following:

1. A ventilation/air filtration system that prevents odor from being detectable at the boundaries of the lot within which the building housing the medical marijuana grower operation, processing facility or dispensary is located, except that if such use is located in multiple-tenant building, the ventilation/air filtration system must prevent odor from being detectable outside the tenant space housing the use.

“

The day I received this letter I walked out of my place of business and into the street directly in front of said property and could smell marijuana odor emanating.

I have worked with Michael Ryder of the City Inspections department since 2020 in an elaborate cat and mouse game to cite and fine these businesses for their various violations. He can provide you with the various complaints I’ve filed. However, because of the way protocols are established the city inspector’s hands are tied in how they can cite if they don’t smell the odor the day they come out. We are literally at the mercy of which way the wind blows. And then there is the matter of every one of these businesses pointing a finger at the other if and when one is caught.

We do not need a MORE INTENSE use granted for this property. You the BOA have already granted one such variance behind my property and the problem got WORSE not better. I have written my councilor, I’ve written the OMMA, and no one will do anything. I’ve -tried- to work through the system and it has failed me at every turn.

As a business which is public facing, it is incredibly embarrassing for me to have to explain to customers that we are not the source of the odor nor are we partaking in such activity inside their property (automobiles). Customers likewise feel uncomfortable with leaving their property amongst such odors or smelling it inside their car when they leave. It is reasonable to assume we have lost business as customers have sought services elsewhere that don’t have to put up with such odors. These growing operations are not good neighbors and should not be approved for MORE noxious activity.
As the state has already declared a moratorium on new grower licenses, they are sending a message that we do not need more product. Therefore, the BOA does not need to grant a variance to produce more of something that has been determined we do not need.

Please consider those of us incumbent business and property owners who have had to put up with these nuisances and have tried to work within a system that has failed us.

DO NOT approve this variance.

Joseph Wallis
Wallis Holdings LLC
BOARD OF ADJUSTMENT
CASE REPORT

PREPARED BY: Austin Chapman

HEARING DATE: 08/23/2022 1:00 PM

APPLICANT: Keith Morgan

ACTION REQUESTED: Special Exception to permit an Accessory Dwelling Unit in the AG-R District (Sec. 45.031-D)

LOCATION: 7615 S. 26th W. Ave. ZONED: AG-R

PRESENT USE: Vacant TRACT SIZE: 93651.38 SQ FT

LEGAL DESCRIPTION: BEG 305.66W & 355.09S CENTER SEC 10 TH E305.41 S306.60 W305.50 N305.69 TO POB SEC 10 18 12 2.15ACS,

RELEVANT PREVIOUS ACTIONS: None.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an "Existing Neighborhood" and an "Area of Stability".

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

STAFF ANALYSIS: The applicant is requesting a Special Exception to permit an Accessory Dwelling Unit in the AG-R District (Sec. 45.031-D) Included in your packet is Sec. 45.031-D with the supplemental regulations for Accessory Dwelling Units. The property is included in the West Highlands/ Tulsa Hills Small Area Plan Area, included in that plan is a a goal stating the following, taken from page 13 of the West Highlands/ Tulsa Hills Small Area Plan available at http://tulsaplanning.org/plans/West-Highlands-Tulsa-Hills-Small-Area-Plan.pdf:

2.7 Support a change to the zoning code that enables a property owner to construct and rent an accessory dwelling unit (commonly known as “mother-in-law flat”) on their residential-zoned property. Support Board of Adjustment applications asking for such uses in this area.

SAMPLE MOTION: Move to _________ (approve/deny) a Special Exception to permit an Accessory Dwelling Unit in the AG-R District (Sec. 45.031-D)
• Per the Conceptual Plan(s) shown on page(s) _____ of the agenda packet.

• Subject to the following conditions (including time limitation, if any):
  ________________________________________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

SAMPLE MOTION:
Move to _________ (approve/deny) a Special Exception to permit an Accessory Dwelling Unit in the AG-R District (Sec. 45.031-D)

• Per the Conceptual Plan(s) shown on page(s) _____ of the agenda packet.

• Subject to the following conditions (including time limitation, if any):
  ________________________________________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Subject Property
supporting structure (excluding any guy lines) to the nearest point on the residential zoning district boundary line, excluding R-zoned freeways.

Section 45.030 Accessory Buildings and Carports in R Districts

45.030-A Accessory Building Size

1. **RE and RS-1 Districts**
   In RE and RS-1 districts, the total aggregate floor area of all detached accessory buildings, including accessory dwelling units, and accessory buildings not erected as an integral part of the principal residential building may not exceed 750 square feet or 40% of the floor area of the principal residential structure, whichever is greater. [1]

2. **RS-2, RS-3, RS-4, RS-5 and RM Districts**
   In RS-2, RS-3, RS-4, RS-5 or RM, zoned lots used for detached houses or duplexes, the total aggregate floor area of all detached accessory buildings, including accessory dwelling units, and accessory buildings not erected as an integral part of the principal residential building may not exceed 500 square feet or 40% of the floor area of the principal residential structure, whichever is greater. [1]

   [1] For detached accessory buildings, including accessory dwelling units, located within rear setbacks see §90.090-C2.

45.030-B Carports

Carports are allowed in R zoning districts. Any carport that occupies all or a portion of the street setback or street yard area must be approved in accordance with the special exception procedures of Section 70.120 and comply with the regulations of Section 90.090-C1.

Section 45.031 ADU, Accessory Dwelling Units in R, AG, and AG-R Districts

Section 45.031-A Definition

A dwelling unit that is located in an accessory building on the same lot as a detached house to which it is accessory and subordinate.

Examples of ADUs include carriage houses, garage apartments, and mother-in-law flats.

Section 45.031-B Purpose

1. The purpose of allowing accessory dwelling units within R, AG, and AG-R districts is to:
   a. accommodate new housing units while preserving the character of existing neighborhoods;
   b. allow efficient use of the city’s existing housing stock and infrastructure;
   c. provide housing options and choices that respond to varying income levels, changing household sizes and lifestyle needs; and
d. provide a means for residents—particularly seniors, single parents, and empty-nesters—to remain in their homes and neighborhoods, and obtain extra income, security, companionship and assistance.

2. The ADU supplemental regulations are also intended to help ensure that new buildings and modifications to existing buildings are designed with sensitivity to their context in terms of building placement, proportions, building materials, and similar design features.

Section 45.031-C Applicability

These regulations apply to all accessory dwelling units, as defined by Section 45.031-A.

Section 45.031-D Regulations

1. Where Allowed

Accessory dwelling units are allowed by special exception in RE, RS, AG, and AG-R districts on lots occupied by a detached house. Accessory dwelling units are allowed by right in RD, RT, RM and RMH districts on lots occupied by a detached house.

2. Number

No more than one accessory dwelling unit is allowed per lot.

3. Methods of Creation

An accessory dwelling unit may be created only through the following methods:

a. Constructing an accessory dwelling unit on a lot with a new or existing detached house; or

b. Converting or increasing existing floor area within an accessory building on a lot with an existing detached house.

4. Density (Minimum Lot Area and Lot Area per Unit)

No additional lot area or lot area per unit is required for the accessory dwelling unit.

5. Open space (Minimum open space per unit)

No additional open space is required for the accessory dwelling unit.

6. Accessory Dwelling Unit Size

a. RE and RS-1 Districts

In RE and RS-1 districts, the total aggregate floor area of all detached accessory buildings, including accessory dwelling units, may not exceed 750 square feet or 40% of the floor area of the principal residential structure, whichever is greater. [1]

b. RS-2, RS-3, RS-4, RS-5, and RM Districts
In RS-2, RS-3, RS-4, RS-5 or RM zoned lots used for detached houses, the total aggregate floor area of all detached accessory buildings, including accessory dwelling units, may not exceed 500 square feet or 40% of the floor area of the principal residential structure, whichever is greater. [1]

[1] For detached accessory buildings, including accessory dwelling units, located within rear setbacks, see Section 90.090-C2.

7. Building and Fire Codes

All accessory dwelling units are subject to applicable building and fire codes.

8. Additional Regulations for Accessory Dwelling Units

a. Entrances

Building entrances to accessory dwelling units may not face the nearest side or rear property line unless there is an alley abutting that property line.

b. Setbacks

An accessory dwelling unit must be located at least 10 feet behind the detached house. This required 10-foot separation distance must be open from the ground to the sky except that it may include walkways, patios, decks and similar structures that do not exceed 30 inches in height above finished grade.

c. Exterior Finish Materials

The exterior finish material of any new accessory dwelling unit must be the same or visually match in type, size and placement, the exterior finish material of the detached house.

d. Roof Pitch

The roof pitch any new accessory dwelling unit must be the same as the predominant roof pitch of the principal building.

Section 45.040 Compressed Natural Gas (CNG) Refueling Appliances

Private (restricted access), consumer-oriented (home), CNG refueling appliances are permitted as an accessory use to lawfully established household living uses in all zoning districts.

Section 45.050 Dumpsters

45.050-A Regulations

Dumpsters established or placed on or after the effective date specified in Section 1.030 are subject to the following regulations:

1. Dumpsters may only be placed with the written permission of the owner of the subject property.

2. Dumpsters must be located on a dustless, all-weather surface.

3. Dumpsters may not:

   a. Obstruct motorized or non-motorized traffic;
DEVELOPMENT SERVICES
175 EAST 2nd STREET, SUITE 450
TULSA, OKLAHOMA  74103-3227

ZONING CLEARANCE
PLAN REVIEW

March 1, 2022

Phone: (918) 549-5257

Keith Morgan
Morgan Custom Builders
20815 E 103rd St N
Claremore, OK 74019

APPLICATION NO:  BLDR-110326-2022  (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location:  7615 S 26th Ave W
Description:  Accessory Structure

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE
PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL
BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED
AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601.
THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE
PLANS EXAMINERS.

SUBMITTALS FAXED/EMAIL TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS OF DRAWINGS IF SUBMITTED USING PAPER, OR SUBMIT ELECTRONIC
   REVISIONS IN “SUPPORTING DOCUMENTS”, IF ORIGINALLY SUBMITTED ON-LINE, FOR
   REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND
   REVISION MARKS.

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   BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION
   (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT
   2 W. 2nd ST., 8th FLOOR, TULSA, OK, 74103, PHONE (918) 584-7526.

3. A COPY OF A “RECORD SEARCH” IS NOT INCLUDED WITH THIS LETTER. PLEASE
   PRESENT THE “RECORD SEARCH” ALONG WITH THIS LETTER TO INCOG STAFF AT TIME OF
   APPLYING FOR BOARD OF ADJUSTMENT ACTION AT INCOG. UPON APPROVAL BY THE BOARD
   OF ADJUSTMENT, INCOG STAFF WILL PROVIDE THE APPROVAL DOCUMENTS TO YOU FOR
   IMMEDIATE SUBMITTAL TO OUR OFFICE. (See revisions submittal procedure above.)

(Continued)
REVIEW COMMENTS

SECTIONS REFERENCED BELOW ARE FROM THE CITY OF TULSA ZONING CODE TITLE 42 AND CAN BE VIEWED AT WWW.CITYOFTULSA-BOA.ORG

Application No. BLDR-110326-2022 7615 S 26th Ave W March 1, 2022

Note: As provided for in Section 70.130 you may request the Board of Adjustment to grant a variance from the terms of the Zoning Code requirements identified in the letter of deficiency below. Please direct all questions concerning variances, special exceptions, appeals of an administrative official decision, Master Plan Developments Districts (MPD), Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape and screening plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to submit to our office documentation of any appeal decisions by an authorized decision making body affecting the status of your application so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf.

Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project.

1. Section 45.031-D Regulations Where Allowed:

   Accessory dwelling units are allowed by special exception in RE, RS, AG, and AG-R districts on lots occupied by a detached house. Accessory dwelling units are allowed by right in RD, RT, RM and RMH districts on lots occupied by a detached house.

   Review Comments: Apply to INCOG for a special exception to allow an Accessory Dwelling Unit in an AG-R zoned area.

2. Site Plan: Revise and resubmit the site plan to include dimensions to property lines.

3. 55.090-F Surfacing.

   All off-street parking areas must be surfaced with a dustless, all-weather surface unless otherwise expressly stated in this zoning code. Pervious pavement or pervious pavement systems are allowed subject to the supplemental regulations of §55.090-F4. Parking area surfacing must be completed prior to initiation of the use to be served by the parking.

   Review Comments: Revise the site plan to provide the driveway material to ensure it is a dustless all-weather parking surface from the public street to the proposed garage. If it is not, apply to the Board of Adjustment for a Variance (section 70.120) to allow a material other than an approved material meeting the requirements of 55.090-F.

Please notify the reviewer via email when your revisions have been submitted

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter.

A hard copy of this letter is available upon request by the applicant.
NOTE: PROPERTY NOT IN FLOOD PLAIN.

NOTE: CITY OF TULSA ENGINEERING ATLAS PANEL #666

NOTE: OUT BUILDING AND POOL TO BE SUBMITTED SEPARATELY FOR PERMIT.

CITY OF TULSA UTILITY CONTACT:
CHRIS KOVAC UTILITY COORDINATOR (918) 596-9649

LEGAL DESCRIPTION:
A TRACT OF LAND THAT IS IN SECTION 10, TOWNSHIP 20 NORTH, RANGE 7 EAST, TULSA COUNTY, STATE OF OKLAHOMA, FURTHER DESCRIBED AS
COMMENCING AT THE CENTER OF SECTION 10, TOWNSHIP 20 N., RANGE 7 E., TULSA COUNTY, OKLAHOMA, PLATTED AS WADDINGTON ADDITION TO THE TOWN OF TULSA, AND CONTAINING 2.15 ACRES MORE OR LESS.
NOTE: ICF BUILDING AND POOL TO BE SUBMITTED SEPARATELY FOR PERMIT.
Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2020/2021
Mr. Chapman,

We received a letter notice of a hearing before the board of adjustment today (8-12-22) on location 7615 S. 26th Ave. Case # BOA-23409 I contacted you by phone on the same day telling you about my concerns on a second dwelling, the permit for the home is already bigger than houses around it and to let them be permitted to add a second permitted resident would only increase the water flow from the aerobic system. We are already fighting off the water runoff from what they have been permitted to build on this property now. you're talking about two dwellings on aerobic system not to mention the overflow from a 45' x 20' pool, and a big fountain. all that water has to go somewhere and that somewhere is on the south and east neighbors. we are already in a regulatory flood plain below that property we don't need another dwelling, big pool, big water fountain and aerobic system added to our already runoff problems. please help us and put a stop to this overbuilding in an already water problem area.

thank You,

Mary
PREPARED BY: Austin Chapman

HEARING DATE: 08/23/2022 1:00 PM

APPLICANT: Blaise Tintong

ACTION REQUESTED: Special Exception to allow a Small (< 250 person capacity) Indoor Assembly & Entertainment Use with alcoholic beverage service in the CS District (Sec. 15.020, Table 15-2, Sec. 15.020-G, Table Note 2) Special Exception is required when the use is within 150-feet of a Residential District.

LOCATION: 6622 S. Lewis Ave. E.  

PRESENT USE: Commercial

TRACT SIZE: 59198.28 SQ FT


RELEVANT PREVIOUS ACTIONS:

Subject Property:

BOA-22877; On 06.09.20 the Board approved a Special Exception to allow a Small (< 250 person capacity) Indoor Assembly & Entertainment Use with alcoholic beverage service in the CS District within 150-feet of a residential district. The Board approved the use with the following conditions:

- use was limited to a 2-year time limit ending in June of 2022;
- event must end by 10:00 pm Sunday through Thursday and 12:00 am Friday and Saturday;
- Security must be provided at a ratio of 1 security guard per every 100 guests.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a “Mixed-use Corridor” and an “Area of Growth”.

