

**AGENDA**  
**CITY OF TULSA BOARD OF ADJUSTMENT**  
**Regularly Scheduled Meeting**  
**Tulsa City Council Chambers**  
**175 East 2nd Street, 2nd Level**  
**One Technology Center**  
**Tuesday, October 24, 2023, 1:00 p.m.**

**Meeting No. 1326**

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:** [planning@cityoftulsa.org](mailto:planning@cityoftulsa.org)

**Mail or In Person:** City of Tulsa BOA, 175 E. 2nd St., Suite 480, Tulsa, OK 74103

**MINUTES**

1. Approval of **Minutes** of August 8th, 2023 (Meeting No. 1321)

**UNFINISHED BUSINESS**

2. **23580 – 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:** 525 E. 46th St. N. **(CD 4)**

3. **23582 – Wallace Design Collective**

**Action Requested:** Special Exception to amend a previously approved site plan for a Country Club in an RS-1 District (Table 5.020, Table 5-2; Sec.70.120)

**Location:** 2636 E. 61st St. S. **(CD 9)**

**NEW APPLICATIONS**

4. **23584 – Richard Troost**

**Action Requested:** Special Exception to allow an Accessory Dwelling Unit in an RS-2 District (45.031-D); Variance to allow the floor area of detached accessory buildings to exceed 500 square feet and 40% of the floor area of the principal residential structure (Section 45.030-A, 45.031-D.6)

**Location:** 23 S. Toledo Ave. **(CD 4)**

5. **23585 – Justin Haddock**

**Action Requested:** Special Exception to permit a duplex in the RS-3 district (Table 5.020, Table 5-2, Table 5-2.5); Variance to reduce the required 2,500 square feet of open space per unit and 60-foot lot width for a duplex use in an RS-3 District (Sec. 5.030, Table 5-3); Special Exception to increase the permitted driveway width in an RS-3 district (Sec. 55.090-F.3)

**Location:** 307 S. 66th E. Ave. **(CD 3)**

**6. 23586 – Justin Haddock**

**Action Requested:** Variance to reduce the required 2,000 square feet of open space per unit for duplex uses in the RD District (Sec. 5.030, Table 5-3); Variance to reduce the required 15-foot side street setback in an RD District (Sec. 5.030, Table Note [3])

**Location:** 317 & 327 S. 66th E. Ave. **(CD 3)**

**7. 23587 – Roy McManus**

**Action Requested:** Special Exception to permit a Dynamic Display sign in a residential district containing a church use (Sec. 60.050-B.2.c) and to permit a dynamic display sign within 200 feet of residentially zoned lots (Sec. 60.100-F)

**Location:** 1703 W. 41st St. S. **(CD 2)**

**8. 23588 – Carlos Reyes**

**Action Requested:** Variance to reduce the required 3-foot setback for accessory buildings in the rear setback (Sec.90.090-C.2.b).

**Location:** 1152 N. Boston Ave. **(CD 1)**

**9. 23589 – Acura Neon**

**Action Requested:** Variance to increase the allowed sign area of 32 square feet for a wall sign in the in an AG District (Sec.60. 050.a)

**Location:** 3727 E. Apache St. N. **(CD 1)**

**10. 23590 – Lou Reynolds**

**Action Requested:** Minor Special Exception to modify a previously approved site plan for a museum use in an RE District (Table 5.020, Table 5-2; Sec.70.120)

**Location:** 2727 S. Rockford Rd. **(CD 4)**

**11. 23591 – Christopher Smith (W Design)**

**Action Requested:** Special Exception to reduce the required parking ratio for a Broadcasting or Recording Studio in an IM District (Sec. 55.050-K)

**Location:** 1724 E. 7th St. S. **(CD 4)**

**OTHER BUSINESS**

**12. Proposed 2024 Board of Adjustment Meeting Dates**

**NEW BUSINESS**

**BOARD MEMBER COMMENTS**

**ADJOURNMENT**

**Website:** [tulsaplanning.org](https://tulsaplanning.org)      **E-mail:** [planning@cityoftulsa.org](mailto:planning@cityoftulsa.org)

CD = Council District

**NOTE:** If you require special accommodation pursuant to the Americans with Disabilities Act, please notify Tulsa Planning Office at 918-596-7526. 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 Tulsa City Hall. All electronic devices must be silenced.



# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23580

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Sean Wallace

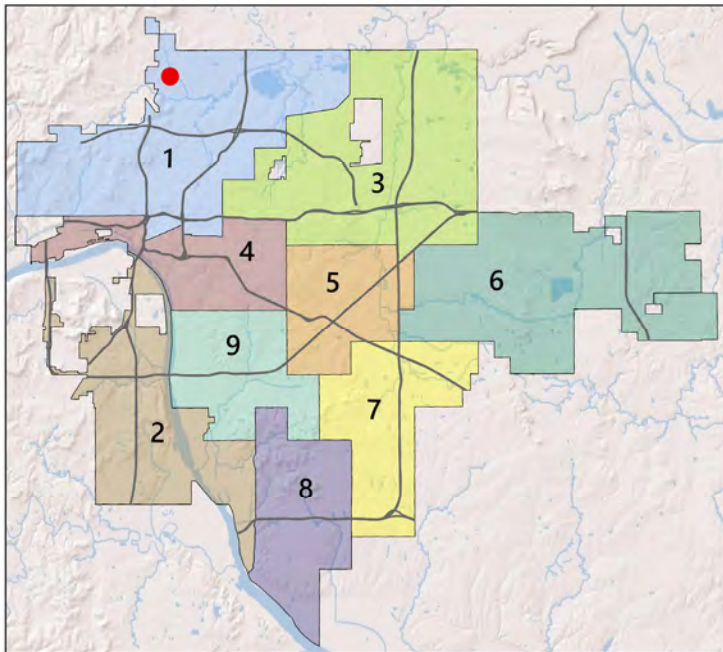
**Owner and Applicant Information:**

**Applicant:** Ryan Neurohr

**Property Owner:** Independent School District 1

**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 Map:**



**Additional Information:**

**Present Use:** School

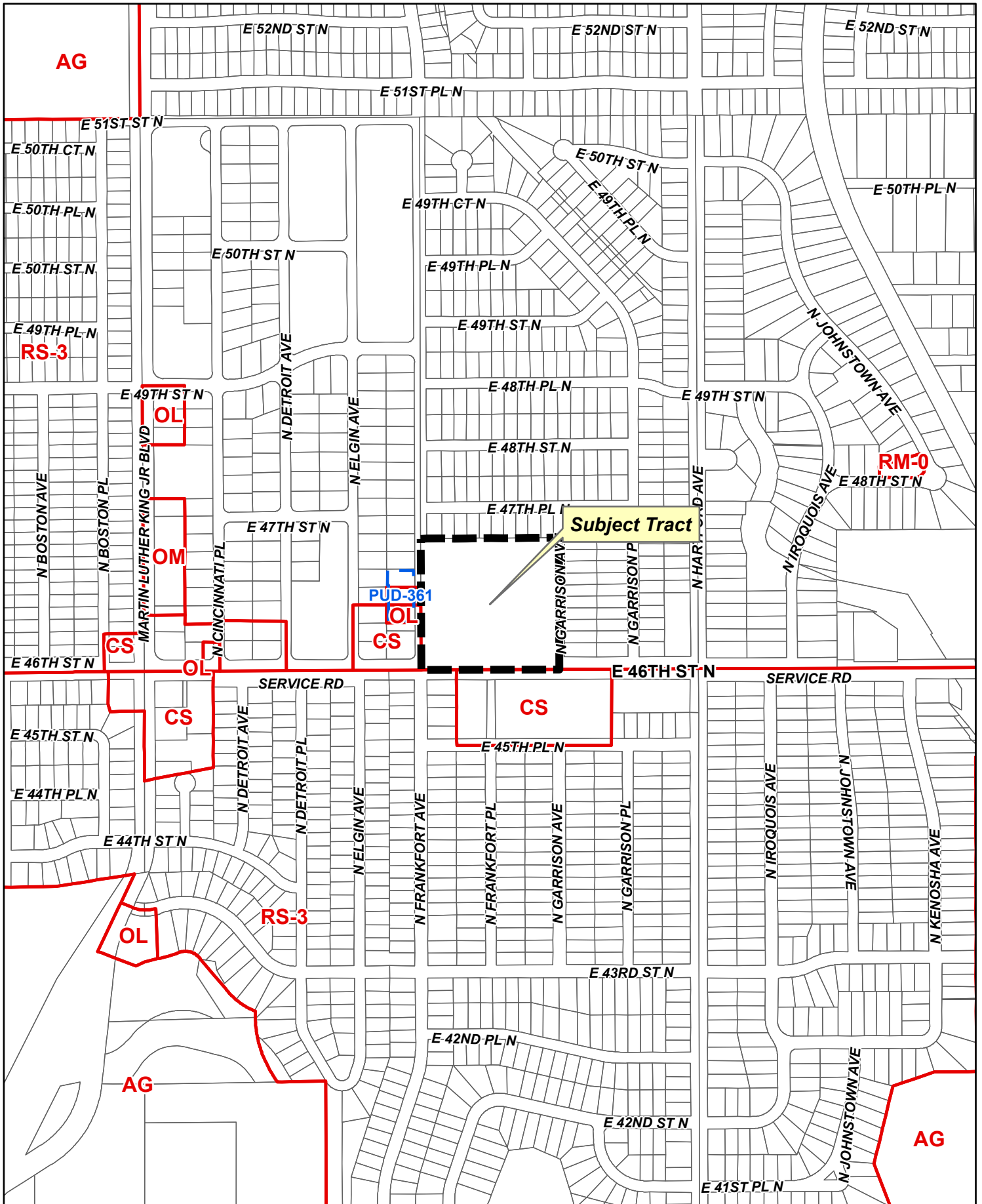
**Tract Size:** 10 acres

**Location:** 525 E. 46th St. N

**Present Zoning:** RS-3

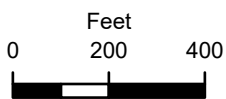
**Case History:**

10/10/23: First appearance on agenda, Board continued item until the next hearing to correct a noticing issue.



BOA-23580



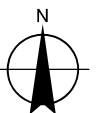


Subject  
Tract

**BOA-23580**

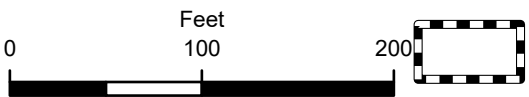
Note: Graphic overlays may not precisely  
align with physical features on the ground.

Aerial Photo Date: 2021



2.3

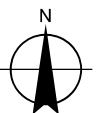




Subject Tract **BOA-23580**

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

Aerial Photo Date: 2021



**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 138

**Case Number:** BOA-23580

**CD:** 1

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Ryan Neurohr

**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:** 525 E. 46th St. N

**ZONED:** RS-3

**PRESENT USE:** School

**TRACT SIZE:** 435601.78 SQ FT

**LEGAL DESCRIPTION:** SW SE SW SEC 12 20 12, SUBURBAN ACRES THIRD ADDN, FAIRHILL 2ND ADDN CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA

**RELEVANT PREVIOUS ACTIONS:**

**RELATIONSHIP TO THE COMPREHENSIVE PLAN:** The Tulsa Comprehensive Plan identifies the subject property as part of a "Neighborhood."

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off a lower-order street separated from the arterial, then it would be considered Neighborhood.

**STAFF ANALYSIS:**

The applicant is requesting Special Exceptions to permit a Dynamic Display sign in a Residential District and within 200-feet of Residentially Zoned Lots.

Included in your packet are the standards for Sec. 60.050 and 60.100 for Dynamic Display signs.

**SAMPLE MOTION:**

Move to \_\_\_\_\_ (approve/deny) a **Special Exception** to to permit a Dynamic Display sign in an Residential District containing a School Use (Sec. 60.050-B.2.c) and a **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.

### 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.

### 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.

### 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](#).

## Section 60.060 Signs in Office Zoning Districts

### 60.060-A Applicability

The regulations of this section apply to signs in all office zoning districts. See also the general regulations of [Section 60.040](#).

### 60.060-B Signs Allowed

1. In addition to any sign exceptions allowed pursuant to [Section 60.030](#), and any development identification sign allowed pursuant to [§60.060-B2](#), lots in office zoning districts are allowed a maximum of one on-premise sign per street frontage. The allowed on-premise sign may be a wall sign, a projecting sign or a freestanding sign. Roof signs and off-premise outdoor advertising signs are prohibited in office districts.



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 off-premise 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 off-premise 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-J](#), any off-premise 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 off-premise 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](#).

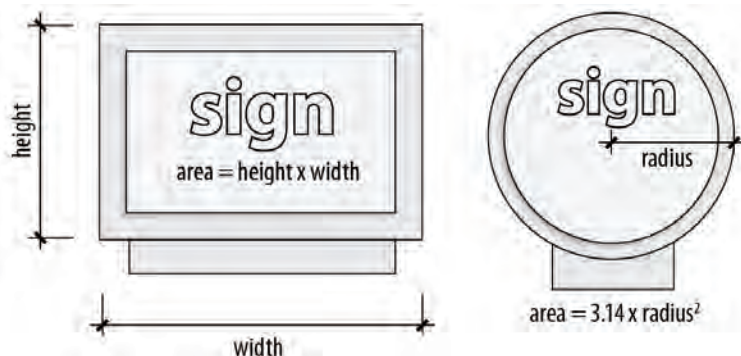
## Section 60.130 Rules of Measurement

### 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](#)).

*Figure 60-2: Sign Area Measurement (Signs in Cabinets or Frames)*



#### 2. Channel (individual) Letter Signs

- The area of a sign comprised of individual letters or elements attached to a building wall is determined by calculating the area of the smallest

## Files

### Site Plan

Supported: .pdf

File



North Star Academy Overhead Site Plan with dimensions - 8-1-2023\_v1.pdf

Version

1

Resubmit Instructions

Danny Whiteman:

### Markups

Text

Added By

Page

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.

DWhiteman

1

Next

2 Reviews

3 Resubmit



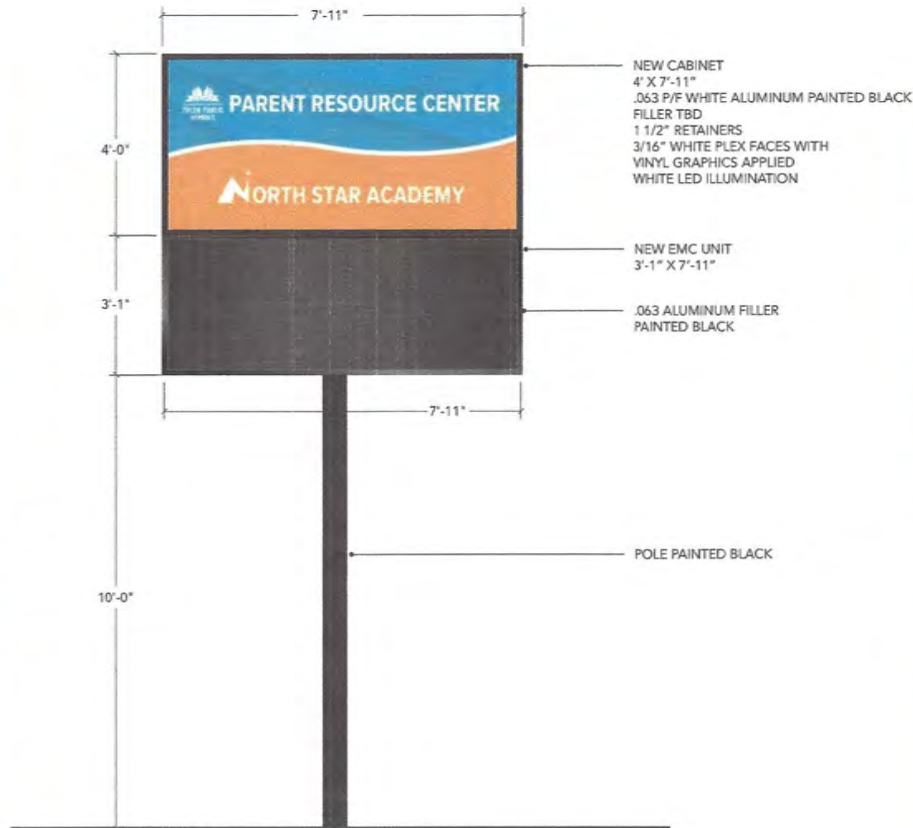


North Star Academy  
525 E 46<sup>th</sup> Street North  
Tulsa, Ok 74126





Existing Condition



A ELEVATION  
SCALE: 3/8" = 1'-0"  
D/F ILLUMINATED



Proposed

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☐ APPROVED AS SHOWN ☐ APPROVED AS NOTED

X  
CLIENT NAME \_\_\_\_\_  
DATE \_\_\_\_\_

PROJECT/CLIENT NAME:  
NORTH STAR ACADEMY

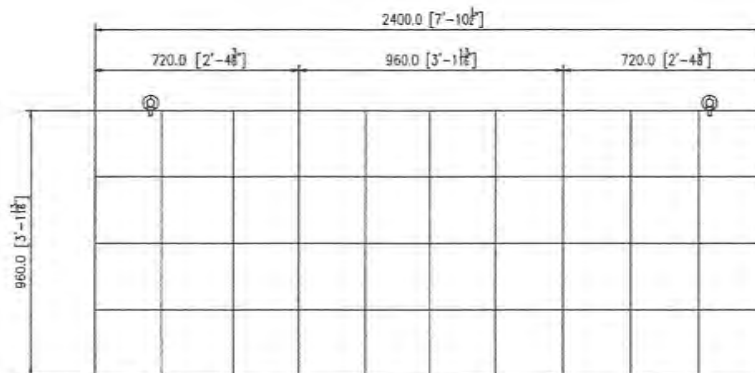
LOCATION:  
525 E 46TH ST N  
TULSA, OK 74126  
ACCOUNT EXECUTIVE:  
RYAN NEUROHR

DESIGNER:  
BILL SAMPLE  
DATE OF ORIGINAL DWG:  
JULY 13, 2023

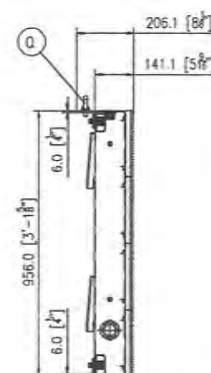
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SIGN TYPE/DESCRIPTION:  
D/F ILLUMINATED

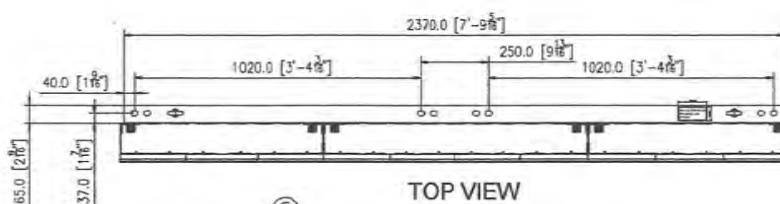
SHEET NAME:  
ST-1.0



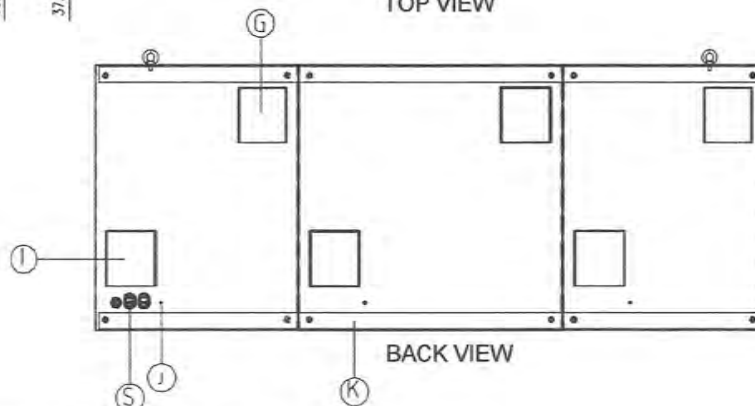
FRONT VIEW



SIDE VIEW



TOP VIEW



BACK VIEW

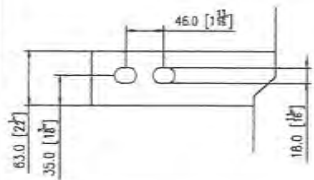
Note:  
Positions and dimensions of the vents in this drawing are for reference only.  
For accurate drawing, please request production drawing from Optec.

K	ANGLE IRON-SEE DETAIL K
Q	EYEBOLT-SEE DETAIL Q
S	STRAIGHT CONDUIT-SEE DETAIL S
J	GROUND LUG
I	VENTILATION INTAKE
G	VENTILATION EXHAUST

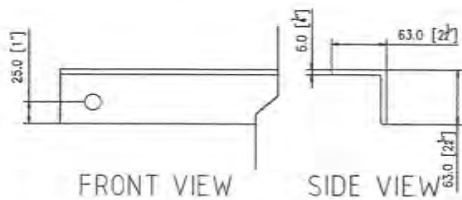
NOTES:  
MATERIAL: 5052  
FINISHING: MATT PLASTIC SPRAY, BLK  
SPECS: 60x150 1R1G1B  
PITCH: 16mm  
WEIGHT:294 lbs/FACE

REV.	DATE	DESCRIPTION	BY	APPR
		COPYRIGHT OPTEC DISPLAYS, INC. ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION AND DISTRIBUTION PROHIBITED		
DISPLAY MODEL				
DRAWING NUMBER		2021-000755-IMP-MOD-16mm-1R1G1B-60x150-DF-V2		
REFERENCE				
DESIGNED BY		SCALE/SHEET SIZE		1:1
DRAWN BY		TOLERANCE		±1/4"
DATE		UNITS		MM BRG51
PAGE		REVISION		





TOP VIEW

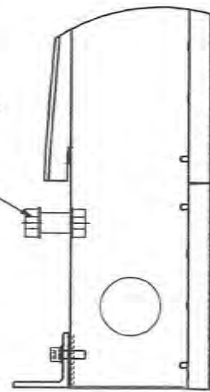


FRONT VIEW

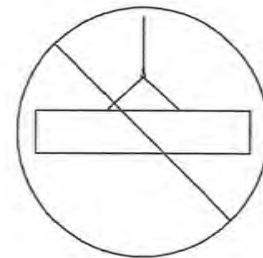
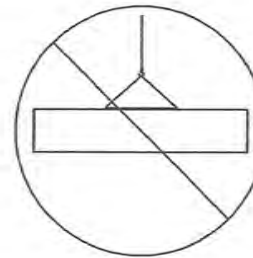
SIDE VIEW

DETAIL K

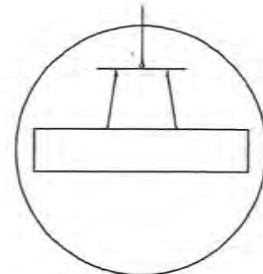
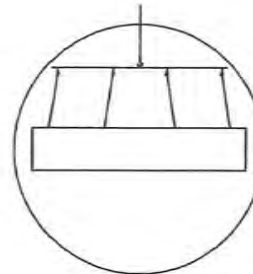
EMT 3/4 compression X  
NPSM Male



DETAIL S

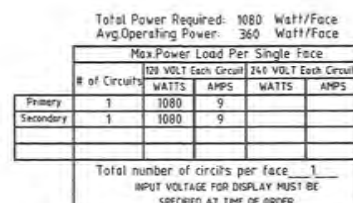


WRONG



RIGHT

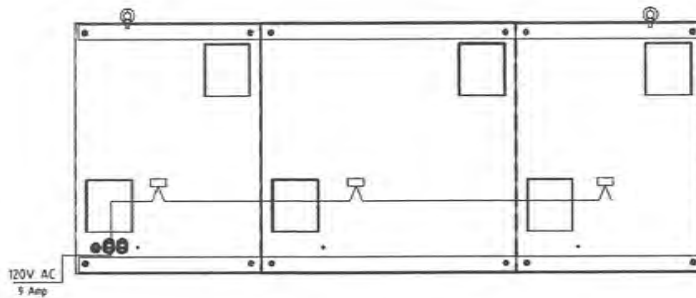
REV.	DATE	DESCRIPTION	BY	APPR
<b>OPTEC DISPLAYS, INC.</b> COPYRIGHT OPTEC DISPLAYS, INC. ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION AND DISTRIBUTION PROHIBITED.				
DISPLAY MODEL				
DRAWING NUMBER		2021-000155-MF-MOD-10mm-RX10B-SR-40X58-DF-V2		
REFERENCE				
DESIGNED BY		SCALE/SHEET SIZE		1:1
DRAWN BY		TOLERANCE		±1/4"
DATE		UNITS		MM (INCHES)
PAGE		REVISION		



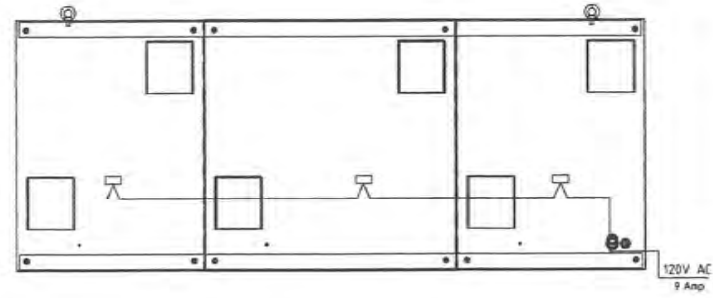
xxElectrical must be installed in accordance with the requirements of National Electrical Codes or local codes.

## 2.14

## AC wiring Diagram



PRIMARY BACK VIEW



SECONDARY BACK VIEW

Total Power Required: 1080 Watt/Face  
Avg. Operating Power: 360 Watt/Face

Max Power Load Per Single Face					
# of Circuits	100 VOLT Each Circuit		240 VOLT Each Circuit		
	WATTS	AMPS	WATTS	AMPS	
Primary	1	1080	9		
Secondary	1	1080	9		

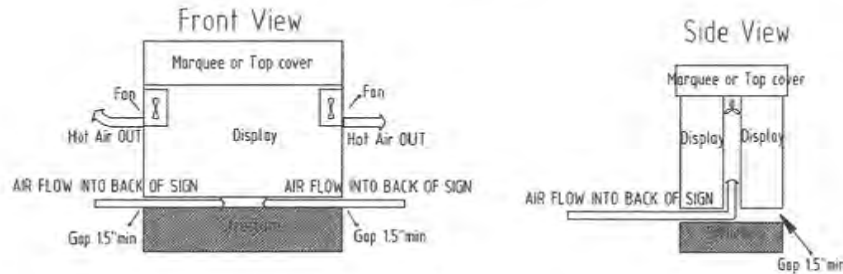
Total number of circuits per face: 1  
INPUT VOLTAGE FOR DISPLAY MUST BE SPECIFIED AT TIME OF ORDER

\*\*Electrical must be installed in accordance with the requirements of National Electrical Codes or local codes.

REV.	DATE	DESCRIPTION	BY	APPR
		 COPYRIGHT OPTEC DISPLAYS, INC. ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION AND DISTRIBUTION PROHIBITED		
DISPLAY MODEL				
DRAWING NUMBER		2021-001755-BF-M20-16mm-W1510-50-80X150-SF-V2		
REFERENCE				
DESIGNED BY		SCALE/SHEET SIZE		1:1
DRAWN BY		TOLERANCE		±1/4"
DATE		UNITS		MM INCHES
PAGE		REVISION		

Air Ventilation Requirements(Force Air):  
 $FAN\ CFM = 3.19 \times Total\ Watts / 20$

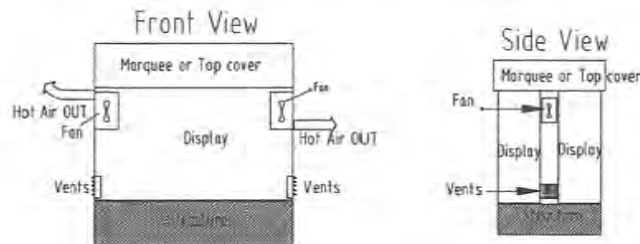
### Forced Air Circulation



DO

- DO Provide Sufficient Vents to allow outside air into a skinned/closed structure
- DO Provide Fans if necessary to push Hot Air out of closed Structures
- DO Maintain minimum of 1.5 inch clearance at bottom of enclosed sign
- DO Maintain Temperature inside sign between -22 to +130 Degrees F
- DO Keep Temperatures below 110 Degrees F inside cabinet
- DO Provide Axial Air Fans if Air Flow Restricted inside Frame/Structure
- DO Provide Thermal Switches to turn on Fans at 90-105 degrees F

### Forced Air Circulation



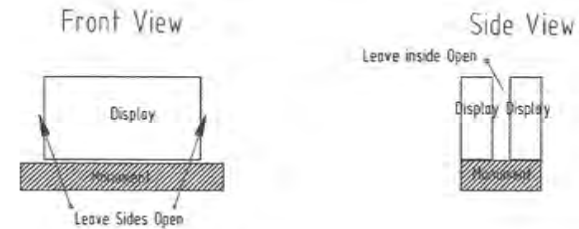
DON'T

- DON'T Block Cabinet Vents at back of Display
- DON'T Place cabinet against a wall without back side of cabinet open to outside air
- DON'T Allow Heat to Rise above 110 Degrees F inside cabinet
- DON'T Mount an ID Sign/Marquee Cover above or below the Optec LED Sign without 1.5" clearance needed for ventilation

NOTE: THE WARRANTY DOES NOT COVER DAMAGES CAUSED BY IMPROPER VENTILATION

AIR Ventilation Requirements(Natural Convection):

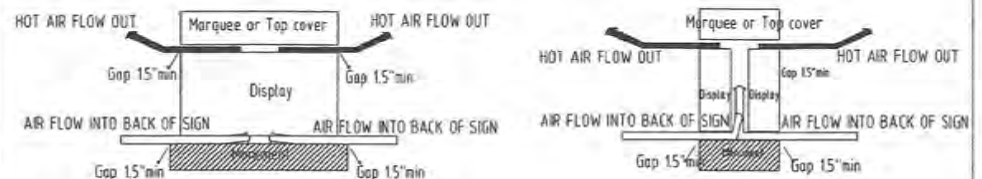
### Natural Convection



DO

- DO Provide Outside Air TO Reach Cabinet Air input Vents
- DO Maintain Temperature inside sign -22 to +130 Degrees F
- DO Provide Sufficient Venting For Natural Convection if Skinned
- DO inspect Vents Periodically to Ensure they are Clear/Open
- DO Keep inside cabinet temperature below 110 degrees F
- DO Maintain clearance above and below cabinet a min of 1.5"

### Natural Convection II



DON'T

- DON'T Block Cabinet Air Vents in back of Display
- DON'T Allow Temperature to Rise Above 110 degrees F

NOTE: THE WARRANTY DOES NOT COVER DAMAGES CAUSED BY IMPROPER VENTILATION

REV	DATE	DESCRIPTION	BY	APPR
<div>  <div> <p>COPYRIGHT OPTEC DISPLAYS, INC. ALL RIGHTS RESERVED. UNAUTHORIZED REPRODUCTION AND DISTRIBUTION PROHIBITED</p> </div> </div>				
DISPLAY MODEL		2021-00755-01-400-000-0100-00-0000-01-V2		
DRAWING NUMBER				
REFERENCE				
DESIGNED BY		SCALE/SHEET SIZE		1:1
DRAWN BY		TOLERANCE		±1/4"
DATE		UNITS		MM (INCHES)
PAGE		REVISION		



# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23582

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Austin Chapman

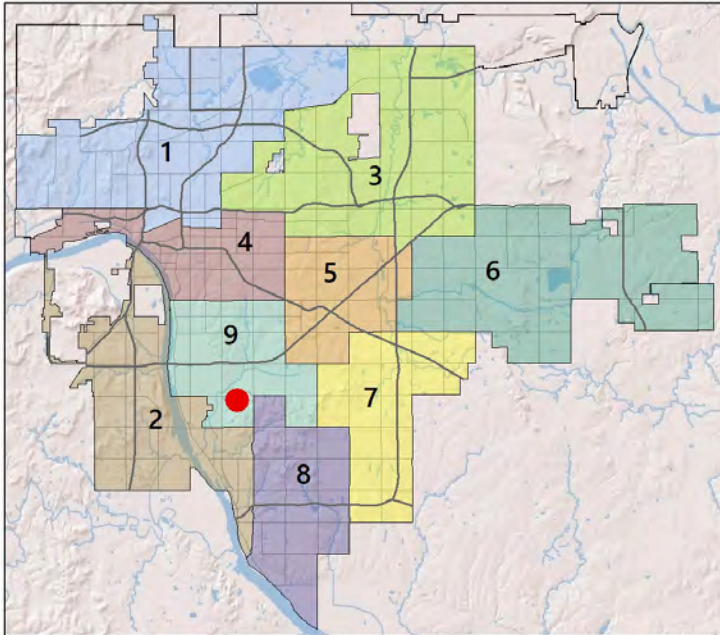
**Owner and Applicant Information:**

**Applicant:** Justin DeBruin

**Property Owner:** Southern Hills Country Club

**Action Requested:** Special Exception to amend a previously approved site plan for a Country Club in the RS-1 District (Table 5.020, Table 5-2; Sec.70.120)

**Location Map:**



**Additional Information:**

**Present Use:** Southern Hills Country Club

**Tract Size:** 295.82 acres

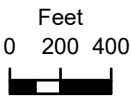
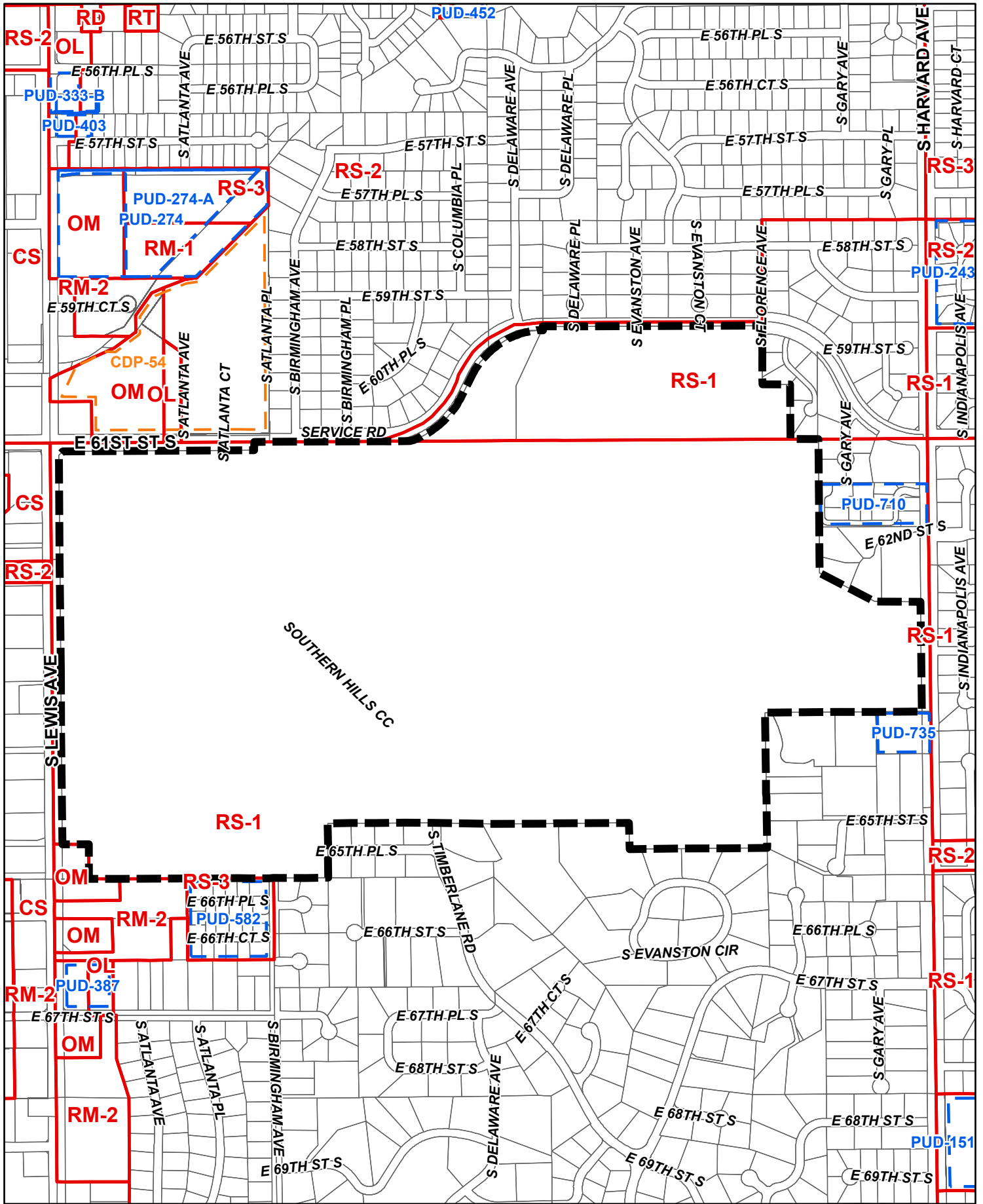
**Location:** 2636 E. 61 St. S.