Mixed-Use Corridors are Tulsa’s modern thoroughfares that pair high capacity transportation facilities with housing, commercial, and employment uses. Off the main travel route, land uses include multifamily housing, small lot, and townhouse developments, which step down intensities to integrate with single family neighborhoods. Mixed-Use Corridors usually have four or more travel lanes, and sometimes additional lanes dedicated for transit and bicycle use. The pedestrian realm includes sidewalks separated from traffic by street trees, medians, and parallel parking strips. Pedestrian crossings are designed so they are highly visible and make use of the shortest path across a street. Buildings along Mixed-Use Corridors include windows and storefronts along the sidewalk, with automobile parking generally located on the side or behind.

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.
STAFF ANALYSIS: The applicant is requesting a Special Exception to allow a Small (< 250 person capacity) Indoor Assembly & Entertainment Use with alcoholic beverage service in the CS District (Sec. 15.020, Table 15-2, Sec. 15.020-G, Table Note 2) Special Exception is required when the use is within 150-feet of a Residential District.

Sec. 40.040 of the Zoning Code contains the following supplemental regulations for an Assembly and Entertainment Use:

**Section 40.040 Assembly and Entertainment**

Whenever an assembly and entertainment use is located on a lot abutting an R or AG-R-zoned lot, a screening wall or fence must be provided along the common lot line in accordance with the F1 screening fence or wall standards of §65.070.C.

SAMPLE MOTION: Move to _______ (approve/deny) a Special Exception to allow a Small (< 250 person capacity) Indoor Assembly & Entertainment Use with alcoholic beverage service in the CS District within 150-feet of a Residential District (Sec. 15.020, Table 15-2, Sec. 15.020-G, Table Note 2)

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions (including time limitation, if any):
  
  ____________________________

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Comments and Questions:
None.

Board Action:
On MOTION of ROSS, the Board voted 5-0-0 (Bond, Radney, Ross, Shelton, Van De Wiele "aye"; no "nays"; no "abstentions"; none absent) to CONTINUE the request for a Special Exception to allow a manufactured housing unit in an RS-3 District (Section 5.020, Table 5-2); Special Exception to extend the time limit permanently (Section 40.210) to the June 9, 2020 Board of Adjustment meeting; for the following property:

S 1/2 LT 4 BLK 30, RED FORK, City of Tulsa, Tulsa County, State of Oklahoma

Action Requested:
Special Exception to allow a small (< 250-person capacity) Indoor Commercial Assembly & Entertainment use to serve or sell alcoholic beverages within 150 feet of a residential district (Section 15.020, Table 15-2 & Section 15.020-G, Table Note 2). LOCATION: 6622 South Lewis Avenue East (CD 2)

Presentation:
The applicant has requested a continuance to June 9, 2020.

Interested Parties:
There were no interested parties present.

Comments and Questions:
None.

Board Action:
On MOTION of ROSS, the Board voted 5-0-0 (Bond, Radney, Ross, Shelton, Van De Wiele "aye"; no "nays"; no "abstentions"; none absent) to CONTINUE the request for a Special Exception to allow a small (< 250-person capacity) Indoor Commercial Assembly & Entertainment use to serve or sell alcoholic beverages within 150 feet of a residential district (Section 15.020, Table 15-2 & Section 15.020-G, Table Note 2) to the June 9, 2020 Board of Adjustment meeting; for the following property:

Comments and Questions:
None.

Board Action:
On MOTION of BOND, the Board voted 5-0-0 (Bond, Radney, Ross, Shelton, Van De Wiele "aye"; no "nays"; no "abstentions"; none absent) to CONTINUE the request for a Special Exception to allow a manufactured housing unit in an RS-3 District (Section 5.020, Table 5-2); Special Exception to extend the time limit permanently (Section 40.210) to the June 23, 2020 Board of Adjustment meeting; for the following property:

S 1/2 LT 4 BLK 30, RED FORK, City of Tulsa, Tulsa County, State of Oklahoma

Action Requested:
Special Exception to allow a small (< 250-person capacity) Indoor Commercial Assembly & Entertainment use to serve or sell alcoholic beverages within 150 feet of a residential district (Section 15.020, Table 15-2 & Section 15.020-G, Table Note 2). LOCATION: 6622 South Lewis Avenue East (CD 2)

Presentation:
Stephen Doh, 4606 East 143rd Street South, Bixby, OK; stated he would like to have a venue to have corporate meetings, anniversaries, weddings, and birthdays; this is not going to be a night club. When he purchased the subject building, he thought it would be nice to allow his customers to serve alcoholic beverages at their events. The zoning allows for an event center to opened at that location. If he is permitted to do this, he would have his customer bring in people to serve the alcohol.

Mr. Van De Wiele asked Mr. Doh what the hours of operation would be for the event center. Mr. Doh stated he would not stay open past 1:00 A.M. Mr. Van De Wiele asked Mr. Doh if those hours would be seven days a week. Mr. Doh answered no and stated that it would be mostly weekends.

Ms. Radney asked Mr. Doh if all the food and all the alcohol would be catered. Mr. Doh stated there is no kitchen in the building, people would need to have their food or alcohol catered.

Interested Parties:
Cecilia Gable, 6603 South Zunis Avenue, Unit 2407, Tulsa, OK; stated she serves as a Board officer on the Board of Directors of the Royal Oaks Townhomes Homeowner's Association; she has lived there for over 25 years as an owner and as a renter. She is also in the resort industry where there is an entertainment center; she coordinates the reservations for weddings, receptions, corporate retreats and so forth, which is similar to what the applicant is requesting. Ms. Gable stated that she represents herself and has had homeowners e-mail and text their concerns regarding the proposed event center.

06/09/2020-1252 (15)
The building is only a few feet from two-bedroom townhomes where families reside, and 1:00 A.M. for any event with music, with or without alcohol, is not conducive to the environment. Out investors who lease out their units are very concerned that the units they own will be even harder to rent having that kind of problem in the area. She uses the word problem, with all due respect, because alcohol does tend to bring issues no matter how well it is policed. There have been multiple problems with the subject property about people not keeping it up on the applicant's side; the fence separating the properties. The area is very congested; her community is over 300 homes, and there is crime, homeless, and vagrants. The area does not need any more notoriety and she fears that is going to bring more into the area, and that is the consensus of homeowners. This is not the place for an event center to go in, that section of Tulsa with all the multi-family units and housing makes it not conducive. There are other areas in south Tulsa the applicant can put an event center in. Ms. Gable stated the area does not need the issue of more traffic or the fear that this will bring more problems in the area. The residents would like to maintain a quiet neighborhood that they pay good dues for.

Ms. Shelton asked Ms. Gable how many of residents of the condominium complex has she been in contact with regarding this request. Ms. Gable stated she sent out a mass e-mail to every owner which is about 220 owners, and they vehemently wrote back saying no to the request.

Ms. Radney asked Ms. Gable if there was an existing fence between the properties and if so, could she describe it. Ms. Gable stated there is an existing ten-foot wooden fence that the complex had to replace because the owner of the subject property did not maintain his side along the alley; the overgrowth grew into the condominium fence causing the fence to almost collapse; the City asked the condominium to replace the fence, and when the condominium asked the subject property owner to split the cost because it was his over growth to cause the destruction we were told it was not his problem.

Ms. Radney asked Ms. Gable if the fence she described belongs to the homeowner's association for the condominium community. Ms. Gable answered affirmatively.

Ms. Radney asked Ms. Gable about the parking. Ms. Gable stated the condominiums have a parking lot that borders the two properties, and the parking lot extends from 66th Street to 67th Street. That parking lot serves six buildings of twelve units each, so it does tend to fill up. In the past there have been problems with people from the center parking in the condominiums lots; that has stopped since the strip center has been empty. There is not a lot of parking in the subject property parking lot and that overflow will come into the condo parking lot causing a hardship for people that live in the condo community and have a permit to park there. The street parking is highly congested for guests that come to visit the condo residents because there is no visitor parking in the lots.
Mr. Van De Wiele asked Mr. Doh how he could have a potential of 249 people parking in 60 parking spaces because his request is for less than a 250 person capacity facility for the event center that is about 5,000 square feet and the building is about 15,000 square feet. Mr. Doh stated that he did contact the City, and this event center does not mean that there will be 250 people. The front section of the event area will be for people that just want to have meetings, so there will be no one time that there will be more than 20 people in the hall; people can also carpool.

Ms. Radney asked Mr. Doh if the event center is currently in use or is this a proposed use? Mr. Doh stated it is a proposed use because he just purchased the building.

Ms. Radney asked Mr. Doh if he had said that it will not be just one big 5,200 square foot space but that there will be smaller spaces in the building. Mr. Doh answered affirmatively. Mr. Doh stated the he will partition the building so there can be corporate meetings.

Ms. Radney asked Mr. Doh if he would have any issues with limiting the hours in which alcohol is served not going all the way to 1:00 A.M. in the morning. Mr. Doh stated during the week he can make sure that during the week he can limit that, but he plans to only have events on the weekends.

Comments and Questions:
Mr. Bond stated parking is a concern. He is not inclined right now to support this request. What he suggests is to give the applicant and Ms. Gable a chance to talk this over.

Mr. Van De Wiele stated that even though he may have the right to do this, 250 people is still a large gathering space. The reason the use or the sale or the serving of alcohol kicks this request to this Board is because that tends to drive the crowd sizes larger, potential for more noise, potential for later in the evening, and parking is an issue. Mr. Van De Wiele stated his concern is that at midnight, 1:00 A.M. during the week is a problem. That doesn’t necessarily just speak to the alcohol part of it but the alcohol part of it drives those types of events to go later and louder. When that is right next door to a residential area that gives him concern.

Ms. Ross stated that she thinks 250 people might be excessive for this space and the parking available and being on a crowded commercial street. If there is no other alternative for parking the customers will go behind the building and into the neighborhood.

Ms. Radney stated that she too shares concerns about noise and boisterous customers. She is not that concerned about the parking because she thinks this is in a new business paradigm especially for events. Ride Share is becoming more of the norm so she is not as concerned about the parking, but she would feel better about limited hours of operation.
Ms. Shelton stated she is sitting at a no on this request. She already has heartburn about the event center being so close to multi-family. The allowance of alcohol will drive more frequency and certain types of events that will run later and louder. That puts a burden on the homeowners on the enforcement side to make sure the applicant does his part. The only thing that could get her off a no is a very limited hours.

**Board Action:**
On MOTION of ROSS, the Board voted 5-0-0 (Bond, Radney, Ross, Shelton, Van De Wiele "aye"; no "nays"; no "abstentions"; none absent) to APPROVE the request for a Special Exception to allow a small (< 250-person capacity) Indoor Commercial Assembly & Entertainment use to serve or sell alcoholic beverages within 150 feet of a residential district (Section 15.020, Table 15-2 & Section 15.020-G, Table Note 2), subject to conceptual plan 4.10, 4.11 and 4.12 of the agenda packet. The hours of operation are to be Sunday through Thursday evenings are to end by 10:00 P.M. and on Friday and Saturday the event center must close at 12:00 midnight. Security is to be provided for all events where alcohol is served, and there are to be two guards per 100 attendees. The approval has a two-year time limitation to June 2022. The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare; for the following property:


22879—J. R. Donelson

**Action Requested:**
Variance of the parking area design standards to permit an existing gravel parking lot (Section 55.090). **LOCATION:** 5866 South 107th East Avenue (CD 7)

**Presentation:**
J. R. Donelson, 12820 South Memorial Drive, Bixby, OK; stated he represents Hitch and Trailers, and this is an existing business on the property. This property is zoned IL along with other properties on 107th East Avenue. The business and building have been in existence since 1998, and the area under discussion today has been a gravel surface for over 22 years. This surface and building existed prior to the City of Tulsa resurfacing 107th East Avenue a few years ago. The property is used to sell and rent trailers, but the parking area under discussion is used for the parking of equipment, trailers that hook up on the back of pickup trucks. The business has a dust abatement program in place and the owner, or the City of Tulsa has never received any complaints with regards to dust to the best of his knowledge. The business currently parks their clients on a concrete surface, but the trailers are situated on gravel. This property and a number of other properties in the City of Tulsa do have parking or storage areas for everything from trailers, heat exchangers, pressure vessels, large equipment, etc. All of...
ZONING CLEARANCE PLAN REVIEW

February 14, 2020

APPLICATION NO: ZCO-051934-2020

(Please reference this number when contacting our office)

Location: 6622 S. Lewis Ave.
Description: Event Center

INFORMATION ABOUT SUBMITTING REVISIONS

Our review has identified the following code omissions or deficiencies in the project application forms, drawings, and/or specifications. The documents shall be revised to comply with the referenced code sections.

Revisions need to include the following:

1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)
4. BOARD OF ADJUSTMENT APPROVAL DOCUMENTS, IF RELEVANT

Revisions shall be submitted directly to the City of Tulsa Permit Center located at 175 East 2nd Street, Suite 450, Tulsa, Oklahoma 74103, phone (918) 596-9601. The City of Tulsa will assess a resubmittal fee. Do not submit revisions to the plans examiners.

Submittals faxed / emailed to plans examiners will not be accepted.

Important Information

1. If a design professional is involved, his/her letters, sketches, drawings, etc. shall bear his/her Oklahoma seal with signature and date.
2. Submit two (2) sets of drawings if submitted using paper, or submit electronic revisions in "Supporting Documents", if originally submitted on-line, for revised or additional plans. Revisions shall be identified with clouds and revision marks.
3. Information about zoning code, Indian Nation Council of Government (INCOG), Board of Adjustment (BOA), and Tulsa Metropolitan Area Planning Commission (TMAPC) is available online at www.inco.org or at INCOG offices at 2 W. 2nd St., 8th floor, Tulsa, OK, 74103, phone (918) 584-7526.
4. A copy of a "Record Search" is not included with this letter. Please present the "Record Search" along with this letter to INCOG staff at time of applying for board of adjustment action at INCOG. Upon approval by the Board of Adjustment, INCOG staff will provide the approval documents to you for immediate submittal to our office. (See revisions submittal procedure above.).

(continued)
Note: As provided for in Section 70.130 you may request the Board of Adjustment (BOA) to grant a variance from the terms of the Zoning Code requirements identified in the letter of deficiency below. Please direct all questions concerning variances, special exceptions, appeals of an administrative official decision, Master Plan Developments Districts (MPD), Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape and screening plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7528. It is your responsibility to submit to our offices documentation of any appeal decisions by an authorized decision making body affecting the status of your application so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf. Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project.

Sec.15.020 Table 15-2: Your proposed event center is designated a Commercial/Assembly & Entertainment/Indoor (small < 250 person capacity) Use and is located in a C zoning district within 150' of an R zoned district. This is use is allowed at this location providing no intoxicating beverages or low-point beer are sold or served. Special exception approval is required if intoxicating beverages or low-point beer are sold or served, and the subject lot is located within 150 feet of any residential zoning district.

Review comment: The owner is required to submit a statement in writing that no intoxicating beverages or low-point beer will be sold or served at this location or a copy of the special exception, reviewed and approved per Sec.70.120, allowing intoxicating beverages or low-point beer to be served or sold.

Note: All references are to the City of Tulsa Zoning Code. Link to Zoning Code:

Please notify the reviewer via email when your revisions have been submitted

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter.

A hard copy of this letter is available upon request by the applicant.

END – ZONING CODE REVIEW

NOTE: THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A ZONING CLEARANCE PERMIT.
Subjects Tract
BOA-23410
18-13 06
Note: Graphic overlays may not precisely align with physical features on the ground.
Aerial Photo Date: 2020/2021
BOARD OF ADJUSTMENT
CASE REPORT

STR: 9308 Case Number: BOA-23411
CD: 4

PREPARED BY: Austin Chapman

HEARING DATE: 08/23/2022 1:00 PM

APPLICANT: Encino Custom 3D Products, LLC c/o Christian Ortiz

ACTION REQUESTED: Variance to allow signs within 50-feet of Residential Districts (Sec. 60.040-B.3); Variance to increase the number of allowed drive-through signs and to allow the drive-through signs to be within 50-feet of residential zoning districts (Sec. 60.030-B)

LOCATION: 1232 S. Harvard Ave. E. ZONED: CH

PRESENT USE: Commercial TRACT SIZE: 30850.15 SQ FT

LEGAL DESCRIPTION: LTS 8, 9, 10, 11 & 12 LESS E15 THEREOF & LESS S20 W20 LT 12 BLK 4, EAST LAWN ADDN City of Tulsa, Tulsa County, State of Oklahoma

RELEVANT PREVIOUS ACTIONS: None.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a “Main Street” and an “Area of Growth”.

Main Streets are Tulsa’s classic linear centers. They are comprised of residential, commercial, and entertainment uses along a transit-rich street usually two to four lanes wide and includes much lower intensity residential neighborhoods situated behind. Main Streets are pedestrian-oriented places with generous sidewalks, storefronts on the ground floor of buildings, and street trees and other amenities. Visitors from outside the surrounding neighborhoods can travel to Main Streets by bike, transit, or car. Parking is provided on street, small private off street lots, or in shared lots or structures.

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.

STATEMENT OF HARDSHIP: Topographic conditions.

STAFF ANALYSIS: The applicant is requesting a Variance to allow signs within 50-feet of Residential Districts (Sec. 60.040-B.3); and Variance to increase the number of allowed drive-through signs and to allow the drive-through signs to be within 50-feet of residential zoning districts (Sec. 60.030-B)
Facts staff finds favorable for variance request:
• None.

Facts Staff find unfavorable for the variance request:
• The applicant did not explain what topographic conditions have created on hardship for the property owner.
• The residential district to the West is on a lower grade than the subject property and per the photos in your packet it would be more visible and screening my not obscure the signage.
• The location of the signage is proposed because of the site layout and not unique conditions related to the property.

SAMPLE MOTION:

Move to _________ (approve/deny) a Variance to allow signs within 50-feet of Residential Districts (Sec. 60.040-B.3); and Variance to increase the number of allowed drive-through signs and to allow the drive-through signs to be within 50-feet of residential zoning districts (Sec. 60.030-B)

• Finding the hardship(s) to be__________________________________________.

• Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

• Subject to the following conditions ____________________________.

In granting the Variance the Board finds that the following facts, favorable to the property owner, have been established:
a. That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;

b. That literal enforcement of the subject zoning code provision is not necessary to achieve the provision’s intended purpose;

c. That the conditions leading to the need of the requested variance are unique to the subject property and not applicable, generally, to other property within the same zoning classification;

d. That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;

e. That the variance to be granted is the minimum variance that will afford relief;

f. That the variance to be granted will not alter the essential character of the neighborhood in which the subject property is located, nor substantially or permanently impair use or development of adjacent property; and

g. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this zoning code or the comprehensive plan.”
Subject property
SIGN PLAN REVIEW

May 23, 2022

Phone: 918-286-8535

Christian Ortiz
9810 E. 58th St.
Tulsa, OK 74146

APPLICATION NO: SIGN-118022-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location: 1244 S. Harvard Ave.
Description: Wall sign

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2ND STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS OF REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

2. INFORMATION ABOUT ZONING CODE, THE INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND THE TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 WEST 2ND STREET, 8TH FLOOR, TULSA, OK, 74103 OR TELEPHONE (918) 584-7526.

3. PRESENT THIS LETTER TO INCOG WHEN APPLYING FOR BOARD OF ADJUSTMENT OR PLANNING COMMISSION ACTION.

(Continued)
REVIEW COMMENTS

SECTIONS REFERENCED BELOW ARE FROM THE CITY OF TULSA ZONING CODE TITLE 42 AND CAN BE VIEWED AT WWW.INCOG.ORG

Application No. SIGN-118022-2022

This letter of deficiencies covers Sign Plan Review items only.

For ground, monument, pole & outdoor advertising structure sign applications only, you may receive additional letters from other disciplines such as Water/Sewer/Drainage for additional deficiencies regarding Utility Easement placement which are not addressed in this letter.

1. 60.040-B.3 Required Setbacks, Spacing and Separations

   Signs that are visible from an R or AG-R district (other than street, highway or freeway right-of-way) or from a designated residential development area must be separated from the R or AG-R district or residential development area by a minimum distance of 50 feet.

   **Review Comments:**

   The wall signs on the south elevation appear to be located closer than 50’ to the west property line, which abuts a residential zoning district. You may revise the site plan to show that no signs will be located within 50’ of a residential zoning district, or you may request a variance from the Board of Adjustment to permit a wall sign to be located closer than 50’ to a residentially zoned district.

NOTE: Please direct all questions concerning variances, special exceptions, appeals of an administrative official, Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to send the decision of any actions by the BOA or TMAPC affecting the status of your application for a Sign Permit to our office so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf.

END – ZONING CLEARANCE AND SIGN CODE REVIEW

NOTE: THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A CITY OF TULSA SIGN PERMIT.
SIGN PLAN REVIEW

May 23, 2022

Phone: 918-286-8535

Christian Ortiz
9810 E. 58th St.
Tulsa, OK 74146

APPLICATION NO: SIGN-118028-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location: 1244 S. Harvard Ave.
Description: Wall sign

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS OF REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

2. INFORMATION ABOUT ZONING CODE, THE INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND THE TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 WEST 2ND STREET, 8th FLOOR, TULSA, OK, 74103 OR TELEPHONE (918) 584-7526.

3. PRESENT THIS LETTER TO INCOG WHEN APPLYING FOR BOARD OF ADJUSTMENT OR PLANNING COMMISSION ACTION.

(Continued)
## REVIEW COMMENTS

SECTIONS REFERENCED BELOW ARE FROM THE CITY OF TULSA ZONING CODE TITLE 42 AND CAN BE VIEWED AT [WWW. INCOG. ORG](http://WWW. INCOG. ORG)

Application No. SIGN-118028-2022

This letter of deficiencies covers Sign Plan Review items only.

For ground, monument, pole & outdoor advertising structure sign applications only, you may receive additional letters from other disciplines such as Water/Sewer/Drainage for additional deficiencies regarding Utility Easement placement which are not addressed in this letter.

---

### 1. 60.040-B.3 Required Setbacks, Spacing and Separations

Signs that are visible from an R or AG-R district (other than street, highway or freeway right-of-way) or from a designated residential development area must be separated from the R or AG-R district or residential development area by a minimum distance of 50 feet.

**Review Comments:**

The wall signs on the west elevation appear to be located closer than 50’ to the west property line, which abuts a residential zoning district. You may revise the site plan to show that no signs will be located within 50’ of a residential zoning district, or you may request a variance from the Board of Adjustment to permit a wall sign to be located closer than 50’ to a residentially zoned district.

---

**NOTE:** Please direct all questions concerning variances, special exceptions, appeals of an administrative official, Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to send the decision of any actions by the BOA or TMAPC affecting the status of your application for a Sign Permit to our office so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf.

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## END – ZONING CLEARANCE AND SIGN CODE REVIEW

**NOTE:** THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A CITY OF TULSA SIGN PERMIT.
SIGN PLAN REVIEW

May 23, 2022

Phone: 918-286-8535

Christian Ortiz
9810 E. 58th St.
Tulsa, OK 74146

APPLICATION NO: SIGN-118033-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location: 1244 S. Harvard Ave.
Description: Wall sign

INFORMATION ABOUT SUBMITTING REVISIONS

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THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE
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PLANNING COMMISSION ACTION.

(Continued)
REVIEW COMMENTS

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Application No. SIGN-118033-2022

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--------------------------------------------------------------------------------------------------

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--------------------------------------------------------------------------------------------------

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--------------------------------------------------------------------------------------------------

END – ZONING CLEARANCE AND SIGN CODE REVIEW

NOTE: THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A CITY OF TULSA SIGN PERMIT.
Sign within 50' of [R] zone

Sign within 50' of [R] zone

Sign within 50' of [R] zone

Sign within 50' of [R] zone

SITE PLAN
8.12

SCHEDULE

N1 · (1) SIGN TYPE DBCL10-REMOTE-RW: CHANNEL LETTERS WITH REMOTE RACEWAY
N2 · (1) SIGN TYPE DBCL10-REMOTE-RW: CHANNEL LETTERS WITH REMOTE RACEWAY
N3 · (1) SIGN TYPE DBCL10-REMOTE-RW: CHANNEL LETTERS WITH REMOTE RACEWAY
N4 · (1) SIGN TYPE DBW13: SELF CONTAINED LOGO
N5 · (1) SIGN TYPE DBW13: SELF CONTAINED LOGO
N6 · (1) SIGN TYPE DBW13: SELF CONTAINED LOGO
N7 · (1) ADDRESS NUMBERS
N8 · (4) SIGN TYPE DBMENU-WM-SF: WALL MOUNTED MENU BOARD
N9 · (2) SIGN TYPE DBMENU-PM-DF: FREE STANDING MENU BOARD
N10 · (4) SIGN TYPE DBMENU-PM-SF: FREE STANDING MENU BOARD
N11 · (2) SNAP FRAMES 31¼”X41 ⅜”
N12 · (4) SNAP FRAMES 17”X11”
N13 · (1) SIGN TYPE DB-DIR-DT-DF: NON-ILLUMINATED D/F DIRECTIONAL
N14 · (1) SIGN TYPE DB-DIR-EO-DF: NON-ILLUMINATED D/F DIRECTIONAL
N15 · (1) SIGN TYPE DA-CLEARANCE BAR
N16 · (1) SIGN TYPE : NEW ILLUMINATED PYLON CUP SIGN

SIGN CODE

 ALLOWABLE SQ. FT.  PROPOSED SQ. FT.

LEGEND

NEW PROPOSED  EXISTING SIGN TO BE REPLACED  EXISTING SIGN TO BE REMOVED  EXISTING SIGN TO REMAIN

APPROVAL

<table>
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<th>Title</th>
<th>Date</th>
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VICINITY MAP  NOT TO SCALE

AERIAL PHOTO / SITE PLAN  NOT TO SCALE

Dutch Bros Coffee
OK #0405
1244 Harvard Ave
Tulsa, OK 74112

LOREN INDUSTRIES
12226 Coast Drive
Whittier, CA 90601
Tel: (562) 946-7545
Fax: (562) 949-5707
St. Lic.: 455415
Los Angeles, CA

TRADE REFERENCE NO.
12-21-0081R2
SIGNS AND MENUS

PAGE 1 OF 21

DUTCH BROS

ADDRESS
1244 Harvard Ave
Tulsa, OK 74112

Approval Signature

DATE
12/15/2021

PROJECT MANAGER
Joanne P.

MANAGER
Trong T.

ENGINEER
04/18/2022

ENGINEER
Trong T.
SCOPE OF WORK: MANUFACTURE & INSTALL (3) ILLUMINATED CHANEL LETTERS WITH REMOTE RACEWAYS

SIGN TYPE DBCL 10-REMOTE-RW: CHANNEL LETTERS WITH REMOTE RACEWAY
QTY. 3
TOTAL SQ. FT.: 28.33

SPECIFICATIONS:

LETTERS: RACEWAY BEHIND WALL
FACES: 1/8" WHITE ACRYLIC W/15T SURFACE VINYL OUTLINE 230-127 INTENSE BLUE
RETURNS: 30° ALUM, PAINTED TO MATCH PMS 7691C
TRIMCAP: 1" PAINTED TO MATCH PMS 7691C
ILLUMINATION: WHITE LED W/REMOTE POWER SUPPLY

COFFEE UNDERSCORE:
RETURNS: 30° ALUM, PAINTED TO MATCH PMS 7691C
TRIMCAP: 1" PAINTED TO MATCH PMS 7691C
ILLUMINATION: WHITE LED W/REMOTE POWER SUPPLY

COLOR SPECIFICATIONS:

- 230-015 YELLOW PSV PMS 116C
- 230-33 RED PSV PMS 1797C
- 230-127 INTENSE BLUE PSV PMS 300C
- PMS 7691C
- WHITE
**LETTERS:**

- 1/8" WHITE ACRYLIC W/1ST SURFACE VINYL, OUTLINE 230-127 INTENSE BLUE
- WHITE L.E.D.
- 1/8" ACM BACKS (LETTERS)

**COFFEE UNDERSCORE:**

- 1/8" WHITE ACRYLIC W/1ST SURFACE VINYL, 230-127 INTENSE BLUE, 230-33 RED AND 230-15 YELLOW
- WHITE L.E.D.
- 1/8" ACM BACKS (COFFEE UNDERSCORE)

**FASTENERS AS REQUIRED (PER WALL CONDITION):**

- (1/2" ALUM. SCREWS)
- #10 TEK SCREWS

**EXISTING WALL:**

- 3/8" ALUM. PRE COAT WHITE

**COVER:**

- 0.032" ALUM. PRE COAT WHITE

**RACEWAY DETAIL:**

- SCALE: 1" = 1'-0"

---

**LED LAYOUT**

- 67 LEDs @ 48.36W
- 48 LEDs @ 34.56W

---

**NOTES:**

- ELECTRICAL COMPONENTS TO BE UL LISTED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL LOCAL CODES.
- THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

**INSTALLATION SPECIFICATIONS:**

- All hardware should be corrosion resistant recommended mounting hardware:
  - Option 1: Screws or drywall over plywood substrate: 1/8" X 3" long hex head lag bolts & washers.
  - Option 2: Screws or drywall over subfloor substrate: 1/8" X 4" lag bolts & washers.
  - Option 3: Concrete or masonry: screws size #10 Tapcon anchors
  - Option 4: Sheet metal: 1/4" X 4" threaded rods & washers w/ 2/4" wing locking or 1 1/2" aluminum angle or 1/4" thick X 3" flat bars

**ELECTRICAL SPECIFICATIONS**

### LETTERS & COFFEE UNDERSCORE:

- (73) WHITE LED MODULES @ 0.72W EA. 53.56W TOTAL
- (1) 12V 60W POWER SUPPLIES @ 1.2 AMPS EA.
- TOTAL CIRCUIT LOAD: 1.2 AMPS @ 125 VAC

**GENERAL NOTES:**

1. INSTALLATION OF THE SIGN SHALL CONFORM TO THE REQUIREMENTS OF ARTICLE 680 OF NEC, UL 68 AND OTHER APPLICABLE LOCAL CODES.
2. BRANCH CIRCUIT:
   a. ALL BRANCH CIRCUITS FOR SIGNS MUST BE TOTALLY DECCCATED TO A MAIN CIRCUIT (INCLUDING DEDICATED GROUND AND DEDICATED NEUTRAL PER CIRCUIT).
   b. ELECTRICAL FOUNDATION MUST NOT SHARE WITH OTHER LOADS SUCH AS LIGHTING, AIR CONDITIONING, AND OTHER EQUIPMENT.
   c. PROPERTY SIZED GROUND WIRE THAT CAN BE TRACED TO THE BREAKER PANEL MUST BE PROVIDED.
3. UL AND DATA LABELS REQUIRED.
4. SIGNS SATISFY ALL REQUIREMENTS OF TITLE 24.
5. OUTDOOR SHADING TO ENSURE EITHER PHOTOCELL OR OUTDOOR ASTRONOMICAL Timer.
**SCOPE OF WORK: MANUFACTURE & INSTALL (3) ILLUMINATED WINDMILL LOGOS**

**COLOR SPECIFICATIONS:**

- 230-015 YELLOW PSV PMS 116C
- 230-33 RED PSV PMS 199C
- 230-127 INTENSE BLUE PSV PMS 300C
- PMS 7691C
- WHITE

**SPECIFICATIONS:**

**LOGO:**

- SELF CONTAINED
- 3/16" WHITE ACRYLIC W/1ST SURFACE VINYL OUTLINE 230-127 INTENSE BLUE
- RETURNS: .040" ALUM. PAINTED TO MATCH PMS 7691C
- TRIMCAP: 1" PAINTED TO MATCH PMS 7691C
- ILLUMINATION: WHITE LED W/SELF CONTAINED POWER SUPPLY

**GENERAL NOTES:**

1.) INSTALLATION OF THIS SIGN SHALL CONFORM TO THE REQUIREMENTS OF ARTICLE 600 OF NEC, UL 48 AND/OR OTHER APPLICABLE LOCAL CODES.