**Present Zoning:** RS-1

**Case History:**

10/10/23: First appearance on agenda, Board continued item until the next hearing to correct a noticing issue.



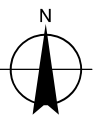


**BOA-23582**

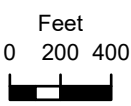


Subject  
Tract

**3.2**

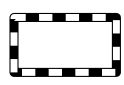






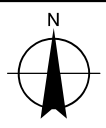
Note: Graphic overlays may not precisely align with physical features on the ground.  
Aerial Photo Date: 2020/2021

**BOA-23582**



Subject  
Tract

**3.3**





**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9332

Case Number: **BOA-23582**

**CD:** 9

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Justin DeBruin

**ACTION REQUESTED:** Special Exception to amend a previously approved site plan for a Country Club in the RS-1 District (Table 5.020, Table 5-2; Sec.70.120)

**LOCATION:** 2636 E. 61 St. S.

**ZONED:** RS-1

**PRESENT USE:** Southern Hills Country Club

**TRACT SIZE:** 12886111.37 SQ FT

**LEGAL DESCRIPTION:** See attached,

**RELEVANT PREVIOUS ACTIONS:**

**Subject Property:**

**BOA-23420;** On 09.13.22 the Board approved a special exception to amend a previously approved site plan for a Country Club in the RS-1 District. A copy of that site plan is attached.

**BOA-22487;** On 07.24.18 the Board approved a modification to a previously site plan.

**BOA-21884;** On 5.12.15, the Board approved the request for a modification to a previously approved site plan (BOA-19909) to permit an equipment storage building, subject to conceptual plan 6.15, on the subject property.

**BOA-20358;** On 10.24.06, the Board approved a special exception to permit architectural features (cupolas) to exceed 150% of the maximum height permitted (35 feet) in the RS district, on the subject property.

**BOA-20030;** on 4.26.05 the Board approved a Special Exception to permit a cellular telephone antenna in an RS-1 district; a Special Exception for a waiver of the screening requirements to enclose the antenna and equipment as security is provided for the entire property; and a Special Exception for a waiver of the landscaping buffer of planted materials around the antenna and equipment as the entire country club has significant landscaping, with conditions: for a monopole, no guy wires, per amended plan submitted, located on the subject property.

**BOA-19909;** on 9.14.04 the Board approved an amended detail site plan to permit expansion of Country Club buildings and facilities, with one change, with increase of three enclosed courts to four located on the subject property.

**BOA-18993;** on 2.27.01 the Board approved a Special Exception to extend special event parking (U.S. Open) beyond 20 days per calendar year and 10 days in a 30 day period to March 1 to July 1, on Section A of the site plan and from June 5 to June 18 on Section B located on the subject property.

**BOA-17148;** On 9.12.89, the Board approved a variance to permit a ground sign for a period of 14 months through October 1996 to announce The Tour Championship Golf Tournament; and a variance to permit the sign to exceed the maximum display surface area, on the subject property.

**BOA-15869;** on 10.22.91 the Board approved a Special Exception to amend a site plan to permit relocation of a drive located on the subject tract.

**BOA-15813;** on 8.27.91 the Board approved a Special Exception to permit extension of country club use by including indoor tennis facility; per plot plan submitted; finding that approval of the special exception request will permit the enclosure of existing tennis courts and reduce unnecessary lighting in the abutting residential neighborhood; located on the subject tract.

**BOA-15787**; on 7.23.91 the Board approved a Special Exception to permit extension of country club use including addition of a nine-hole golf course located on the subject property.

**BOA-9344**; On 1.6.77, the Board approved a special exception to extend a non-conforming Country Club in a U-1A district by erecting accessory buildings for the club use per plat plan, located on the subject property.

**BOA-9090**; On 6.17.76, the Board approved a special exception to use property for a private club purpose and permit the installation of two lighted tennis courts and a pro shop per plat plan, located on the subject property.

**BOA 6594**; 3/17/70 – The Board approved a special exception to permit extending a nonconforming country club in a U-1A district located on the subject tract.

**RELATIONSHIP TO THE COMPREHENSIVE PLAN:** The Tulsa Comprehensive Plan identifies the subject property as part of a “Parks and Open Space” Land Use designation.

The Park and Open Space designation includes parks, trails, public sports complexes, country clubs, stormwater facilities, forests, and cemeteries. While these individual uses differ greatly, the general goal of this designation is to ensure these areas remain in their current undeveloped state, and that new development in near proximity does not encroach in ways that undermine the purpose of the property. Active parks and open space should be further activated by development that faces these uses.

**STAFF ANALYSIS:** The applicant is revising a site plan for Southern Hills Country Club property related to the replacement of one of their existing office buildings to build a larger structure.

**SAMPLE MOTION:** Move to \_\_\_\_\_ (approve/deny) a Special Exception to amend a previously approved site plan for a Country Club in the RS-1 District (Table 5.020, Table 5-2; Sec.70.120)

- 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.

#### GENERAL SITE NOTES:

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL MUNICIPAL, REGULATIONS AND CODES, WHICHEVER IS MORE STRINGENT.
2. ALL WORK AND MATERIALS SHALL COMPLY WITH O.S.H.A. STANDARDS.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES' SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
4. REFER TO LANDSCAPE PLANS FOR GRASS, TREES, AND PLANTED MATERIALS.
5. ALL DIMENSIONS AND COORDINATES ARE FROM BACK OF CURB UNLESS SHOWN OTHERWISE.
6. RADI = 5'-0" UNLESS OTHERWISE INDICATED.

#### GENERAL PAVING NOTES:

1. ALL MATERIALS, EXECUTION, AND TESTING TO CONFORM TO AHI REQUIREMENTS (I.E. LOCAL OR STATE DOT STANDARDS) AND SPECIFICATIONS.
2. ALL PAVING AND EARTHWORK OPERATIONS SHALL CONFORM TO THE RECOMMENDATIONS IN THE GEOTECHNICAL REPORT.
3. CONTRACTOR TO PROVIDE PRODUCT DATA SUBMITTALS INCLUDING, BUT NOT LIMITED TO, DESIGN MIXES, MATERIAL CERTIFICATES, AND MATERIAL TEST REPORTS FOR MATERIALS AND PRODUCTS ASSOCIATED WITH PAVING AND PAVEMENT MARKING OPERATIONS.
4. CONTRACTOR SHALL DEVELOP AND IMPLEMENT PROPER TRAFFIC CONTROL IN CONFORMANCE WITH THE LATEST EDITION OF THE MUTCD. ACCESS FOR EMERGENCY VEHICLES AND LOCAL TRAFFIC SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION.
5. PAVEMENT SUBGRADE SHALL BE PREPARED IN ACCORDANCE WITH THE RECOMMENDATIONS IN THE GEOTECHNICAL REPORT AND TO THE GRADES AND ELEVATIONS REQUIRED BY THE CONSTRUCTION DOCUMENTS.
6. PAVEMENT CONTRACTOR TO INSPECT PAVEMENT SUBGRADE AND CORRECT ANY DEFICIENCIES PRIOR TO PAVING OPERATIONS.
7. CONTRACTOR TO COORDINATE CONSTRUCTION TESTING UNLESS OTHERWISE INDICATED IN THE CONTRACT DOCUMENTS.
8. THE PAVEMENT SECTIONS SHOWN IN DETAIL 31-CB00 ARE SHOWN FOR REFERENCE AND WERE PROVIDED BY (GEOTECHNICAL ENGINEER NAME) BASED ON SITE SPECIFIC CONDITIONS AS OUTLINED IN THEIR REPORT DATED XX.XX.XXXX. ANY QUESTIONS REGARDING THE SUITABILITY OF THESE OR ALTERNATE PAVEMENT SECTIONS, SPECIFIC PAVEMENT MAINTENANCE REQUIREMENTS, OR POTENTIAL PAVEMENT LIFE SHOULD BE DIRECTED TO (GEOTECHNICAL ENGINEER NAME) AS THIS IS BEYOND WALLACE'S SCOPE OF SERVICES FOR THIS PROJECT.

#### ASPHALT PAVEMENT:

9. CONSTRUCT JOINTS TO ENSURE A CONTINUOUS BOND BETWEEN ADJOINING PAVEMENT SECTIONS. OFFSET LONGITUDINAL JOINTS, IN SUCCESSIVE COURSES, A MINIMUM OF 6 INCHES AND TRANSVERSE JOINTS A MINIMUM OF 24 INCHES.
10. WHERE DIFFERENT THICKNESS PAVEMENTS ABUT, PROVIDE A THICKENED EDGE ON THE THINNER PAVEMENT SECTION, WHICH TRANSITIONS TO THE THICKER PAVEMENT DEPTH ACROSS FOUR FEET.
11. UNIFORM DENSITY REQUIREMENTS:
  - 11.1. AVERAGE DENSITY: 96 PERCENT OF REFERENCE LABORATORY DENSITY ACCORDING TO ASTM D 6927 BUT NOT LESS THAN 94 PERCENT OR GREATER THAN 100 PERCENT; OR
  - 11.2. AVERAGE DENSITY: 92 PERCENT OF REFERENCE MAXIMUM THEORETICAL DENSITY ACCORDING TO ASTM D 2041 BUT NOT LESS THAN 90 PERCENT OR GREATER THAN 96 PERCENT.
12. INSTALLATION TOLERANCES:
  - 12.1. PAVEMENT THICKNESS: BASE COURSE PLUS OR MINUS 1/2 INCH; SURFACE PLUS 1/4 INCH.
  - 12.2. PAVEMENT SMOOTHNESS: BASE COURSE 1/4 INCH IN 10 FEET; SURFACE COURSE 1/8 INCH IN 10 FEET.

#### CONCRETE PAVEMENT:

13. CONCRETE PLACEMENT TO CONFORM TO ACI 301 / 308 / 330 REQUIREMENTS.
14. CONCRETE MATERIAL:
  - 14.1. 28 DAY COMPRESSIVE STRENGTH: 4000 PSI MINIMUM
  - 14.2. MAXIMUM W/C RATIO: 5.7 POINT OF PLACEMENT: 5.45
  - 14.3. SLUMP: 4 INCHES PLUS OR MINUS 1 INCH
  - 14.4. AIR CONTENT: 5 PERCENT PLUS OR MINUS 1-1.2 PERCENT
15. STEEL:
  - 15.1. GRADE 60
  - 15.2. COMPLY WITH CRSI'S "MANUAL OF STANDARD PRACTICE" FOR FABRICATION, PLACEMENT, AND SUPPORT.
16. JOINTS:
  - 16.1. FORM CONSTRUCTION, ISOLATION, AND CONTRACTION JOINTS WITH FACES PERPENDICULAR TO SURFACE PLANE OF CONCRETE, WHEN JOINING EXISTING PAVING, PLACE JOINTS TO ALIGN WITH VERTICALLY PLACED JOINTS UNLESS OTHERWISE INDICATED.
  - 16.2. FORM ISOLATION JOINTS OF PREFORMED JOINT FILLER STRIPS ABUTTING LIGHT STANDARD FOUNDATIONS, MANHOLES, INLETS, STRUCTURES, OR OTHER FIXED OBJECTS. EXTEND JOINT FILLER THE FULL WIDTH AND DEPTH OF PAVEMENT.
  - 16.3. CONTRACTION JOINT DEPTH TO BE 1/4 OF THE TOTAL CONCRETE THICKNESS.
  - 16.4. JOINTS SHOULD EXTEND THROUGH ADJACENT CURB AND GUTTER.
17. JOINT SPACING:
  - 17.1. JOINT SPACING SHALL NOT EXCEED 24 TO 30 TIMES THE PAVEMENT THICKNESS (E.G. 0.5" THICK CONCRETE x 30 = 15" MAXIMUM JOINT SPACING) WITH A MAXIMUM SPACING OF 15 FEET.
  - 17.2. LAY OUT JOINTS TO FORM SQUARE PANELS. WHEN THIS IS NOT PRACTICAL, RECTANGULAR PANELS CAN BE USED, BUT THE LENGTH SHALL NOT BE MORE THAN 25% LONGER THAN THE WIDTH (E.G. A 15' LONG PANEL CANNOT BE WIDER THAN 12').
  - 17.3. CONTRACTOR TO SUBMIT A JOINT LAYOUT PLAN FOR REVIEW AND APPROVAL PRIOR TO COMMENCING PAVING OPERATIONS. CONTRACTOR TO TAKE INTO ACCOUNT REVIEW TIME AND CHANGES PER ANY COMMENTS WHEN SCHEDULING THE SUBMISSION OF THE JOINT LAYOUT PLAN.
18. REINFORCEMENT OF IRREGULARLY SHAPED PANELS OR MISMATCHED JOINTS:
  - 18.1. ON PANELS WITH RADI, ON PANELS THAT TAPER TO A SHARP ANGLE, AND/OR WHEN THE LENGTH TO WIDTH RATIO EXCEEDS 1.25, PROVIDE A MINIMUM OF 0.05 PERCENT STEEL IN BOTH DIRECTIONS ACROSS THE ENTIRE PANEL.
  - 18.2. WHERE JOINT PATTERNS OF ADJUTING PAVEMENTS DO NOT MATCH AND ARE NOT SEPARATED BY AN EXPANSION JOINT, PROVIDE A MINIMUM OF 0.05 PERCENT STEEL IN THE PAVEMENT OPPOSITE OF THE MISMATCHED JOINT FOR A DISTANCE OF THREE FEET BACK FROM THE JOINT ALONG THE FULL WIDTH OF THE PANEL.
19. WHERE DIFFERENT THICKNESS PAVEMENTS ABUT, PROVIDE A THICKENED EDGE ON THE THINNER PAVEMENT SECTION WHICH TRANSITIONS TO THE THICKER PAVEMENT DEPTH ACROSS FOUR FEET.
20. PROVIDE MEDIUM TO FINE TEXTURED BROOM FINISH UNLESS OTHERWISE INDICATED ON THE PLANS.
21. INSTALLATION TOLERANCES:
  - 21.1. ELEVATION: 1/4 INCH
  - 21.2. THICKNESS: PLUS 3/8 INCH, MINUS 1/4 INCH
  - 21.3. SURFACE: 1/4 INCH IN 10 FEET

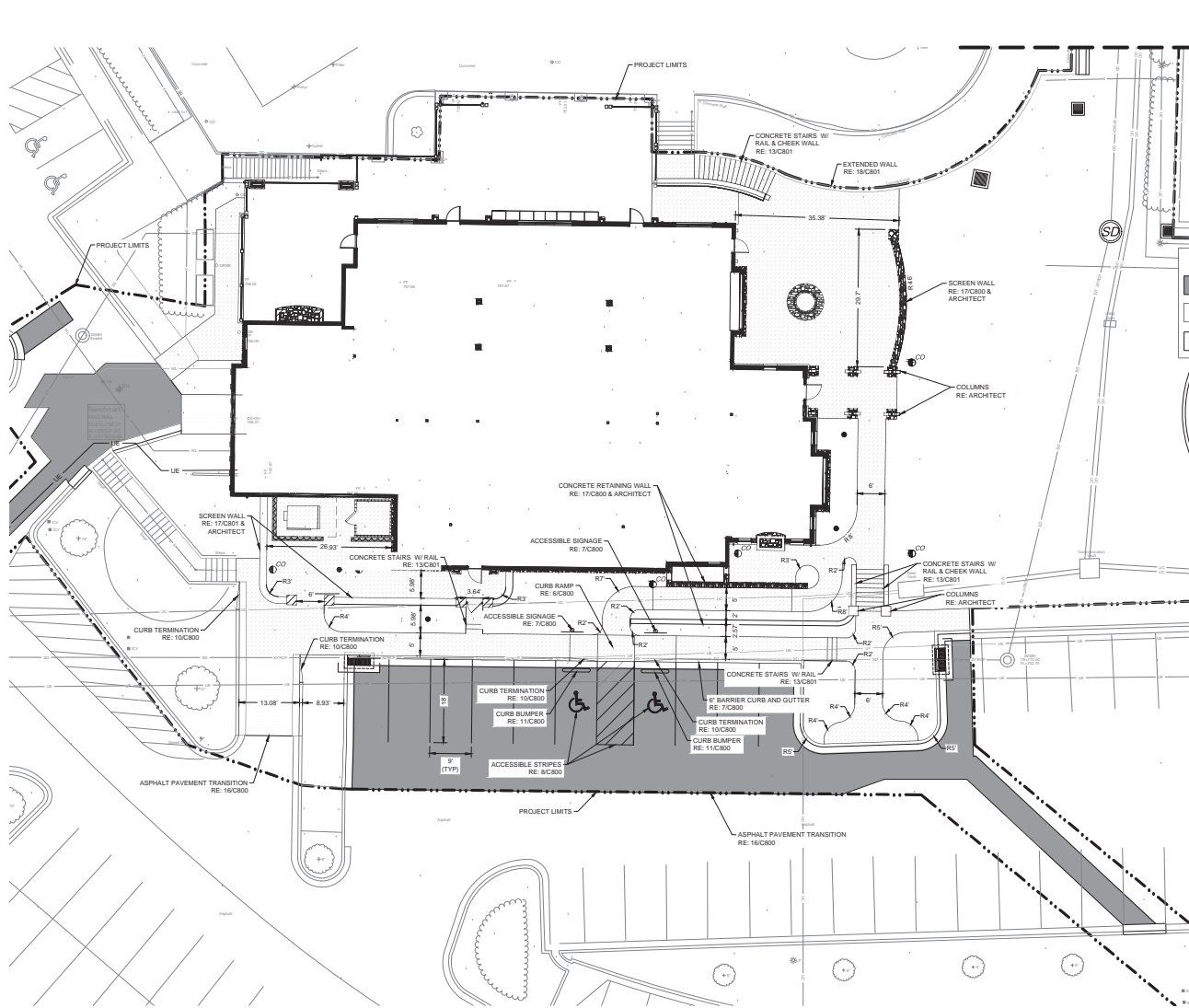
#### PAVEMENT MARKINGS:

22. ALLOW PAVING TO AGE A MINIMUM OF 30 DAYS BEFORE STARTING PAVEMENT MARKING OPERATIONS.
23. PAVEMENT MARKING PAINT SHALL BE ACRYLIC, WATERBORNE EMULSION, LEAD AND CHROMATE FREE, READY MIXED, COMPLYING WITH PS TP-P-1982, TYPE II, WITH A DRYING TIME OF LESS THAN THREE MINUTES.
24. COLOR AS INDICATED.



#### CAUTION NOTICE TO CONTRACTOR

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.

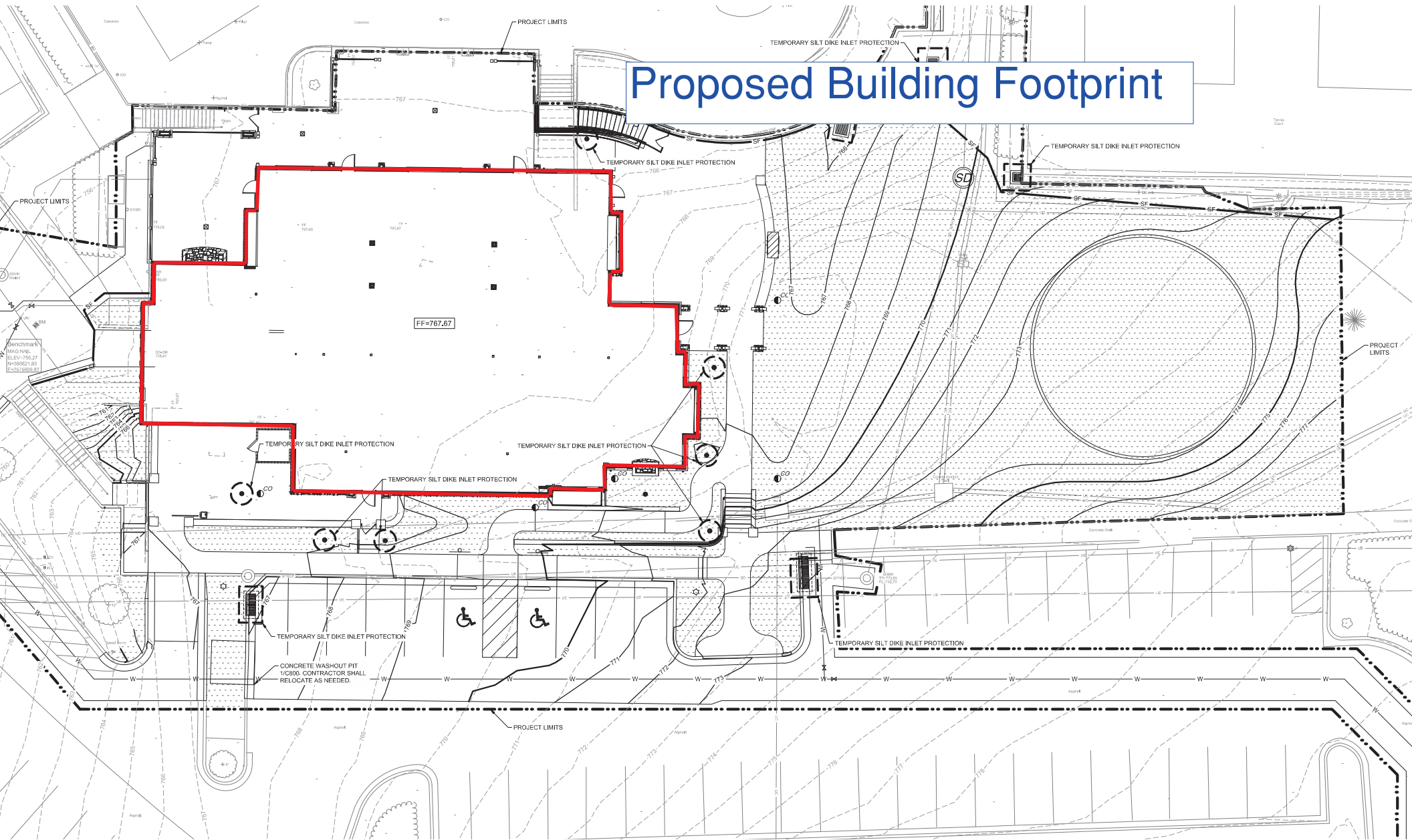


LEGEND	
	HEAVY DUTY ASPHALT PAVEMENT RE: 31CB00
	STANDARD DUTY CONCRETE RE: 31CB00
	CONCRETE SIDEWALK RE: 12CB00



[illegible]

# Proposed Building Footprint





**tlegendre** Sep 5 Reply ✕

3. ICC A117.1-2009, Section 403.3 Slope / Section 502.5 Floor Surfaces. Revise plans to identify cross-slope across accessible egress routes to be 2% within 10'-0" of building to be consistent with 2 % minimum slope required for drainage from building for impermeable surfaces. Identify the whole accessible parking pad area, including access aisle, to be no steeper than 2%. Identify the route in the direction of travel to be no steeper than 5%. Patios shall be no steeper than 2% at any point.

**tlegendre** Sep 5 Reply ✕

2. Section 1804.4 Site grading. Provide information for medium proposed for all surfaces. All surfaces that drain shall slope a minimum of 5% from the building. Revise plans accordingly to identify the whole building out from perimeter to a point 10'-0" minimum. Any exception used shall be identified and for what areas they apply.

**Jeffrey Bush** Aug 23 Reply ✕

1.Modification of previous City of Tulsa Board of Adjustment (BOA) approval required.  
BOA-19909: 9/14/04 approved a modification to a previously approved site plan to approve expansion of country club buildings. . The expansion of the clubhouse is a modification to the site plan approved on 9/14/04.

Review comment: Submit an approved BOA modified site plan reviewed and approved per Sec.70.120

**tlegendre** Sep 5 Reply ✕

4. IFC 2018; Section 503.1.1 Buildings and facilities. Contact a Fire Marshal Plans Examiner for fire apparatus road requirements and revise plans to identify location of the fire apparatus road approved by the fire marshal examiner.

The image shows a detailed architectural site plan of a building complex. The plan includes various rooms, corridors, and outdoor areas. Key annotations include:
 

- Red outline:** A red line traces the perimeter of the main building footprint.
- Callouts:** Numerous text callouts are scattered throughout the plan, such as 'CONCRETE AT RAMP AS SHOWN', 'ACCESSIBLE RAMPWAY', 'CLOSER TERMINATION', and 'LIMIT OF RETENTION WALL'. Some callouts are accompanied by small diagrams or symbols.
- Dimensions:** Various dimensions are noted, including '10'-0"', '5'-0"', and '12'-0"'. One specific note mentions 'ALT. 28.2'.
- Orientation:** A north arrow is located in the upper right quadrant of the plan.
- Site Context:** The plan shows the building's relationship to surrounding areas, including parking spaces and adjacent property lines.

3.9

**Comment 1 (Jeffrey Bush)**

Modification of previous City of Tulsa Board of Adjustment (BOA) approval required.

BOA-19909: 9/14/04 approved a modification to a previously approved site plan to approve expansion of country club buildings. The expansion of the clubhouse is a modification to the site plan approved on 9/14/04.

Review Comment: Submit an approved BOA modified site plan reviewed and approved per Sec. 70.120.

**Comment 2 (tlegendre)**

Section 1804.4 Site grading. Provide information for medium proposed for all surfaces. All surfaces that drain shall slope a minimum of 5% from the building. Revise plans accordingly to identify the whole building out from perimeter to a point 10'-0" minimum. Any exception used shall be identified and for what areas they apply.

**Comment 3 (tlegendre)**

ICC A117.1-2009, Section 403.3 Slope / Section 502.5 Floor Surfaces. Revise plans to identify cross-slope across accessible egress routes to be 2% within 10'-0" of building to be consistent with 2 % minimum slope required for drainage from building for impermeable surfaces. Identify the whole accessible parking pad area, including access aisle, to be no steeper than 2%. Identify the route in the direction of travel to be no steeper than 5%. Patios shall be no steeper than 2% at any point.

**Comment 4 (tlegendre)**

IFC 2018, Section 503.1.1 Buildings and facilities. Contact a Fire Marshal Plans Examiner for fire apparatus road requirements and revise plans to identify location of the fire apparatus road approved by the fire marshal examiner.



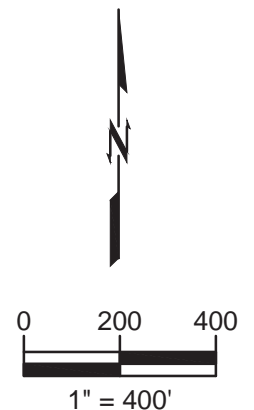


Location Map



wallace  
design  
collective

wallace design collective, pc  
structural·civil·landscape·survey  
123 north martin luther king jr. blvd.  
tulsa, oklahoma 74103  
918.584.5858



September 11, 2023





# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23584

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Sean Wallace

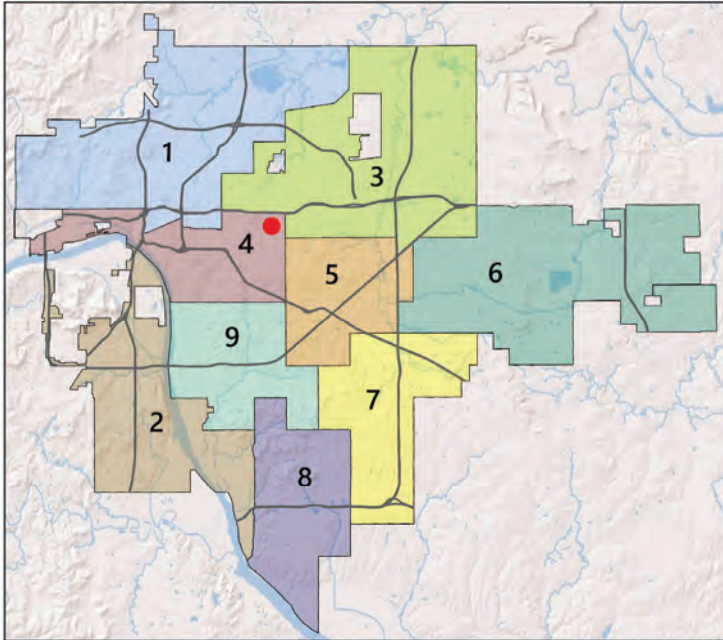
**Owner and Applicant Information:**

**Applicant:** Richard Trost

**Property Owner:** Eduardo Gonzalez Alfaro &  
Porfiria Coronado Becerra

**Action Requested:** Special Exception to allow an Accessory Dwelling Unit in an RS-3 District (45.031-D); Variance to allow the floor area of detached accessory buildings to exceed 500 square feet and 40% of the floor area of the principal residential structure (Section 45.030-A, 45.031-D.6)

**Location Map:**



**Additional Information:**

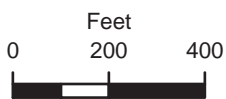
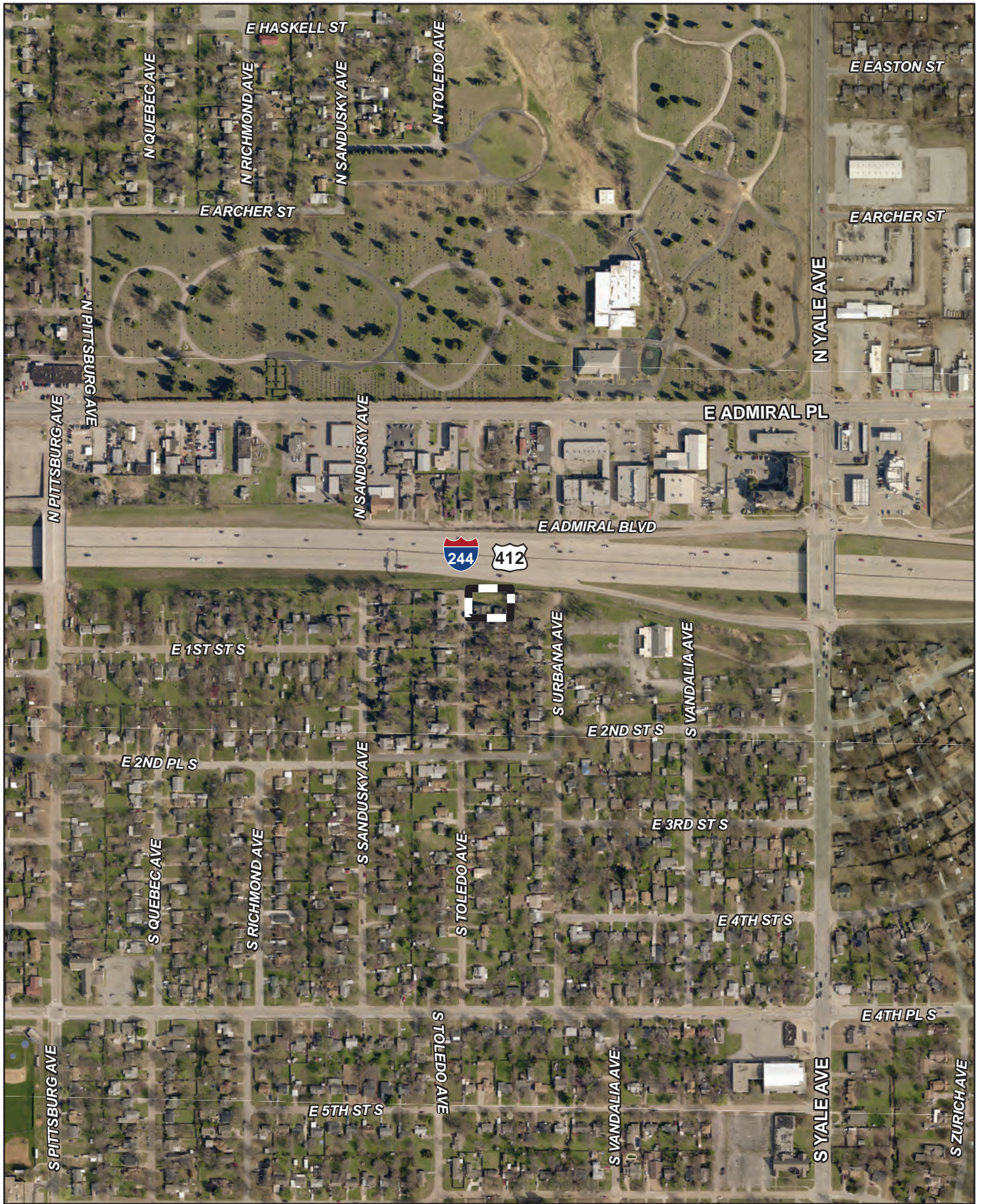
**Present Use:** ADU

**Tract Size:** 0.33 acres

**Location:** 23 S. Toledo Ave. E

**Present Zoning:** RS-3





Subject  
Tract

**BOA-23584**

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

Aerial Photo Date: 2021



4.2





Subject **BOA-23584**  
Tract

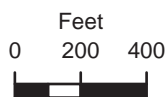
Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2021



4.3







**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9304  
**CD:** 4

**Case Number:** BOA-23584

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Richard Trost

**ACTION REQUESTED:** Special Exception to allow an Accessory Dwelling Unit in an RS-3 District (45.031-D); Variance to allow the floor area of detached accessory buildings to exceed 500 square feet and 40% of the floor area of the principal residential structure (Section 45.030-A, 45.031-D.6)

**LOCATION:** 23 S. Toledo Ave E

**ZONED:** RS-3

**PRESENT USE:** Vacant

**TRACT SIZE:** 14300.81 SQ FT

**LEGAL DESCRIPTION:** LT 192 & 193 BK 2, RODGERS HGTS SUB 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 "Neighborhood."

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off of an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off of a lower-order street separated from the arterial, then it would be considered Neighborhood.

**STATEMENT OF HARDSHIP:** The applicant has provided a letter of hardship which is included in this packet.

**STAFF ANALYSIS:** The applicant is requesting a Special Exception to allow an Accessory Dwelling Unit in an RS-3 District (45.031-D); Variance to allow the floor area of detached accessory buildings to exceed 500 square feet and 40% of the floor area of the principal residential structure (Section 45.030-A, 45.031-D.6).

Included in your packet is a copy of Sections 45.030 and 45.031 of the zoning code.

Facts staff finds favorable for variance request:

- The proximity to the highway does create a unique condition based on the size of the property. The property could be split back to the original lot configuration and the additional dwelling unit would be allowed by right of the Northern lot.

Facts Staff find unfavorable for the variance request:

- None.

**SAMPLE MOTION:**

***Special Exception:***

Move to \_\_\_\_\_ (approve/deny) a **Special Exception** to allow an Accessory Dwelling Unit in an RS-3 District (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.

**Variance:**

Move to \_\_\_\_\_ (approve/deny) a **Variance** to allow the floor area of detached accessory buildings to exceed 500 square feet and 40% of the floor area of the principal residential structure (Section 45.030-A, 45.031-D.6).

- 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*





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

### BLDR-156858-2023 (23 S TOLEDO AVE E Tulsa, OK 74112).pdf Markup Summary #1

#### Zoning Review (2)



**Subject:** Zoning Review  
**Page Label:** 1  
**Author:** DWhiteman  
**Date:** 8/21/2023 12:22:19 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Section 45.031-D.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.

Review Comments: Accessory Dwelling Units (ADU) are only allowed on RS-3 lots by Special Exception from the Board of Adjustment. Please contact the Tulsa Planning Office, 918-596-7526, to request a Special Exception for an (ADU) on an RS-3 zoned lot.



**Subject:** Zoning Review  
**Page Label:** 1  
**Author:** DWhiteman  
**Date:** 8/21/2023 12:30:55 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Section 45.030-A.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.

Review Comment: You are proposing 956 square feet of detached accessory floor area. The proposed detached building exceeds 500 square feet and 40% of the size of the house. Based on the size of the house per the county assessor's website, (1,157 sq ft) you are allowed a maximum of 500 square feet of detached accessory building floor area on this lot. Please contact the Tulsa Planning Office, 918-596-7526, to request a Variance for an accessory building on an RS-3 zoned lot to exceed 500 square feet and 40% of the floor area of the principal residential structure.

**Trost Designs, LLC  
1307 S. Atlanta Avenue  
Tulsa, OK 74104**

9-13-23

Re: 23 South Toledo  
Tulsa, OK 74112

BLDR-156858-2023

Dear Mr. Chapman,

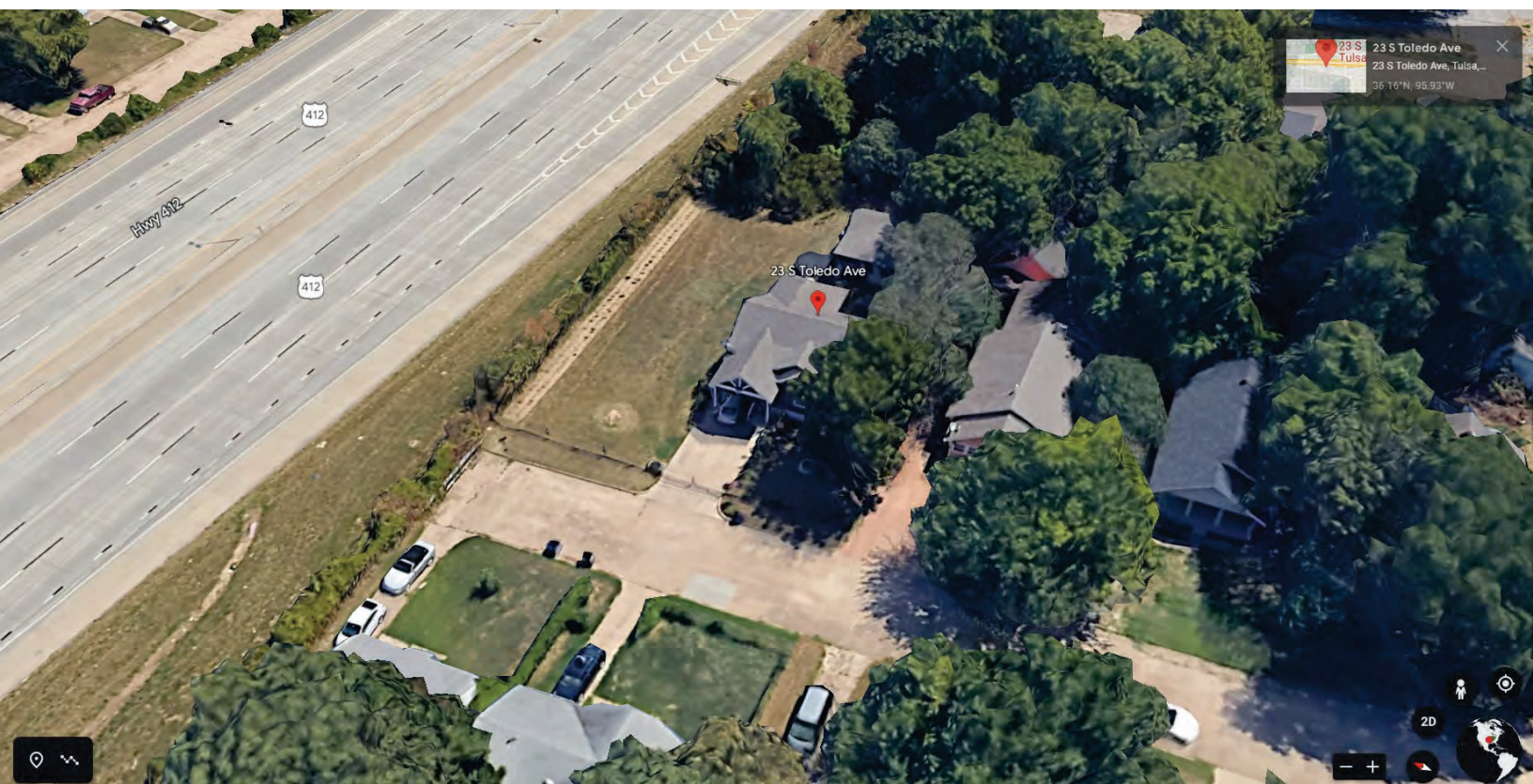
Per your request, to describe the hardship in this case, please see below.

The address in question, actually is two lots combined (Lots 192 & 193.) This property is located right next to Highway I-244. The original structure is built on Lot 192 as Lot 193 butts directly to the I-244. The owners built the additional ADU on Lot 192 as well, for the same highway noise disturbance. I've attached photos of the property for clarity, in hopes that helps describe the situation and request for this variance.

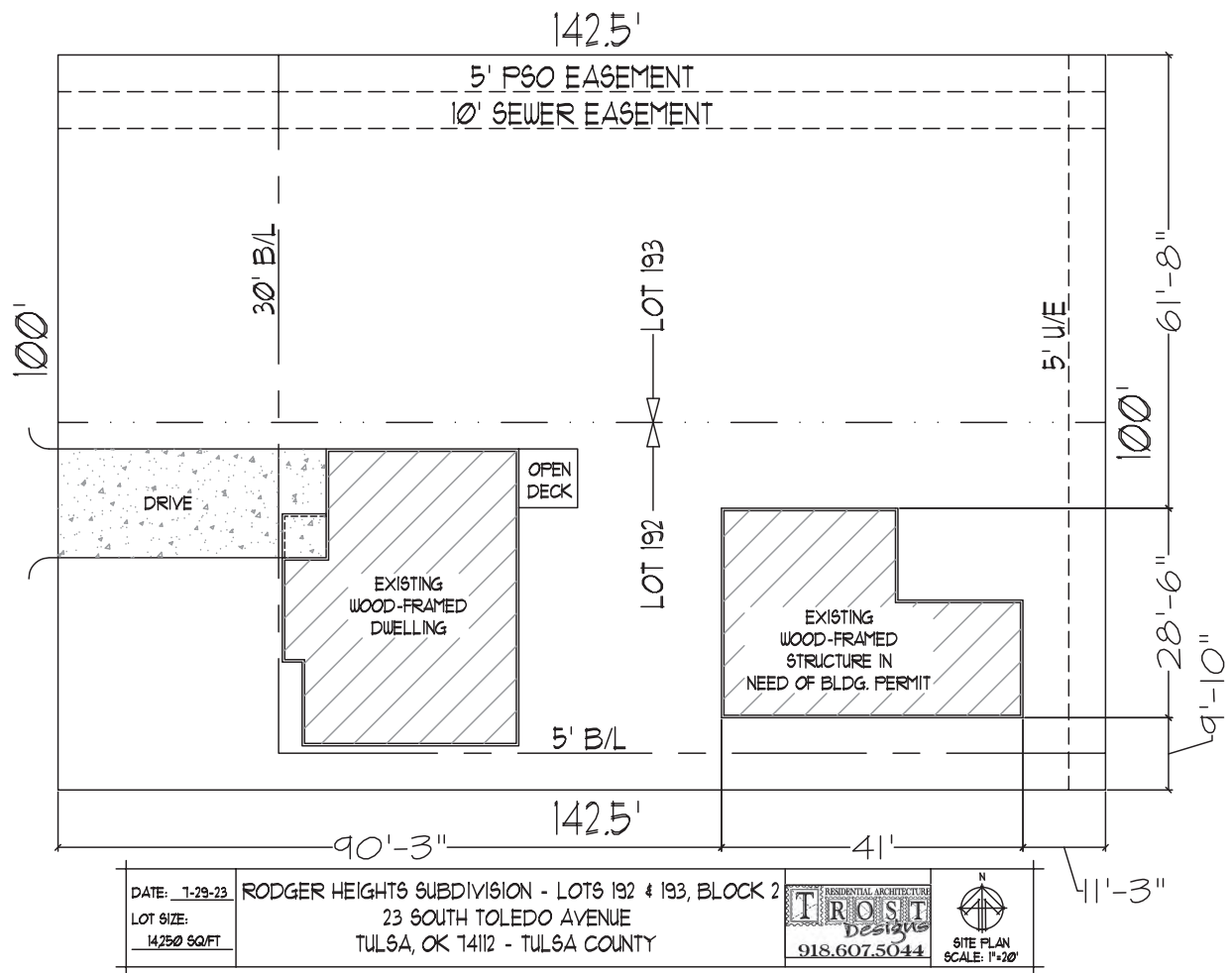
I appreciate your time and please advise on anything further you may need for me to provide. Thank you sir.

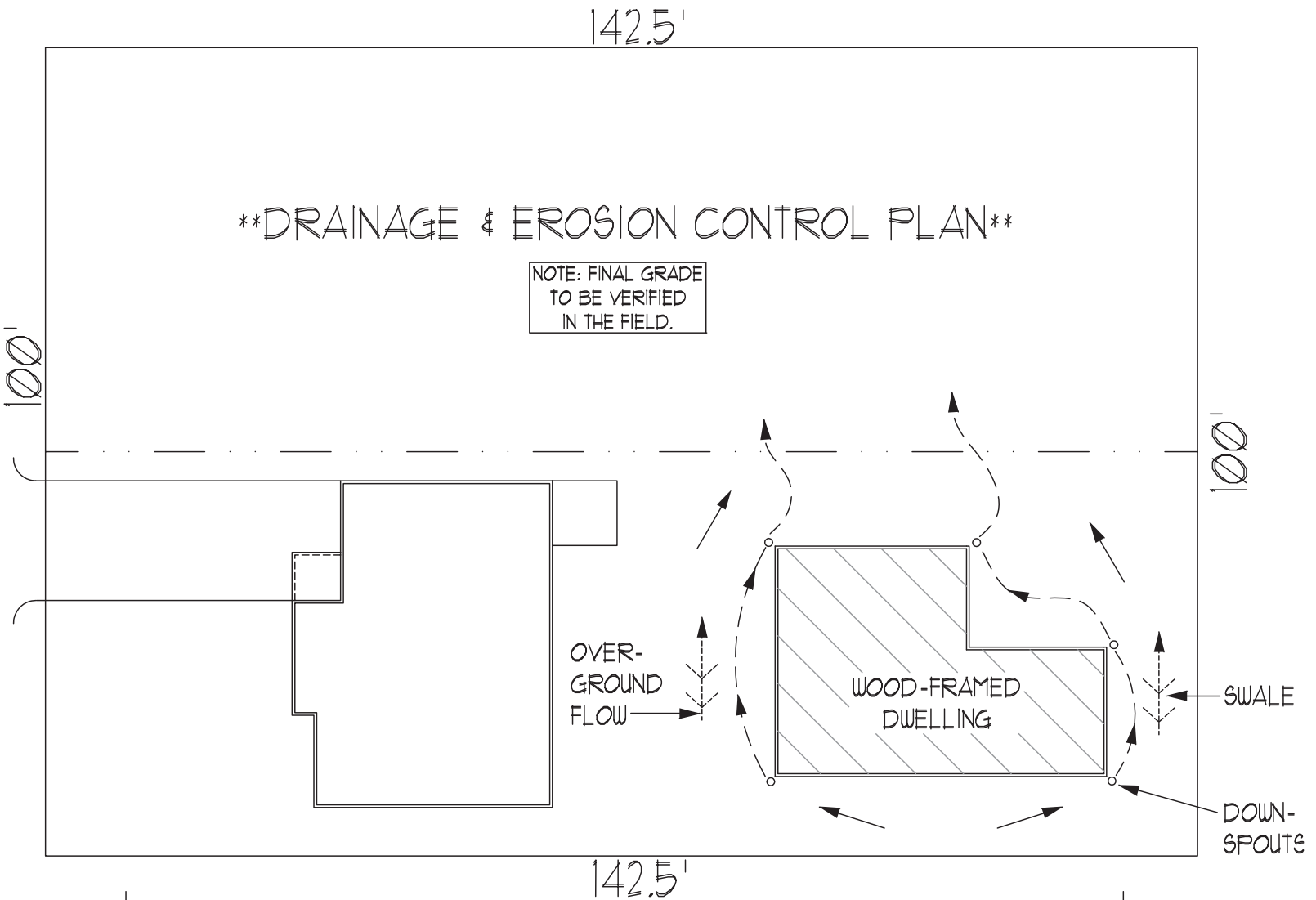
Respectfully,



Richard L. Trost  
Trost Designs, LLC  
918-607-5044









DATE: 7-29-23	RODGER HEIGHTS SUBDIVISION - LOTS 192 & 193, BLOCK 2	 918.607.5044	 SITE PLAN SCALE: 1"=20'
LOT SIZE:	23 SOUTH TOLEDO AVENUE		
14,250 SQ/FT	TULSA, OK 74112 - TULSA COUNTY		



142.5'

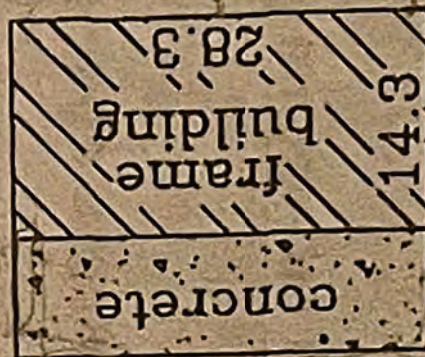
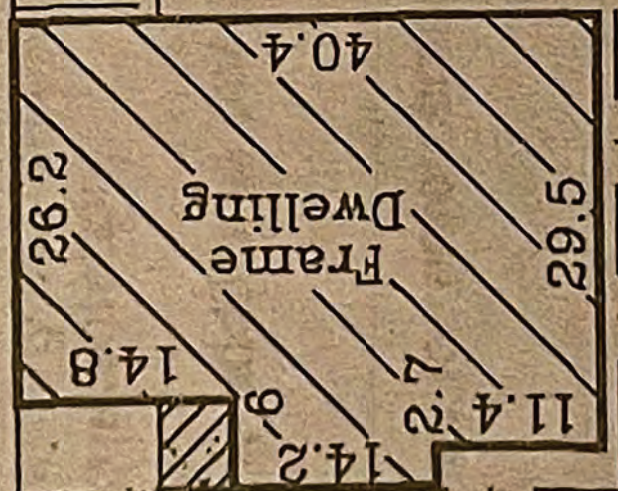
5' PSO Easement, Book 3718 Page 113

10' Sewer Easement, Book 3646 Page 673

30' Building Line

gravel  
drive

wood  
deck



4.13

5' Building Line

142.5'

LOT 193

LOT 192

5' Utility Easement



To the best of my knowledge these plans are drawn to comply with owner's/builders specifications and any changes made on them after prints are made will be done at the owner's/ builder's expense and responsibility. The builder/contractor shall verify all dimensions and enclosed drawings. While every effort has been made to avoid mistakes, the maker can not guarantee against human error. The builder/contractor of the job must check all dimensions and other details prior to construction and be solely responsible thereafter.

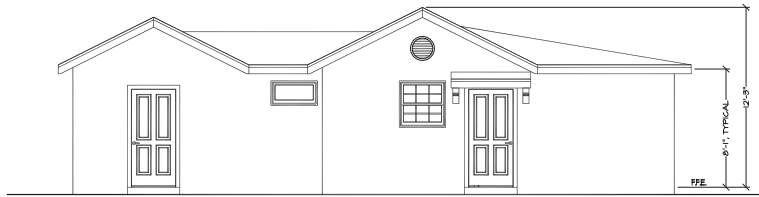
THESE DRAWINGS ARE THE PROPRIETARY WORK PRODUCT AND PROPERTY OF TROST DESIGNS, LLC DEVELOPED FOR THE EXCLUSIVE USE OF TROST DESIGNS, LLC. USE OF THESE DRAWINGS AND CONCEPTS CONTAINED THEREIN WITHOUT THE WRITTEN PERMISSION OF TROST DESIGNS, LLC IS PROHIBITED AND MAY SUBJECT YOU TO A CLAIM FOR DAMAGES.

© By This Design

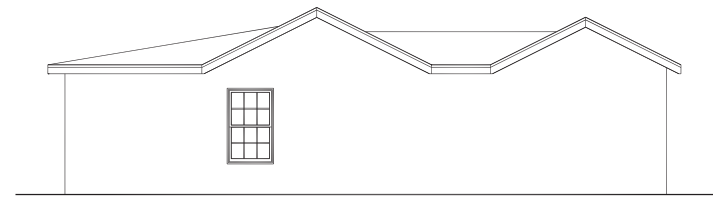
THIS DRAWING AS A CONCEPT INDICATES THE GENERAL SCOPE OF THE PROJECT. IT DOES NOT NECESSARILY INDICATE OR DESIGNE ALL REQUIREMENTS FOR COMPLETION OF THE WORK. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR TECHNIQUES OF CONSTRUCTION, CONFIRMING DETAILS, ACCURACY OF THE WORK, DIMENSIONS AND CONDITIONS TO BE COMPLETED AND CORRELATED AT THE JOB SITE.

NOTES:  
1. ALL VALLEY, HP, & GABLE RIDGES TO BE 2x6 MEMBERS.  
2. ALL RAFTERS TO BE 2x6 MEMBERS.  
3. NO TRUSSES, ONLY TYPICAL STICK-FRAMING.

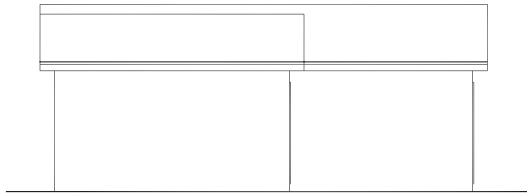
NOTES:  
1. ALL HEADERS TO BE (2) 2x12 UNO.  
2. CEILING JOISTS TO BE 2x6 MEMBERS @ 16" O.C.



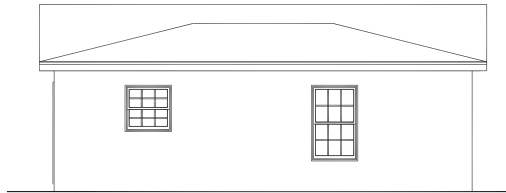
1 FRONT ELEVATION  
1/4" = 1'-0"



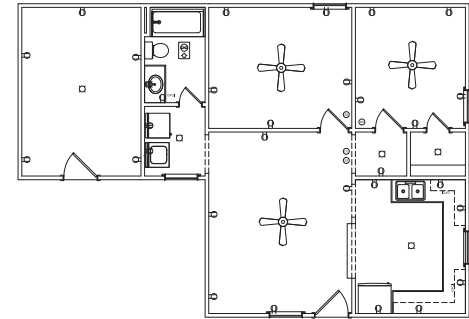
2 REAR ELEVATION  
1/4" = 1'-0"



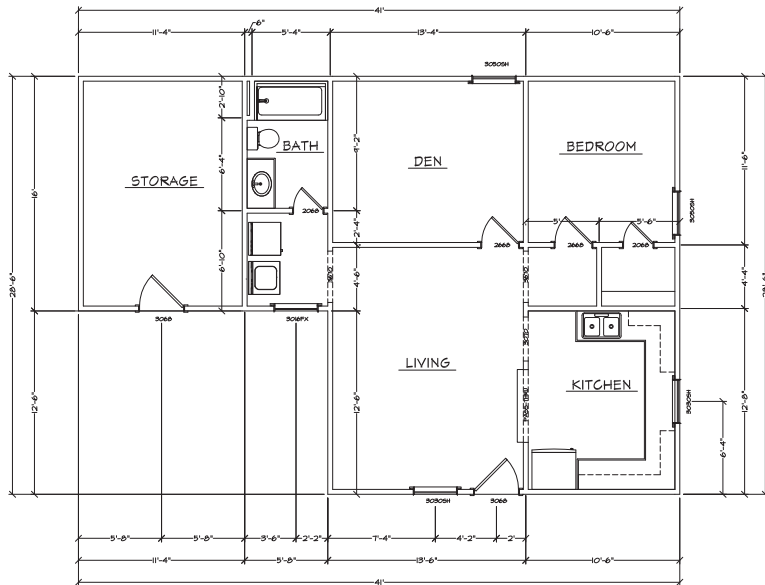
3 LEFT ELEVATION  
1/4" = 1'-0"



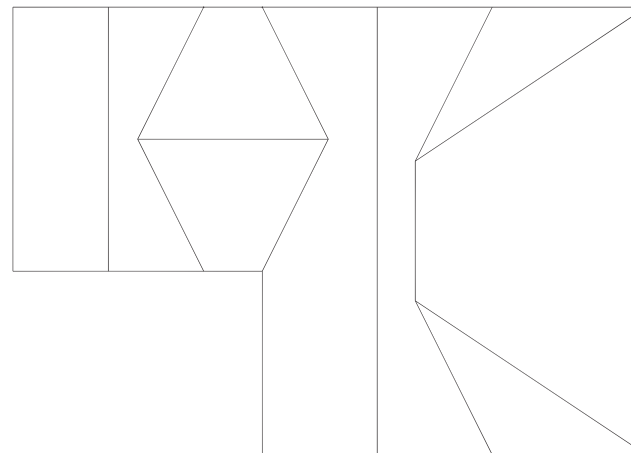
4 RIGHT ELEVATION  
1/4" = 1'-0"



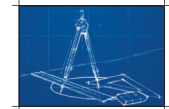
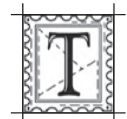
5 ELECTRICAL PLAN  
1/4" = 1'-0"



7 FLOOR PLAN  
1/4" = 1'-0"



6 ROOF PLAN  
1/8" = 1'-0"



REVISION TABLE	
• DATE	REVISION DESCRIPTION
1.	
</	

AREAS:  
FLOOR 986 SQ. FT.

TROST  
DESIGNS  
918.607.5044

23 S. TOLEDO AVE.  
TULSA, OK  
TULSA COUNTY

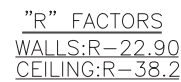
FLOOR PLAN  
(4) ELEVATIONS  
& ROOF PLAN

DATE:  
8/2/23  
SCALE:  
1/4" = 1'-0"  
SHEET #

1/0



TYPICAL TWO-  
STORY WALL  
SECTION



## A WALL SECTION



FOUNDATION DETAILS

---

SCHEMATIC: N.T.S.

[illegible]

FLOOR.....956 SQ/FT



S. LOLEDO AVE.  
TULSA, OK  
TULSA COUNTY

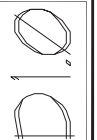
## TYPICAL DETAILS

DATE:

8/2/23

SCALE:

SHEET #









# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23585

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Austin Chapman

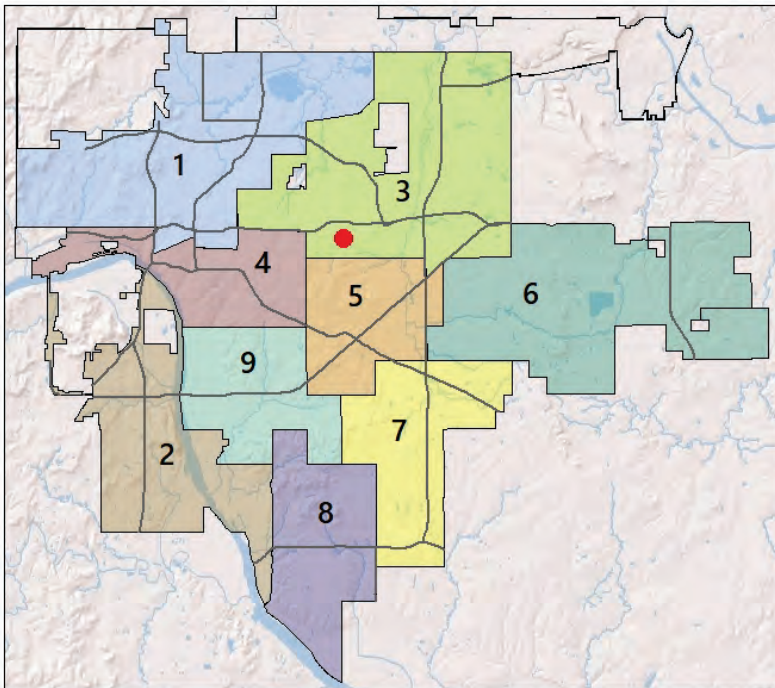
**Owner and Applicant Information:**

**Applicant:** Justin Haddock

**Property Owner:** R & M REALTY LLC

**Action Requested:** Special Exception to permit a duplex in the RS-3 district (Table 5.020, Table 5-2, Table 5-2.5); Variance to reduce the required 2,500 square feet of open space per unit and minimum 60-foot lot width for a duplex use in the RS-3 District (Sec. 5.030, Table 5-3); Special Exception to increase the permitted driveway width in the RS-3 district (Sec. 55.090-F.3)

**Location Map:**



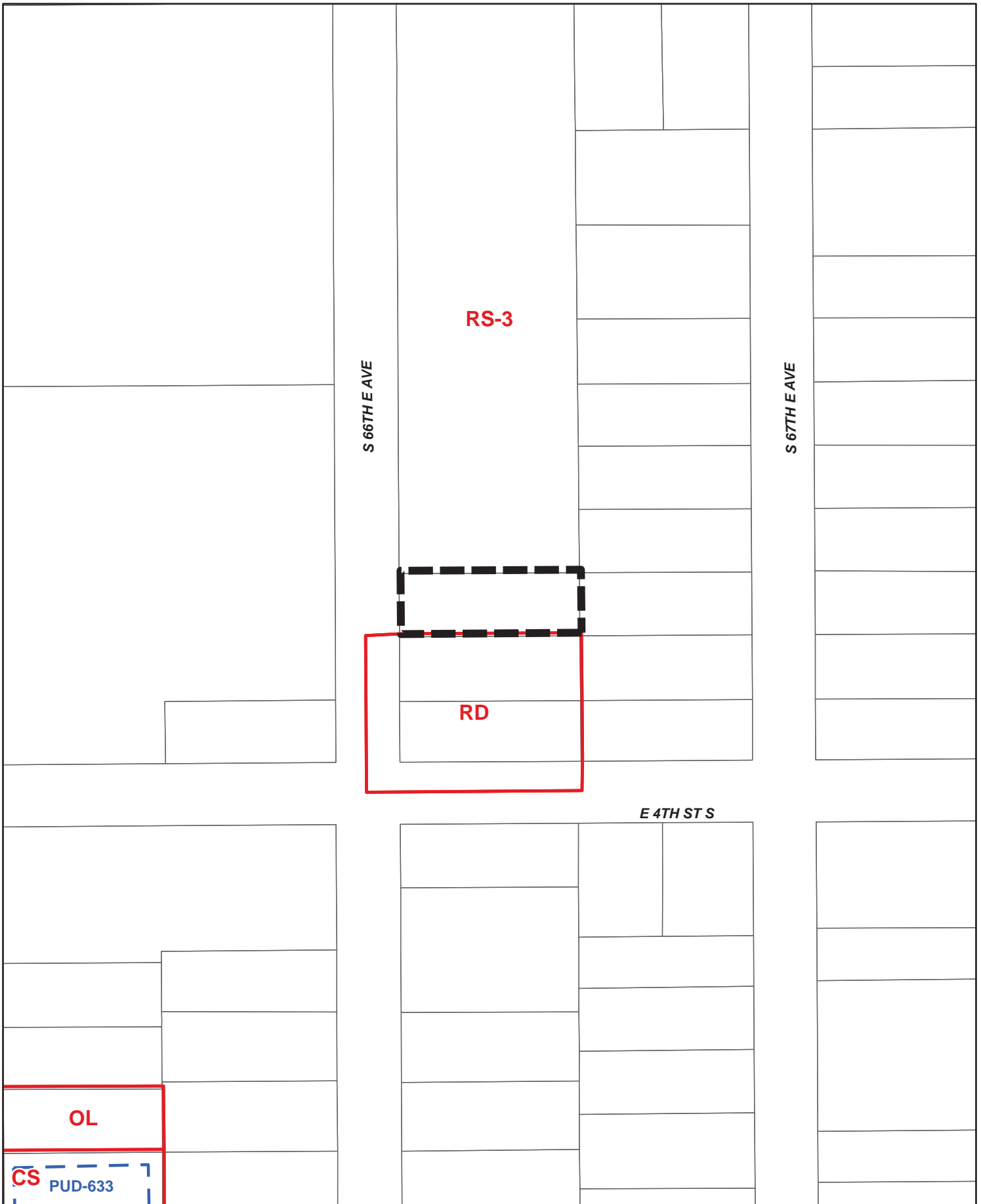
**Additional Information:**

**Present Use:** Vacant

**Tract Size:** 0.16 acres

**Location:** 307 S. 66<sup>th</sup> E. Ave.

**Present Zoning:** RS-3



**BOA-23585**



Subject  
Tract

5.2







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

Aerial Photo Date: 2020/2021

**BOA-23585**



Subject  
Tract

**5.3**





**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9302

Case Number: **BOA-23585**

**CD:** 3

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Justin Haddock

**ACTION REQUESTED:** Special Exception to permit a duplex in the RS-3 district (Table 5.020, Table 5-2, Table 5-2.5); Variance to reduce the required 2,500 square feet of open space per unit and 60-foot lot width for a duplex use in the RS-3 District (Sec. 5.030, Table 5-3); Special Exception to increase the permitted driveway width in the RS-3 district (Sec. 55.090-F.3)

**LOCATION:** 307 S. 66th E. Ave.

**ZONED:** RS-3

**PRESENT USE:** Vacant

**TRACT SIZE:** 7000.12 SQ FT

**LEGAL DESCRIPTION:** LT 15 BLK E, CREST VIEW ESTATES 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 "Neighborhood":

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off of an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off of a lower-order street separated from the arterial, then it would be considered Neighborhood.