2.) BRANCH CIRCUIT:
   - A.) ALL BRANCH CIRCUITS FOR SIGNS MUST BE TOTALLY DEDICATED TO SIGNS INCLUDING DEDICATED GROUND AND DEDICATED NEUTRAL PER CIRCUIT.
   - B.) SIGN CIRCUITS MUST NOT BE SHARED WITH OTHER LOADS SUCH AS LIGHTING, AIR CONDITIONING AND OTHER EQUIPMENT.
   - C.) PROPERTY SIZED GROUND WIRE THAT CAN BE TRACKED TO THE BREAKER PANEL MUST BE PROVIDED.

3.) U.L. AND DATA LABELS REQUIRED

4.) SIGN SATISFIES ALL REQUIREMENTS OF TITLE 24.

5.) OUTDOOR SIGNAGE TO EMPLOY EITHER PHOTOCELL OR OUTDOOR ASTRONOMICAL TIMER.
ELECTRIC SIGN SECTION

This sign is intended to be installed in accordance with the requirements of Article 480 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

LED LAYOUT

NOTES:

- Electrical components to be UL Listed and installed in accordance with the National Electrical Code (NEC).
- All wiring shall be 12 GA.
- (1) 20 AMP-120V circuit to be brought to job site by licensed electrician.
- All signage will be UL12161 compliant and carry UL labels.

ELECTRICAL SPECIFICATIONS

LOGO:

(27) WHITE LED MODULES @ 0.72W EA = 19.44W TOTAL
(1) 12V 35W POWER SUPPLIES @ 1.1 AMPS EA.
(1) CUSTOMER PROVIDED 120V/20A/60HZ DEDICATED CIRCUIT REQUIRED

TOTAL CIRCUIT LOAD: 1.1 AMPS @ 120 VAC

INSTALLATION SPECIFICATIONS:

- All hardware should be corrosion resistant. Recommended mounting hardware:
  - Option 1: Stucco or dryvit over plywood substrate: #10 X 3” lag hex head lag bolts & washers.
  - Option 2: Stucco or dryvit over hollow substrate: 1/4” X 4” toggle bolts & washers.
  - Option 3: Concrete or masonry: screws size #10 Tapcon anchors
  - Option 4: Sheet metal: 1/4” X 4” threaded rods & washers w/ 24” wood blocking or 1 1/2” aluminum angle or 1/4” thick X 2” flat bars.

GENERAL NOTES:

1. INSTALLATION OF THIS SIGN SHALL CONFORM TO THE REQUIREMENTS OF ARTICLE 490 OF NEC, UL AND/OR OTHER APPLICABLE LOCAL CODES.
2. BRANCH CIRCUIT:
   A. ALL BRANCH CIRCUITS FOR SIGNS MUST BE TOTALLY DEDICATED TO SIGNS (INCLUDING DEDICATED GROUND AND DEPARTED NEUTRAL PER CIRCUIT).
   B. SIGN CIRCUITS MUST NOT BE SHARED WITH OTHER LOADS SUCH AS LIGHTING, AIR CONDITIONING, FAN, AND OTHER EQUIPMENT.
   C. PROPERTY OWNED DISTRIBUTION POWER WIRE THAT CAN BE TRACKED TO THE BREAKER PANEL MUST BE PROVIDED.
   D. UL AND MACRA LABELS REQUIRED
3. SIGN SATISFIES ALL REQUIREMENTS OF TITLE 24.
4. OUTDOOR SIGNS TO EMPLOY EITHER PHOTOCELL OR OUTDOOR ASTRONOMICAL TIMER

DESIGNER Signature

CONSTRUCTION MGR.

APPROVED BY:

Trong T.

DATE: 04/18/2022

TRADE SECRETS
12-21-0011R2
SIGNS AND MENUS

PAGE 10 OF 21

DUTCH BROS
1244 Harvard Ave
Tulsa, OK 74112

Approval Signature

DATE: 12/15/2021

PROJECT MANAGER
Joanne P.
SCOPE OF WORK: MANUFACTURE & INSTALL (1) NON-ILLUMINATED BUILDING ADDRESS

BUILDING ADDRESS
SCALE: 1 1/2'' = 1'-0''

ADDRESS NUMBERS:
FONT: ARIAL BOLD
MATERIAL: 1/8'' THICK ALUMINUM
COLOR: PAINTED SATIN WHITE
INSTALLATION: STUD MOUNTED FLUSH TO BUILDING

SIDE DETAIL
FULL SCALE

COLOR CODE

THREADED STUD

1/4'' ALUMINUM FC2 ADDRESS NUMBER

ADDRESS NUMBERS
QTY. 1
Scale: 1 1/2'' = 1'-0''

8.22
SCOPE OF WORK: MANUFACTURE & INSTALL (4) 5’F WALL MOUNTED MENU SIGNS

COLOR CODE
- DIGITAL PRINT
- DB CUSTOM DARK BLUE

A WALL-MOUNTED, BACKLIT MENU SIGN
- PRINTED MENU PANEL NOT INCLUDED
- LED OUTDOOR LIGHT BOX
- LOCKABLE HINGED DOOR
- ALUMINUM CONSTRUCTION

B PRINTED LIGHT GUIDE PANEL
- AS SEPARATE ORDER

SIGN TYPE: DB-MENU-WM-SF: WALL MOUNTED MENU BOARDS
QTY. 4
TOTAL SQ. FT.: 10.70

Scale: 1” = 1'-0"
SCOPE OF WORK: MANUFACTURE & INSTALL (2) D/F POST MOUNTED MENU SIGNS

FREESTANDING BACKLIT MENU SIGN
+ ASSEMBLE POST & MENU
+ FOOTING INSTALLED BY G.C.

COLOR CODE
- DIGITAL PRINT
- POWDER COATED
- DB CUSTOM DARK BLUE
- POWDER COATED SILVER

INSTALLATION ORIENTATION DETAIL
NOT TO SCALE

SIGN TYPE: DBMENU-PM-DF: FREE STANDING MENU BOARD
QTY. 2
TOTAL SQ. FT.: 10.70

CONCRETE FOOTING INSTALLED BY GC WITH ELECTRICAL CONDUIT IN THE CENTER OF THE PIER.

SCALE: 1" = 1'-0"
SCOPE OF WORK: MANUFACTURE & INSTALL (4) S/F POST MOUNTED MENU SIGNS

FREESTANDING BACKLIT MENU SIGN
- ASSEMBLE POST & MENU
- FOOTING INSTALLED BY G.C.
- 120 V @ 1.0 AMP

COLOR CODE
- DIGITAL PRINT
- DB CUSTOM DARK BLUE

POWDER COAT POST & CABINET TO MATCH DB CUSTOM DARK BLUE

INSTALLATION ORIENTATION DETAIL
NOT TO SCALE

CONCRETE, SIDEWALK

DRIVE-THRU LANE

PREFERRED INSTALL METHOD: EXPANSION BOLTS INTO EXISTING CONCRETE PAD.
ALTERNATE INSTALL METHOD: CONCRETE FOOTING INSTALLED BY GC WITH ELECTRICAL CONDUIT IN THE CENTER OF THE PIER WHERE APPROPRIATE.

SIGN TYPE DBMENU-PM-SF: FREE STANDING MENU BOARD
QTY. 4
TOTAL SQ. FT.: 10.7

Scale: 3" = 1'-0"

10 3/8" O.A. X 7" L.O.N.G
(4) H/LT KWN BOLTS

PIER FOOTING IN LANDSCAPE

3/8" DIA. X 7" LONG
(4) H/LT KWN BOLTS

3/8" DIA. X 7" LONG
(4) H/LT KWN BOLTS

18"
SCOPE OF WORK: MANUFACTURE & INSTALL (2) SNAP FRAMES

COLOR CODE:
- CLEAR ANODIZED ALUMINUM

Dimensions:
- 31 1/4"
- 29 1/4" V.O.
- 31"
- 5/4"
- 5/4"
- 0"-1/8"
- .063" PRE-COAT WHITE ALUMINUM BACK
- SCREW TO EXTERIOR WALL OF BUILDING

CLEAR ANODIZED ALUMINUM SNAP FRAME

.063" PRE-COAT WHITE ALUMINUM BACK

N11 SNAP FRAMES

QTY. 2

Scale: 1" = 1'-0"

NATURE

CONSTRUCTION MG.

CONSTRUCTION MG.

CONSTRUCTION MG.
SCOPE OF WORK: MANUFACTURE & INSTALL (4) SNAP FRAMES

COLOR CODE:
- CLEAR ANODIZED ALUMINUM

N12
SNAP FRAMES

CLEAR ANODIZED ALUMINUM SNAP FRAME

0.063" PRE-COAT WHITE ALUMINUM BACK

SCREW TO EXTERIOR WALL OF BUILDING

#10 SCREWS INTO WOOD (2X) TOP (2X) BOTTOM

.063" PRE-COAT WHITE ALUMINUM BACK

Scale: 1 1/2" = 1'-0"
SCOPE OF WORK: MANUFACTURE & INSTALL (1) D/F NON-ILLUMINATED DIRECTIONAL SIGN

COLOR CODE

PMS 541 C

WHITE REFLECTIVE VINYL

DIAMOND GRADE REFLECTIVE WHITE VINYL WITH DIGITALLY PRINTED PMS 541 C BLUE BACKGROUND
2” X 2” SQUARE TUBE ALUMINUM FRAME & POST WITH ALUMINUM FACES & 3/8” X 6” X 6” PLATE
FABRICATED .090 ALUMINUM BOLT COVER
PAINT PMS 541 C
INSTALL PLATE-MOUNT SIGN WITH HILTI KWIK BOLTS
PAD FOOTING INSTALLED BY GC

SIGN TYPE DBDIR-DT-DF: NON-ILLUMINATED D/F DIRECTIONAL
TOTAL SQ. FT.: 3.13
QTY. 1
Scale: 1 1/2” = 1’-0”
SCOPE OF WORK: MANUFACTURE & INSTALL (1) D/F POST MOUNTED DIRECTIONAL SIGN

EXIT ONLY

THANK YOU

SIGN TYPE: DBDIR-EO-DF: NON-ILLUMINATED D/F DIRECTIONAL

TOTAL SQ. FT.: 3.13

COLOR CODE

- PMS 541 C
- WHITE REFLECTIVE VINYL

N14

1"X2" ALUM. TUBE
2"X2" ALUM. TUBE
0.80" ALUM. FACIES

1/4" THK. ALUM. PLATE
1/2" HOLE

12" x 12" x 8" THICK CONCRETE PAD FOOTING
HILTI 1/2" DB KITZ SS 304
(DR 316) 2 3/8" MIN EMBED

DESIGNED BY:
BRADY FOOD MANUFACTURING CONSTRUCTION MGR.

DESIGNED BY:

1/4" ALUM. BOLT COVER

SCALE: 1 1/2" = 1'-0"

SCALE: 1 1/2" = 1'-0"

SCALE: 3" = 1'-0"
SCOPE OF WORK: MANUFACTURE & INSTALL (1) S/F POST MOUNTED DOUBLE ARM CLEARANCE BAR WITH PIVOTING ARMS

DIAMOND GRADE REFLECTIVE VINYL WITH DIGITALLY PRINTED BLUE

DRIVE THRU

REFLECTIVE BLUE PSV COPY

REFLECTIVE WHITE PSV COPY

PIVOT POINT

3/8" 4" x 4" STEEL PLATE GUSSETS
SET SCREW

FABRICATED .090 ALUMINUM BOLT COVER
1/16" CLEARANCE AROUND PIPE
(SEE PLATE DETAILS)

CURB

SIDE VIEW

ACM 'DRIVE-THRU' SIGN
3" SCH 40 STEEL PIPE WITH CAPPED END
5" SCH 40 STEEL PIPE
1" BLACK CHAIN
3" DIA. PLASTIC PIPE WITH END CAPS
4 1/2" SCH 40 STEEL PIPE

PLATE DETAIL

1/2" THICK X 10" DIA.
ROUND STEEL BASE PLATE

CUT OUT FOR
4 1/2" SCH 40 STEEL PIPE
11/16" DIA. HOLES

TOTAL SQ. FT.: 33.19

N15

SIGN TYPE DA-CLEARANCE BAR: S/F POST MOUNTED DOUBLE ARM CLEARANCE BAR W/PIVOTING ARMS

QTY. 1

Scale: 1/2" = 1'-0"
SCOPE OF WORK: MANUFACTURE & INSTALL (1) D/F INTERNALLY ILLUMINATED PYLON CUP SIGN

DBPY12
Scale: 3/8" = 1'-0"

Side View
3'-10 3/8"

Fabricated .080" aluminum returns for .100" painted DB Custom dark blue with .177" white acrylic faces & blue trim cap. Translucent vinyl applied to faces. 1,100K white GE NB1000 LED illumination.

Fabricated "cup" with .125" aluminum faces & return, 2" x 2" x .125" aluminum square tubular internal structural frame. Paint white.

LED illuminated channel wrap windmill .040" x 5" white returns & 1" white trim cap. .177" white acrylic faces with perforated 30% vinyl digitally printed T/M PMS 7891 C blue & opaque white outline.

Digitally printed "Dutch Bros" logo applied to sides.

Alisan Blue Skyline LED, 1" wide

New 10" steel pipe support structure painted DB Custom Dark Blue. Pipe size 1.50 by engineer.

COLOR CODE

- PANTONE 107 C YELLOW
- PANTONE 1795 C RED
- PANTONE 7891 C BLUE
- DB CUSTOM DK BLUE (POLE)
- WHITE
- 230-36 DARK BLUE (LID)
- 230-127 INTENSE BLUE (LID)
- 230-147 DEEP SKY BLUE (LID)

FOOTING TO BE EXCAVATED & CONCRETE POURED BY SIGN INSTALLER. POWER MUST BE SUPPLIED WITHIN 5' OF THE SIGN POLE LOCATION. FINAL CONNECTION BY SIGN INSTALLER.

SIGN TYPE: NEW ILLUMINATED PYLON CUP SIGN
TOTAL SQ. FT.: 102.5

ELEVATION
Scale: 1/4" = 1'-0"

1244 Harvard Ave
Tulsa, OK 74112

Approval Signature

DATE: 12/15/2021
PROJECT MANAGER: Joanne P.

04/18/2022
PREPARED BY: Trung T.
RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an “Existing Neighborhood” and an “Area of Stability”.

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

STATEMENT OF HARDSHIP: The house at 1703 S. Atlanta Pl. is the only ugly house left in the neighborhood and therefore deters and withholds property values of surrounding houses. Also the square footage of the house and the layout are undesirable and cramped for a family of more than one child. By extending the house as I have shown on the drawings it will more than double the value of the home.

STAFF ANALYSIS: The applicant is requesting Variance to reduce the required 20-foot rear setback and 15-foot side street setback in the RS-3 District ( Sec. 5.030-A, Table 5-3; Sec. 5.030-B Table Note [3] )
Facts staff finds favorable for variance request:

- There is a large sanitary sewer easement on the northside of the property that would restrict the buildable area on that side of the property.

Facts Staff find unfavorable for the variance request:

- None.

**SAMPLE MOTION:** Move to _________ (approve/deny) a Variance to reduce the required 20-foot rear setback and 15-foot side street setback in the RS-3 District (Sec. 5.030-A, Table 5-3; Sec. 5.030-B Table Note [3])

- Finding the hardship(s) to be__________________________.

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions ___________________________.

In granting the **Variance** the Board finds that the following facts, favorable to the property owner, have been established:

a. That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;

b. That literal enforcement of the subject zoning code provision is not necessary to achieve the provision’s intended purpose;

c. That the conditions leading to the need of the requested variance are unique to the subject property and not applicable, generally, to other property within the same zoning classification;

d. That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;

e. That the variance to be granted is the minimum variance that will afford relief;

f. That the variance to be granted will not alter the essential character of the neighborhood in which the subject property is located, nor substantially or permanently impair use or development of adjacent property; and

g. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this zoning code or the comprehensive plan.”