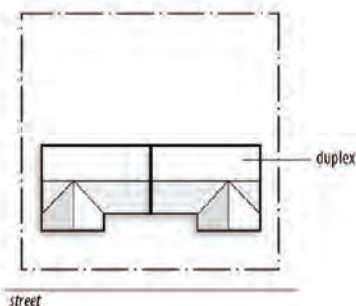
**STAFF ANALYSIS:** The applicant is requesting Special Exception to permit a duplex in the RS-3 district (Table 5.020, Table 5-2, Table 5-2.5); Variance to reduce the required 2,500 square feet of open space per unit and 60-foot lot width for a duplex use in the RS-3 District (Sec. 5.030, Table 5-3); Special Exception to increase the permitted driveway width in the RS-3 district (Sec. 55.090-F.3):

A duplex is defined as follows:

**35.010-E Duplex**

A duplex is a principal residential building occupied by 2 dwelling units, both of which are located on a single lot that is not occupied by other principal residential buildings. The 2 dwelling units are attached and may be located on separate floors or side-by-side.

Figure 35-5: Duplex



The applicant is requesting to reduce the 2,500 square feet of open space per unit to approximately 1,700 square feet of open space per unit; and to reduce the lot width required from 60-feet to 50-feet. Open space is defined as follows:

**Section 90.080****Open Space per Unit**

**90.080-A** Open space per unit refers to the amount of outdoor open space required to be provided on a lot for each dwelling unit on the subject lot. Multiply the minimum open space-per-unit requirement by the number of dwelling units to determine the total amount of open space required on a lot. In applying minimum open space-per-unit requirements to fraternity, sorority and rooming/boarding house uses, each 600 square feet of floor area is counted as one dwelling unit.

**90.080-B** The following may be counted toward satisfying minimum open space-per unit requirements:

1. Outdoor areas that are not occupied by buildings, driveways or parking areas and are generally useable by residents;
2. Driveways and parking areas located in the rear yard of a detached house or duplex; and
3. Green roofs covering 25% or more of the subject building's overall roof area.

**90.080-C** Required open space within a townhouse development may be provided on each townhouse lot or may be provided in outdoor common areas within the townhouse development, as designated on the recorded subdivision plat or in a separately recorded legal instrument.

The applicant is requesting to increase the permitted driveway width to 34-feet both inside the right-of-way and on the lot inside the street setback.

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 [§30.010-1.2](#). (Refer to the [City of Tulsa Standard Specifications and Details for Residential Driveways #701-704](#)).

Maximum Driveway Width

Lot Frontage	75'+	60' – 74'	46' – 59'	30' – 45'	Less than 30' [2]
Driveway Within Right-of-Way (feet) [1]	27'	26'	22'	20'	12'
Driveway Within Street Setback (feet)	30'	30'	--	--	--

[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.

Facts staff finds favorable for variance request:

- The issue of lot width is not able to be overcome on this lot.
- A duplex could be stacked to create a 2-story structure to meet the open space standard, single-story structures are the predominate building type inside the neighborhood.

Facts Staff find unfavorable for the variance request:

- None.

## **SAMPLE MOTION:**

### ***Special Exception:***

Move to \_\_\_\_\_ (approve/deny) a Special Exception to permit a duplex in the RS-3 district (Table 5.020, Table 5-2, Table 5-2.5); Special Exception to increase the permitted driveway width in the RS-3 district (Sec. 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.

### ***Variance:***

Move to \_\_\_\_\_ (approve/deny) a Variance to reduce the required 2,500 square feet of open space per unit and 60-foot lot width for a duplex use in the RS-3 District (Sec. 5.030, Table 5-3);

- 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."*





***Subject Property***

## Chapman, Austin

---

**From:** Zhuline Phillips <zhulinephillips@gmail.com>  
**Sent:** Thursday, September 21, 2023 8:42 AM  
**To:** Haddock, Justin; Chapman, Austin  
**Subject:** Regarding the lots for R&M Duplex lots

To whom it may concern,

Regarding the lots with addresses of  
317 and 327 S 66th E Ave. Variance regarding open space.  
327 also a variance on side street setbacks.

307 S. 66th E Ave Special exception and Variance-allowing a duplex on an RS lot and a variance regarding open space.

This is one of many attempts at trying to get this resolved. We had a 3 bedroom 2 bath and we brought it down to a 2 bedroom 2 bath to try and meet the open space requirement of 2500 feet. We are told we are about 669 sq ft short of meeting that requirement.

After many conversations with planning and zoning we were told we could stack these units or re-zone them.

But first we ask the board to consider that we are trying to create not only nice beautiful units that are consistent with the neighborhood but also to accommodate the possibility of handicap units.

If we have to rezone that would then mean we may go to an RM2/3 which would then make all units 3 per lot go up 2 to 3 stories and take up more open space and it wouldn't help with staying consistent in the neighborhood or possibility of creating handicap units.

Thank you for taking the time to read this and to consider our requests.

*Zhuline B. Phillips*  
*Spirit Construction & Design LLC*  
[918-698-5322](tel:918-698-5322)

*"The bitterness of poor quality  
lingers long after the sweetness  
of a cheap price is forgotten"*

*R.S.C.S.*  
*Rocket Science Construction Services*  
[918-698-1556](tel:918-698-1556)  
*"Elevating Construction Excellence"*

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DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

### Zoning Review (5)



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:11:25 PM  
**Color:** ■

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.

Review Comments: RS-3 zoned lots are required to have a minimum open space of 2,500 square feet per unit for duplexes; therefore the proposed duplex project requires a total of 5,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 5,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 5,000 square feet of open space on the lot. Otherwise you may apply for a variance from the Board of Adjustment to have less than the required 5,000 square feet of open space for a duplex on an RS-3 lot.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 2:49:46 PM  
**Color:** ■

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: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:10:29 PM  
**Color:** ■

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.  
Review Comments: RS-3 zoned lots are required to have a minimum 60' feet lot width. The proposed duplex is going on a lot that is only 50' wide. Apply to the Board of Adjustment for a variance for a duplex to be built on an RS-3 zoned lot that is 50' wide.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:04:36 PM  
**Color:** ■

Section 5.020 Use Regulations - Principal uses are allowed in R districts in accordance with Table 5-2.

Review Comments: Duplexes are only allowed on an RS-3 zoned lot by special exception. Apply to the Board of Adjustment for a special exception to allow a duplex on a RS-3 zoned lot.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:08:14 PM  
**Color:** ■

Section 55.090-F.3, Surfacing. 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 Section 30.010-I.2. (Refer to the City of Tulsa Standard Specifications and Details for Residential Driveways #701-704).

Review Comments: Per the table in this section, RS-3 zoned lots with 50' of lot width have a maximum allowable combined driveway width of 22' in the right of way and 25' in the front setback. Revise the site plan to provide the driveway dimensions and show compliance with this section. Otherwise, you may apply for a special exception from the Board of Adjustment for combined driveway widths that exceed the limits allowed for an RS-3 zoned lot that is 50' wide.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

### Zoning Review (5)



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:25:23 PM  
**Color:** ■

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.

Review Comments: RS-3 zoned lots are required to have a minimum open space of 2,500 square feet per unit for duplexes; therefore the proposed duplex project requires a total of 5,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 5,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 5,000 square feet of open space on the lot. Otherwise you may apply for a variance from the Board of Adjustment to have less than the required 5,000 square feet of open space for a duplex on an RS-3 lot.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:25:27 PM  
**Color:** ■

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.

Review Comments: RS-3 zoned lots are required to have a minimum 60' feet lot width. The proposed duplex is going on a lot that is only 50' wide. Apply to the Board of Adjustment for a variance for a duplex to be built on an RS-3 zoned lot that is 50' wide.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:25:39 PM  
**Color:** ■

Section 55.090-F.3, Surfacing. 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 Section 30.010-I.2. (Refer to the City of Tulsa Standard Specifications and Details for Residential Driveways #701-704).

Review Comments: Per the table in this section, RS-3 zoned lots with 50' of lot width have a maximum allowable combined driveway width of 22' in the right of way and 25' in the front setback. Revise the site plan to provide the driveway dimensions and show compliance with this section. Otherwise, you may apply for a special exception from the Board of Adjustment for combined driveway widths that exceed the limits allowed for an RS-3 zoned lot that is 50' wide.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:25:43 PM  
**Color:** ■

Section 5.020 Use Regulations - Principal uses are allowed in R districts in accordance with Table 5-2.

Review Comments: Duplexes are only allowed on an RS-3 zoned lot by special exception. Apply to the Board of Adjustment for a special exception to allow a duplex on a RS-3 zoned lot.

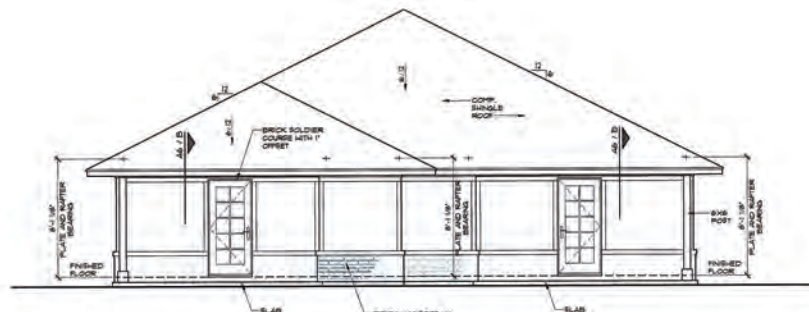


**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 3:26:10 PM  
**Color:** ■

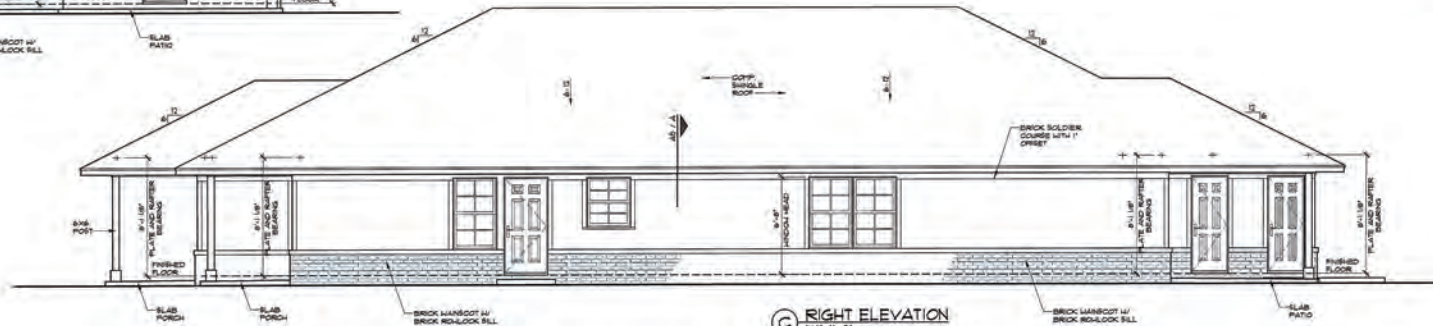
Section 55.090-C, Stall Size. Parking spaces must be at least 8.5 feet in width and 18 feet in length, exclusive of access drives and aisles. In parking areas where permanent wheel stops have been installed, 2.5 feet of the parking space length (depth) beyond the wheel stop may be counted as part of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

Review Comment: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.

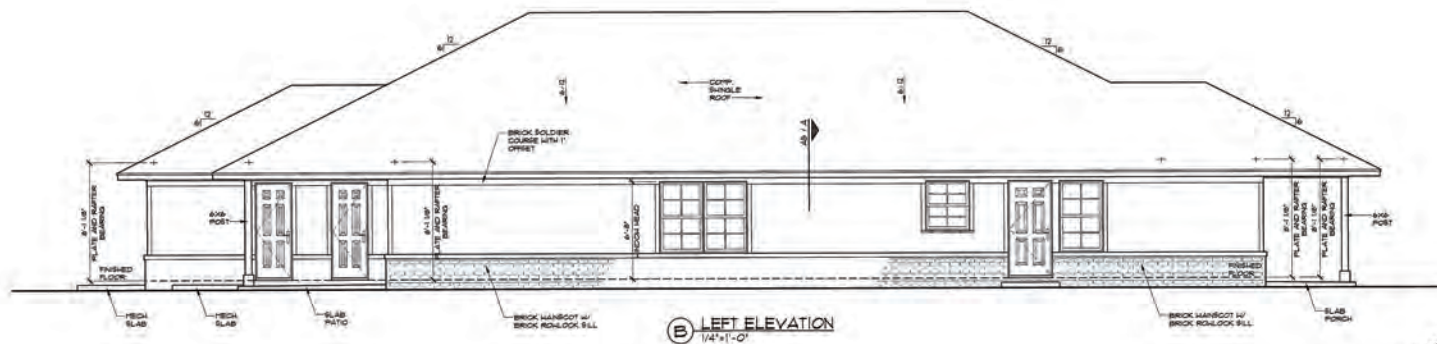




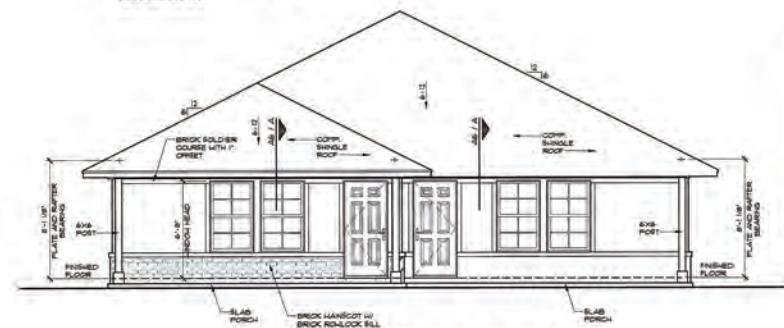
**D REAR ELEVATION**  
1/4"=1'-0"



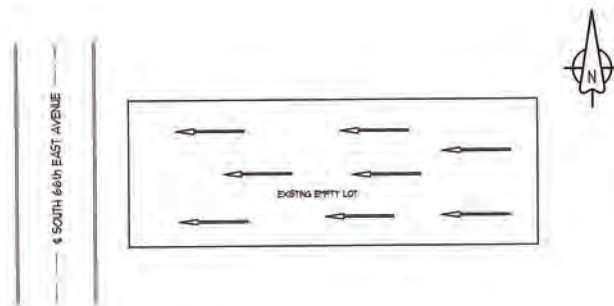
**C RIGHT ELEVATION**  
1/4"=1'-0"



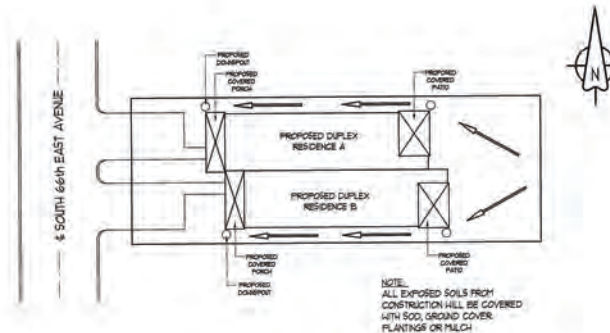
**B LEFT ELEVATION**  
1/4"=1'-0"



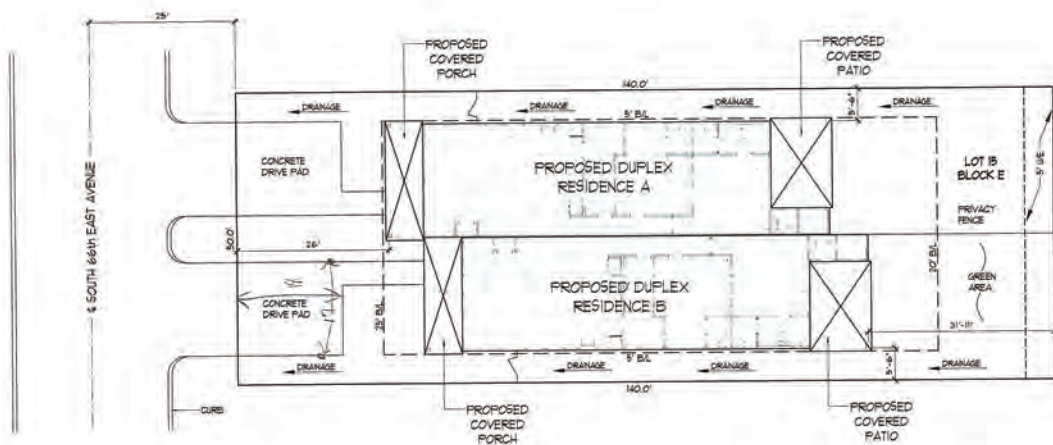
**A FRONT ELEVATION**  
1/4"=1'-0"



(B) PRE-CONSTRUCTION DRAINAGE PLAN  
1"=20'-0"



(C) POST CONSTRUCTION DRAINAGE PLAN  
1"=20'-0"



LEGAL DESCRIPTION:  
LOT FIFTEEN (15), BLOCK "E", CRESTVIEW ESTATES, AN  
ADDITION TO THE CITY OF TULSA, TULSA COUNTY,  
STATE OF OKLAHOMA, ACCORDING TO THE  
RECORDED PLAT THEREOF.

EROSION CONTROL GENERAL NOTES:  
A SILT FENCE IS TO BE ERECTED AROUND THE EXPOSED  
SOIL AREAS OF THE PROJECT SITE TO PREVENT SOIL  
KICKOFF FROM ENTERING SOUTH 66TH EAST AVENUE ON THE  
WEST SIDE OF THE PROPERTY, AND ANY ADJOINING  
PROPERTIES ACCORDING TO SPECIFICATIONS AS  
OUTLINED BY THE CITY OF TULSA DEVELOPMENT  
SERVICES DEPARTMENT.

(A) SITE PLAN  
1"=10'-0"

Randy - Blue - Sdwells  
Denny - Green - Zoning  
Roberta - Red - Building



# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23586

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Austin Chapman

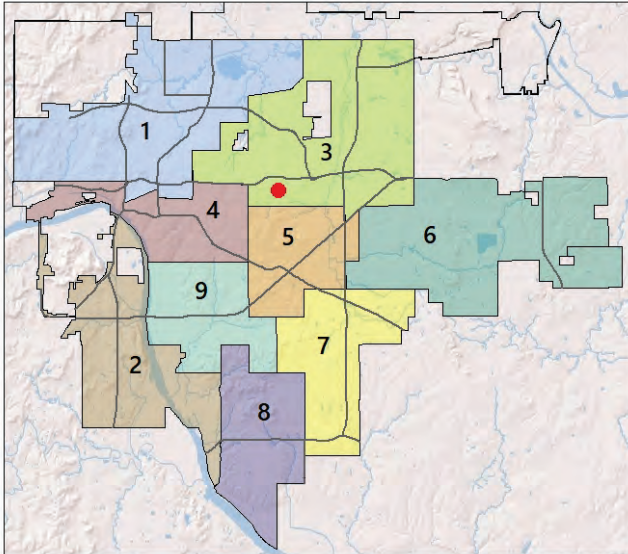
**Owner and Applicant Information:**

**Applicant:** Justin Haddock

**Property Owner:** R & M REALTY LLC

**Action Requested:** Variance to reduce the required 2,000 square feet of open space per unit for duplex uses in the RD District (Sec. 5.030, Table 5-3); Variance to reduce the required 15-foot side street setback in the RD District (Sec. 5.030, Table Note [3])

**Location Map:**



**Additional Information:**

**Present Use:** Vacant

**Tract Size:** 0.32 acres

**Location:** 317 S. 66<sup>th</sup> E. Ave.; 327 S. 66<sup>th</sup> E. Ave.

**Present Zoning:** RD





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

Aerial Photo Date: 2020/2021

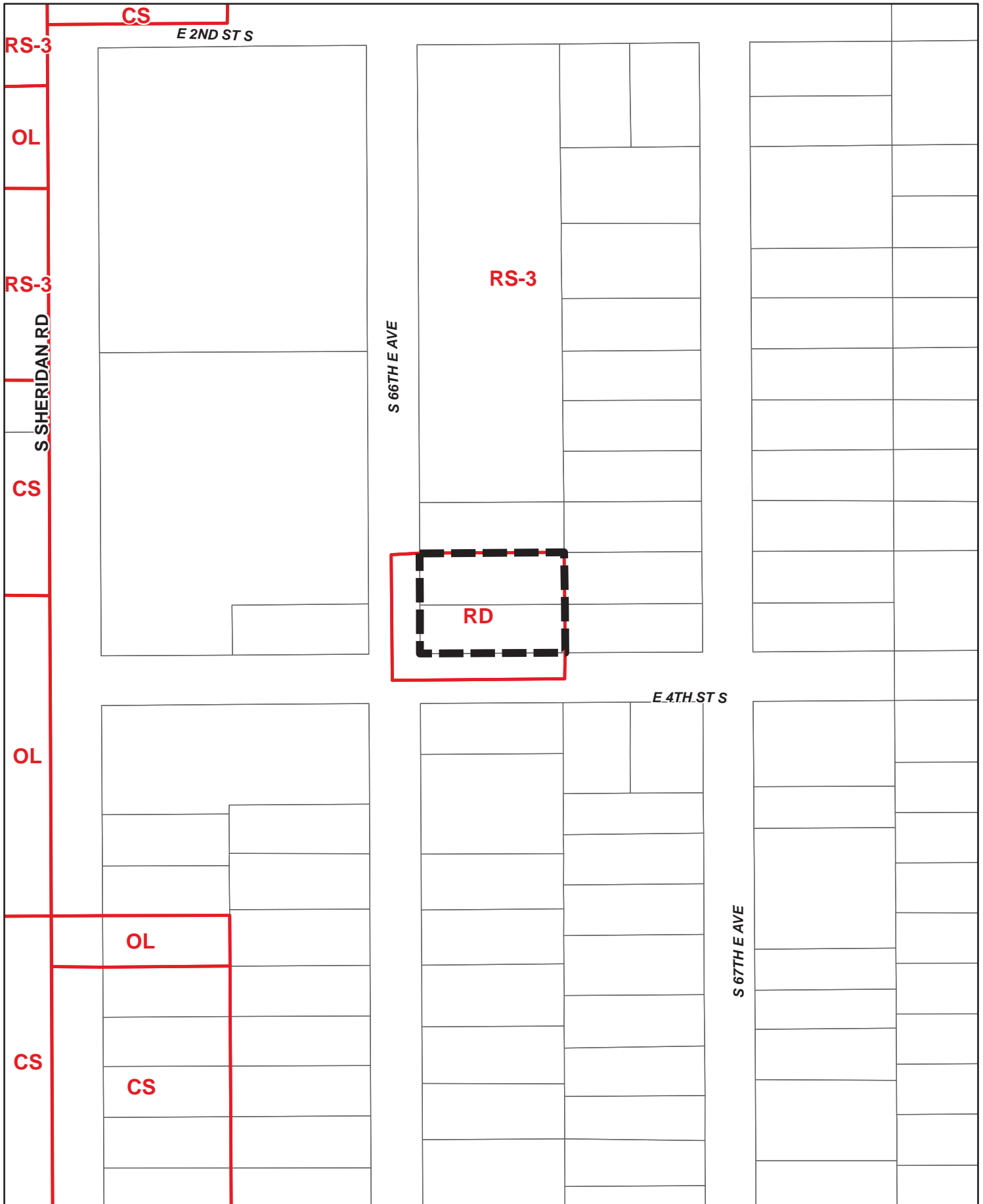
**BOA-23586**



Subject  
Tract

**6.2**





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

Aerial Photo Date: 2020/2021

**BOA-23586**



Subject  
Tract



**6.3**



**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9302

Case Number: **BOA-23586**

**CD:** 3

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Justin Haddock

**ACTION REQUESTED:** Variance to reduce the required 2,000 square feet of open space per unit for duplex uses in the RD District (Sec. 5.030, Table 5-3); Variance to reduce the required 15-foot side street setback in the RD District (Sec. 5.030, Table Note [3])

**LOCATION:** 317 S. 66<sup>th</sup> E. Ave.; 327 S. 66<sup>th</sup> E. Ave.

**ZONED:** RD

**PRESENT USE:** Vacant

**TRACT SIZE:** 14000.24 SQ FT

**LEGAL DESCRIPTION:** LT 14 BLK E; LT 13 BLK E, CREST VIEW ESTATES 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 "Neighborhood":

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off of an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off of a lower-order street separated from the arterial, then it would be considered Neighborhood.

**STAFF ANALYSIS:** The applicant is requesting a Variance to reduce the required 2,000 square feet of open space per unit for duplex uses in the RD District (Sec. 5.030, Table 5-3); and a Variance to reduce the required 15-foot side street setback in the RD District (Sec. 5.030, Table Note [3]):

The applicant is requesting to reduce the 2,000 square feet of open space per unit to approximately 1,700 square feet of open space per unit;

**Section 90.080**

**Open Space per Unit**

**90.080-A** Open space per unit refers to the amount of outdoor open space required to be provided on a lot for each dwelling unit on the subject lot. Multiply the minimum open space-per-unit requirement by the number of dwelling units to determine the total amount of open space required on a lot. In applying minimum open space-per-unit requirements to fraternity, sorority and rooming/boarding house uses, each 600 square feet of floor area is counted as one dwelling unit.

**90.080-B** The following may be counted toward satisfying minimum open space-per unit requirements:

1. Outdoor areas that are not occupied by buildings, driveways or parking areas and are generally useable by residents;
2. Driveways and parking areas located in the rear yard of a detached house or duplex; and
3. Green roofs covering 25% or more of the subject building's overall roof area.

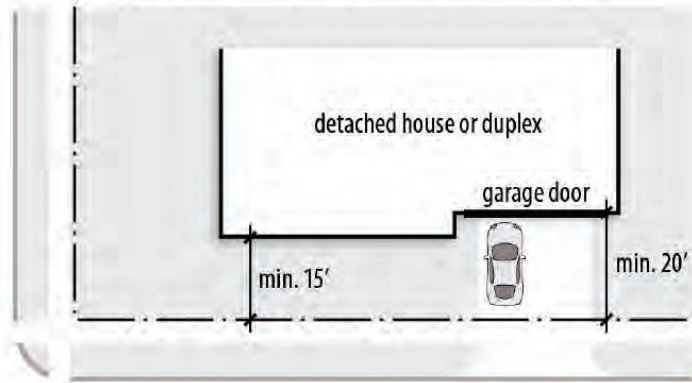
**90.080-C** Required open space within a townhouse development may be provided on each townhouse lot or may be provided in outdoor common areas within the townhouse development, as designated on the recorded subdivision plat or in a separately recorded legal instrument.



The applicant is seeking the required street setback on Lot from 15-feet to 5-feet.

- [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.

Figure 5-1: Street Side Setback on Corner Lots



Facts staff finds favorable for variance request:

- A duplex could be stacked to create a 2-story structure to meet the open space standard and setback, but single-story structures are the predominate building type inside the neighborhood.

Facts Staff find unfavorable for the variance request:

- None.

**SAMPLE MOTION:** Move to \_\_\_\_\_ (approve/deny) a Variance to reduce the required 2,000 square feet of open space per unit for duplex uses in the RD District (Sec. 5.030, Table 5-3); and a Variance to reduce the required 15-foot side street setback in the RD District (Sec. 5.030, 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.”*



***Subject Property***

## Chapman, Austin

---

**From:** Zhuline Phillips <zhulinephillips@gmail.com>  
**Sent:** Thursday, September 21, 2023 8:42 AM  
**To:** Haddock, Justin; Chapman, Austin  
**Subject:** Regarding the lots for R&M Duplex lots

To whom it may concern,

Regarding the lots with addresses of  
317 and 327 S 66th E Ave. Variance regarding open space.  
327 also a variance on side street setbacks.

307 S. 66th E Ave Special exception and Variance-allowing a duplex on an RS lot and a variance regarding open space.

This is one of many attempts at trying to get this resolved. We had a 3 bedroom 2 bath and we brought it down to a 2 bedroom 2 bath to try and meet the open space requirement of 2500 feet. We are told we are about 669 sq ft short of meeting that requirement.

After many conversations with planning and zoning we were told we could stack these units or re-zone them.

But first we ask the board to consider that we are trying to create not only nice beautiful units that are consistent with the neighborhood but also to accommodate the possibility of handicap units.

If we have to rezone that would then mean we may go to an RM2/3 which would then make all units 3 per lot go up 2 to 3 stories and take up more open space and it wouldn't help with staying consistent in the neighborhood or possibility of creating handicap units.

Thank you for taking the time to read this and to consider our requests.

*Zhuline B. Phillips*  
*Spirit Construction & Design LLC*  
[918-698-5322](tel:918-698-5322)

*"The bitterness of poor quality  
lingers long after the sweetness  
of a cheap price is forgotten"*

*R.S.C.S.*  
*Rocket Science Construction Services*  
[918-698-1556](tel:918-698-1556)  
*"Elevating Construction Excellence"*

**CAUTION:** This email originated from outside of the organization. Do not reply, forward, click links, or open attachments unless you recognize the sender and know the content is safe. Please report using the Phish Alert button in the Outlook Desktop Client if this message contains potentially unsafe content.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

### WSD Comment (1)



**Subject:** WSD Comment  
**Page Label:** 1  
**Status:**  
**Author:** James Henley  
**Date:** 7/14/2023 1:02:33 PM  
**Color:** ■

The Site Plan does not show sidewalks. Sidewalks are required on curb and gutter streets pursuant to:

Title 35 Section 602 B – Tulsa City Ordinance  
[https://library.municode.com/ok/tulsa/codes/code\\_of\\_ordinances?nodeId=CD\\_ORD\\_TIT35INDE](https://library.municode.com/ok/tulsa/codes/code_of_ordinances?nodeId=CD_ORD_TIT35INDE)

Title 42 Section 70.080 B.2. 4 Sidewalks – Tulsa Zoning Code  
<http://tulsaplanning.org/programs/zoning/zoning-codes/>

TMAPC Subdivision and Development Regulations  
Section 5-070 Sidewalks  
<http://tulsaplanning.org/plans/Tulsa-Subdivision-Development-Regulations.pdf>

Revise site plan to show public sidewalks. There is also an option to pay a fee-in-lieu of sidewalks. You can reach out to [kdarge@cityoftulsa.org](mailto:kdarge@cityoftulsa.org) for questions about the fee. If you choose to pay the fee, I will need the approved application and receipt of payment emailed to me at [jameshenley@cityoftulsa.org](mailto:jameshenley@cityoftulsa.org).

### Zoning Review (2)



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 2:28:39 PM  
**Color:** ■

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.

Review Comments: RD zoned lots are required to have a minimum open space of 2,000 square feet per unit; therefore the proposed duplex project requires a total of 4,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 4,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 4,000 square feet of open space on the lot.



DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

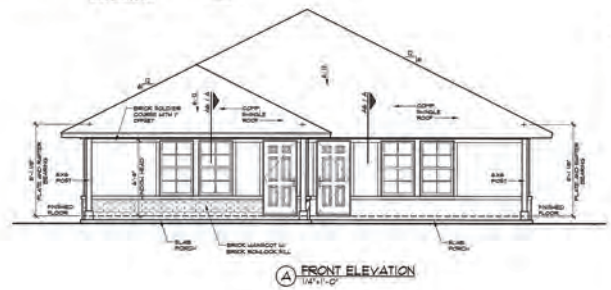
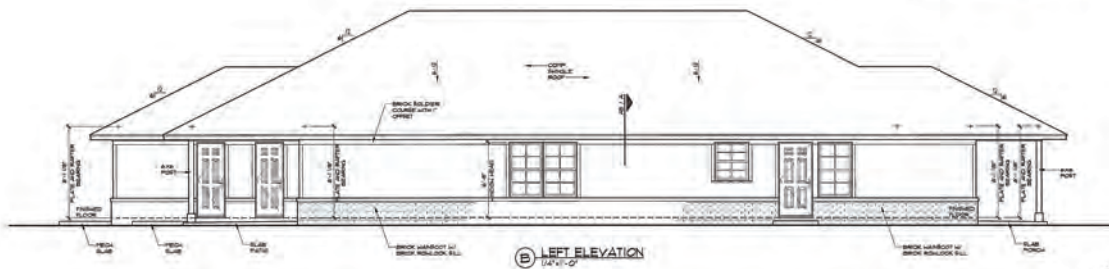
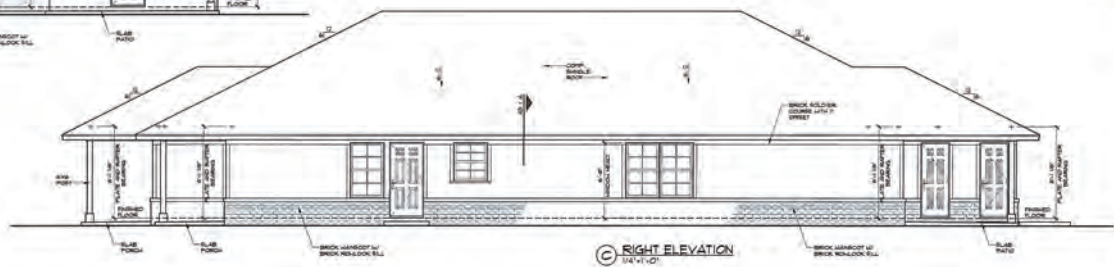
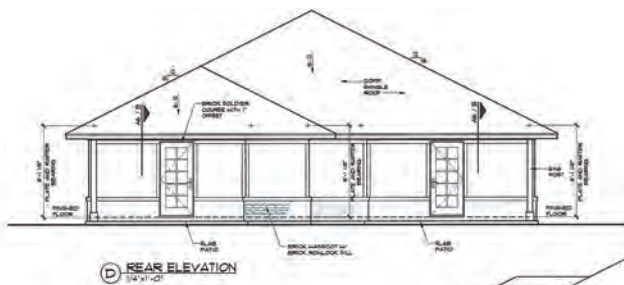
## CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 2:28:44 PM  
**Color:** ■

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: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.









**EROSION CONTROL GENERAL NOTES:**  
A SILT FENCE IS TO BE ERECTED AROUND THE EXPOSED SOIL AREAS OF THE PROJECT SITE TO PREVENT SOIL RUNOFF FROM ENTERING SOUTH MAIN EAST AVENUE ON THE WEST SIDE OF THE PROPERTY, AND ANY ADJACENT PROPERTIES ACCORDING TO SPECIFICATIONS AS OBTAINED BY THE CITY OF TULSA DEVELOPMENT SERVICES DEPARTMENT.



CLIFF WRIGHT  
DESIGN

PHOTOGRAPHY: CLIFF WRIGHT DESIGN

**R&M REALTOR**  
317 SOUTH 66TH EAST AVENUE  
UNIT A, AND UNIT B  
TULSA, OKLAHOMA

A1  
scale as noted  
4-30-73



DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

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### WSD Comment (1)

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**Subject:** WSD Comment  
**Page Label:** 1  
**Status:**  
**Author:** James Henley  
**Date:** 7/14/2023 1:04:29 PM  
**Color:** ■

The Site Plan does not show sidewalks. Sidewalks are required on curb and gutter streets pursuant to:

Title 35 Section 602 B – Tulsa City Ordinance  
[https://library.municode.com/ok/tulsa/codes/code\\_of\\_ordinances?nodeId=CD\\_ORD\\_TIT35INDE](https://library.municode.com/ok/tulsa/codes/code_of_ordinances?nodeId=CD_ORD_TIT35INDE)

Title 42 Section 70.080 B.2. 4 Sidewalks – Tulsa Zoning Code  
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TMAPC Subdivision and Development Regulations  
Section 5-070 Sidewalks  
<http://tulsaplanning.org/plans/Tulsa-Subdivision-Development-Regulations.pdf>

Revise site plan to show public sidewalks. There is also an option to pay a fee-in-lieu of sidewalks. You can reach out to [kdarge@cityoftulsa.org](mailto:kdarge@cityoftulsa.org) for questions about the fee. If you choose to pay the fee, I will need the approved application and receipt of payment emailed to me at [jameshenley@cityoftulsa.org](mailto:jameshenley@cityoftulsa.org).

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### Zoning Review (2)

---



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 2:35:49 PM  
**Color:** ■

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: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 2:35:54 PM  
**Color:** ■

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.

Review Comments: RD zoned lots are required to have a minimum open space of 2,000 square feet per unit; therefore the proposed duplex project requires a total of 4,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 4,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 4,000 square feet of open space on the lot.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

### Zoning Review (3)



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:06:50 PM  
**Color:** ■

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.

Review Comments: RD zoned lots are required to have a minimum open space of 2,000 square feet per unit; therefore the proposed duplex project requires a total of 4,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 4,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 4,000 square feet of open space on the lot.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:06:48 PM  
**Color:** ■

Section 5.030-B, Table Notes. [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.

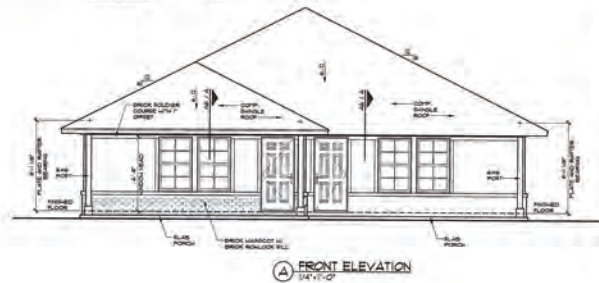
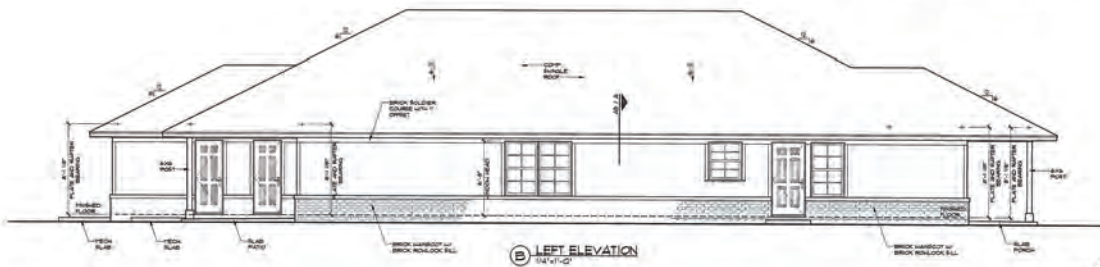
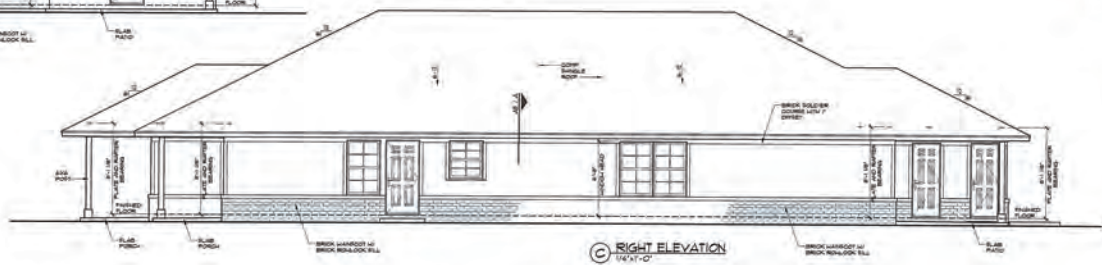
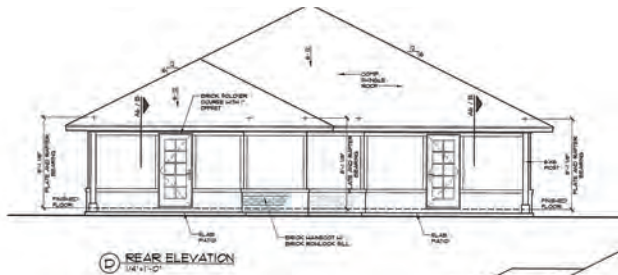
Review Comment: a 15' side street setback is required from the south property line. Please revise the plans to provide a minimum 15' side street setback.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:06:53 PM  
**Color:** ■

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.

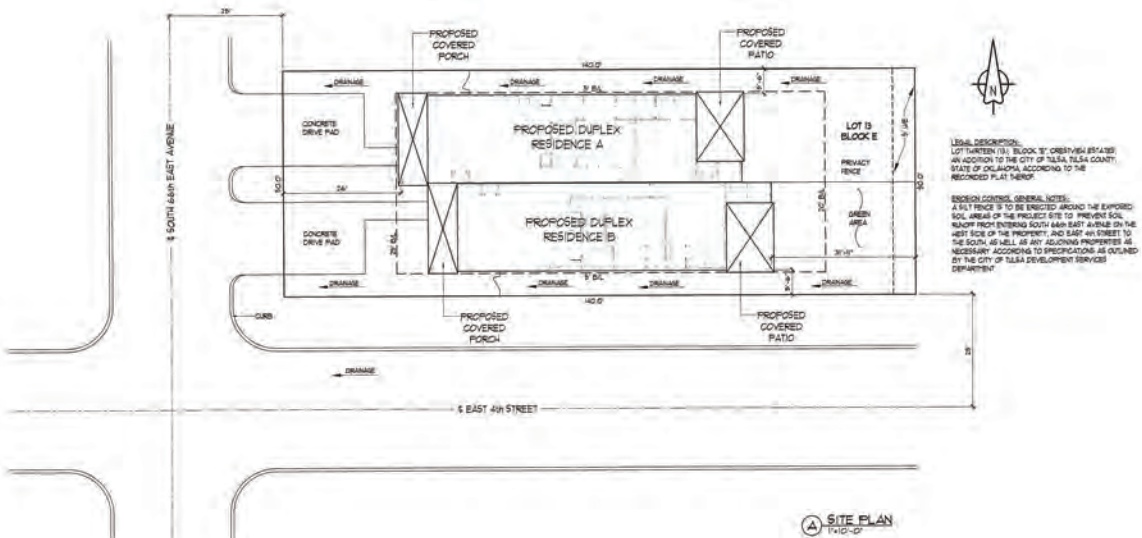
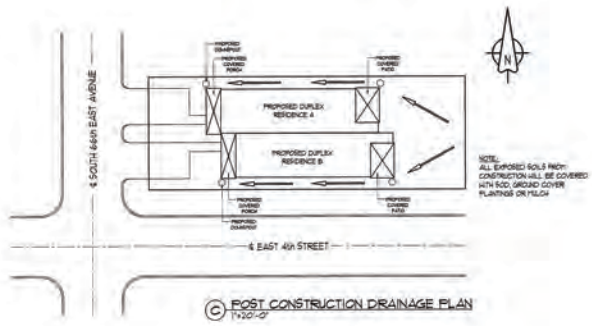
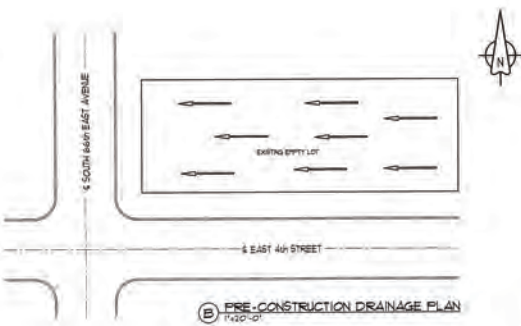
Review Comment: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.



**R&M REALTOR**  
327 SOUTH 66TH EAST AVENUE  
UNIT A, AND UNIT B  
TULSA, OKLAHOMA











DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY



**Subject:** WSD comment  
**Page Label:** 1  
**Status:**  
**Author:** rwestbrook  
**Date:** 7/14/2023 2:00:56 PM  
**Color:** ■

2.Review Comment:  
The Site Plan does not show the required sidewalks along the streets.

Required Revision:  
Revise the Site Plan to show new sidewalks on the south and west along the streets, centered between the property line and the curb.

### Zoning Review (3)



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:20:11 PM  
**Color:** ■

Section 5.030-B, Table Notes. [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 Comment: a 15' side street setback is required from the south property line. Please revise the plans to provide a minimum 15' side street setback.



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:20:15 PM  
**Color:** ■

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: Show the dimensions of the parking area for the area on the lot and not in the right of way. Two parking spots are required for each unit, per the size requirements in this section, so each pad needs to be at least 17' wide and 18' deep (not counting the part in the right of way) to provide the two necessary parking spots for each unit.



DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 1  
**Status:**  
**Author:** DWhiteman  
**Date:** 7/24/2023 1:20:19 PM  
**Color:** ■

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.

Review Comments: RD zoned lots are required to have a minimum open space of 2,000 square feet per unit; therefore the proposed duplex project requires a total of 4,000 square feet of open space on the lot. Per Section 90.080-B driveways in the front or side yards cannot be counted as open space. No driveway width is shown, but the the proposed duplex and driveway areas do not appear to leave 4,000 square feet of open space on the lot. Please revise the plans so that the driveway area and duplex area still leave 4,000 square feet of open space on the lot.



# MORTGAGE INSPECTION PLAT



1"=30'

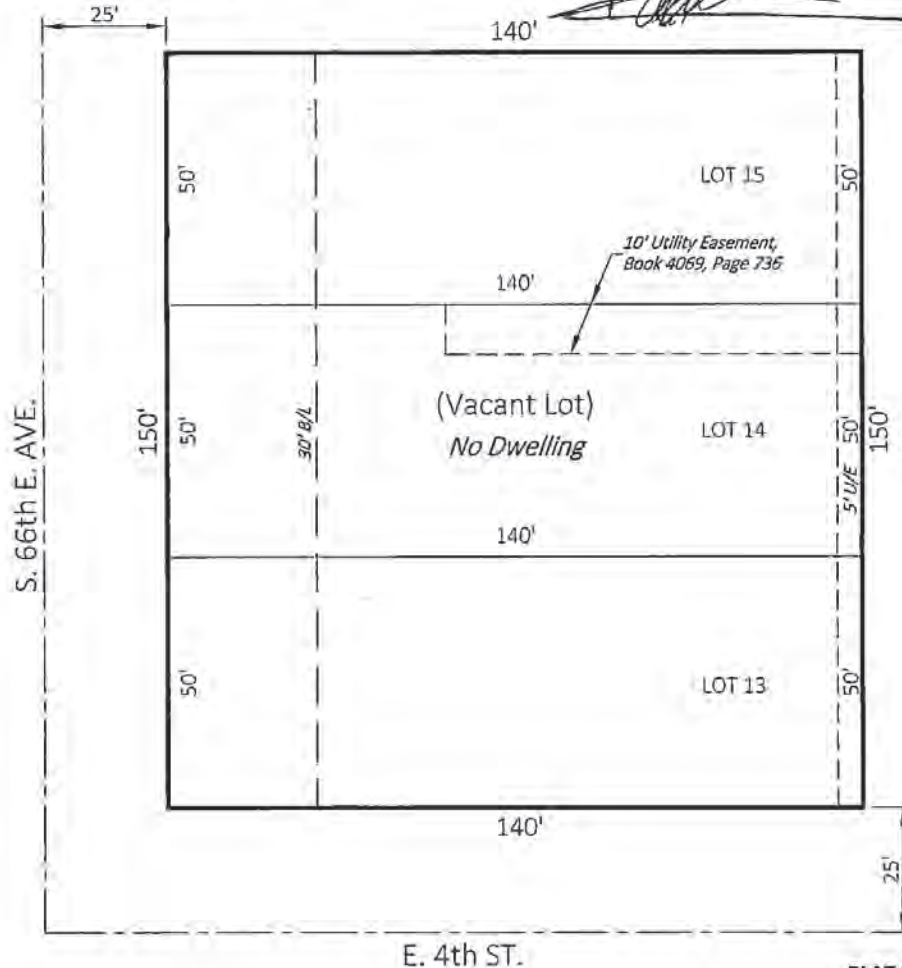
PROJECT NO.: 184859-560

MORTGAGOR: Cesar Arturo Salazar Diaz

CLIENT: Executives Title & Escrow Company, LLC  
File No.: 18100340

## LEGEND

B/E BURIED ELECTRIC  
SERVICE CABLE ESMT  
(APPROX LOCATION)  
B/L BUILDING LINE  
D/E DRAINAGE EASEMENT  
U/E UTILITY EASEMENT  
EM ELECTRIC METER



PLAT NO. 1085

## LEGAL DESCRIPTION AS PROVIDED:

LOTS THIRTEEN (13) AND FOURTEEN (14), BLOCK "E", CREST VIEW ESTATES, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

AND

LOT FIFTEEN (15), BLOCK "E", CREST VIEW ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

## SURVEYOR'S STATEMENT

Harden & Associates, Surveying and Mapping, PC, an Oklahoma corporation, and the undersigned Registered Professional Land Surveyor, under Certificate of Authorization No. CA4656 renewal date: June 30, 2019, do hereby state that in our professional opinion the above Inspection Plat shows the dwelling as located on the premises described, that it is entirely within the described tract boundaries, and there are no encroachments thereon by visible permanent improvements, except as indicated; that the above Inspection Plat shows all Recorded Plat easements and other such easements which have been disclosed by a current Title Opinion or by Commitment for Title Insurance and copies thereof provided to us; that this Inspection Plat was prepared for identification purposes only for the mortgagee and is not a Land or Boundary Line Survey; that no property corners were set, and is not to be used or relied upon for the establishment of fence, building or other improvements; that underground or above ground utilities were not field located and therefore are not shown on this Inspection Plat unless specifically requested by the client; that this Inspection Plat is prepared solely for the client's use as of this date and may not be used for any subsequent loan closing, refinance, or other transaction and that no responsibility or liability is assumed hereunder by the present or future land owner or occupant.

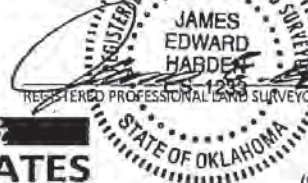
WITNESS MY HAND AND SEAL THIS DATE: 10/29/18

REVISED: \_\_\_\_\_

UPDATED: \_\_\_\_\_

5807 South Garnett Road, Suite K  
Tulsa, Oklahoma 74146

**HARDEN & ASSOCIATES**  
SURVEYING AND MAPPING, PC



(918) 234-4859 Office  
(918) 893-5552 Fax







# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23587

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Dylan Siers

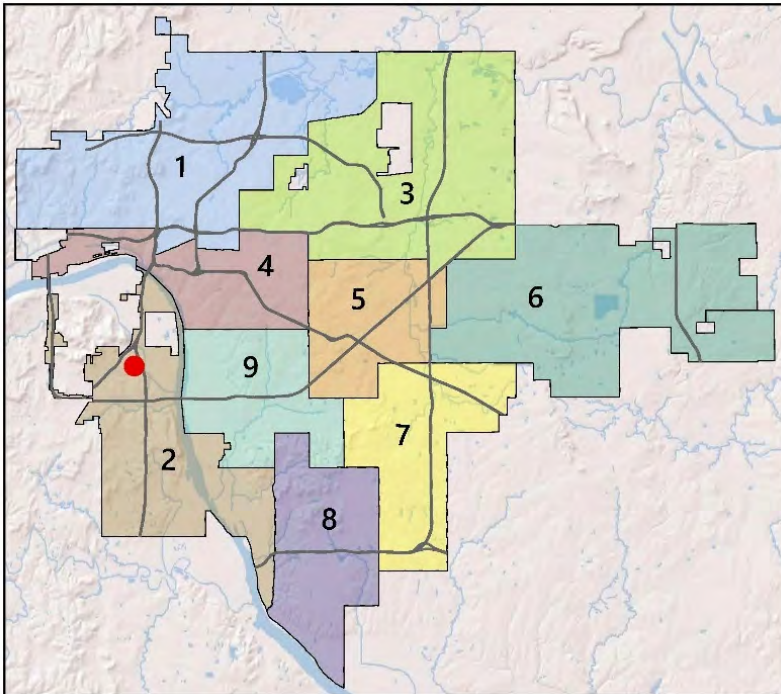
**Owner and Applicant Information:**

**Applicant:** Roy McManus

**Property Owner:** TRINITY BAPTIST CHURCH

**Action Requested:** Special Exception to permit a Dynamic Display sign in a residential district containing a church Use (Sec. 60.050-B.2.c) and to permit a dynamic display sign within 200-feet of residentially zoned Lots (Sec. 60.100-F);

**Location Map:**



**Additional Information:**

**Present Use:** Church

**Tract Size:** 1.62 acres

**Location:** 1703 W. 41 St. S.

**Present Zoning:** RS-3

**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9222

**Case Number:** BOA-2358

**CD:** 2

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Roy McManus

**ACTION REQUESTED:** Special Exception to permit a Dynamic Display sign in a residential district containing a church Use (Sec. 60.050-B.2.c) and to permit a dynamic display sign within 200-feet of residentially zoned Lots (Sec. 60.100-F);

**LOCATION:** 1703 W. 41 St. S

**ZONED:** RS-3

**PRESENT USE:** Church

**TRACT SIZE:** 70400.31 SQ FT

**LEGAL DESCRIPTION:** LTS 1 THROUGH 8 & 25 - 26 LESS BEG NEC LT 26 TH W20 S20 E20 N20 POB BLK 6, CLINTON HOMESITES 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 a "Local Center".

Local Centers serve the daily needs of those in the surrounding neighborhoods. This designation implies that the center generally does not serve an area beyond the nearby neighborhoods. Typical uses include commercial or retail uses that serve the daily needs of nearby residents. In order to introduce a regional trip generator, the entire local center designation should be amended to be Regional Center with significant input from all affected properties and nearby neighborhoods.

**STAFF ANALYSIS:** Applicant is requesting Special Exception to permit a Dynamic Display sign in a residential district containing a church Use (Sec. 60.050-B.2.c) and to permit a dynamic display sign within 200-feet of residentially zoned Lots (Sec. 60.100-F);

A copy of section 60.050-B and Sec. 60.100 is included in your packet.

**SAMPLE MOTION:**

***Special Exception:***

Move to \_\_\_\_\_ (approve/deny) a Special Exception to permit a Dynamic Display sign in a residential district containing a church Use (Sec. 60.050-B.2.c) and 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.





***Subject Property***





# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23588

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Sean Wallace

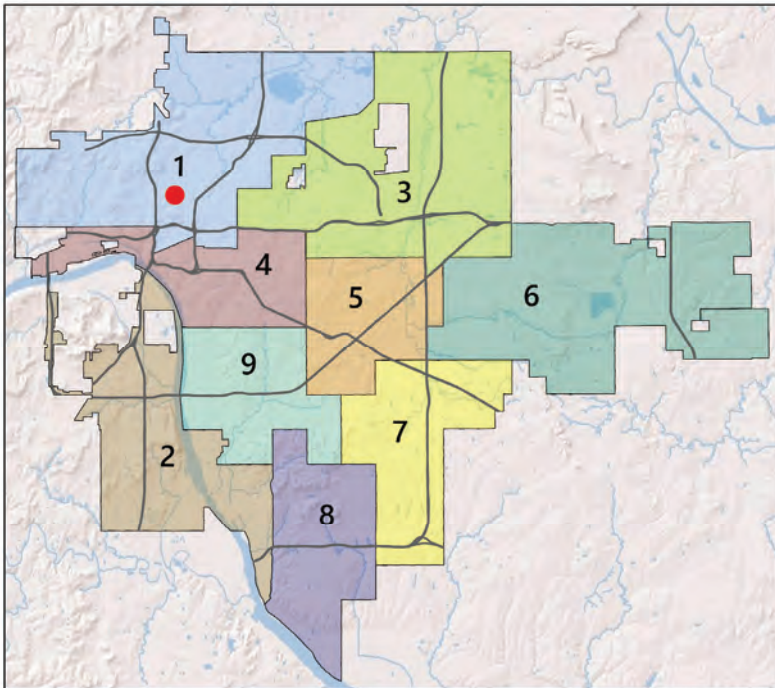
**Owner and Applicant Information:**

**Applicant:** Carlos Reyes

**Property Owner:** Mahmoud Real Estate & Investments LLC

**Action Requested:** Variance to reduce the required 3-foot setback for accessory building in the rear setback (Sec.90.090-C.2.b).

**Location Map:**



**Additional Information:**

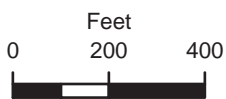
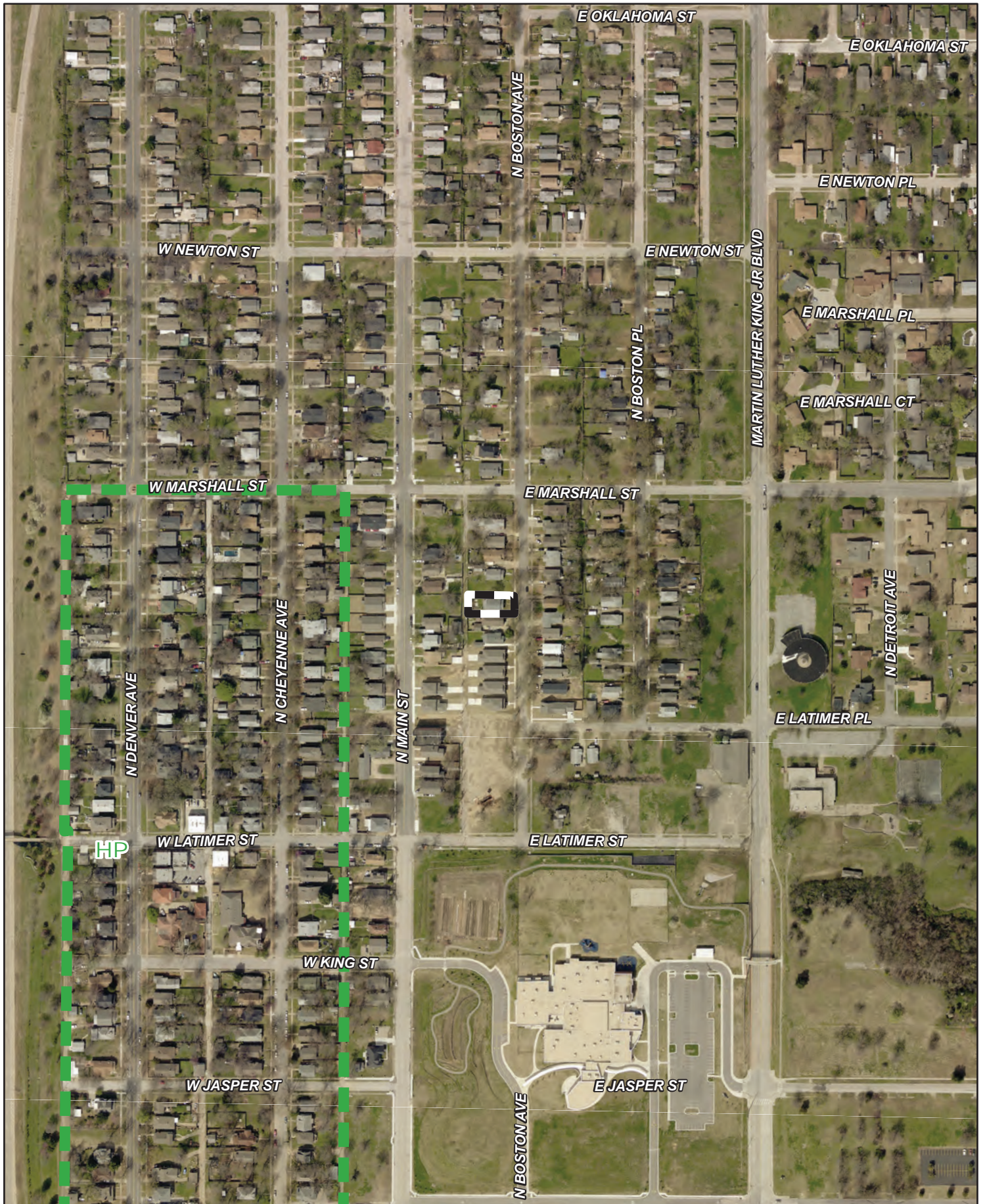
**Present Use:** Single Family Residential

**Tract Size:** 0.16 acres

**Location:** 1152 N. Boston Ave. E

**Present Zoning:** RS-4





Subject  
Tract

**BOA-23588**

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

Aerial Photo Date: 2021



8.2





E MARSHALL ST

N MAIN ST

N BOSTON AVE



Subject **BOA-23588**  
Tract

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

Aerial Photo Date: 2021

**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 157  
**CD:** 1

**Case Number:** BOA-23588

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Carlos Reyes

**ACTION REQUESTED:** Variance to reduce the required 3-foot setback for accessory building in the rear setback (Sec.90.090-C.2.b).

**LOCATION:** 1152 N. Boston Ave. E

**ZONED:** RS-4

**PRESENT USE:** Single Family Residential

**TRACT SIZE:** 6891.22 SQ FT

**LEGAL DESCRIPTION:** LT 7 & N 12 1/2 BLK 3 RESERVE OF 7, THE POWDER AND POMEROY ADDN, THE POWDER AND POMEROY SECOND ADDN AMD 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 "Neighborhood."

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off of an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off a lower-order street separated from the arterial, then it would be considered Neighborhood.

**STATEMENT OF HARDSHIP:** Please see attached.

**STAFF ANALYSIS:** The applicant is requesting a variance to reduce the required 3-foot setback for accessory buildings in the rear setback. The existing garage was built 2-feet from the property line.

- b.** Detached accessory buildings, including accessory dwelling units, in the rear setbacks must be set back at least 3 feet from all interior lot lines. For lot lines abutting street right-of-way, detached accessory buildings, including accessory dwelling units, must comply with the same setback requirements that apply to principal buildings.

Facts staff finds favorable for variance request:

- None.

Facts Staff find unfavorable for the variance request:

- The use of the fence instead of a survey was a self-imposed hardship by the current property owner.



### **SAMPLE MOTION:**

Move to \_\_\_\_\_ (approve/deny) a **Variance** to reduce the required 3-foot setback for accessory buildings in the rear setback (Sec.90.090-C-2.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:

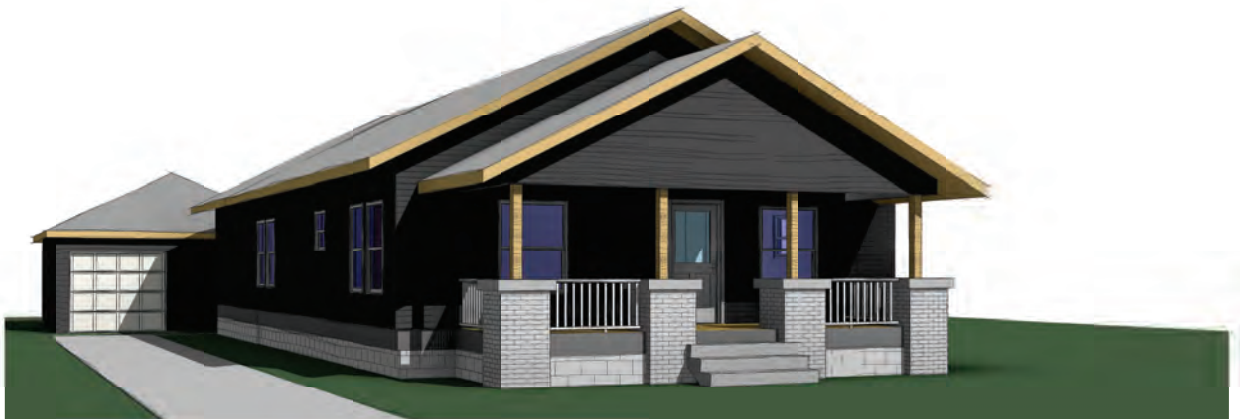
- a. That the physical surroundings, shape, or topographical conditions of the subject property would result in unnecessary hardships or practical difficulties for the property owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;*
- b. That literal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

LOS  
BOSTON AVE REMODEL  
1152 N BOSTON AVE  
TULSA, OK 74106

PROJECT NUMBER  
23015  
PERMIT SET  
02.24.2023



FOR REFERENCE PURPOSES ONLY

PROJECT TEAM

DESIGN:  
RCJ DESIGNS, LLC  
3902 E 51ST ST  
TULSA, OK 74135  
RAUL CISNEROS JR  
918.809.9343  
RAUL@RCJDESIGNS.COM  
WWW.RCJDESIGNS.COM

SCOPE OF WORK

SUMMARY:  
RESIDENCE ADDITION & DETACHED GARAGE ADDITION

SHEET INDEX

C3 COVER SHEET  
D1 DEMO FLOOR PLAN  
D3 DEMO EXTERIOR ELEVATIONS  
D4 DEMO EXTERIOR ELEVATIONS  
D5 DEMO ROOF PLAN  
SP SITE PLAN  
A1 FLOOR PLAN  
A3 EXTERIOR ELEVATIONS  
A4 EXTERIOR ELEVATIONS  
A5 ROOF PLAN WALL SECTIONS

c. 2018 RCJ DESIGNS, LLC



# GENERAL NOTES

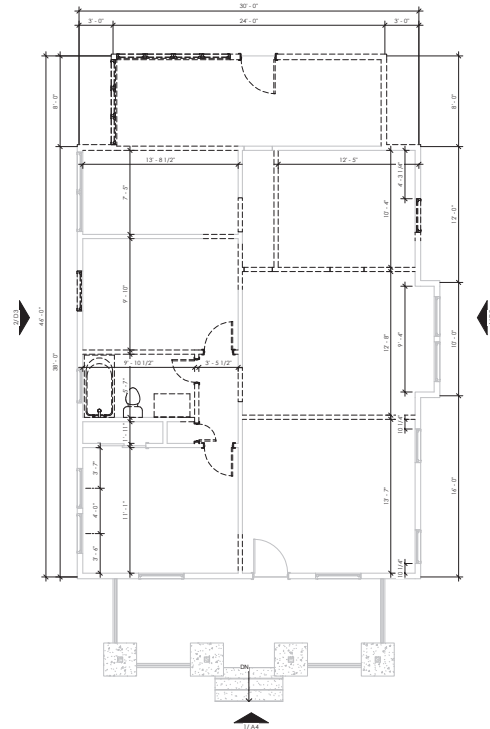
DEMOLITION FLOOR PLAN

1. ALL EXTERIOR WALLS ARE EXISTING TO REMAIN UNLESS NOTED OTHERWISE.
2. GENERAL CONTRACTOR SHALL VISIT SITE AND BECOME FAMILIAR WITH SITE CONDITIONS.
3. NOTIFY DESIGNER IMMEDIATELY IF DIFFERENT CONDITIONS EXIST FROM WHAT IS DISCLOSED.
4. CONTRACTOR SHALL INCLUDE AND PERFORM ALL DEMOLITION WORK REQUIRED TO ACCOMMODATE NEW WORK.
5. ALL AREAS AFFECTED BY DEMOLITION SHALL BE PATCHED AND/OR REPAIRED TO MATCH EXISTING ADJACENT SURFACES AND FINISHES.
6. ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CITY AND FEDERAL CODES, STANDARDS, AND ORDINANCES.
7. WHERE DAMAGING IS REQUESTED, REMOVE WALLS, DOORS, WINDOWS, AND ALL ASSOCIATED COMPONENTS.
8. PROTECT ALL WORK TO REMAIN FROM DAMAGE DURING DEMOLITION. MAINTAIN EXISTING STRUCTURAL INTEGRITY OF BUILDING AT ALL TIMES. WHERE STRUCTURAL ELEMENTS ARE NOT IDENTIFIED ON THE PLANS, NOTIFY DESIGNER/OWNER PRIOR TO REMOVAL.