[3] For detached houses and duplexes on corner lots, the minimum side street setback along a non-arterial street may be reduced to **15 feet**, provided that the minimum setback for street-facing garage doors is 20 feet or 20 feet from the back of the sidewalk, whichever is greater. The street setback specified in
Subject Property. Red arrow indicates the location of proposed addition.

Northside of subject property
LOD No. 1

Lloyd Farmwald
1703 S. Atlanta Pl.
Tulsa, OK 74104

APPLICATION NO: BLDR-117047-2022  (PLEASE REFERENCE THIS NUMBER WHEN CONTACTING OUR OFFICE)

Project Location: 1703 S. Atlanta Pl.
Description: Addition and interior remodel

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)
4. BOARD OF ADJUSTMENT APPROVAL DOCUMENTS, IF RELEVANT

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS [4 SETS IF HEALTH DEPARTMENT REVIEW IS REQUIRED] OF REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

2. INFORMATION ABOUT ZONING CODE, INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 W. 2nd ST., 8th FLOOR, TULSA, OK, 74103, PHONE (918) 584-7526.

3. A COPY OF A “RECORD SEARCH” [I IS  I x I IS NOT] INCLUDED WITH THIS LETTER. PLEASE PRESENT THE “RECORD SEARCH” ALONG WITH THIS LETTER TO INCOG STAFF AT TIME OF APPLYING FOR BOARD OF ADJUSTMENT ACTION AT INCOG. UPON APPROVAL BY THE BOARD OF ADJUSTMENT, INCOG STAFF WILL PROVIDE THE APPROVAL DOCUMENTS TO YOU FOR IMMEDIATE SUBMITTAL TO OUR OFFICE. (See revisions submittal procedure above.).
1. Section 5.030-A Table of Regulations
The lot and building regulations of Table 5-3 apply to all principal uses and structures in R districts, except as otherwise expressly stated in this zoning code. General exceptions to these regulations and rules for measuring compliance can be found in Chapter 90. Regulations governing accessory uses and structures can be found in Chapter 45. RS-3 zoned lots require a 20’ rear setback per this table.

**Review Comment:** The south side of this lot is the rear of the lot, and the proposed addition only has a 5’ rear setback. Revise the plans to comply with the 20’ rear setback requirement, or you may seek a variance from the Board of Adjustment for an addition with a 5’ rear setback on an RS-3 zoned lot.

2. Section 5.030-A Table of Regulations, footnote [3]: For detached houses and duplexes on corner lots, the minimum side street setback along a non-arterial street may be reduced to 15 feet, provided that the minimum setback for street-facing garage doors is 20 feet or 20 feet from the back of the sidewalk, whichever is greater. The street setback specified in Table 5-3 applies along the other street.

**Review Comments:** The front porch extension appears to encroach into the required 15’ side street setback. Revise the plans to comply with the 15’ side street setback requirement, or you may seek a variance from the Board of Adjustment for an addition with less than a 15’ side street setback on an RS-3 zoned lot.

3. Section 55.090-C Stall size: Parking spaces must be at least 8.5 feet in width and 18 feet in length, exclusive of access drives and aisles. In parking areas where permanent wheel stops have been installed, 2.5 feet of the parking space length (depth) beyond the wheel stop may be counted as part of the required stall length if that area is unobstructed and not part of another parking stall, drive aisle or sidewalk.

**Review Comment:** Single family residences require two parking spaces. Now that you are taking away the attached garage, the driveway must be large enough to contain two required parking spaces of adequate size. These spaces must be entirely on the lot and may not take up space in the right of way. Submit a revised site plan that shows how you will meet this requirement, for example: a parking area that is at least 17 feet wide and at least 18 feet long, or a driveway that is at least 36 feet long and 8.5 feet wide. The driveway area used to satisfy the required parking space size should be entirely on the lot and not in the right of way. It must also be constructed of an all weather dustless material such as concrete.

The zoning review for your permit application will resume after these revised documents are submitted. Additional deficiencies may be found and are required to be resolved prior to approval of your application.

Note: Please direct all questions concerning variances, special exceptions, alternative landscape plans, alternative compliance parking ratios and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to submit to our offices documentation of any appeal decisions by an authorized decision making body affecting the status of your application so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf. Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project.

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter. A hard copy of this letter is available upon request by the applicant. Please Notify Plans Examiner By Email When You Have Submitted A Revision. If you originally submit paper plans, revisions must be submitted as paper plans. If you submit online, revisions must be submitted online.
Left front Elevation
garage repurpose/add on
See Floor plan A garage ext.

Garage extension

4.0x4.0 picture window

3.0 Entry door

3'x6' inset patio

$\frac{1}{4}'' = 1:0''$

Floor A
Stem wall
Footer
Existing House

9.7
Left Hand Elevation
North End View
See Floorplan H garage ext.

Residence Existing

New 40 yr Asphalt shingles

New Addition

- 8' F.H.
- 7' M.H.
- 3.0 H.O.

Existing soil Elevation

Cinder Block 8"

Existing Concrete Elevation

Finished Floor 11

New 8" Suntile siding

1/2" Rebar

New footer connected to existing

Cinder Block stub wall

9.8
Right Hand Elevation
South side

8" Smart Siding

gable vent

6-12 pitch

roof

8'
9'6"

8'
9'6"

W 26-40
W 26-40
W 26-40

concrete block

38'

9.9
Right Front  Road side  \( \frac{1}{4} " = 1 \cdot 0 " \)

Elevation (New addition)

- Replace flat roof overhang on front door, w/ gable over new 8'x8' slab and stairs.
- New 40 yr. Shingles on entire roof.
- 8'x8' concrete front porch leading.
- 6" Cedar posts w/ decorative siding on front landing area.
- New 8" Swant siding on entire house.
- New Addition
- Fascia to match existing.
- 3048: Front Door.
- W3040: Window.
- W3040: Window.
- Concrete: Stairs and pad.
- Cement Block: 16'
Roof pitch 6/12
2x4 Rafters 16" OC
Shingle Roof
1/2" OSB decking

Blown in R-30 Insulation

2x4 ceiling joists 8'-0" Flet.

DBL 2x4 plate

1x6 Smart Fascia

DBL 2x12 Header

1/2" OSB Sheathing

2x4 Insulation

2x4 Treated W/Polyform foam gasket at sill

1/2 x 12" Anchor Bolts 72" OC

2x10 floor joists

4 Rebar dowel in all corners and every 4" along all walls
2 - 3/8" Rebar on top
2 - 3/8" Rebar below

18" - 18" - 16"
Existing Structure

Closet

3048 Bifold 4'

Office/Bedroom

#4 Rebar every 4'

4' x 4' Picture window

21'' 13' 12'

2.5'' Floorplan A. garage ext.

2005 9.5'8" Mud room

Covered Entry
Concrete slab landing

3068 Entry door

2.6''

Architectural floor plan
New Addition

1/2'' = 1'0''

9.15
Architectural Foundation plan

Slanted lines = Existing structure
grey shaded = New foundation

1/4" = 1'-0"
New Driveway
Parking area

18' setback from S. Atlanta Pl.

House

Existing Driveway

5.19
S. Atlanta Pl.
Proposed 8'x8' Front Porch

15' setback line from S. Atlanta Pl.

Concrete Walk

Existing Landing

8'

25'

5.5' UE

S. Property Line

S. Utility Easement

E. 17 1/2

N

S. Atlanta Pl

Proposed Addition

16'

38'

9.20
ACTION REQUESTED: Special Exception to permit the storage of motorized vehicles on a surface other than one consisting of a dustless, all-weather surface outside of the required building setbacks to permit a gravel driveway (Sec. 55.090-F-2)

LOCATION: Residential

ZONED: RS-1

TRACT SIZE: 194278.79 SQ FT

LEGAL DESCRIPTION: LTS 2 & 7 BLK 6, LYNN LANE ESTATES

RELATIVE PREVIOUS ACTIONS: None.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a “New Neighborhood” and an “Area of Growth”.

The New Neighborhood designation is intended for new communities developed on vacant land. These neighborhoods are comprised primarily of single-family homes on a range of lot sizes but can include townhouses and low-rise apartments or condominiums. These areas should be designed to meet high standards of internal and external connectivity and shall be paired with an existing or new Neighborhood or Town Center.

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.

STAFF ANALYSIS: The applicant is requesting a Special Exception to permit the storage of motorized vehicles on a surface other than one consisting of a dustless, all-weather surface outside of the required building setbacks to permit a gravel driveway (Sec. 55.090-F-2):
The applicant is seeking to utilize gravel for a driveway stretching roughly 400-feet to a concrete parking area in front of the house. The portion inside the 35-foot street setback will be concrete including the portion inside the City of Tulsa Right-of-Way.

**SAMPLE MOTION:**

Move to _________ (approve/deny) a **Special Exception** to permit the storage of motorized vehicles on a surface other than one consisting of a dustless, all-weather surface outside of the required building setbacks to permit a gravel driveway (Sec. 55.090-F-2).

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions (including time limitation, if any):
  
  ________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
LOD Number: 03

CJ Flynn
Flynn Homes, LLC
7105 E 86th Pl. N.
Owasso, OK 74055

APPLICATION NO: BLDR-108557-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)

Location: 17009 E 14th St S
Description: New Single Family

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED/EMAILLED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. IF A DESIGN PROFESSIONAL IS INVOLVED, HIS/HER LETTERS, SKETCHES, DRAWINGS, ETC. SHALL BEAR HIS/HER OKLAHOMA SEAL WITH SIGNATURE AND DATE.

2. SUBMIT TWO (2) SETS OF DRAWINGS IF SUBMITTED USING PAPER, OR SUBMIT ELECTRONIC REVISIONS IN “SUPPORTING DOCUMENTS”, IF ORIGINALLY SUBMITTED ON-LINE, FOR REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

3. INFORMATION ABOUT ZONING CODE, INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 W. 2nd St., 8th FLOOR, TULSA, OK, 74103, PHONE (918) 584-7526.

4. A COPY OF A “RECORD SEARCH” [IS NOT INCLUDED WITH THIS LETTER. PLEASE PRESENT THE “RECORD SEARCH” ALONG WITH THIS LETTER TO INCOG STAFF AT TIME OF APPLYING FOR BOARD OF ADJUSTMENT ACTION AT INCOG. UPON APPROVAL BY THE BOARD OF ADJUSTMENT, INCOG STAFF WILL PROVIDE THE APPROVAL DOCUMENTS TO YOU FOR IMMEDIATE SUBMITTAL TO OUR OFFICE. (See revisions submittal procedure above.).

(Continued)
1. RESOLVED

2. 55.090-F Surfacing

All off-street parking areas must be surfaced with a dustless, all-weather surface unless otherwise expressly stated in this zoning code. Pervious pavement or pervious pavement systems are allowed subject to the supplemental regulations of Section 55.090-F.4. Parking area surfacing must be completed prior to initiation of the use to be served by the parking.

A hard surface, dustless material capable, during ordinary use, of withstanding without substantial deterioration, normal weather conditions. Gravel, rock or screenings alone, without use of a road surface binder, does not meet the definition of an all-weather surface.

01 – Review Comment: Revise the site plan to show the paving material of the driveway.

02 – Review Comment: Provide information that the Asphalt millings will have a binding agent that allows them to meet the requirements listed above or apply to the Board of Adjustments to be granted a special exception to use milled asphalt as a driveway surface.

03 – Review Comment: The asphalt binder proposed is a surface sealer. In order to ensure it meets code requirement, you will need to go the Board of Adjustments for a special exception for this application. Revise plans to traditional asphalt or another dustless all-weather material or apply to the BoA for a Special Exception.

Note: All references are to the City of Tulsa Zoning Code. Link to Zoning Code:

Please notify the reviewer via email when your revisions have been submitted

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter.

A hard copy of this letter is available upon request by the applicant.
Subject Tract

BOA-23413
19-14 11

Note: Graphic overlays may not precisely align with physical features on the ground.
Aerial Photo Date: 2020/2021

10.8
ACTION REQUESTED: Variance to allow projecting signs within 30-feet of other projecting signs (Sec. 60.040-B.2) Variance to increase the maximum number of signs allowed in a CH District (Sec. 60.080-C.2.b).

LOCATION: 2636 E. 11 St. S. ZONED: OL, CH

PRESENT USE: Hotel/ Retail TRACT SIZE: 43020.03 SQ FT

LEGAL DESCRIPTION: LTS 1 THRU 9 BLK 1 & LTS 1 & 2 & 25 & 26 BLK 2 & 10 VAC ALLEY BETWEEN BLKS 1 & 2 LESS E15.3 LTS 1 & 2 & LESS W9.7 LT 25 & LESS W9.7 S10 LT 26 BLK 2, MAX CAMPBELL ADDN, CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA

RELATIVELY PREVIOUS ACTIONS:

Subject property:

BOA-21231; On 03.08.11 the Board approved a variance to allow a projecting sign to extend above the top of the parapet wall and to increase the permitted height for a projecting sign from 25-feet to 35-feet and 11-inches.

BOA-17898; On 01.13.98 the Board approved a variance to allow a projecting sign inside the 50-foot setback from the centerline of E. 11th St.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a “Main Street” and an “Area of Growth”.

Main Streets are Tulsa’s classic linear centers. They are comprised of residential, commercial, and entertainment uses along a transit-rich street usually two to four lanes wide and includes much lower intensity residential neighborhoods situated behind. Main Streets are pedestrian-oriented places with generous sidewalks, storefronts on the ground floor of buildings, and street trees and other amenities. Visitors from outside the surrounding neighborhoods can travel to Main Streets by bike, transit, or car. Parking is provided on street, small private off street lots, or in shared lots or structures.

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.

STATEMENT OF HARDSHIP: The Campbell Hotel built in 1927, is a historic Route 66 structure. The landlord intends to convert the event center and storage space on the first floor to retail boutiques as per the original building operation, with historic-style neon signs eligible for Route 66 Neon Sign Grant Funding. Enforcement
of the current zoning code, which favors modern style buildings, would impeded the planned historical renovation and operation of the hotel, with small boutiques with individual neon projecting signs.

**STAFF COMMENTS:** The applicant is requesting a **Variance** to allow projecting signs within 30-feet of other projecting signs (Sec. 60.040-B.2) **Variance** to increase the maximum number of signs allowed in a CH District (Sec. 60.080-C.2.b).

60.040-B  **Required Setbacks, Spacing and Separations**

1. All parts of a sign must be set back at least 10 feet of a freeway planned right-of-way.

2. All on-premise projecting signs, roof signs and freestanding signs and all off-premise outdoor advertising signs must be separated from all other roof signs, projecting signs, freestanding signs and off-premise outdoor advertising signs by a minimum distance of 30 feet. Additional spacing requirements apply between off-premise outdoor advertising signs (See 60.080-F5).

60.080-C  **Sign Budget**

1. **Applicability**
   The sign budget provisions of this subsection govern the maximum aggregate number and combined area of all projecting, roof, freestanding and off-premise outdoor advertising signs allowed on a lot in mixed-use, commercial and industrial zoning districts, except as otherwise expressly stated.

2. **Maximum Number**
   a. **Lots with Frontage on Only Minor Streets**
      Lots with frontage on only minor streets are allowed a maximum of one freestanding or projecting sign per lot.

   b. **Lots with Frontage on Major Streets**
      The maximum aggregate number of projecting, freestanding and off-premise outdoor advertising signs allowed on lots with frontage on one or more major streets may not exceed the limits established in Table 60-2.

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Maximum Aggregate Number of Signs Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>CG, CH, and CBD</td>
<td>1 per 100 feet of major street frontage or fraction thereof</td>
</tr>
</tbody>
</table>

Table 60-2: Maximum Aggregate Number of Signs

The applicant is seeking a total of 9 signs some with a spacing of 15-feet between two sets of signs.

**Facts staff finds favorable for variance request:**
- The property is inside the Route 66 Overlay and the signs will utilize neon. The Overlay increase the sign display are allowance is the signs utilize neon as a part of the sign design.
- Building was built prior to the Zoning code being established.
- Building is all on one parcel which stretches the length of the block from S. Birmingham to Columbia Avenues.