# KEYNOTES

DEMOLITION FLOOR PLAN

1. REMOVE & DEMOLISH INTERIOR WALL.
2. REMOVE & DEMOLISH DOORS.
3. REMOVE & DEMOLISH INTERIOR WALL. PREPARED FOR NEW DOOR.
4. REMOVE & DEMOLISH EXTERIOR DOOR. PREPARED FOR NEW DOORS.
5. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW DOORS.
6. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW WINDOW.
7. REMOVE & DEMOLISH REAR PORCH. PREPARED FOR NEW REAR PORCH.
8. REMOVE & DEMOLISH RAILING. PREPARED FOR NEW RAILING.
9. REMOVE & DEMOLISH CABINETS. PREPARED FOR NEW CABINETS.
10. REMOVE & DEMOLISH EXISTING REFRIG. PREPARED FOR NEW GAS FIREPLACE.
11. RELOCATE APPLIANCE.



**1** DEMOLITION PLAN  
1/4" = 1'-0"

EXISTING LIVABLE FLOOR AREA: 1,349 SQ FT  
EXISTING FRONT PORCH: 192 SQ FT



DRAWN BY:  
LOS

BOSTON AVE REMODEL

1152 N BOSTON AVE  
BURLA, OK 74106

NO.	REVISION	DATE

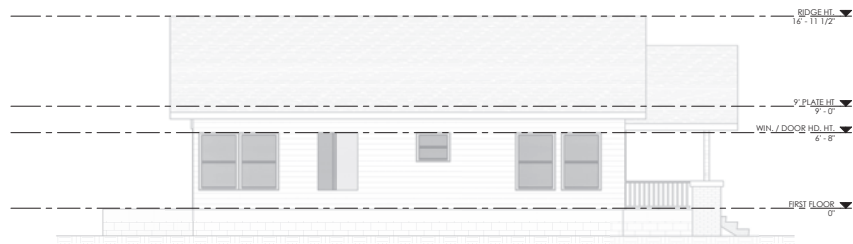
PROJECT NUMBER:  
23015  
DATE:  
02.24.2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:

DEMOLITION FLOOR  
PLAN

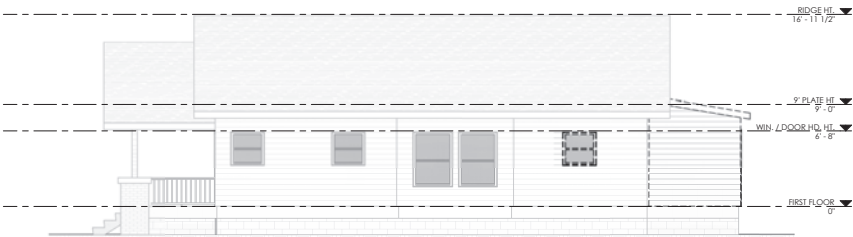
**D1**

REMARKS DEMOLITION EXTERIOR ELEVATIONS

1. REMOVE & DEMOLISH EXTERIOR DOOR. PREPARED FOR NEW DOORS.
2. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW DOORS.
3. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW WINDOW.
4. REMOVE & DEMOLISH REAR PORCH. PREPARED FOR NEW REAR PORCH.
5. REMOVE & DEMOLISH RAILING. PREPARED FOR NEW RAILING.



**2** DEMOLITION LEFT SIDE ELEVATION  
1/4" = 1'-0"



**1** DEMOLITION RIGHT SIDE ELEVATION  
1/4" = 1'-0"



DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015  
DATE:  
02.24.2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:

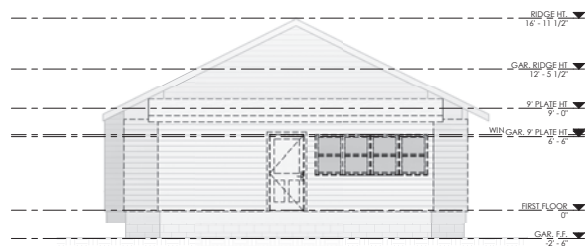
**DEMOLITION EXTERIOR  
ELEVATIONS**

**D3**

REMARKS

1. REMOVE & DEMOLISH EXISTING DOOR. PREPARED FOR NEW DOOR.
2. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW DOOR.
3. REMOVE & DEMOLISH EXISTING WINDOW. PREPARED FOR NEW WINDOW.
4. REMOVE & DEMOLISH REAR PORCH. PREPARED FOR NEW REAR PORCH.
5. REMOVE & DEMOLISH RAILING. PREPARED FOR NEW RAILING.

DEMOLITION EXTERIOR ELEVATIONS



**2** DEMOLITION REAR ELEVATION  
1/4" = 1'-0"



**1** DEMOLITION FRONT ELEVATION  
1/4" = 1'-0"



DRAWN BY:  
LOS

BOSTON AVE REMODEL

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015  
DATE:  
02/24/2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:

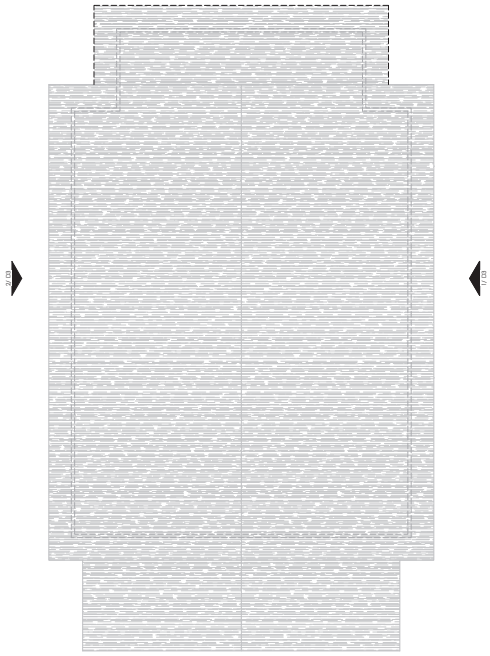
DEMOLITION EXTERIOR  
ELEVATIONS

**D4**



NOTES

1. REMOVE & DEMOLISH EXISTING FIREPLACE.  
PREPARED FOR NEW GAS FIREPLACE.



1 DEMOLITION ROOF PLAN  
1/4" = 1'-0"



DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**  
1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015  
ISSUE:  
PERMIT SET  
DATE:  
02.24.2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:  
**DEMOLITION ROOF PLAN**  
**D5**

**LEGEND** SITE PLAN

NOT ALL ITEMS MAY BE USED

- EXISTING BUILDING FOOTPRINT: AREA NOT IN SCOPE OF WORK
- EXISTING ASPHALT PAVING
- NEW ASPHALT PAVING/ TRAC
- TULSA REGULATORY FLOOD PLAIN
- EXISTING SOD TO REMAIN
- NEW CONCRETE DRIVEWAY/WALKWAY
- PROPOSED SILT FENCE
- PROPOSED STRIPES
- BUILDING OUTLINE
- SILT FENCE
- DRAINAGE FLOW
- HAY BALE
- DOWNSPOUTS

**PROJECT INFORMATION**

**LEGAL DESCRIPTION**  
SUBDIVISION OF POWDER AND POWDER SECOND ADDN AND (SMO)  
LOCAL 17 1A N12 1/2 S1/2 E1/2  
SECTION 35 TOWNSHIP 25 RANGE 12

**GENERAL INFORMATION**

OWNER: \_\_\_\_\_  
LOT NO: \_\_\_\_\_  
EXISTING LIVABLE FLOOR AREA: 1,294 SQ FT  
PROPOSED LIVABLE ADDITION: 386 SQ FT  
TOTAL PROPOSED LIVABLE AREA: 1,680 SQ FT

**ADDITIONAL INFORMATION**

EXISTING LIVABLE FLOOR AREA: 1,294 SQ FT  
EXISTING DRIVEWAY: 495 SQ FT  
EXISTING COVERED PORCH: 192 SQ FT  
EXISTING DRIVEWAY: 495 SQ FT  
DRIVEWAY ADDITION: 495 SQ FT  
PROPOSED DETACHED GARAGE: 495 SQ FT

**TOTAL: 3,271 SQ FT**

**REGULATIONS**

MIN. OPEN SPACE REQ'D: 3,500 SQ FT  
OPEN SPACE PROVIDED: 4,150 SQ FT  
MAX. BUILDING HEIGHT: 30'-0"  
RES. STRUCTURE HEIGHT: 11'-0" - 12'-0"

**SILT FENCE DETAIL** SITE PLAN

- STEEL POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE.
- THE TOP OF THE SILT FENCE SHALL BE FINISHED WITH A SPADE OR MECHANICAL BENCHES SO THAT THE DOWNDRAIN FACE OF THE FENCE IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW.
- THE FENCE SHOULD BE A MINIMUM OF 4 INCHES DEEP AND 3 TO 4 INCHES WIDE TO ALLOW FOR THE SILT FENCE TO LAY IN THE TRENCH ANCHORS AND BACKFILL.
- SILT FENCE SHOULD BE SECURELY FASTENED TO EACH STEEL SUPPORT POST OR TO WOODEN WIRE, WHICH IS ATTACHED TO THE STEEL FENCE POST.
- INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
- SILT FENCE SHALL BE REMOVED WHEN IT HAS SERVED ITS USEFULNESS SO AS NOT TO BLOCK OR INTERFERE WITH FLOW OR DRAINAGE.
- SEDIMENT TRAPPED BY THIS PRACTICE SHALL BE DISPOSED OF IN AN APPROVED SITE, IN A MANNER THAT WILL NOT CONTRIBUTE TO ADDITIONAL POLLUTION.
- ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 4 INCHES AND DISPOSED OF IN AN APPROVED SPILL SITE OR AS IN NO. 7 ABOVE.

SCALE: NOT TO SCALE

**KEYNOTES** FLOOR PLAN

1. NOT USED

**CAUTION**

NOTICE TO CONTRACTOR  
THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN BY THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS A BASIS FOR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 24 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.

**SURVEY DISCLAIMER** SITE PLAN

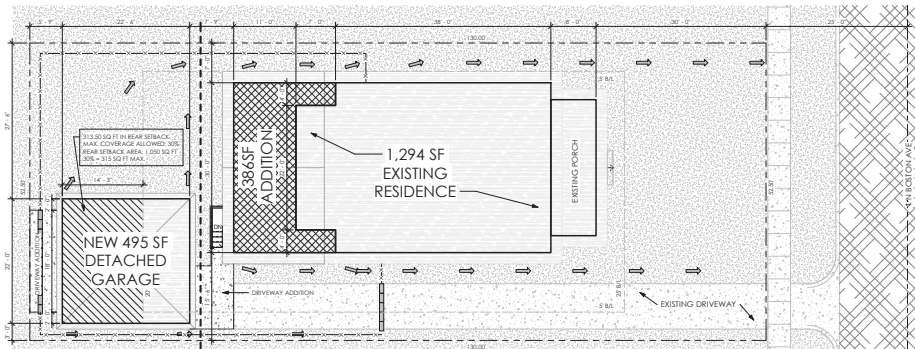
THE SITE PLAN IS DRAWN WITHOUT THE BENEFIT OF A BOUNDARY SURVEY. BOUNDARY AND EXISTING STRUCTURE LOCATIONS ARE APPROXIMATE BASED ON FIELD INFORMATION AND FOR ILLUSTRATIVE PURPOSES ONLY.

**HAY BALE DETAIL** SITE PLAN

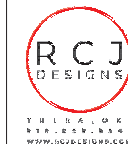
**EMBEDDING DETAIL**  
4" VERTICAL FACE  
2 RE-BARS, STEEL PICKETS, OR 2" X 2" STAKES 1'-6" TO 2'-0" IN GROUND  
ANGLE FIRST STAKE TOWARD PREVIOUSLY Laid BALE

**ANCHORING DETAIL**  
WIRE OR NYLON BOUND BALES PLACED ON THE CORNER

- BALES SHALL BE PLACED IN A ROW WITH ENDS TOGETHER ABUTTING THE ADJACENT BALES.
- EACH BALE SHALL BE EMBEDDED IN THE SOIL A MINIMUM OF FOUR INCHES, WHERE POSSIBLE.
- BALES SHALL BE SECURELY ANCHORED IN PLACE BY STAKES OR RE-BARS DRIVEN THROUGH THE BALES. THE FIRST STAKE IN EACH ROW SHALL BE ANGGED TOWARD PREVIOUSLY Laid BALE TO LOCK BALES TOGETHER.
- INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED BY CONTRACTOR.
- BALES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFULNESS SO NOT TO BLOCK OR IMPED DRAIN FLOW OR DRAINAGE.
- ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 4 INCHES.



**1 SITE PLAN**  
1/8" = 1'-0"



DRAWN FOR:  
**LOS**  
**BOSTON AVE REMODEL**  
1152 N BOSTON AVE  
TULSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015  
DATE:  
02-24-2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:

**SITE PLAN**

**SP**

- GENERAL NOTES**
- ALL INTERIOR WALLS TO BE 4" U.L.O.
  - ALL DIMENSIONS ARE TO FACE OF EXISTING WALLS AND CENTERLINE OF NEW WALL/DOOR/OPENING U.L.O.
  - ALL INTERIOR FINISHES INCLUDING BUT NOT LIMITED TO FLOORING, PAINT, WALLCOVERING, LIGHT FIXTURES, TRIM, LAMINATE, SOLID SURFACES AND MILLWORK TO BE SELECTED BY OWNER AND INSTALLED BY CONTRACTOR PER MANU. GUIDELINES AND IN ACCORDANCE WITH ALL LOCAL CODES AND ORDINANCES.
  - GENERAL CONTRACTOR SHALL VISIT SITE AND BECOME FAMILIAR WITH SITE CONDITIONS.
  - NOTIFY DESIGNER IMMEDIATELY IF DIFFERENT CONDITIONS EXIST FROM WHAT IS DESCRIBED.
  - ALIGN NEW WALLS FINISH FACE WITH THE EXISTING WALL'S FINISH FACE AT AREAS WHERE THE TWO ABUT.
  - ALL MECHANICAL, ELECTRICAL AND PLUMBING ITEMS TO BE PROVIDED ON A DESIGN/ BUILD BASIS, IN ACCORDANCE WITH ALL LOCAL CODES AND ORDINANCES, ASIDE FROM ALL ELECTRICAL AND PLUMBING ITEMS REPRESENTED ON PLANS, PROVIDE ADDITIONAL DEVICES AS REQUIRED BY LOCAL CODE.
  - ALL DIMENSIONS ARE TO CENTERLINE OF OBJECT, EXCEPT FOR THE PERIMETER STUDS, WHICH ARE DIMENSIONS TO EDGE OF STUD. MASONRY OPENINGS WHICH ARE FROM FACE OF BRICK, AND AREAS WHERE SHOWN CLEAR DIMENSION IS REQUIRED, U.L.O.

- REFERENCING**
- RE: SHEETS A340-4 FOR EXTERIOR ELEVATIONS
  - RE: SHEETS A3 FOR ROOF PLAN

**KEYNOTES**

NOT USED

**FLOOR PLAN LEGEND**

ITEM	DESCRIPTION
	NEW WINDOW - FIXED (FW)
	NEW WINDOW - SINGLE HUNG (SH)
	NEW DOOR OPENING (DO)
	NEW ARCHED DOOR OPENING (ADO)
	NEW STANDARD DOOR
	NEW SLIDING DOOR
	NEW BI-FOLD DOOR (BD)
	CEILING MOUNTED SMOKE DETECTOR
	CEILING MOUNTED CARBON MONOXIDE DETECTOR

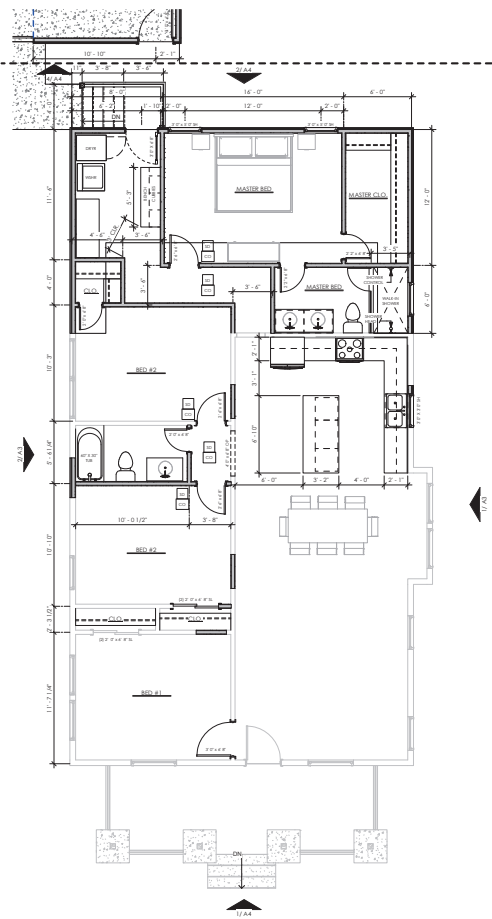
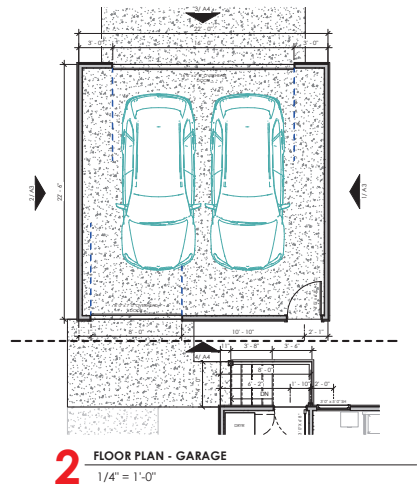
**LEGEND NOTES:**  
1. NOT ALL ITEMS MAY BE USED.

**WALL ASSEMBLIES**

ITEM	DESCRIPTION
	EXISTING INTERIOR WALL TO REMAIN
	EXISTING EXTERIOR WALL TO REMAIN
	NEW EXTERIOR WALL W/ LAP SIDING
	NEW INTERIOR WALL

**NOTE:** ALL INTERIOR WALLS TO BE 4" U.L.O.

1. PROVIDE WATER RESISTANT GYPSUM BOARD AT ALL WET AREAS.



EXISTING LIVABLE FLOOR AREA: 1,349 SQ FT  
PROPOSED ADDITION: 348 SQ FT  
PROPOSED TOTAL LIVABLE AREA: 1,697 SQ FT  
NEW GARAGE: 495 SQ FT  
EXISTING FRONT PORCH: 192 SQ FT

THINK AHEAD  
BETTER DESIGNS  
WWW.RCJDESIGNS.COM

DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015

DATE:  
02.24.2023

DRAWN BY:  
RCJ

CHECKED BY:  
RCJ

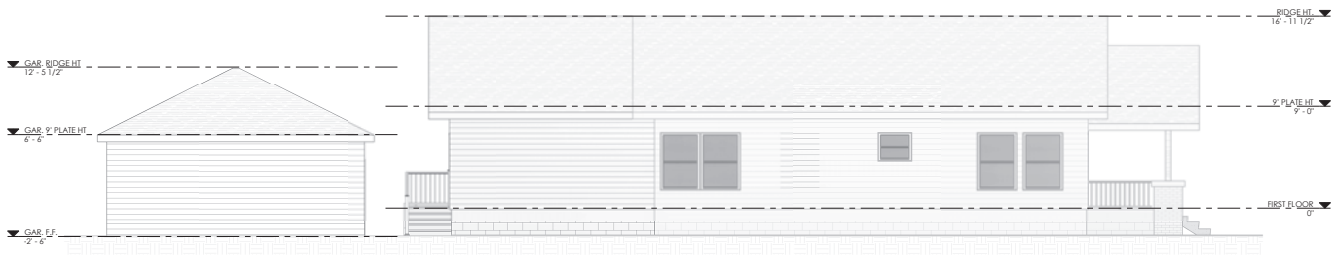
SHEET TITLE:  
**FLOOR PLANS**

**A1**

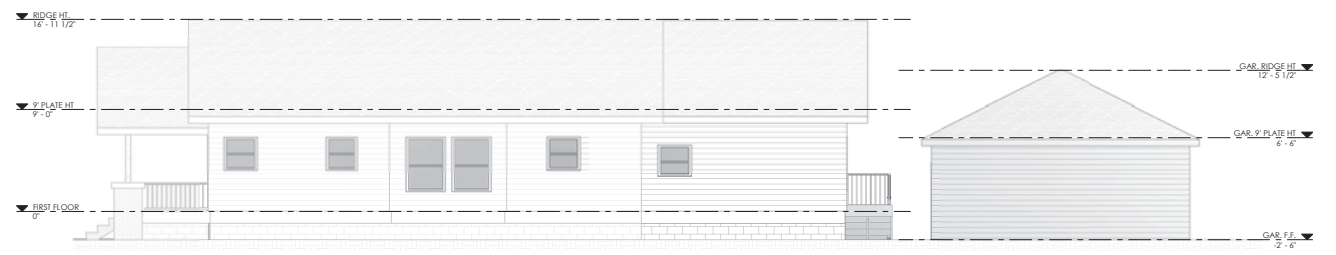




THINK AHEAD.  
DESIGN AHEAD.  
WWW.RCJDESIGNS.COM



**2** LEFT SIDE ELEVATION  
1/4" = 1'-0"



**1** RIGHT SIDE ELEVATION  
1/4" = 1'-0"

DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

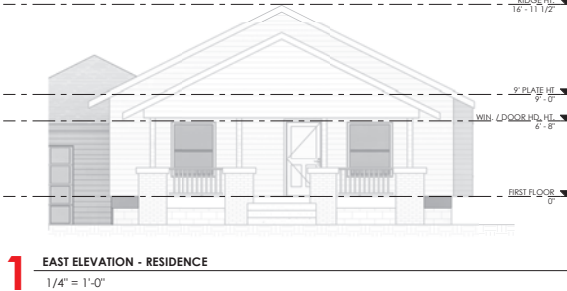
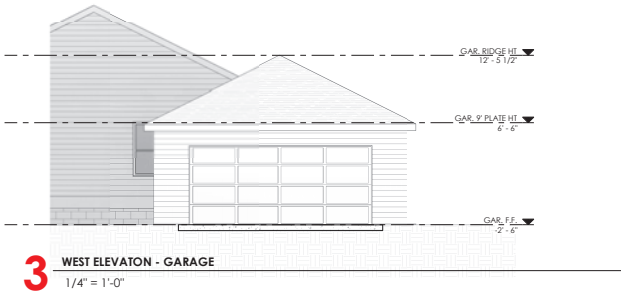
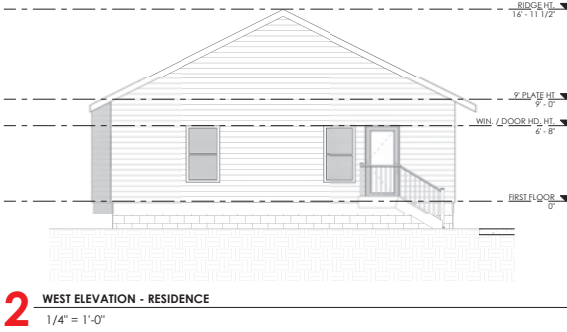
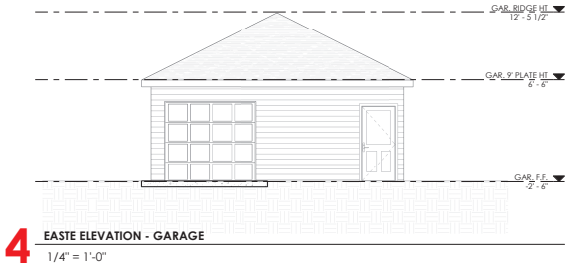
PROJECT NUMBER:  
23015  
DATE:  
02.24.2023  
DRAWN BY:  
RCJ  
CHECKED BY:  
RCJ  
SHEET TITLE:

**EXTERIOR ELEVATIONS**

**A3**



THINK AHEAD.  
DESIGN BETTER.  
WWW.RCJDESIGNS.COM



DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015

DATE:  
02.24.2023

DRAWN BY:  
RCJ

CHECKED BY:  
RCJ

SHEET TITLE:  
**EXTERIOR ELEVATIONS**

**A4**

**GENERAL NOTES** ROOF PLAN

1. CONTRACTOR TO PROVIDE ADEQUATE VENTILATION PER RMA, IRC 2015

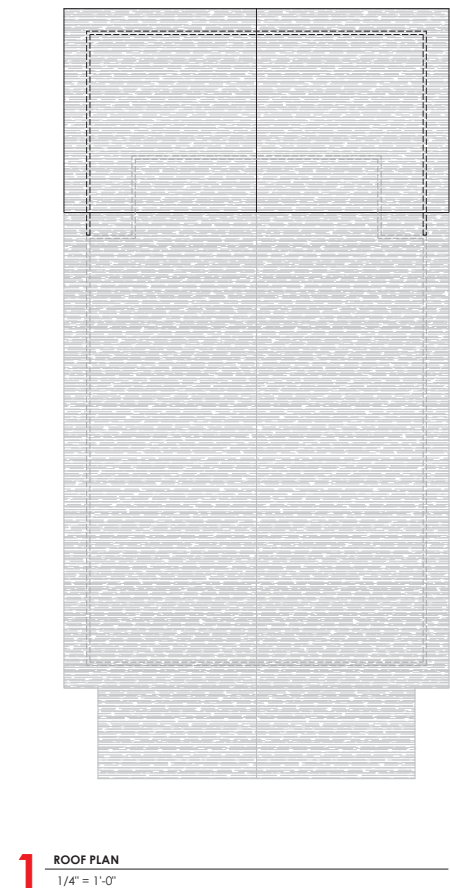
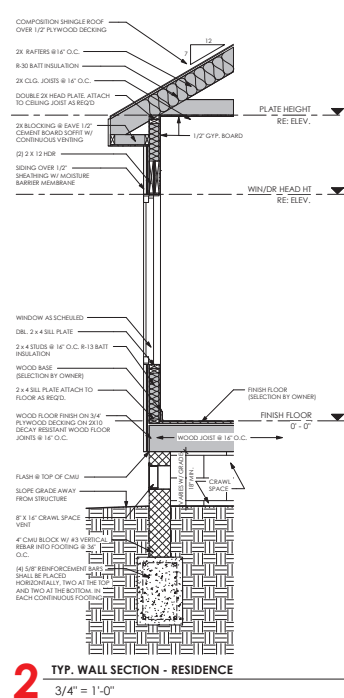
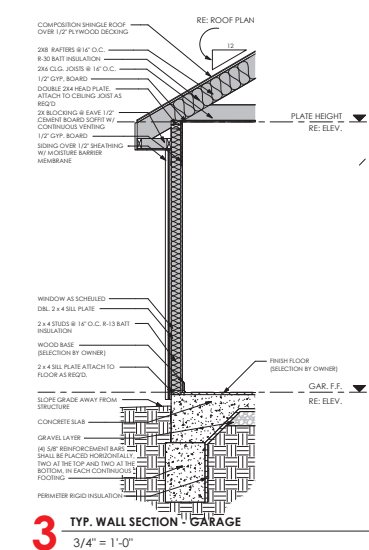
**LEGEND** ROOF PLAN

SHINGLE ROOF ASSEMBLY

NEW EXTERIOR WALL STUD BELOW ROOF

EXISTING EXTERIOR WALL STUD BELOW ROOF

P.I. PITCH TRANSITION



DRAWN FOR:  
**LOS**

**BOSTON AVE REMODEL**

1152 N BOSTON AVE  
BALSA, OK 74106

NO.	REVISION	DATE

PROJECT NUMBER:  
23015

ISSUE:  
PERMIT SET

DATE:  
02-24-2023

DRAWN BY:  
RCJ

CHECKED BY:  
RCJ

SHEET TITLE:  
**ROOF PLAN/ WALL SECTIONS**

**A5**



9/19/23

To whom it may concern,

The reason I am requesting a Variance is because my newly built detached garage was 1 foot in the allowed easement per our plans & permit. When building garage the fence between the neighbor's house and my property was use to determine the 3'. When inspection was scheduled MR. Scarborough request i get a survey and have them drop pins to be used as basis to determin the distance from property line to garage. As a result of this the pins dropped suggest I lost 1 foot which now makes it a problem for me. This is the first time I do a ad-on/ detached garage and totally missed the step of getting the property surveyed. I am asking for allowance since this failed inspection is keeping me from moving forward with other rough in inspections that need to be scheduled to move forward with this project.

Thank you

A stylized handwritten signature in dark ink, consisting of a large, sweeping 'A' shape with a horizontal line across the middle and a long, curved underline.





# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23589

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Sean Wallace

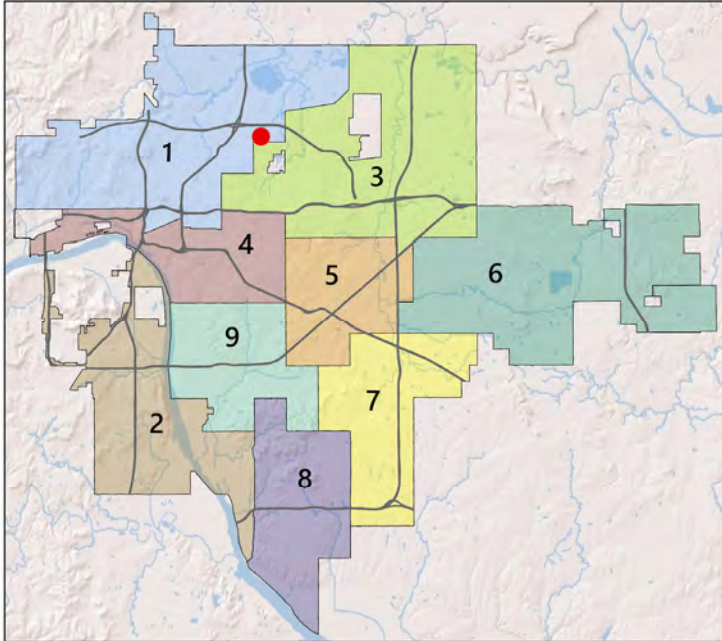
**Owner and Applicant Information:**

**Applicant:** Acura Neon

**Property Owner:** Tulsa Community College -  
Northeast

**Action Requested:** Variance to increase the allowed sign area of 32 square feet for a wall sign in the AG District (Sec. 60.050.a)

**Location Map:**



**Additional Information:**

**Present Use:** Higher Education

**Tract Size:** 69.84 acres

**Location:** 3727 E. Apache St. N

**Present Zoning:** AG





0 200 400  
Feet

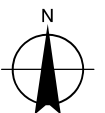


Subject  
Tract

**BOA-23589**

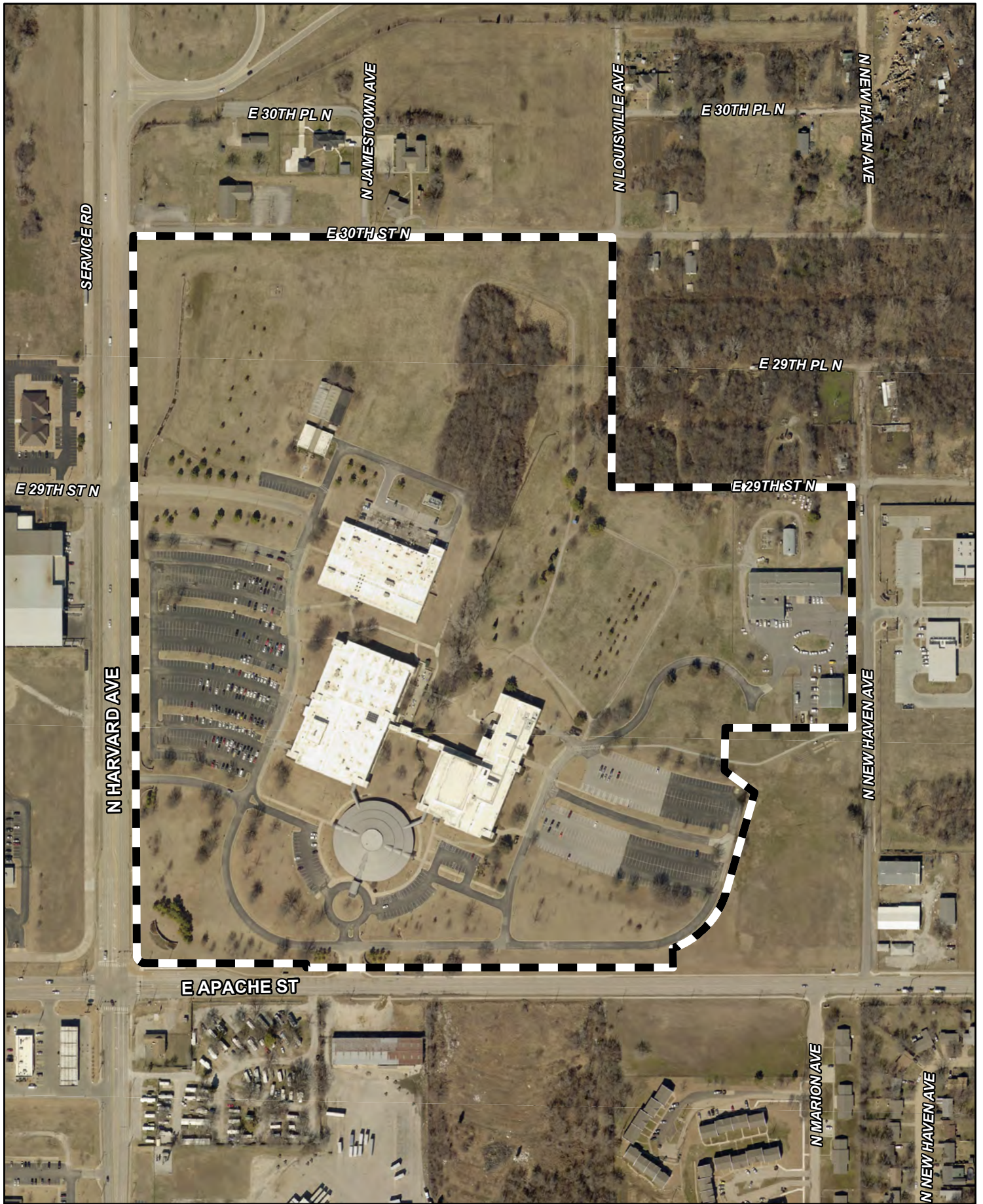
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align with physical features on the ground.

Aerial Photo Date: 2021



9.2

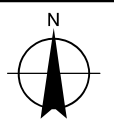




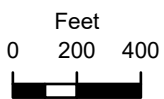
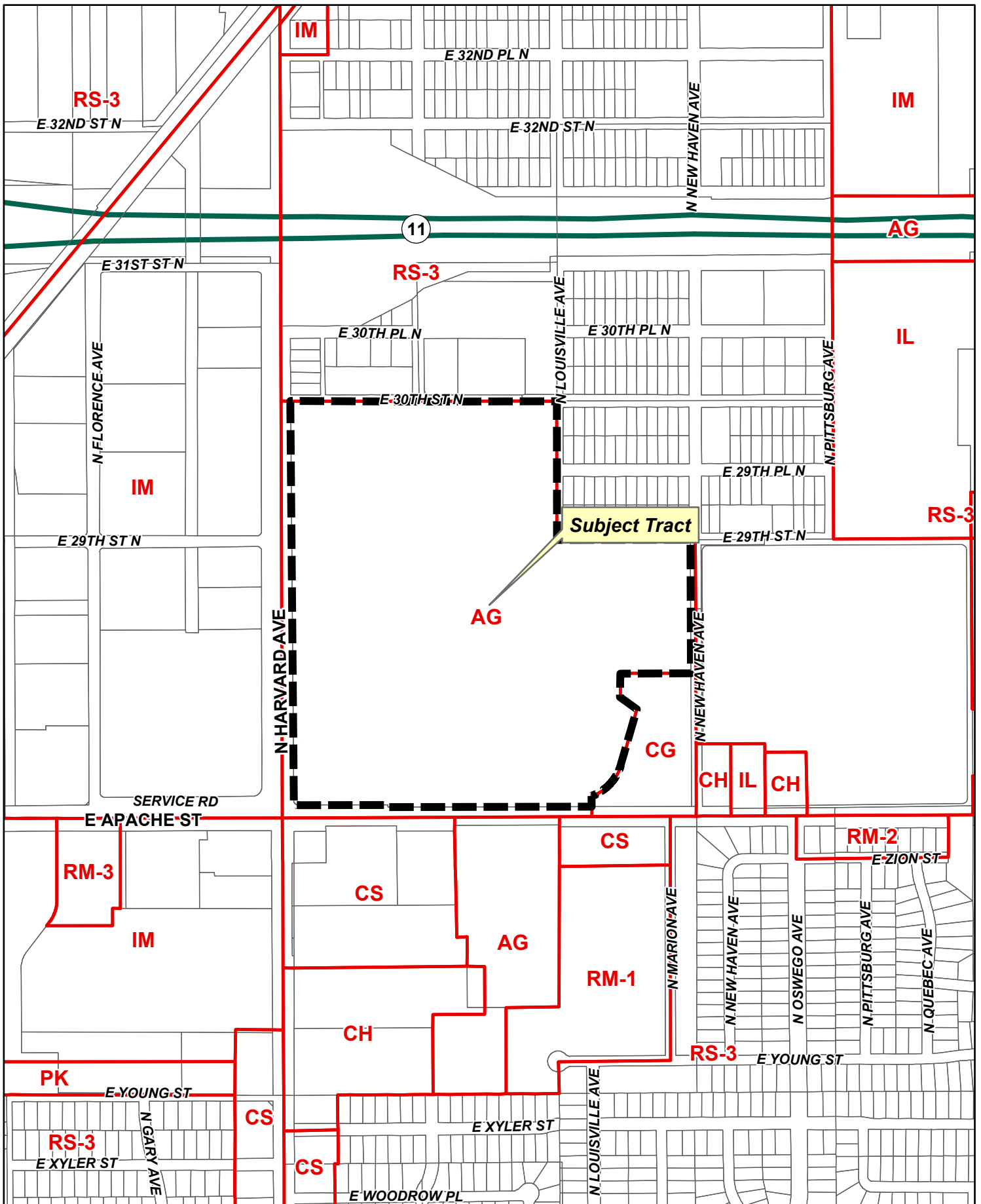
Subject **BOA-23589**  
Tract

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

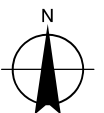
Aerial Photo Date: 2021



9.3



**BOA-23589**



9.4



**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 209  
**CD:** 1

**Case Number:** BOA-23589

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Acura Neon

**ACTION REQUESTED:** Variance to increase the allowed sign area of 32 square feet for a wall sign in the AG District (Sec. 60.050.a).

**LOCATION:** 3727 E. Apache St. N

**ZONED:** AG

**PRESENT USE:** Higher Education

**TRACT SIZE:** 3042198.47 SQ FT

**LEGAL DESCRIPTION:** SW SW & S/2 NW SW & W/2 SE SW LESS BEG 1951.92E & 50N SWC SW TH W475 N50.98 CRV LF 213.52 NELY 273.96 NW99.37 N112.16 E347 S635.58 POB & LESS 5.33ACS FOR RDS SEC 21 20 13 69.83ACS, MOHAWK HARVARD, MOHAWK HGTS SECOND 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 "Regional Center. "

Existing regional trip generators define the Regional Centers in contrast to Local Centers. These centers should be the most connected land use pockets outside of downtown for public transit access and high-capacity arterial streets. New regional trip generators should be permitted in the area with special consideration given to transportation access and circulation. Regional trip generators include universities, malls, large medical campuses, casinos, big-box shopping centers, and very large churches.

**STATEMENT OF HARDSHIP:** Applicant has included a hardship letter which is included in this packet.

**STAFF ANALYSIS:** Applicant is requesting a variance to increase the allowed sign area of 32 square feet for a wall sign in the AG District (Sec.60.050.a). Proposed sign is 49 square feet.

Chapter 60 | Signs  
Section 60.060 | Signs in Office Zoning Districts

---

**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.

Facts staff finds favorable for variance request:

- None.

Facts Staff find unfavorable for the variance request:

- The stated hardship of the building placement is self-imposed based on the location of the building.

### **SAMPLE MOTION:**

Move to \_\_\_\_\_ (approve/deny) a **Variance** to increase the allowed sign area of 32 square feet for a wall sign in the \_\_\_\_\_ in the AG District (Sec. 60.050.a).

- 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**

## Hardship

To whom it may concern,

We wish to express our request for a variance to allow new signage at the Tulsa Community College Northeast Campus entry located at 3727 E Apache St to be greater than the 32 square feet outlined in the zoning regulations to a proposed 49 square feet. We understand the regulations in place but believe that the proposed signage warrants review for the following reasons as outlined in the City of Tulsa Board of Adjustment application.

- 1) The location of the of the entry façade and proposed signage sits back to the east nearly 450 feet from N. Harvard Ave. The sign is a part of the school's branding and wayfinding to help direct visitors to the main entry of the northeast campus Academic Building. If the sign were at the regulated size, it may be more difficult to clearly see the TCC logo as you are passing or entering the site.
- 2) The site is currently zoned agricultural, which does not match the current use of the property, which is an institute of higher education. The Tulsa Community College, also known as Tulsa Junior College, has occupied this site for several decades and the zoning classification, which is a remnant of the previous land use, has not been updated to reflect the current use. However, given the current classification, a variance is necessary to provide adequate building wall signage at the building entry.
- 3) The variance is unique to this property due to the fact that the site is zoned agricultural which does not match the current use of the site by Tulsa Community College.
- 4) The issue under consideration with this variance request was not self-imposed. The new signage proposed is in proportion to the existing facilities and new work that is being undertaken. The existing building is one of many on the TCC campus, and the size of the proposed signage is in line with the rest of the signage found on campus.
- 5) The variance that is being requested is the minimum size needed to provide adequate signage for the new building's entry. The signage, as proposed, is proportional to the new work and should provide adequate visibility to the main streets adjacent to the site.
- 6) The requested variance will not alter the current character of the neighborhood. The current area is a mix of commercial and industrial. The nearest neighbors are a gas station, an industrial metal fabrication facility, a small office building, and industrial parks. Due to the size of the site at just over 69 acres, the neighboring property closest to the area of work are over 500 feet away on the east side of N. Harvard Ave. We do not believe that the proposed sign would alter the area in a way that impairs or deters development on adjacent property.
- 7) We do not believe that the proposed sign will impair the intent of the current zoning code or comprehensive plan but will allow the site to be used in a way that is more appropriate to the current use of the site and not the current zoning classification.





DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

## CITY OF TULSA

### CORRECTIONS SUMMARY

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# SIGN-159537-2023 (3727 E APACHE ST N Tulsa, OK 74115).pdf Markup Summary #1

---

#### Sign Review (1)

---

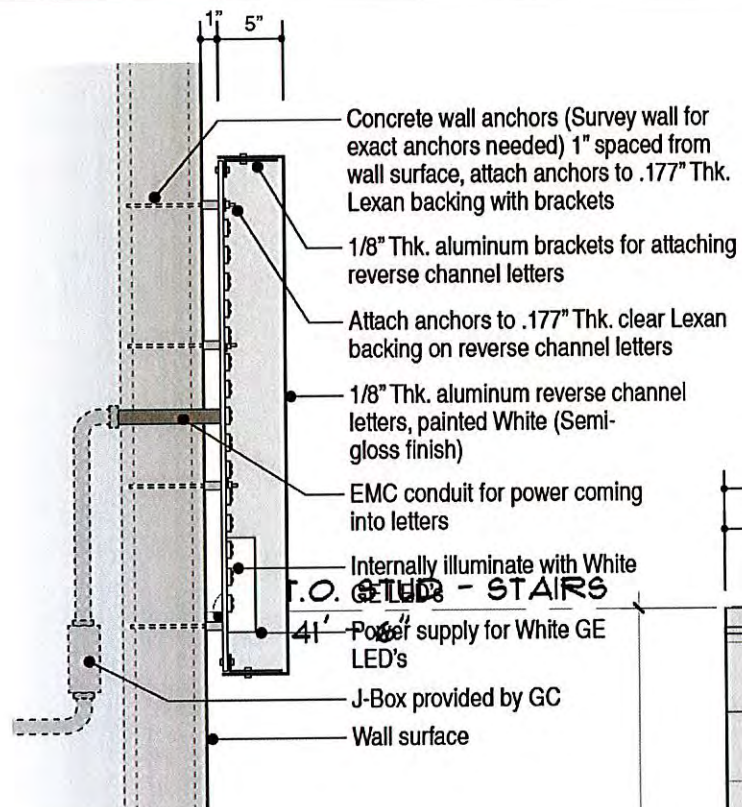


**Subject:** Sign Review  
**Page Label:** 1  
**Author:** DWhiteman  
**Date:** 9/14/2023 2:12:32 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

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

Review Comment: This location is zoned AG which is only allowed a maximum wall sign area of 32 square feet per entrance, and a maximum 32 square feet of wall sign area per building. Please revise the sign display area to be 32 square feet or less.



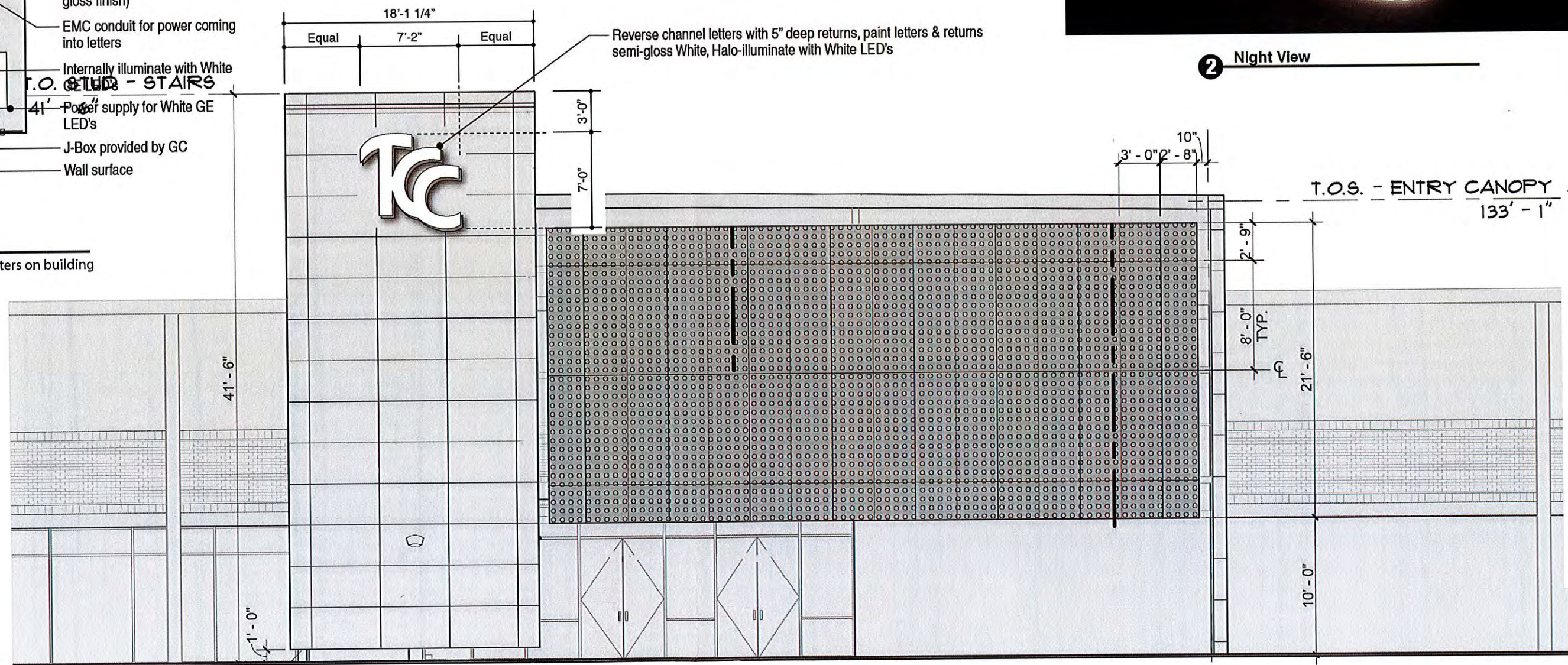


**3 Section View**  
-Installation of letters on building



**2 Night View**

Reverse channel letters with 5" deep returns, paint letters & returns semi-gloss White, Halo-illuminate with White LED's



**1 East Elevation**  
-Location of letters on building

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



**ACURANEON INC.**  
WE PUT YOUR NAME IN LIGHTS!  
1801 N. WILLOW AVE. BROKEN ARROW, OK 74012  
PHONE : (918) 252-2258 FAX : 918.252.3738  
www.acuraneon.com

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Client : <i>Tulsa Community College</i>		Approved By :
Job Location : <i>3727 E. Apache St. - Tulsa, OK</i>		Date :
Rep : <i>Yoko Elizondo</i>	Dwn : <i>Jeff Harley</i>	File : <i>TCC-03A</i>
Dwg No : <i>061523-01</i>	Scale : <i>Noted</i>	Date : <i>6-15-2023</i>



INTERIM REVIEW ONLY

THESE DOCUMENTS ARE INCOMPLETE  
THEY ARE NOT INTENDED TO BE USED  
FOR PERMIT, BIDDING, OR  
CONSTRUCTION  
9/20/2023 9:17:24 AM

TCC SSC NE

3727 E APACHE ST, TULSA, OK 74115

A202  
EXTERIOR ELEVATION COMPARISON

GH2 ARCHITECTS

GH2.COM

GH2 PROJECT NUMBER:

20170109.02

ISSUE DATE:

09/20/23

ISSUE:

VARIANCE EXHIBIT

OTHER ISSUE DATES:

NO.	DESCRIPTION	DATE
1	Addendum 01	03.08.2023

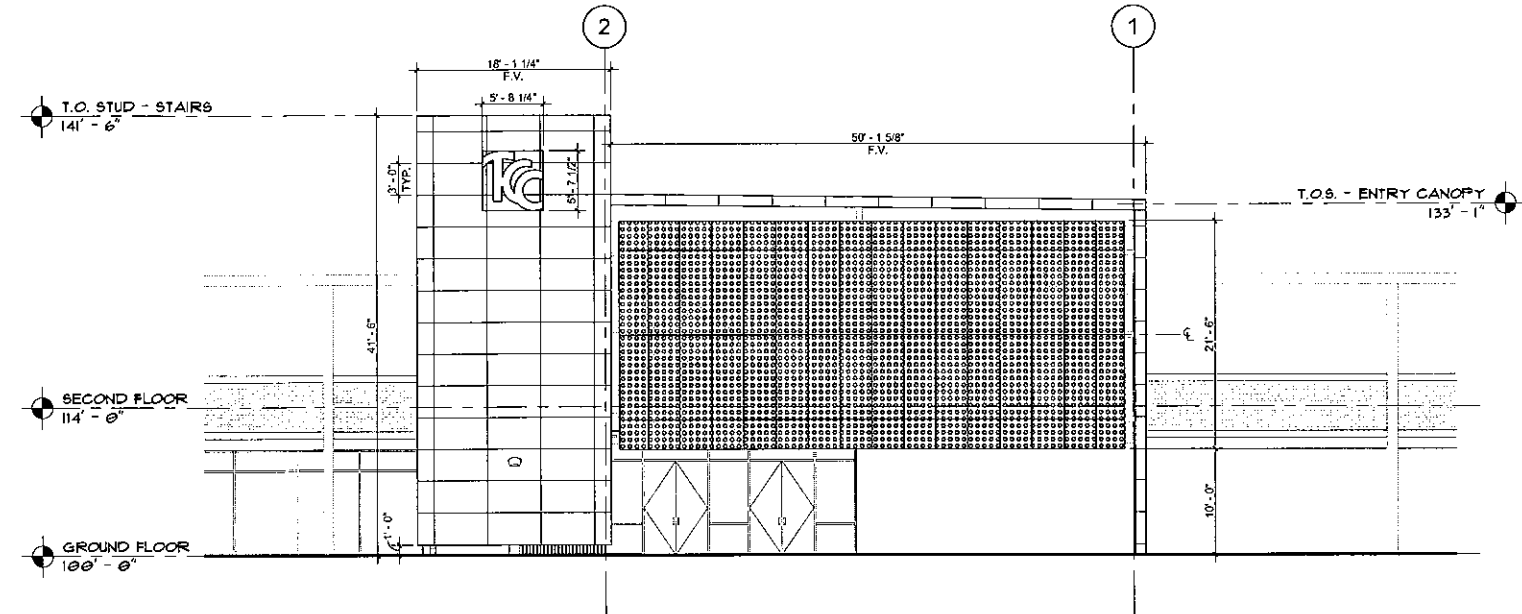
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EXTERIOR  
ELEVATION  
COMPARISON

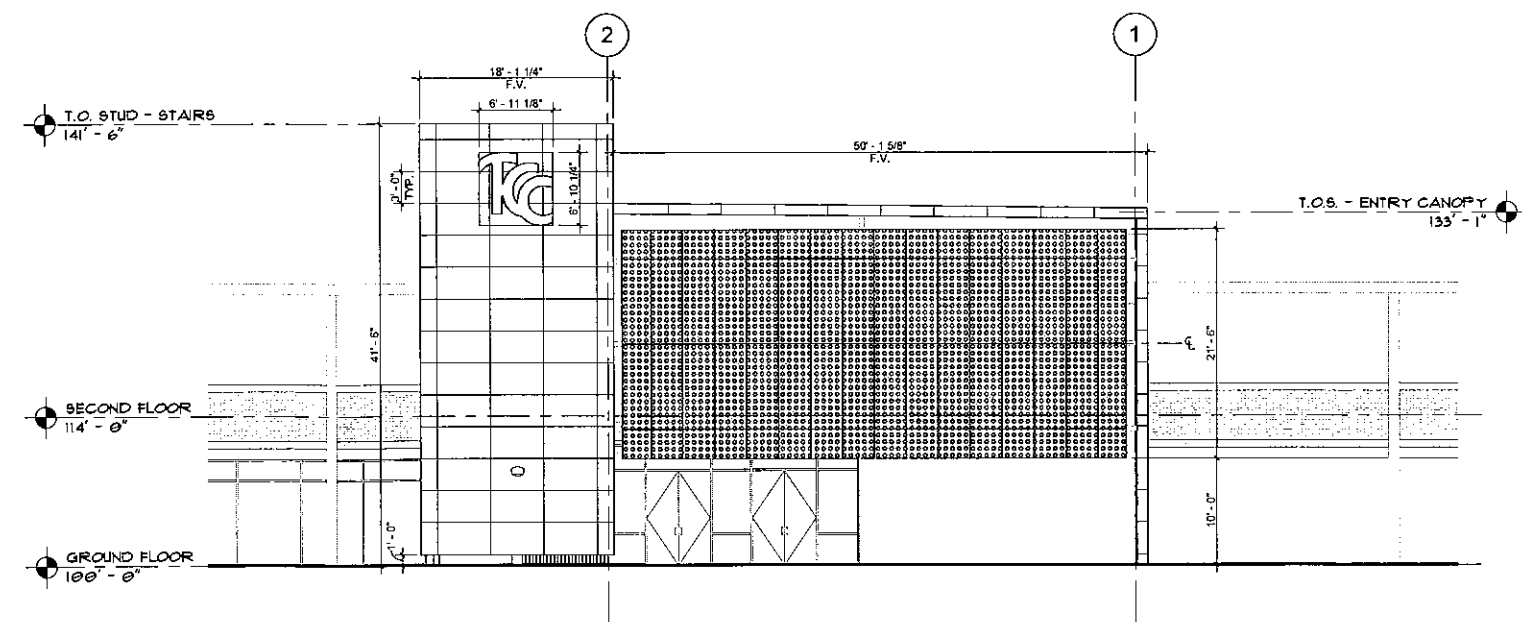
SHEET NUMBER:

A202

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**B** BUILDING ELEVATION - ALLOWABLE SIGN AT 32 SF  
1/8" = 1'-0"



**A** BUILDING ELEVATION - PROPOSED SIGN AT 48 SF  
1/8" = 1'-0"

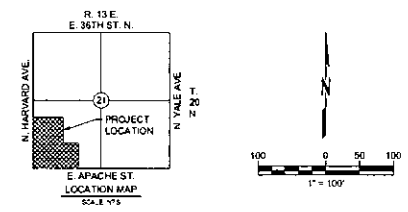
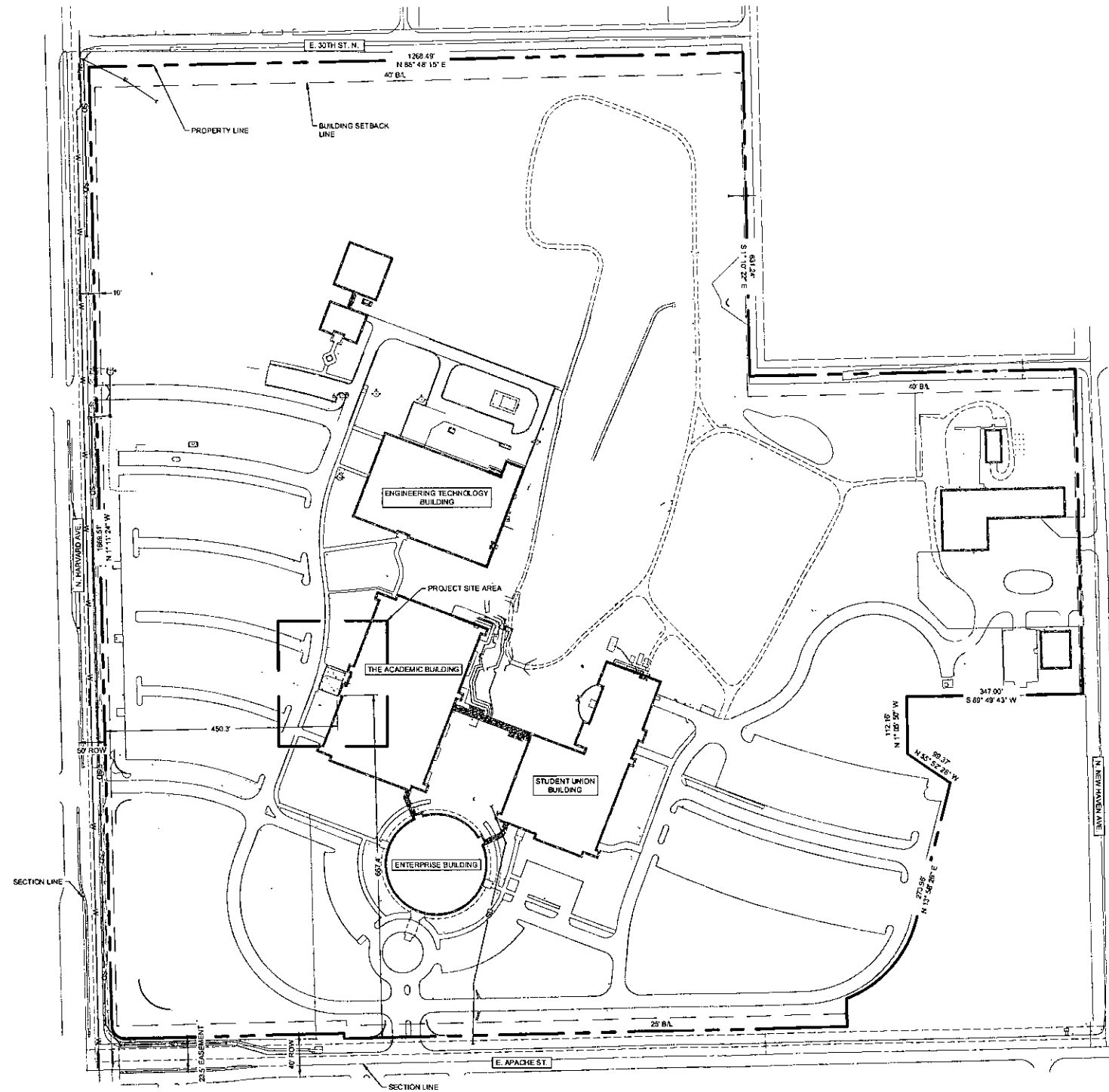
9.10





**CAUTION**  
NOTICE TO CONTRACTOR

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.



- GENERAL SITE NOTES:**
1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL MUNICIPAL REGULATIONS AND CODES, WHICHEVER IS MORE STRINGENT.
  2. ALL WORK AND MATERIALS SHALL COMPLY WITH O.S.H.A. STANDARDS.
  3. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
  4. REFER TO LANDSCAPE PLANS FOR GRASS, TREES AND PLANTED MATERIALS.
  5. ALL DIMENSIONS AND COORDINATES ARE FROM BACK OF CURB UNLESS SHOWN OTHERWISE.