**Facts Staff find unfavorable for the variance request:**
- The property owner is imposing the need for the additional signage by subdividing the event space.

**SAMPLE MOTION:** Move to _________ (approve/deny) a **Variance** to allow projecting signs within 30-feet of other projecting signs (Sec. 60.040-B.2) **Variance** to increase the maximum number of signs allowed in a CH District (Sec. 60.080-C.2.b).

- Finding the hardship(s) to be________________________________.
- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.
In granting the **Variance** the Board finds that the following facts, favorable to the property owner, have been established:

a. That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;

b. That literal enforcement of the subject zoning code provision is not necessary to achieve the provision's intended purpose;

c. That the conditions leading to the need of the requested variance are unique to the subject property and not applicable, generally, to other property within the same zoning classification;

d. That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;

e. That the variance to be granted is the minimum variance that will afford relief;

f. That the variance to be granted will not alter the essential character of the neighborhood in which the subject property is located, nor substantially or permanently impair use or development of adjacent property; and

g. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this zoning code or the comprehensive plan.”
Subject property facing East on 11th St.

Subject Property at the intersection of E. 11th St. and S. Birmingham Ave.
Double faced illuminated sign with neon.

Wall

3'6" L/E sign to edge of curb

CUSTOMER:
Campbell Hotel Variance

CITY AND STATE:
2636 e 11th st | Tulsa, OK 74104

DRAWN BY:
Martha Hernandez

SOLD BY:
Peter Jansen

DRAWING NUMBER:
220023-01

APPROVED BY:

DATE APPROVED:

Please proofread all information carefully for accuracy before signing. Any changes or corrections to the typographical and/or punctuation as well as the general layout. Revision notices on the original or second proof are not included in the original quoted price and will be charged accordingly. Any typographical and/or layout errors not found now will be the customer's responsibility.
Total Existing Square Footage: 69.6

Proposed Total Signage: 180 sqft
6 sign @ 30 sqft each

Tom's
15.6 sqft

Campbell Hotel
22 sqft

Jane's Deli
Currently removed,
32 sqft

CUSTOMER:
Campbell Hotel Variance

CITY AND STATE:
2636 e 11th st | Tulsa, OK 74104

DRAWN BY:
Martha Hernandez

SOLD BY:
Peter Jansen

DRAWING NUMBER:
220203-01

APPROVED BY:

DATE APPROVED:

Please proofread all information carefully for accuracy before signing. Any typographical or layout errors not listed here are the customer's responsibility.
APPLICATION NO: SIGN-117649-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location: 2636 E 11th St S
Description: Projecting Sign

INFORMATION ABOUT SUBMITTING REVISIONS

Our review has identified the following code omissions or deficiencies in the project application forms, drawings, and/or specifications. The documents shall be revised to comply with the referenced code sections.

Revisions need to include the following:
1. A copy of this deficiency letter
2. A written response as to how each review comment has been resolved
3. The completed revised/additional plans form (see attached)

Revisions shall be submitted directly to the City of Tulsa permit center located at 175 East 2nd Street, Suite 450, Tulsa, Oklahoma 74103, Phone (918) 596-9601. The City of Tulsa will assess a resubmittal fee. Do not submit revisions to the plans examiners.

Submittals faxed / emailed to plans examiners will not be accepted.

Important Information

1. Submit two (2) sets of revised or additional plans. Revisions shall be identified with clouds and revision marks.

2. Information about zoning code, the Indian Nation Council of Government (INCOG), Board of Adjustment (BOA), and the Tulsa Metropolitan Area Planning Commission (TMAPC) is available online at www.inco.org or at INCOG offices at 2 West 2nd Street, 8th floor, Tulsa, OK, 74103 or telephone (918) 584-7526.

3. Present this letter to INCOG when applying for Board of Adjustment or Planning Commission action.

(Continued)
This letter of deficiencies covers Sign Plan Review items only.

For ground, monument, pole & outdoor advertising structure sign applications only, you may receive additional letters from other disciplines such as Water/Sewer/Drainage for additional deficiencies regarding Utility Easement placement which are not addressed in this letter.

1. **60.080-B.2 Sign Budget: Maximum Area, Lots with Frontage on Major Streets**
   
   On-premise projecting signs are allowed in all mixed-use, commercial and industrial zoning districts. Projecting signs are counted against a lot’s allowed sign budget, pursuant to §60.080-C. They are also subject to the regulations of §60.080-D.

   **Review Comments:** Per table 60-2 of the Tulsa zoning code the max allowed sign budget for a lot with a frontage of 278.75’ would be 3 projecting or freestanding signs. In order to permit more than 3 signs BOA approval is required. Please contact INCOG for further instruction.

2. **60.040-B.2 Required Setbacks, Spacing, and Separations.**
   
   All on-premise projecting signs, roof signs and freestanding signs and all off-premise outdoor advertising signs must be separated from all other roof signs, projecting signs, freestanding signs and off-premise outdoor advertising signs by a minimum distance of 30 feet. Additional spacing requirements apply between off-premise outdoor advertising signs (See 60.080-F5)

   **Review Comment:** Please provide plans indicating a minimum space between signs. In order to permit spacing less than 30’ BOA approval is required. Please contact INCOG for further instruction.

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**NOTE:** Please direct all questions concerning variances, special exceptions, appeals of an administrative official, Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, plating, lot splits, lot combinations, alternative compliance landscape plans and all questions regarding (BOA) or (TMAPC) application forms and fees to an INCOG representative at 584-7526. It is your responsibility to send the decision of any actions by the BOA or TMAPC affecting the status of your application for a Sign Permit to our office so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf.

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**END – ZONING CLEARANCE AND SIGN CODE REVIEW**

**NOTE:** THIS CONSTITUTES A PLAN REVIEW TO DATE IN RESPONSE TO THE SUBMITTED INFORMATION ASSOCIATED WITH THE ABOVE REFERENCED APPLICATION. ADDITIONAL ISSUES MAY DEVELOP WHEN THE REVIEW CONTINUES UPON RECEIPT OF ADDITIONAL INFORMATION REQUESTED IN THIS LETTER OR UPON ADDITIONAL SUBMITTAL FROM THE APPLICANT.

KEEP OUR OFFICE ADVISED OF ANY ACTION BY THE CITY OF TULSA BOARD OF ADJUSTMENT OR TULSA METROPOLITAN AREA PLANNING COMMISSION AFFECTING THE STATUS OF YOUR APPLICATION FOR A CITY OF TULSA SIGN PERMIT.
Note: Graphic overlays may not precisely align with physical features on the ground.
Aerial Photo Date: 2020/2021

Subject Tract

BOA-23414
19-13 08

11.11
RELEVANT PREVIOUS ACTIONS:

Subject Property:

BOA-23337: On 05.10.22 the Board approved a Special Exception to permit a Dynamic Display sign in an Residential District containing a School Use. This approved sign has been abandoned in favor of the sign and sign location included in your packet.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an “Existing Neighborhood” and an “Area of Stability”.

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life

STAFF ANALYSIS: The applicant is requesting Special Exception to permit a Dynamic Display sign in an Residential District containing a School Use (Sec. 60.050-B.2.c). Included in your packet are the standards for Sec. 60.050 and 61.100 for Dynamic Display signs in a Residential District and the general Regulations for Dynamic Display Signs.
SAMPLE MOTION: Move to ________ (approve/deny) a Special Exception to permit a Dynamic Display sign in an Residential District containing a School Use (Sec. 60.050-B.2.c)

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions (including time limitation, if any):
  ____________________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Chapter 60 | Signs
Section 60.050 | Signs in R, AG, and AG-R Zoning Districts

60.040-D Dynamic Displays
Unless otherwise expressly stated, all signs that include a dynamic display are subject to the supplemental regulations of Section 60.100.

60.040-E Off-Premise Business Signs
Off-premise business signs may be approved for multi-tenant developments only when such developments are included in a mandatory development plan (See Section 70.040). The authority to approve off-premise business signs is intended to be used only when the location of the identified business or activity precludes placement of a sign that is visible to motorists and pedestrians along the highest (traffic) volume street that provides access to the subject development and when the result of the approval will be in keeping with the stated purposes of this chapter (§60.010-A). The intent of this off-premise business sign authorization is to provide flexibility in overcoming the locational and visibility challenges of lots within a mandatory development plan area, not to allow an overall increase in the amount of signage allowed or encourage a proliferation of signs within the area covered by the mandatory development plan. Any waiver, modification, or variance to the regulations of Section 60.040-E is considered a use variance and is thereby prohibited in accordance with §70.130-B1.

60.040-F Illumination
Except for authorized dynamic displays, the illumination on the face of any sign where illumination is permitted must be by constant light and may not exceed 70 foot candles measured at a distance of 2 feet from the face of the sign.

Section 60.050 Signs in R, AG, and AG-R Zoning Districts

60.050-A Applicability
The regulations of this section apply to signs in R, AG, and AG-R districts. See also the general regulations of Section 60.040.

60.050-B Signs Allowed
The following signs are allowed in R, AG, and AG-R districts in addition to any signs allowed pursuant to Section 60.030. On-premise roof signs, on-premise projecting signs and all off-premise outdoor advertising signs are prohibited in R, AG, and AG-R districts.

1. Apartment/Condo Buildings and Neighborhood and Subdivision Identification Signs
   a. Lots occupied by one or more apartment/condo buildings are allowed a maximum of one freestanding sign per street frontage and a maximum of one wall sign per building wall. Wall signs may not exceed 32 square feet in area.
   b. Residential neighborhoods and residential subdivisions, including manufactured housing parks, are allowed a single freestanding sign at each street entrance to the neighborhood or subdivision.
   c. The freestanding signs allowed by this section may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on...
the street frontage to which the sign is oriented. Maximum height may not exceed 20 feet.

2. **Nonresidential Uses**

   The following regulations apply to all principal nonresidential uses in R, AG, and AG-R districts.

   a. **Wall Signs**

      Nonresidential uses in R, AG, and AG-R districts are allowed a maximum of one wall sign per public building entrance. No individual wall sign may exceed 32 square feet in area. In buildings with multiple public building entrances, the sign area of all wall signs may not exceed 32 square feet in the aggregate.

   b. **Freestanding Signs**

      Nonresidential uses in R, AG, and AG-R districts are allowed a maximum of one freestanding sign per street frontage. Allowed freestanding signs are subject to a maximum height limit of 20 feet and may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

   c. **Dynamic Displays**

      Dynamic displays are prohibited in R, AG, and AG-R districts except that on a lot occupied by an allowed public, civic or institutional use, the board of adjustment is authorized to approve a special exception for the allowed wall sign or the allowed freestanding sign to include a dynamic display.

      (1) The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.

      (2) The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.

      (3) Dynamic displays in R, AG, and AG-R districts may operate only between the hours of 7:00 a.m. and 9:00 p.m. unless otherwise expressly approved through the special exception process.

      (4) Dynamic displays are subject to the dynamic display regulations of Section 60.100.
a. Off-premise outdoor advertising signs;
b. Dynamic displays;
c. Inflatable signs; and
d. Roof signs.

60.090-E  MPD District
Except as otherwise expressly allowed as part of an approved MPD development plan:
1. Residential development areas are subject to the sign regulations that apply to R districts; and
2. Nonresidential development areas are subject to the sign regulations that apply to CS districts.

Section 60.100  Dynamic Displays
The supplemental regulations of this section apply to all signs with dynamic displays. Except as otherwise expressly stated, these regulations apply whether incorporated into off-premise outdoor advertising signs or on-premise signs that are allowed to include a dynamic display.

60.100-A The images and messages displayed on a dynamic display must have a minimum dwell time of at least 8 seconds and may not contain any movement, animation, audio, video, pyrotechnics or other special effects.

60.100-B The transition or change from one message to another must occur in one second or less and involve no animation or special effects.

60.100-C The images and messages displayed must be complete in and of themselves within the required dwell time.

60.100-D Dynamic displays may not be located within 50 feet of the driving surface of a signalized intersection, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the intersection.

60.100-E Dynamic displays may not be located within or within 20 feet of the driving surface of a street, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the street curb or edge of the traveled roadway marked or understood as such.

60.100-F Dynamic displays may not be located within 200 feet of any of the following: (1) an R or AG-R district (other than street, highway or freeway right-of-way); (2) a residential development area. This separation distance does not apply if the dynamic display is not visible from the referenced district, area or lot, and the requirements may be modified in R, AG, and AG-R districts if approved through the special exception process. Required separation distances must be measured horizontally in a straight line from the nearest point on a sign structure to the nearest point of an R or AG-R district or residential development area boundary.

60.100-G Dynamic displays must be equipped with a default mechanism that freezes the display in one position or presents a static or blank display if a malfunction occurs.
60.100-H Dynamic displays must be equipped with a light detector/photocell that automatically adjusts the display’s brightness according to natural ambient light conditions.

60.100-I The maximum brightness level of a dynamic display may not exceed 6,500 nits (candelas per square meter) during daylight hours or 500 nits between 30 minutes after sunset and 30 minutes before sunrise, as those times are determined by the National Weather Service (Actual Time). Brightness must be measured from the brightest element of the sign’s face.

60.100-J Any outdoor advertising sign that includes a dynamic display that was lawfully established before January 1, 2010, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display. This spacing limitation does not apply between signs separated by a freeway. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.

60.100-K Except as provided in §60.100-I, any outdoor advertising sign that includes a dynamic display and that was approved by a permit issued on or after January 1, 2009, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display facing the same traveled way. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.

Section 60.110 Administration

60.110-A Any person proposing to erect any sign requiring a sign permit must submit a sign permit application to the development administrator. Applications for such permit must be accompanied by detailed plans, including scaled drawings of the proposed sign, a detailed site plan and other information deemed necessary by the development administrator to determine compliance with applicable regulations.

60.110-B Sign permit fees must be paid prior to the issuance of a sign permit.

60.110-C If the work associated with a sign permit has not been completed within 180 days of the date of the issuance of the permit, such permit will lapse and become null and void.

Section 60.120 Nonconforming Signs
See Section 80.060.

Section 60.130 Rules of Measurement

60.130-A Sign Area

1. Signs Enclosed in Frames or Cabinets
The area of a sign enclosed in a frame or cabinet is determined based on the outer dimensions of the frame or cabinet surrounding the sign face (see Figure 60-2).
Thanks to Tulsa voters who approved funding for digital marquees in the 2021 bond package, Tulsa Public Schools will be submitting requests for approval for approximately 45 digital school marquees over the next year. The district is sensitive to neighborhood concerns and aware of city regulations. We intend to adhere to all elements of the Tulsa Zoning Code including those of Section 60.100 relating to dynamic displays.

Nearly all of the marquees will be replacing older, manually managed signs. Schools are truly excited about this opportunity to install dynamic digital signs for several reasons including:

**Improved communication with families and neighbors:**
- Messages can be easily displayed in multiple languages to match community needs
- Displays can be quickly changed to share emergency information when needed
- Sharing information about multiple and varied school activities helps spark and grow family and neighborhood interest and connections

**Improved safety:**
- The displays can be centrally managed via a cellular network to quickly share emergency notifications in multiple languages if needed. Messages can be controlled individually by school, by neighborhood or district wide.
- School staff will no longer need to climb on ladders in challenging weather to change out manual marquees.

**Improved appearance and perception of our schools:**
- New marquees will brighten and modernize the look and “curb appeal” of our schools and show the community that we are investing in our children, schools, and neighborhoods.

We know the importance of keeping families informed and we use multiple lines of communication to reach the families of our more than 33,000 students. We see the digital marquees as another valuable tool, especially for families who don’t have reliable access to internet and technology. The marquee project was one of the bond items that generated the most positive response from parents and school leaders during the 2021 bond election and we look forward to meeting with members of the Board of Adjustment to discuss this work and answer any questions. We appreciate your time and consideration.