<b>SITE DATA:</b>	
<b>LAND AREA SUMMARY</b>	
NET LAND AREA	3,042,186 SF (69.84 AC)
<b>SITE DATA</b>	
ZONING	AG
<b>IMPERVIOUS AREA</b>	
TOTAL SITE AREA	3,042,186 SF (69.84 AC)
TOTAL DISTURBED AREA	2,318 SF (0.05 AC)
EXISTING IMPERVIOUS AREA	774,072 SF (17.77 AC)
PROPOSED IMPERVIOUS AREA	775,371 SF (17.80 AC)
NET CHANGE	+1,299 SF
*CHANGE IN RUNOFF IS NEGLIGIBLE.	
<b>PROPERTY DESCRIPTION</b>	
SW SW & S1/2 NW SW & W1/2 SE SW LESS BEG 1951.92E & S1/2 SW SW TH W475 N10.98 CRV LF 213.52 NELY 273.95 NW99.37 N112.16 E347.5635 S6 POB & LESS 5.33ACS FOR RDS SEC 21 20 13 69.83ACS	



**TULSA COMMUNITY COLLEGE**  
**NE CAMPUS ENTRANCE**  
3727 E APACHE ST. TULSA, OK 74115

**C400**  
OVERALL SITE PLAN

**woface design collective**

PROJECT NUMBER  
**20170109.02**

ISSUE DATE  
**01.31.2023**

SSR  
**CONSTRUCTION DOCUMENTS**

OTHER ISSUE DATES

NO	DESCRIPTION	DATE
1	ISSUE	6/2/2023

**OVERALL CAMPUS SITE PLAN**

SHEET NAME  
**C400**





# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23590

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Dylan Siers

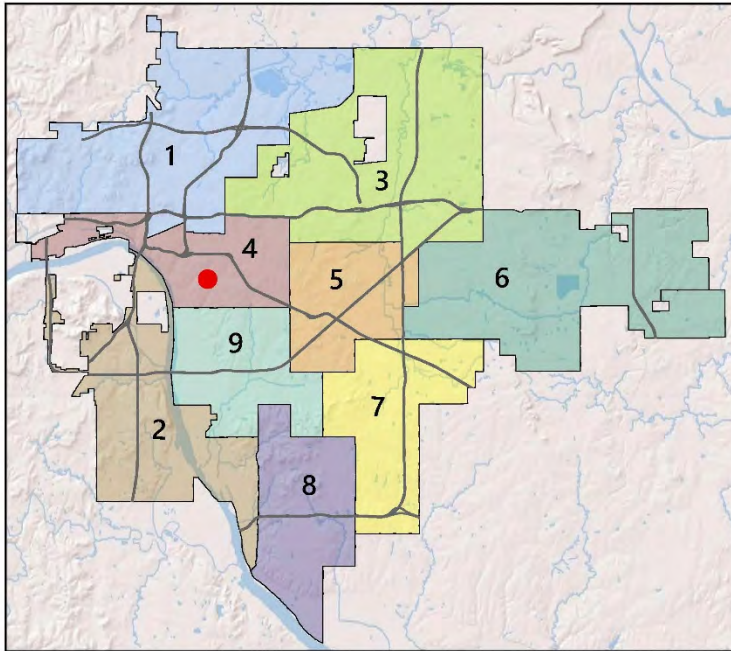
**Owner and Applicant Information:**

**Applicant:** Lou Reynolds

**Property Owner:** PHILBROOK MUSEUM OF ART INC

**Action Requested:** Minor Special Exception to to modify a previously approved site plan for a museum use in the RE District (Table 5.020, Table 5-2; Sec.70.120)

**Location Map:**



**Additional Information:**

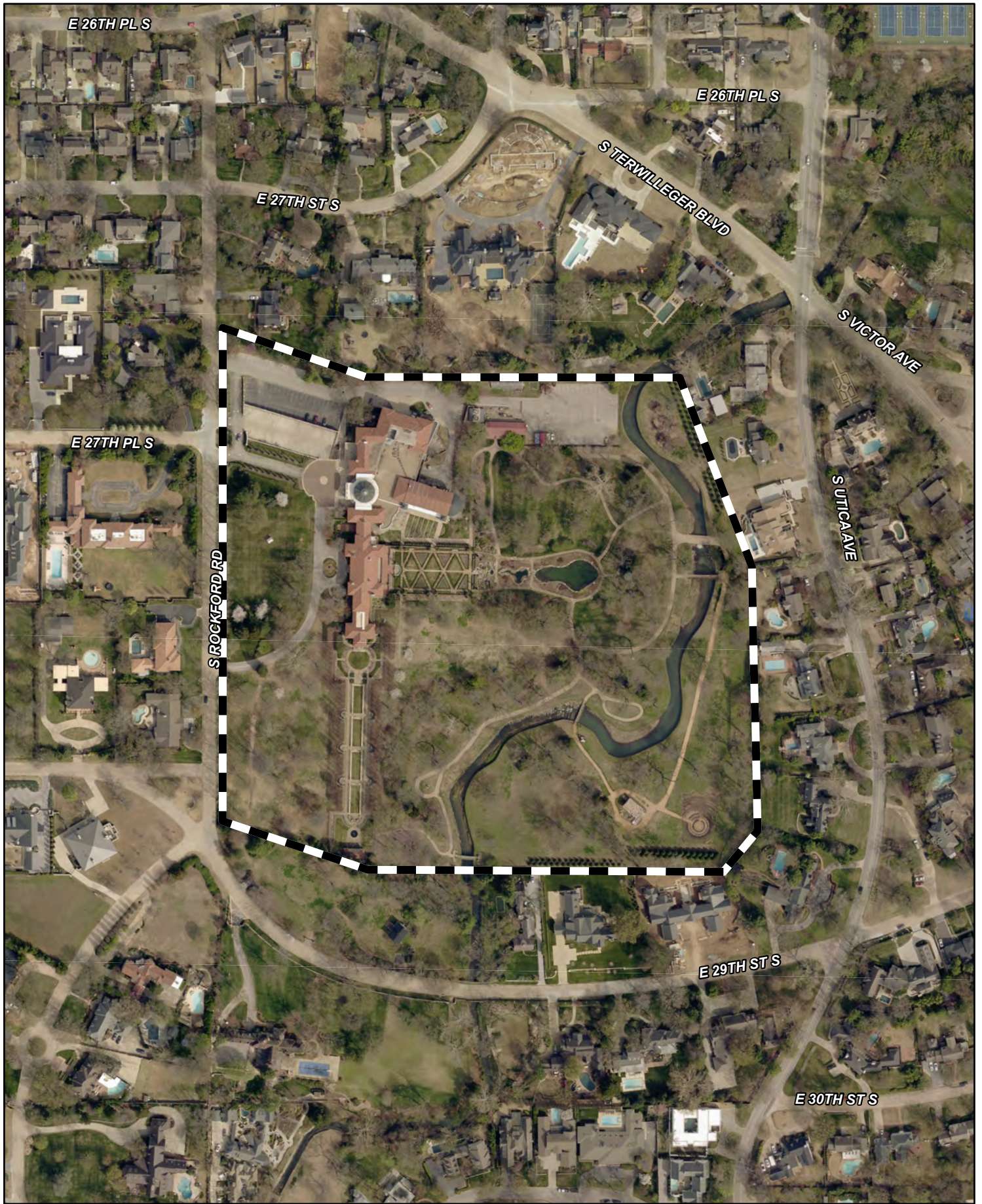
**Present Use:** Museum

**Tract Size:** 23.4 acres

**Location:** 2727 S. Rockford Rd. E.

**Present Zoning:** RE





Subject  
Tract

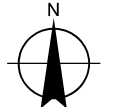
Feet  
200

400

**BOA-23590**

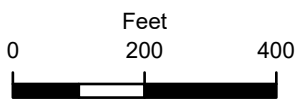
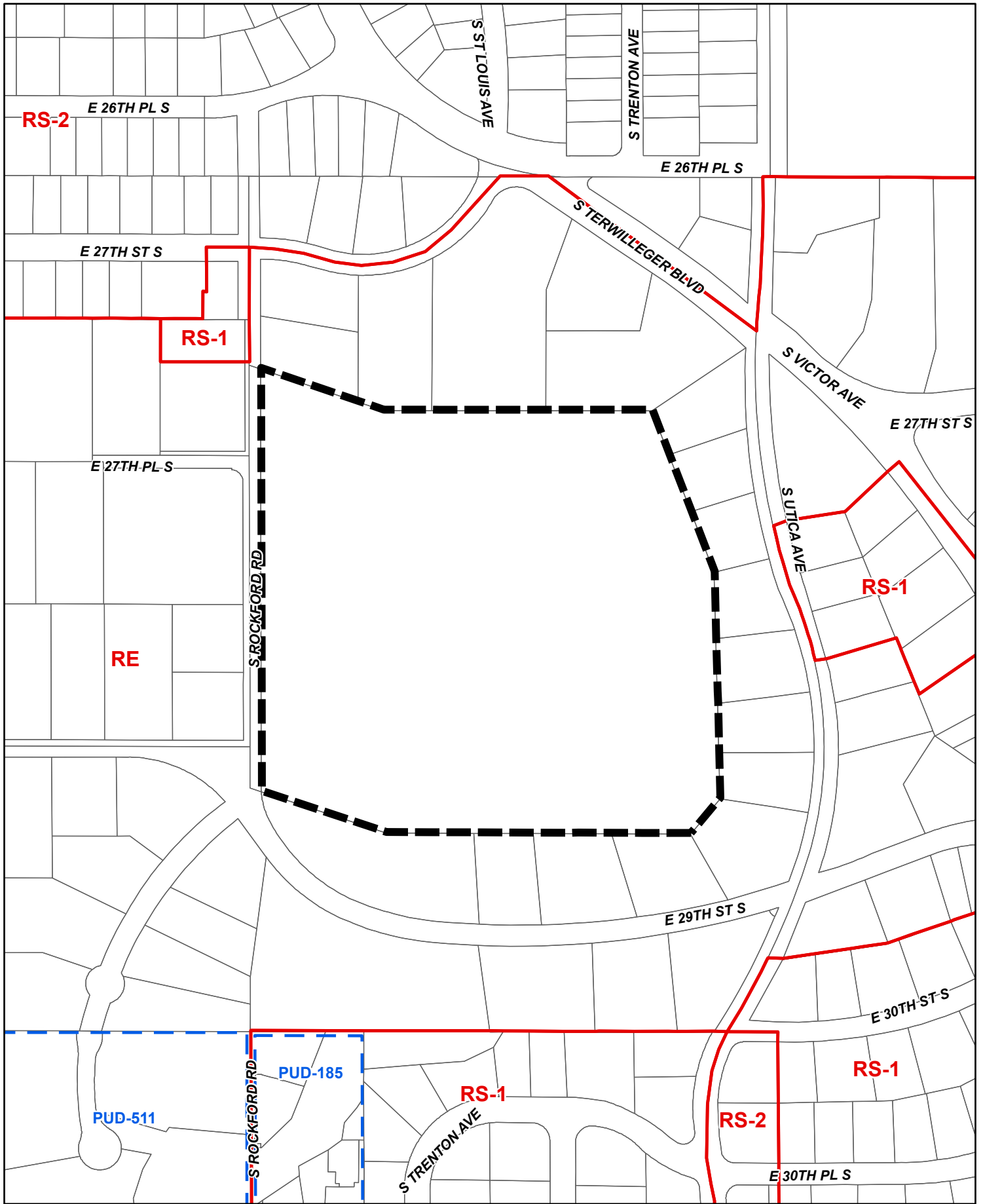
Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2021

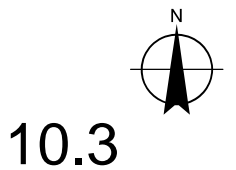


10.2





**BOA-23590**



## BOARD OF ADJUSTMENT CASE REPORT

STR: 9318

Case Number: BOA-23590

CD: 4

HEARING DATE: 10/24/2023 1:00 PM

APPLICANT: Lou Reynolds

ACTION REQUESTED: Minor Special Exception to to modify a previously approved site plan for a museum use in the RE District (Table 5.020, Table 5-2; Sec.70.120)

LOCATION: 2727 S ROCKFORD RD E

ZONED: RE

PRESENT USE: Museum

TRACT SIZE: 1019203.63 SQ FT

LEGAL DESCRIPTION: ALL PHILBROOK, PHILBROOK AMD, ROCKBRIDGE PARK CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA

RELEVANT PREVIOUS ACTIONS: None.

### Subject Property:

**BOA-14814**; On 05.19.88 the Board approved a special Exception to allow the expansion of an existing museum and related accessory uses in the RS-1 District per the plot plan attached.

RELATIONSHIP TO THE COMPREHENSIVE PLAN: The Tulsa Comprehensive Plan identifies the subject property as part of a "Neighborhood":

Neighborhoods are "Mostly Residential Uses" which includes detached, missing middle, and multi-dwelling unit housing types. Churches, schools, and other low-intensity uses that support residents' daily needs are often acceptable, particularly for properties abutting Multiple Use, Local Center, or Regional Center land use areas. Multi-dwelling unit housing that takes access off of an arterial is considered Multiple Use, Local Center, or Regional Center. If a multi-dwelling unit housing property takes access off of a lower-order street separated from the arterial, then it would be considered Neighborhood.

STAFF ANALYSIS: Applicant is seeking to add a pavilion in the southeast corner of the site.

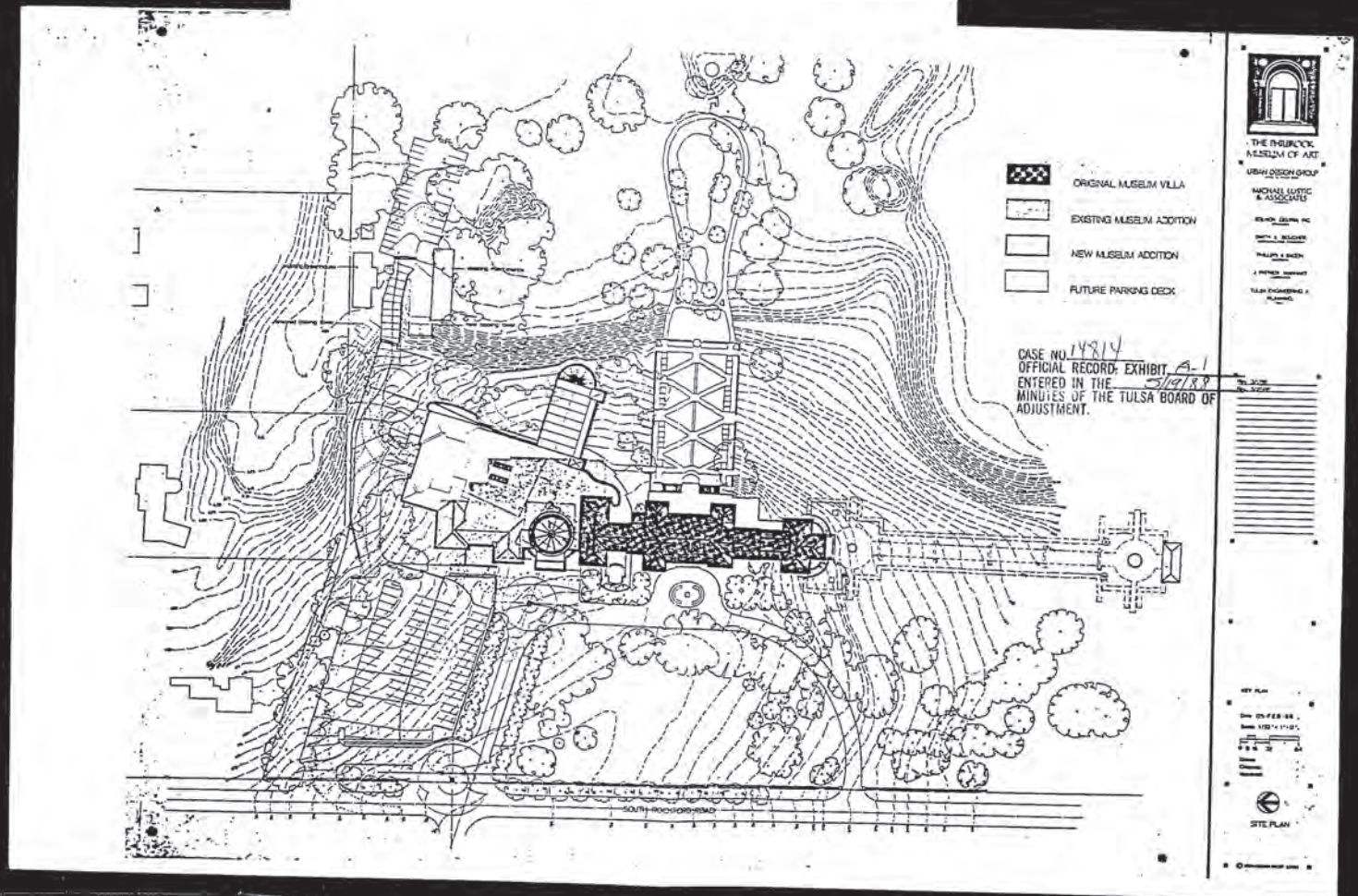
SAMPLE MOTION: Move to \_\_\_\_\_ (approve/deny) a Minor Special Exception to to modify a previously approved site plan for a museum use in the RE District (Table 5.020, Table 5-2; Sec.70.120)

- 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.



# BOA-14814 Site Plan

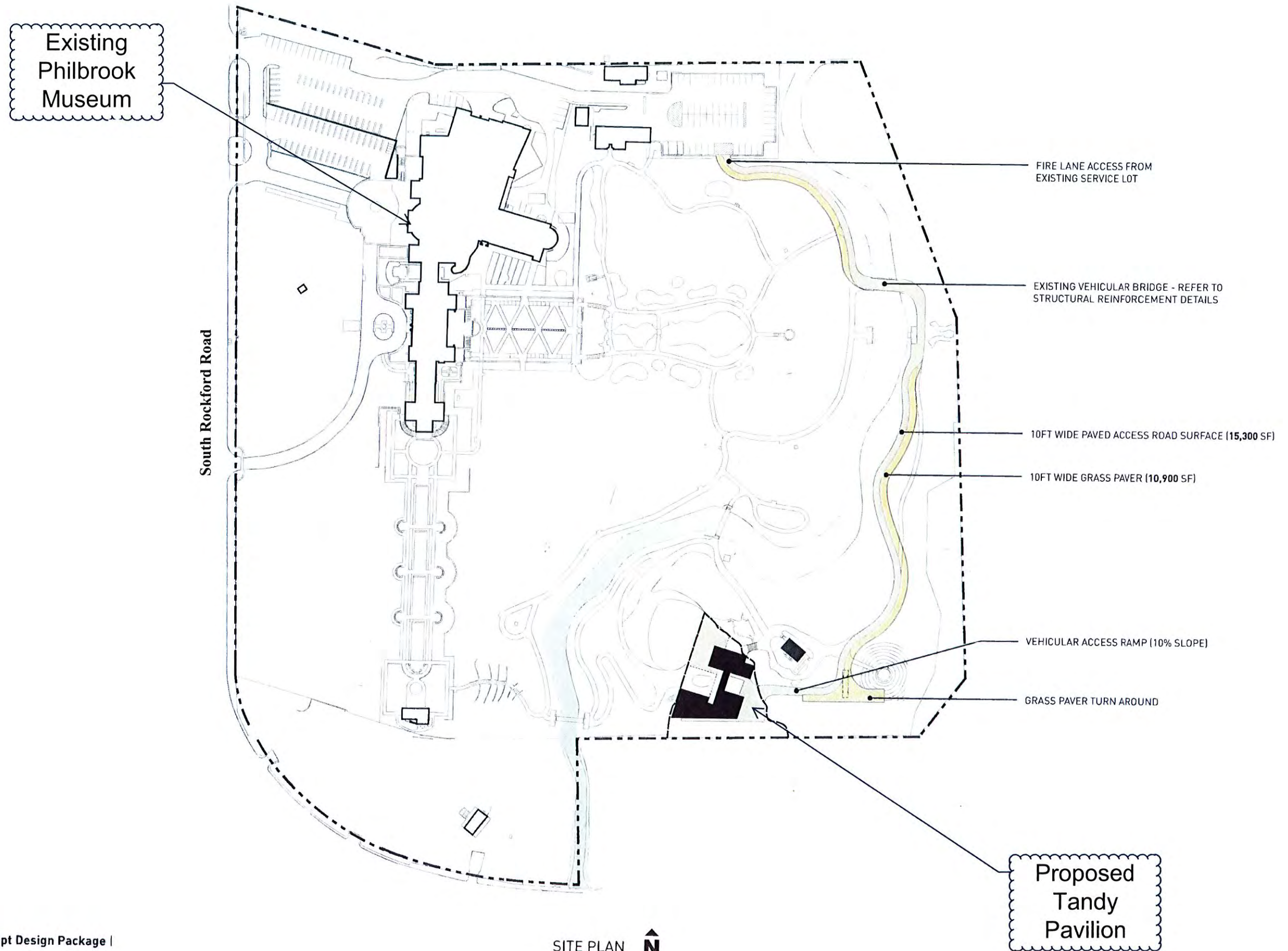


## **Exhibit “A”**

The Applicant requests a Minor Special Exception pursuant to Section 70.120-E.1.c of the Tulsa Zoning Code (the “Code”) for a revision to the Site Plan of Philbrook Museum to add approximately 9,570 SF of building area as part of the new Tandy Pavilion, located at 2727 S. Rockford (the “Property”).

The Property is approximately 25 acres and Philbrook Museum is approximately 118,035 SF as it exists today. The Board approved a Special Exception in the 1960s to permit the museum use on the Property. Since the original approval, the site plan has been amended a handful of times with each expansion of the Museum. The proposed Tandy Pavilion will be located at the southeasterly portion of the Property, with 6,650 SF of indoor space and 2,920 SF of outdoor patio space, as shown on the attached conceptual site plan. Vehicular access to the Pavilion will be located along the eastern side of the Property, connecting to the existing parking area for the Museum.

The additional building area constitutes just an 8% increase in floor area and the Tandy Pavilion otherwise complies with the Code. Accordingly, the proposed revision to the Site Plan is minor in nature, will not be injurious to the neighborhood and is in harmony with the spirit and intent of the Code.











# CITY OF Tulsa

## Board of Adjustment

**Case Number:** BOA-23591

**Hearing Date:** 10/24/2023 1:00 PM

**Case Report Prepared by:**

Sean Wallace

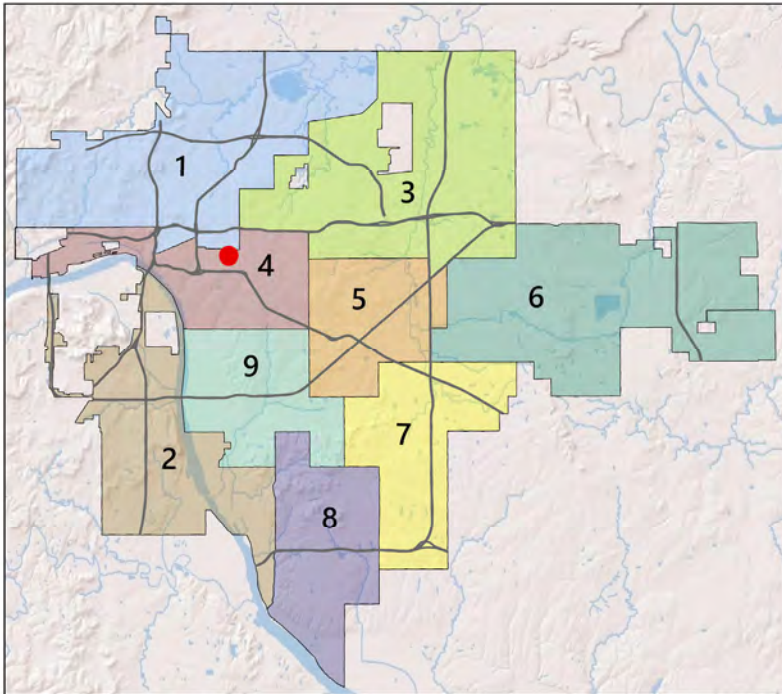
**Owner and Applicant Information:**

**Applicant:** Christopher Smith

**Property Owner:** Brian Smith

**Action Requested:** Special Exception to reduce the required parking ratio for a Broadcasting or Recording Studio in the IM District (Sec. 55.050-K)

**Location Map:**



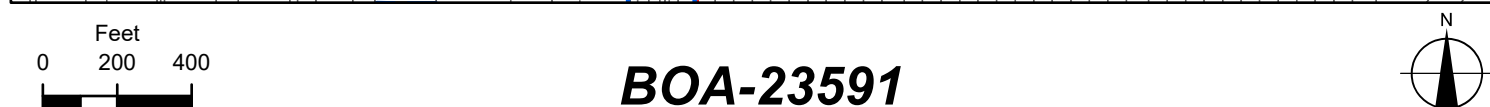
**Additional Information:**

**Present Use:** Vacant Industrial Building

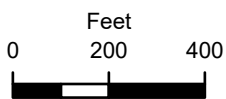
**Tract Size:** 0.13 acres

**Location:** 1724-8 E. 7<sup>th</sup> St. S

**Present Zoning:** IM





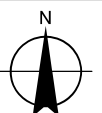


Subject  
Tract

**BOA-23591**

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

Aerial Photo Date: 2021



11.3

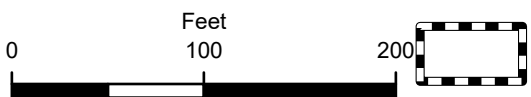




E 7TH ST S

S UTICA AVE

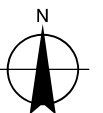
E 8TH ST S



Subject Tract **BOA-23591**

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

Aerial Photo Date: 2021



11.4

**BOARD OF ADJUSTMENT  
CASE REPORT**

**STR:** 9306

**Case Number:** BOA-23591

**CD:** 4

**HEARING DATE:** 10/24/2023 1:00 PM

**APPLICANT:** Christopher Smith

**ACTION REQUESTED:** Special Exception to reduce the required parking ratio for a Broadcasting or Recording Studio in the IM District (Sec. 55.050-K)

**LOCATION:** 1724-8 E. 7<sup>th</sup> St. S

**ZONED:** IM

**PRESENT USE:** Vacant Industrial Building

**TRACT SIZE:** 5501.65 SQ FT

**LEGAL DESCRIPTION:** S 100 E/2 OF LT 15 BLK 1, CENTRAL PLACE SUB 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 "Multiple Use" Land Designation.

Multiple Use areas are "Mostly Commercial or Retail Uses" which include restaurants, shops, services, and smaller format employment uses. This land use designation is most common in areas of the city from earlier development patterns, with Local Centers being more commonplace in newer parts of the city. For single properties that are commercial but surrounded by Neighborhood, Multiple Use is the preferred designation.

**STAFF ANALYSIS:** Applicant is seeking a Special Exception to reduce the required parking ratio for a Broadcasting or Recording Studio in the IM District (Sec. 55.050-K).

**55.050-K Alternative Compliance**

The motor vehicle parking ratios of this chapter are not intended to prevent development and redevelopment or to make development and redevelopment economically impractical. In order to allow for flexibility in addressing the actual expected parking demand of specific uses, alternative compliance parking ratios may be approved through the special exception procedures of [Section 70.120](#) only if:

1. The board of adjustment determines that the other allowed parking reduction alternatives of [Section 55.050](#) are infeasible or do not apply; and
2. The board of adjustment determines that the reduced parking ratios proposed are not likely to cause material adverse impacts on traffic circulation and safety or on the general welfare of property owners and residents in the surrounding area.

Per code the applicant is required to provide 6 spaces they are seeking to reduce their required parking to 3 spaces.



**SAMPLE MOTION:**

Move to \_\_\_\_\_ (approve/deny) a Special Exception to reduce the required parking ratio for a Broadcasting or Recording Studio in the IM District (Sec. 55.050-K)

- 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.

1. That the physical surroundings, shape, or topographic 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;

**Existing property access, lot size dimensions, and existing building from 1985 do not allow for additional parking spaces to be added to the site.**

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

**New proposed business does not require customer access. Business is for editing operation only and operates with (2) on-site full-time employees and (1) Full time Remote Employee.**

3. 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;

**Adjacent properties are industrial and have adequate room for parking on site. Limitations of proposed property under new Business occupancy does not allow any room for upgrades to existing parking lot.**

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

**Property size limitations were inherited by new property owner.**

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

**A reduction of (3) spaces allows for appropriate operational parking access for proposed business.**

6. 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

**No impact on existing adjacent properties in regards to normal daily operations and the requirements of the new proposed business.**

7. 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.

**No substantial detriment to existing zoning code or comprehensive plan as per the daily operations of said business and parking requirements.**



DEVELOPMENT SERVICES  
175 E 2ND ST., STE 405  
TULSA, OK 74103  
918-596-9456

# CITY OF TULSA

## CORRECTIONS SUMMARY

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### WSD Comment (1)

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**Subject:** WSD Comment  
**Page Label:** [1] CS  
**Author:** royjordan  
**Date:** 8/29/2023 11:01:42 AM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Construction Documents Site Plan: ICC Building Code: 2018 Edition. City of Tulsa Ordinance 23396: 10 November 2018 (Title 51, Chapter 4, Sec 401, 107.3.5) The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of construction, site data, area of disturbance & impervious surface impact calculations and existing structures on the site, property boundaries, distance from lot lines, the established grades and the proposed finished grades, easements, rights-of-way, utilities, ADA sidewalks, driveway entries, erosion control plans and as applicable, flood hazard areas, floodways, design flood elevation and finished floor elevations, and it shall be drawn in accordance with an accurate boundary line survey. In case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on site or plot. The building official is authorized to waive or modify the requirement for a site plan where the application for permit is for alteration or repair or where otherwise warranted.

1. Required Revision: Please revise existing civil site plans & drawing and resubmit along with City of Tulsa revised-additional plans/drawing routing form. Please identify design plan and feature for each issue called for in above Building Code and City of Tulsa ordinance and title listed above.

NO: FZD Determination Letter.

NO: Substantial Improvement Design Detail; Notes; Resources; Assets; Materials; Applications or Providers.

NOTE: Please Notify Plans Examiner By Email [royjordan@cityoftulsa.org](mailto:royjordan@cityoftulsa.org) When You Have Submitted A Revision.

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### Zoning BLDC-157986-2023 (1)

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**Subject:** Zoning BLDC-157986-2023  
**Page Label:** [3] 22170-A101-A101  
**Author:** Jeffrey Bush  
**Date:** 8/28/2023 8:21:54 AM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Review Comment: Per table 55-1 of the Tulsa Zoning Code your proposed Commercial/Broadcast or Recording story use has a minimum parking ratio of 2.85 spaces per 1000' of floor space. Please provide a site plan indicating a minimum of 6 parking spaces.



GENERAL NOTES

- A. ALL DIMENSIONS SHOWN ARE MEASURED FROM PROPERTY LINE, FACE OF CURB, OR FACE OF BUILDING, UNLESS NOTED OTHERWISE.
- B. CONTRACTOR SHALL MAINTAIN A TWO (2) FOOT SEPARATION BETWEEN GAS LINE CONDUITS AND ALL OTHER CONDUIT LINES.
- C. THE CONTRACTOR IS RESPONSIBLE FOR THE INSTALLATION OF ALL CONDUITS PRIOR TO THE THE INSTALLATION OF PAVING.
- D. BUILDINGS SHOWN ON THIS PLAN ARE REPRESENTATIVE ONLY AND NOT FOR CONSTRUCTION, REFER TO ARCHITECTURAL DRAWINGS.
- E. CONTRACTOR TO COORDINATE ALL UTILITY SERVICES WITH THEIR RESPECTIVE SUPPLIER.
- F. ALL UTILITY SERVICE CONNECTIONS SHALL BE INSTALLED AS REQUIRED PER RESPECTIVE CITY CODES AND SPECIFICATIONS.
- G. ACCESSIBLE PARKING STALL SIGNS SHALL BE CENTERED ON THEIR RESPECTIVE PARKING STALL. SIGNS SHALL BEAR THE INTERNATIONAL SYMBOL OF ACCESSIBILITY AND ONE SIGN SHALL ALSO BE LABELED VAN ACCESSIBLE. BOTTOM OF SIGNS SHALL BE A MINIMUM OF 60" AND A MAXIMUM OF 72" ABOVE THE SIDEWALK.
- H. THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT AT LEAST 24 HOURS PRIOR TO THE START OF CONSTRUCTION.
- I. THE CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION STAKING.
- J. NO LIGHT POLE SITE LIGHTING. ALL PARKING LIGHTING IS PROVIDED FROM BUILDING MOUNTED SHIELDED LIGHTING FIXTURES.
- K. PATCH AND REPAIR ANY EXISTING SITE ELEMENTS (SOIL, LANDSCAPE, PAVING, ETC.) DISTURBED DURING THE CONSTRUCTION PROCESS.
- L. CONTRACTOR TO ENSURE AREAS OF NEW PAVING ALONG THE EGRESS ROUTE ADJOINING EXISTING HORIZONTAL SURFACES SHALL BE FLUSH IN NATURE WITH LESS THAN 1/4" VERTICAL RISE.
- M. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VISIT THE SITE PRIOR TO BIDDING TO INSPECT THE SITE AND FAMILIARIZE HIMSELF WITH EXISTING CONDITIONS AFFECTING AREAS OF NEW CONSTRUCTION. THE CONTRACTOR SHALL NOT DISPUTE OR ASSERT THAT THERE IS ANY MISUNDERSTANDING IN REGARDS TO LOCATION, EXTENT, NATURE OR AMOUNT OF WORK TO BE PERFORMED UNDER THIS CONTRACT DUE TO THE CONTRACTOR'S FAILURE TO PERFORM THESE DUTIES
- N. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING ALL EXISTING UNDERGROUND UTILITIES IN ALL AREAS AFFECTED BY NEW WORK PRIOR TO COMMENCEMENT OF ANY EXCAVATION. EXISTING UTILITIES SHOWN ON THE DRAWINGS ARE APPROXIMATE ROUTING LOCATIONS AS BEST DETERMINED FROM EXISTING SURVEY BUT SHOULD NOT BE CONSTRUED TO REPRESENT ALL EXISTING UTILITIES
- O. FIELD VERIFY IS DEFINED AS FOLLOWS: THE GENERAL CONTRACTOR IS REQUIRED TO FIELD SURVEY THE NOTED CONDITION AND/OR DIMENSION PRIOR TO CONSTRUCTION OR PREPARATION OF SUBMITTAL SHOP DRAWINGS AND INTEGRATE FIELD SURVEY INFORMATION INTO THE CONSTRUCTION



EXISTING UNDERGROUND LINES HAVE BEEN SHOWN TO THE EXTENT KNOWN AND PLANS HAVE BEEN SENT TO THE AFFECTED UTILITY OWNERS FOR VERIFICATION OF EXISTING LINES. BEFORE YOU DIG, CONTACT OKIE: 1-800-522-6543.

A T & T COMPANY  
COX COMMUNICATIONS  
OKLAHOMA NATURAL GAS COMPANY  
SOUTHWESTERN BELL TELEPHONE COMPANY  
AMERICAN ELECTRIC POWER (APSD)



**wdesign**  
ARCHITECTURE & INTERIORS  
608 East 3rd Street  
Tulsa, OK 74120  
Office: 918.794.6616  
Fax: 918.794.6602  
www.wdesignsite.com



PROJECT:

**IDEASHIP  
STUDIOS**

PROJECT #  
**22170**

**1724 EAST 7TH ST  
TULSA, OK  
74104**

CONSULTANT:

REVISIONS:

ISSUE DATE:

07.20.2023

SHEET NAME:

**ARCHITECTURAL  
SITE PLAN**

SHEET #:







## Proposed 2024 Meeting Dates City of Tulsa Board of Adjustment

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Regular meetings of the City of Tulsa Board of Adjustment are held on the second and fourth Tuesday of each month at 1:00 p.m. at Tulsa City Hall, One Technology Center, 175 E. 2nd Street, City Council Chambers, 2nd Level, Tulsa, Oklahoma.

Work sessions of the Board of Adjustment are held, as necessary, typically prior to regular Board of Adjustment meetings at Tulsa City Hall, One Technology Center, 175 E. 2nd Street, in a room to be announced at the time an agenda is posted.

January 09  
January 23

May 14  
May 28

September 10  
September 24

February 13  
February 27

June 11  
June 25

October 8  
October 22

March 12  
March 26

July 09  
July 23

November 12

April 09  
April 23

August 13  
August 27

December 10