Sincerely,

Jorge Robles
Chief Finance and Information Officer
Tulsa Public Schools
SIGN PLAN REVIEW

July 14, 2022

Bryan Broaddrick
18 E. Hobson Ave.
Sapulpa, OK 74066

Phone: 918-638-8035

APPLICATION NO: SIGN-121317-2022 (PLEASE REFERENCE WHEN CONTACTING OUR OFFICE)
Location: 12150 E. 11th St.
Description: Freestanding sign with dynamic display

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:
1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT 175 EAST 2ND STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601. THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. SUBMIT TWO (2) SETS OF REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

2. INFORMATION ABOUT ZONING CODE, THE INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND THE TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT 2 WEST 2ND STREET, 8TH FLOOR, TULSA, OK, 74103 OR TELEPHONE (918) 584-7526.

3. PRESENT THIS LETTER TO INCOG WHEN APPLYING FOR BOARD OF ADJUSTMENT OR PLANNING COMMISSION ACTION.

(Continued)
1. **Section 60.050-B.2.c Signs in R and AG Zoning Districts:** Dynamic displays are prohibited in R districts and AG districts except that on a lot occupied by an allowed public, civic or institutional use, the board of adjustment is authorized to approve a special exception for the allowed wall sign or the allowed freestanding sign to include a dynamic display.
   (1) The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.
   (2) The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.
   (3) Dynamic displays in R districts and in AG districts may operate only between the hours of 7:00 a.m. and 9:00 p.m. unless otherwise expressly approved through the special exception process.
   (4) Dynamic displays are subject to the dynamic display regulations of Section 60.100.
   **Review comments:** INCOG staff have stated that due to the new sign style and location, a separate special exception from the Board of Adjustment would be necessary. The previous BOA approval only applied to that sign in that location. Now that the style and location have changed, you would need to request a new special exception from the Board of Adjustment for this dynamic display sign and location.

2. **Section 60.100-E Dynamic Displays**
   Dynamic displays may not be located within 20 feet of the driving surface of a street, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the street curb or edge of the traveled road-way marked or understood as such.
   **Review comments:** Revise the site plan to show the distance from the leading edge of the dynamic display to the street curb. If the proposed dynamic display sign is within 20’ of the curb, apply for a variance from the BOA to permit a sign with a dynamic display to be located less than 20’ from the driving surface of E. 11th St.

3. **Section 60.110-A Administration**
   Any person proposing to erect any sign requiring a sign permit must submit a sign permit application to the development administrator. Applications for such permit must be accompanied by detailed plans, including scaled drawings of the proposed sign, a detailed site plan and other information deemed necessary by the development administrator to determine compliance with applicable regulations.
   **Review comments:** Please provide a full site plan showing the distance from the leading edge of the sign to the center of 11th St., and from the leading edge of the dynamic display to the curb.

The sign review will resume once the required revised plans and/or BOA approval paperwork is submitted.

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**Note:** Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of
East Central High School
12150 E 11th Street
Tulsa, OK 74128

Note: Will be using current sign location for new sign
Subject Tract
BOA-23415
19-14 08
Aerial Photo Date: 2020/2021
Note: Graphic overlays may not precisely align with physical features on the ground.
RELEVANT PREVIOUS ACTIONS: None.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an "Existing Neighborhood" and an "Area of Stability".

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

STATEMENT OF HARDSHIP:

The Subject Property is uniquely large footprint combined with a residence located near the front of the property and no pool unlike many other lots in the neighborhood. This allows for a large amount of space for storage in the rear yard. My neighbors in the area use parts of lots to store items outdoors and the property owners would like to avoid such unsightly storage and build a storage building in the rear yard as others in the neighborhood have done.

STAFF ANALYSIS: The applicant is requesting Variance to allow the floor area of a detached accessory building to exceed 750 square feet and 40% of the floor area of the principal residential structure (Sec. 45.030-A.1)
That applicant is proposing a 40-feet x 50-feet (2,000 square feet) detached accessory building. Per the county assessor the existing home is listed at 2,283 square feet, which would permit them 913 square feet of accessory building.

Facts staff finds favorable for variance request:
- The minimum lot size in an RS-1 District is 13,500 square and this property sits 45,394.06 square feet.
- Proposed accessory building is not shown to be located in in any setbacks.

Facts Staff find unfavorable for the variance request:
- The proposed building will be in near equal proportions of the existing house. It is unclear how a building that large is accessory to a residential use.
- Existing residential house does currently have an attached garage space fronting 25th street.

SAMPLE MOTION:

Move to _________ (approve/deny) a Variance to allow the floor area of a detached accessory building to exceed 750 square feet and 40% of the floor area of the principal residential structure (Sec. 45.030-A.1):

- Finding the hardship(s) to be________________________________.

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.

- Subject to the following conditions ___________________________.

In granting the Variance the Board finds that the following facts, favorable to the property owner, have been established:

a. That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;

b. That literal enforcement of the subject zoning code provision is not necessary to achieve the provision’s intended purpose;

c. That the conditions leading to the need of the requested variance are unique to the subject property and not applicable, generally, to other property within the same zoning classification;

d. That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;

e. That the variance to be granted is the minimum variance that will afford relief;

f. That the variance to be granted will not alter the essential character of the neighborhood in which the subject property is located, nor substantially or permanently impair use or development of adjacent property; and

g. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this zoning code or the comprehensive plan."
Subject Property
EXHIBIT “A”

Lot Fourteen (14), Block Ten (10), JOHANSEN ACRES EXTENDED, an addition to the City of Tulsa, Tulsa County, State of Oklahoma, according to the recorded plat thereof.

6074598.1
BACKGROUND

The property at issue in the request (the “Subject Property”) is a large 45,425 square foot lot located at 7373 E. 25th Place in Tulsa. As can be seen from the Plot Plan exhibit attached to this application, the single-family home on the property sits roughly 50 feet from the front property (along East 25th Place) line and the remainder of the property is completely vacant back to the back property line.

The property owners purchased the Subject Property in 2009 with the goal of not only living in the single-family home located on the Subject Property but also taking advantage of the generous size of the property for storage and additional uses as others have in the area.

REQUEST FOR RELIEF

The applicant is seeking a variance from Section 45.030-A to allow a 40' by 50' storage (2,000 square feet) building and shop at the rear of the Subject Property on which the single-family home is approximately 2,283 square feet. The dimensions of the proposed structure are included in the attached graphics. It should be noted from the attached Plot Plan exhibit that the generous size of the Subject Property allows for this structure to be constructed in accordance without the need for any additional relief from the setback requirements of the City of Tulsa Zoning Code.

HARDSHIP

The Subject Property is uniquely large footprint combined with a residence located near the front of the property and no pool unlike many other lots in the neighborhood. This allows for a large amount of space for storage in the rear yard. My neighbors in the area use parts of lots to store items outdoors and the property owners would like to avoid such unsightly storage and build a storage building in the rear yard as others in the neighborhood have done.
DESCRIPTION

Lot Fourteen (14), Block Ten (10), JOHANSEN ACRES EXTENDED to Tulsa, Tulsa County, State of Oklahoma, according to the recorded plat thereof, also known as 7373 E 25th Place.
BOARD OF ADJUSTMENT  
CASE REPORT  

STR: 9311  
CD: 5  

PREPARED BY: Austin Chapman  

HEARING DATE: 08/23/2022 1:00 PM  

APPLICANT: Ethan Morris  

ACTION REQUESTED: Special Exception to permit High-Impact Medical Marijuana processing High-impact Manufacturing & Industry Use) in the IM district (Sec. 15.020, Table 15-2)  

LOCATION: 6943 E 12 ST S  

ZONED: IM  

PRESENT USE: Industrial  

TRACT SIZE: 30012.96 SQ FT  

LEGAL DESCRIPTION: LT 12 BLK 2, SHERIDAN INDUSTRIAL DISTRICT  

RELEVANT PREVIOUS ACTIONS: None.  

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an “Employment” land use designation and an “Area of Growth”.  

Employment areas contain office, warehousing, light manufacturing and high tech uses such as clean manufacturing or information technology. Sometimes big-box retail or warehouse retail clubs are found in these areas. These areas are distinguished from mixed-use centers in that they have few residences and typically have more extensive commercial activity. Employment areas require access to major arterials or interstates. Those areas, with manufacturing and warehousing uses must be able to accommodate extensive truck traffic, and rail in some instances. Due to the special transportation requirements of these districts, attention to design, screening and open space buffering is necessary when employment districts are near other districts that include moderate residential use.  

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.  

STAFF ANALYSIS: High-impact Processing is defined as follows:  

**High-impact Medical Marijuana Processing Facility**  
An establishment in which the preparation, manufacture, processing or packaging of medical marijuana products by the holder of a medical marijuana processor license issued by the Oklahoma State Department of Health is conducted, in accordance with the terms of such license, and in which extraction processes include the use of flammable substances such as butane, propane, ethanol and alcohol.
Medical Marijuana Uses are subject to the following supplemental regulations:

Section 40.225  Medical Marijuana Uses
The supplemental use regulation of this section apply to medical marijuana uses.

40.225-A A medical marijuana grower operation must be located inside an enclosed building.
40.225-B A medical marijuana processing facility, whether moderate-impact or high-impact, must be located inside an enclosed building.
40.225-C A medical marijuana dispensary must be located inside an enclosed building.
40.225-D A medical marijuana dispensary may not be located within 1,000 feet of another medical marijuana dispensary.
40.225-E Drive-through windows and drive-through lanes are prohibited for medical marijuana grower operations, processing facilities, and research facilities.
40.225-F Medical marijuana grower operations, processing facilities and dispensaries must provide the following:

1. A ventilation/air filtration system that prevents odor from being detectable at the boundaries of the lot within which the building housing the medical marijuana grower operation, processing facility or dispensary is located, except that if such use is located in multiple-tenant building, the ventilation/air filtration system must prevent odor from being detectable outside the tenant space housing the use.
2. An electronic security system and surveillance camera.

40.225-G Medical marijuana grower operations, processing facilities, dispensaries and research facilities must be conducted and maintained in compliance with the license issued by the Oklahoma State Department of Health and in compliance with Oklahoma law, including but not limited to all applicable statutes, rules and regulations.

There are currently two buildings on the subject property, the applicant identified the building on the northside of the property as the location of the proposed use.

SAMPLE MOTION: Move to _________ (approve/deny) a Special Exception to permit High-Impact Medical Marijuana processing (High-Impact Manufacturing & Industry Use) in the IM district (Sec. 15.020, Table 15-2);

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.
- Subject to the following conditions (including time limitation, if any):
  ____________________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Subject Property
ZONING CLEARANCE PLAN REVIEW

July 20, 2022

LOD Number: 1
Brian Henley
516 S. Boston
Tulsa, OK 74103

Phone: 918-269-3997

APPLICATION NO: ZCO-123647-2022
(PLEASE REFERENCE THIS NUMBER WHEN CONTACTING OUR OFFICE)

Location: 6943 E. 12th St.
Description: Cannabis Processing

INFORMATION ABOUT SUBMITTING REVISIONS

OUR REVIEW HAS IDENTIFIED THE FOLLOWING CODE OMISSIONS OR DEFICIENCIES IN THE PROJECT APPLICATION FORMS, DRAWINGS, AND/OR SPECIFICATIONS. THE DOCUMENTS SHALL BE REVISED TO COMPLY WITH THE REFERENCED CODE SECTIONS.

REVISIONS NEED TO INCLUDE THE FOLLOWING:

1. A COPY OF THIS DEFICIENCY LETTER
2. A WRITTEN RESPONSE AS TO HOW EACH REVIEW COMMENT HAS BEEN RESOLVED
3. THE COMPLETED REVISED/ADDITIONAL PLANS FORM (SEE ATTACHED)
4. BOARD OF ADJUSTMENT APPROVAL DOCUMENTS, IF RELEVANT

REVISIONS SHALL BE SUBMITTED DIRECTLY TO THE CITY OF TULSA PERMIT CENTER LOCATED AT
175 EAST 2nd STREET, SUITE 450, TULSA, OKLAHOMA 74103, PHONE (918) 596-9601.
THE CITY OF TULSA WILL ASSESS A RESUBMITTAL FEE. DO NOT SUBMIT REVISIONS TO THE PLANS EXAMINERS.

SUBMITTALS FAXED / EMAILED TO PLANS EXAMINERS WILL NOT BE ACCEPTED.

IMPORTANT INFORMATION

1. IF A DESIGN PROFESSIONAL IS INVOLVED, HIS/HER LETTERS, SKETCHES, DRAWINGS, ETC. SHALL BEAR HIS/HER OKLAHOMA SEAL WITH SIGNATURE AND DATE.

2. SUBMIT TWO (2) SETS OF DRAWINGS IF SUBMITTED USING PAPER, OR SUBMIT ELECTRONIC REVISIONS IN "SUPPORTING DOCUMENTS", IF ORIGINALLY SUBMITTED ON-LINE, FOR REVISED OR ADDITIONAL PLANS. REVISIONS SHALL BE IDENTIFIED WITH CLOUDS AND REVISION MARKS.

3. INFORMATION ABOUT ZONING CODE, INDIAN NATION COUNCIL OF GOVERNMENT (INCOG), BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION (TMAPC) IS AVAILABLE ONLINE AT WWW.INCOG.ORG OR AT INCOG OFFICES AT
2 W. 2nd St., 8th Floor, Tulsa, OK, 74103, PHONE (918) 584-7526.

4. A COPY OF A "RECORD SEARCH" [X] IS [ ] IS NOT INCLUDED WITH THIS LETTER. PLEASE PRESENT THE "RECORD SEARCH" ALONG WITH THIS LETTER TO INCOG STAFF AT TIME OF APPLYING FOR BOARD OF ADJUSTMENT ACTION AT INCOG. UPON APPROVAL BY THE BOARD OF ADJUSTMENT, INCOG STAFF WILL PROVIDE THE APPROVAL DOCUMENTS TO YOU FOR IMMEDIATE SUBMITTAL TO OUR OFFICE. (See revisions submittal procedure above.)

(continued)
Note: As provided for in Section 70.130 you may request the Board of Adjustment (BOA) to grant a variance from the terms of the Zoning Code requirements identified in the letter of deficiency below. Please direct all questions concerning variances, special exceptions, appeals of an administrative official decision, Master Plan Developments Districts (MPD), Planned Unit Developments (PUD), Corridor (CO) zoned districts, zoning changes, platting, lot splits, lot combinations, alternative compliance landscape and screening plans and all questions regarding (BOA) or (TMAPC) application forms and fees to a representative at the Tulsa Planning Office 918-584-7526 or esubmit@incog.org. It is your responsibility to submit to our office documentation of any appeal decisions by an authorized decision-making body affecting the status of your application so we may continue to process your application. INCOG does not act as your legal or responsible agent in submitting documents to the City of Tulsa on your behalf. Staff review comments may sometimes identify compliance methods as provided in the Tulsa Zoning Code. The permit applicant is responsible for exploring all or any options available to address the noncompliance and submit the selected compliance option for review. Staff review makes neither representation nor recommendation as to any optimal method of code solution for the project.

1. Sec.15.020 Table 15-2: Medical marijuana processing involving the use of a flammable substance is designated a High-impact Medical Marijuana Processing Facility (Sec.35-070-C1). You are in an IM (Industrial-Moderate) zoning district. This use is allowed in this zoning district only by Special Exception approved by the City of Tulsa Board of Adjustment (BOA).

Review comment: Submit a copy of the approved BOA Special Exception as a revision to this application. The contact person for the BOA is Austin Chapman. He may be reached at achapman@incog.org or 918-584-7526.

Note: All references are to the City of Tulsa Zoning Code. Link to Zoning Code:

Please notify the reviewer via email when your revisions have been submitted.

This letter of deficiencies covers Zoning plan review items only. You may receive additional letters from other disciplines such as Building or Water/Sewer/Drainage for items not addressed in this letter.

A hard copy of this letter is available upon request by the applicant.
BOA-23417

Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2020/2021

Subject Tract

14.7
BOA-23417
19-13 11
Aerial Photo Date: 2020/2021

Note: Graphic overlays may not precisely align with physical features on the ground.
RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of an "Existing Neighborhood" and an "Area of Stability".

The Areas of Stability include approximately 75% of the city’s total parcels. Existing residential neighborhoods, where change is expected to be minimal, make up a large proportion of the Areas of Stability. The ideal for the Areas of Stability is to identify and maintain the valued character of an area while accommodating the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life. The concept of stability and growth is specifically designed to enhance the unique qualities of older neighborhoods that are looking for new ways to preserve their character and quality of life.

An Existing Neighborhood is intended to preserve and enhance Tulsa’s existing single-family neighborhoods. Development activities in these areas should be limited to the rehabilitation, improvement or replacement of existing homes, and small-scale infill projects, as permitted through clear and objective setback, height, and other development standards of the zoning code.

STAFF ANALYSIS: The applicant is requesting a Special Exception to increase the permitted driveway width in a Residential Zoning District (Section 55.090-F.3)

3. In RE and RS zoning districts, driveways serving residential dwelling units may not exceed 50% of the lot frontage or the following maximum widths, whichever is less, unless a greater width is approved in accordance with the special exception procedures of Section 70.120, or, if in a PUD, in accordance with the amendment procedures of 630.010-1.2. Refer to the City of Tulsa Standard Specifications and Details for Residential Driveways #791-794.

<table>
<thead>
<tr>
<th>Lot Frontage</th>
<th>75'</th>
<th>60' - 74'</th>
<th>46' - 59'</th>
<th>30' - 45'</th>
<th>Less than 30'</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driveway Within Right-of-Way (feet) [1]</td>
<td>27'</td>
<td>26'</td>
<td>22'</td>
<td>20'</td>
<td>12'</td>
</tr>
<tr>
<td>Driveway Within Street Setback (feet)</td>
<td>30'</td>
<td>30'</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

[1] Maximum width applies to the composite of all driveways if multiple curb cuts are provided.
[2] Provided that for lot frontages less than 24 feet, a driveway up to 12 feet in width is permitted.
The applicant is seeking to add a circle driveway on the North side of the property in addition to the existing driveway on the eastside of the property. The aggregate width of the driveway will be 42-feet and 6-inches.

**SAMPLE MOTION:** Move to ________ (approve/deny) a Special Exception to increase the permitted driveway width in a Residential Zoning District (Section 55.090-F.3).

- Per the Conceptual Plan(s) shown on page(s) ______ of the agenda packet.
- Subject to the following conditions (including time limitation, if any):
  
  ________________________________

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Subject Property

15.2
BOARD OF ADJUSTMENT
CASE REPORT

PREPARED BY: Austin Chapman

HEARING DATE: 08/23/2022 1:00 PM

APPLICANT: Superior Signs

ACTION REQUESTED: Special Exception to permit signs inside the right-of-way or planned right-of-way of S. Yale Avenue (Sec. 60.020-E); Variance to increase the number of allowed driveway and drive-through signs and to increase the permitted 4 square feet of display area for driveway signs (Sec. 60.030-A.1, B.2)

LOCATION: 4249 S YALE AV E

ZONED: CH

PRESENT USE: Drive Thru

TRACT SIZE: 22498.83 SQ FT

LEGAL DESCRIPTION: TR A BEG 1190 S 90 E OF NW COR NW NW TH E 150 N 150 W 150 S 150 TO PT BEG SEC 27-19-13, CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA

RELEVANT PREVIOUS ACTIONS:

Subject property:

BOA-19908; On 09.28.04 the Board approved a Variance to allow parking in between the building and Yale Avenue inside the right of way and a Special Exception to modify the screening requirement along E. 43rd St.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a “Regional Center” and an “Area of Growth”.

Regional Centers are mid-rise mixed-use areas for large-scale employment, retail, and civic or educational uses. These areas attract workers and visitors from around the region and are key transit hubs; station areas can include housing, retail, entertainment, and other amenities. Automobile parking is provided on-street and in shared lots. Most Regional Centers include a parking management district.

The purpose of Areas of Growth is to direct the allocation of resources and channel growth to where it will be beneficial and can best improve access to jobs, housing, and services with fewer and shorter auto trips. Areas of Growth are parts of the city where general agreement exists that development or redevelopment is beneficial. As steps are taken to plan for, and, in some cases, develop or redevelop these areas, ensuring that existing residents will not be displaced is a high priority. A major goal is to increase economic activity in the area to benefit existing residents and businesses, and where necessary, provide the stimulus to redevelop.

STATEMENT OF HARDSHIP:

6-Directionals: Yale directional are essential for the traffic, they have 1 entrance and 1 exit to keep the flow of traffic moving. 43rd Street directionals have the same reason traffic flow.

1-Menu Presale Board- McDonalds is most busy during lunch. 2 Drive-thru lanes helps with traffic.

STAFF ANALYSIS: The applicant is requesting a Special Exception to permit signs inside the right-of-way or planned right-of-way of S. Yale Avenue (Sec. 60.020-E); and a Variance to increase the number of allowed
driveway and drive-through signs and to increase the permitted 4 square feet of display area for driveway signs (Sec. 60.030-A.1, B.2)

60.020-E Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120, and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the “Central Business District” as therein defined).

60.030-A Driveway Signs
1. One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
2. Off-street parking areas with a capacity of more than 4 vehicles, multi-tenant developments and uses on lots exceeding 80,000 square feet in area may display internal site driveway signs. Such signs must be located within 10 feet of an internal site driveway or drive aisle and may not exceed 12 square feet in area or 10 feet in height.

60.030-B Drive-through Signs
Drive-through signs are permitted in conjunction with drive-through uses, in accordance with the following regulations.

1. Location
    Drive-through signs must be located within 10 feet of a drive-through lane.

2. Number and Dimensions
    One primary drive-through sign not to exceed 36 square feet in area or 8 feet in height is allowed per order station up to a maximum of 2 primary drive-through signs per lot. One secondary drive-through sign not to exceed 15 square feet in area or 6 feet in height is allowed per lot.

The applicant is seeking an additional driveway sign at each of the three entrances/exits of the property that are proposed at 5.75 square feet each. Four of these signs are proposed to be in the right-of-way of S. Yale Ave. The applicant is also seeking an additional secondary drive through sign to service the second drive through lane.

Facts staff finds favorable for variance request:
- The additional signage may benefit traffic circulation to serve the three existing curb-cuts into the property.

Facts Staff find unfavorable for the variance request:
- The need for the additional signage seem to be required because of the design laid out by the user and not related to the property itself.
- It is not clear why the additional size on the signs is needed.

SAMPLE MOTION:

Special Exception:
Move to _________ (approve/deny) a Special Exception to permit signs inside the right-of-way or planned right-of-way of S. Yale Avenue (Sec. 60.020-E)
• Per the Conceptual Plan(s) shown on page(s) _____ of the agenda packet.

• Subject to the following conditions (including time limitation, if any):

  __________________________________________________________________________.

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Variance:
Move to _________ (approve/deny) a Variance to increase the number of allowed driveway and drive-through signs and to increase the permitted 4 square feet of display area for driveway signs (Sec. 60.030-A.1, B.2)

  • Finding the hardship(s) to be____________________________.

  • Per the Conceptual Plan(s) shown on page(s) _____ of the agenda packet.

  • Subject to the following conditions ________________________________.

In granting the **Variance** the Board finds that the following facts, favorable to the property owner, have been established:

  a. *That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;*

  b. *That literal enforcement of the subject zoning code provision is not necessary to achieve the provision’s intended purpose;*

  c. *That the conditions leading to the need of the requested variance are unique to the subject property and not applicable, generally, to other property within the same zoning classification;*

  d. *That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;*

  e. *That the variance to be granted is the minimum variance that will afford relief;*

  f. *That the variance to be granted will not alter the essential character of the neighborhood in which the subject property is located, nor substantially or permanently impair use or development of adjacent property; and*

  g. *That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this zoning code or the comprehensive plan.”*
Facing East on 43rd St.

Subject Property
Rear portion of Subject property
Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: The right of way at this location extends 90' from the centerline of Yale Ave. No distance from the center of the street is shown on the plans. Revise the site plan to show the distance from the leading edge of the sign to the centerline of Yale Ave. to show that the sign will not be located in the right of way.

Comment

Section 60.020-E Prohibited Signs and Sign Characteristics: Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120 and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the “Central Business District as therein defined).}

Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: There are two driveway signs shown for each entry, and the driveway sign square footage of 5.75 exceeds the allowable area for a driveway sign which is 4 square feet. Revise the plans to reduce the number of driveway signs to one per entry and to reduce the display square footage to 4 square feet or less. Alternatively you may seek a variance from the Board of Adjustment for two driveway signs per vehicle entrance and for each driveway sign to have a display area of 5.75 square feet.

Comment

Section 60.030-A.1 Driveway Signs: One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: The right of way at this location extends 90' from the centerline of Yale Ave. No distance from the center of the street is shown on the plans. Revise the site plan to show the distance from the leading edge of the sign to the centerline of Yale Ave. to show that the sign will not be located in the right of way.

Comment

Section 60.020-E Prohibited Signs and Sign Characteristics: Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120 and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the "Central Business District as therein defined).

Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: There are two driveway signs shown for each entry, and the driveway sign square footage of 5.75 exceeds the allowable area for a driveway sign which is 4 square feet. Revise the plans to reduce the number of driveway signs to one per entry and to reduce the display square footage to 4 square feet or less. Alternatively you may seek a variance from the Board of Adjustment for two driveway signs per vehicle entrance and for each driveway sign to have a display area of 5.75 square feet.

Comment

Section 60.030-A.1 Driveway Signs: One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: The right of way at this location extends 90' from the centerline of Yale Ave. No distance from the center of the street is shown on the plans. Revise the site plan to show the distance from the leading edge of the sign to the centerline of Yale Ave. to show that the sign will not be located in the right of way.

Comment

Section 60.020-E Prohibited Signs and Sign Characteristics: Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120 and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the “Central Business District as therein defined).  

Correction Type

Zoning

Category

General Correction

Corrective Action

Review Comments: There are two driveway signs shown for each entry, and the driveway sign square footage of 5.75 exceeds the allowable area for a driveway sign which is 4 square feet. Revise the plans to reduce the number of driveway signs to one per entry and to reduce the display square footage to 4 square feet or less. Alternatively you may seek a variance from the Board of Adjustment for two driveway signs per vehicle entrance and for each driveway sign to have a display area of 5.75 square feet.

Comment

Section 60.030-A.1 Driveway Signs: One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
Correction Type

Zoning
Category

General Correction
Corrective Action

Review Comments: The right of way at this location extends 30' from the centerline of E. 43rd St. No distance for the center of the street is shown on the plans. Revise the site plan to show the distance from the leading edge of the sign to the centerline of 43rd St. to show that the sign will not be located in the right of way.

Comment

Section 60.020-E Prohibited Signs and Sign Characteristics: Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120 and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the “Central Business District as therein defined).
Correction Type

Zoning Category

General Correction Corrective Action

Review Comments: The right of way at this location extends 90' from the centerline of Yale Ave. No distance from the center of the street is shown on the plans. Revise the site plan to show the distance from the leading edge of the sign to the centerline of Yale Ave. to show that the sign will not be located in the right of way.

Comment

Section 60.020-E Prohibited Signs and Sign Characteristics: Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of Section 70.120 and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the “Central Business District as therein defined).

Correction Type

Zoning Category

General Correction Corrective Action

Review Comments: There are two driveway signs shown for each entry, and the driveway sign square footage of 5.75 exceeds the allowable area for a driveway sign which is 4 square feet. Revise the plans to reduce the number of driveway signs to one per entry and to reduce the display square footage to 4 square feet or less. Alternatively you may seek a variance from the Board of Adjustment for two driveway signs per vehicle entrance and for each driveway sign to have a display area of 5.75 square feet.

Comment

Section 60.030-A.1 Driveway Signs: One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
Correction Type

Zoning

Category

General Correction

Corrective Action

Review comments: only one secondary drive through sign is allowed per lot. Reduce the number of secondary drive through signs to one, or as an alternative you may request a variance from the Board of Adjustment for two secondary drive through signs on one lot.

Comment

60.030-B.2 Drive-through Signs, Number and Dimensions:
One primary drive-through sign not to exceed 36 square feet in area or 8 feet in height is allowed per order station up to a maximum of 2 primary drive through signs per lot. One secondary drive-through sign not to exceed 15 square feet in area or 6 feet in height is allowed per lot.

Pre Sell Menu Digital
SIGN PROGRAM BOOK
<table>
<thead>
<tr>
<th>Frame</th>
<th>Hot dip galvanized + anti-graffiti powder coated steel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brackets</td>
<td>Hot dip galvanized</td>
</tr>
<tr>
<td>Panels</td>
<td>Aluminium + anti-graffiti powdercoat</td>
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<td>Access fasteners</td>
<td>Security Torx</td>
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<td>Media player access</td>
<td>Dual camlock</td>
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<tr>
<td>Eyebolt</td>
<td>Stainless crane on</td>
</tr>
<tr>
<td>Baseplate</td>
<td>McDonalds spec triple mounting pattern option</td>
</tr>
</tbody>
</table>

**ODMB 02 SINGLE**

- **Displays**: Samsung OH55F
- **Hardware**: Stratacache Spectra NG
- **Heating/Cooling**: Watlow 100W Heater, Sunon 120mm AC Fan
- **Power Supply Units**: 60W DC Media Player Power Supply
- **Power Cables**: 1 x IEC Power Cable
- **Electrical Components**: Isolated Ground, 2 x 1G Receptacles, 20A Circuit Breaker
- **Communication Cables**: 2 x HDMI, 1 x RS232
- **Certification**: UL Certified

**Scale**: 1/2" = 1'-0''

**Graphic Detail**

**Note**: Color output may not be accurate when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and an allowance to this drawing will be made.

**Customer**: MCDONALD'S
**Date**: 03/03/21
**Prepared By**: JS

**Location**: TULSA, OK
**File Name**: 241008 - R1 - 4249 S YALE ST - TULSA, OK
### Directional Elevation

**Scale:** 1" = 1'-0"

---

### Frame & Lamp Detail

**Scale:** 3/4" = 1'-0"

---

### Cross Section A-A

**Scale:** 3/4" = 1'-0"

---

### Plate Detail

**Scale:** 3/4" = 1'-0"

---

### Personal 6' NEXT GEN Directional Specifications

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<thead>
<tr>
<th>No.</th>
<th>Part Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3&quot; x 3&quot; x 1/8&quot; Aluminum C-Channel</td>
</tr>
<tr>
<td>2</td>
<td>3&quot; x 3&quot; x 1/16&quot; Aluminum Tube</td>
</tr>
<tr>
<td>3</td>
<td>Mounting Plate (See Plate Details)</td>
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<tr>
<td>4</td>
<td>White LEDs as Required</td>
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<td>5</td>
<td>LED Power Supplies as Required</td>
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<tr>
<td>6</td>
<td>Disconnect Switch</td>
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<tr>
<td>7</td>
<td>Electrical Connection Access Through Cover</td>
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<tr>
<td>8</td>
<td>460&quot; Routed Aluminum Shroud Faces</td>
</tr>
<tr>
<td>9</td>
<td>1/8&quot; NE Yellow Solar Grade Polyethylene Back Panel</td>
</tr>
<tr>
<td>10</td>
<td>1/8&quot; NE White Solar Grade Polyethylene Back Panel</td>
</tr>
<tr>
<td>11</td>
<td>Powdercoat Neatzen Approx 100 Paint to Match</td>
</tr>
<tr>
<td>12</td>
<td>Paint to Match Silver or Metallic Gray</td>
</tr>
</tbody>
</table>

**Notes:**
- Design Factor: To Be Determined
- 3" x 3/8" Aluminum C-Channel Frame
- Routed Aluminum Shutterbox Faces
- Exterior Finish
  - Faces: Powdercoat Neatzen Approx 100 Paint to Match
  - Tubes and Plate: Paint Silver or Metallic Gray
- Interior Finish: Paint Reflective White
- Faces Removable for Service Access
- UL Listed
- Electrical: 130 Amps/208 Volts
- Square Footage: Face = 5.75, Display = 3.97

---

### Graphic Detail

**Scale:** 3/4" = 1'-0"