

TULSA METROPOLITAN AREA PLANNING COMMISSION

Minutes of Meeting No. 2657

Wednesday, September 4, 2013, 1:30 p.m.

City Council Chamber

One Technology Center – 175 E. 2nd Street, 2nd Floor

Members Present	Members Absent	Staff Present	Others Present
Covey	Carnes	Bates	Duke, COT
Edwards	Dix	Fernandez	VanValkenburgh, Legal
Leighty	Stirling	Huntsinger	
Liotta		Miller	
Midget		Wilkerson	
Perkins			
Shivel			
Walker			

The notice and agenda of said meeting were posted in the Reception Area of the INCOG offices on Thursday, August 29, 2013 at 2:39 p.m., posted in the Office of the City Clerk, as well as in the Office of the County Clerk.

After declaring a quorum present, Chair Walker called the meeting to order at 1:35 p.m.

REPORTS:

Director's Report:

Ms. Miller reported on the TMAPC receipts for the month of July 2013.

Ms. Miller reported on the upcoming work sessions and the various small area plans that will be scheduled for the work sessions.

Mr. Leighty requested Ms. Miller to clarify the process for the 6th Street Infill Plan Amendments that were discussed at the last work session. Ms. Miller explained that three new amendments have been submitted and will be brought to the Planning Commission on September 18, 2013 and the Planning Commission will determine if the three amendments will be initiated. The five amendments that were discussed at the August 21, 2013 meeting will be brought forward to a public hearing with the three new amendments, if initiated, when a date is given and at that time all eight will be considered for action.

Mr. Edwards stated that he would like to publicly apologize for his behavior at the August 21, 2013 work session. Mr. Edwards apologized to the staff and to Mr. Leighty and stated that he didn't intend for it to be a personal attack toward Mr. Leighty.

Mr. Perkins requested a contact person at the City of Tulsa handling the small area plans. Ms. Miller stated that Martha Schultz or Steve Sherman could answer their questions.

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Minutes:

1. Approval of the minutes of August 21, 2013 Meeting No. 2656

On **MOTION** of **LEIGHTY**, the TMAPC voted 8-0-0 (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** the minutes of the meeting of August 21, 2013, Meeting No. 2656.

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Mr. Covey read the opening statement and rules of conduct for the TMAPC meeting.

CONSENT AGENDA

All matters under "Consent" are considered by the Planning Commission to be routine and will be enacted by one motion. Any Planning Commission member may, however, remove an item by request.

2. **LS-20636** (Lot-Split) (County) – Location: South of the Southeast corner of East 191st Street South and South Harvard Avenue
3. **LC-517** (Lot-Combination) (CD-5) – Location: West of the Southwest corner of East 15th Street South and South Sheridan Road (Related to: LC-518 & LS-20637)
4. **LS-20637** (Lot-Split) (CD-5) - Location: West of the Southwest corner of East 15th Street South and South Sheridan Road (Related to: LC-517 & LC-518)
5. **LC-518** (Lot-Combination) (CD-5) - Location: West of the Southwest corner of East 15th Street South and South Sheridan Road (Related to: LC-517 & LS-20637)

6. **LS-20638** (Lot-Split) (County) – Location: South of the Southwest corner of East 131st Street South and South Lewis Avenue
7. **LS-20639** (Lot-Split) (CD-4) – Location: East of the Southeast corner of East Admiral Place and North Harvard Avenue (Related to: LC-519)
8. **LC-519** (Lot-Combination) (CD-4) - Location: East of the Southeast corner of East Admiral Place and North Harvard Avenue (Related to: LS-20639)
9. **LC-520** (Lot-Combination) (CD-9) – Location: South of the Southwest corner of East 61st street South and South Sheridan Road
10. **LC-521** (Lot-Combination) (CD-2) – Location: North of the Northwest corner of West 81st Street South and South 33rd West Avenue
11. **LC-522** (Lot-Combination) (CD-9) – Location: North of the Northeast corner of West 36th Street South and South Yorktown Avenue
12. **PUD-531-2/Z-6034-SP-1b – Roy D. Johnsen**, Location: Southwest corner of East 79th Street South and South Mingo Road., Requesting a **Minor Amendment** to adjust development area boundaries to establish one development area to be identified as Revised Development Area C and to increase permitted dwelling units by 15% from 375 to 431 dwelling units, (CD-7)

Item removed from consent agenda.

13. **PUD-531-2/Z-6034-SP-1b – Sisemore Weisz & Associates, Mark B. Capron**, Location: Northeast corner of South Mingo Road and East 81st Street South, Requesting a **Detail Site Plan** approval for a retail commercial development containing 2 new buildings, (CD-7)

Item removed from consent agenda.

14. **PUD-196-A – Vasquez Engineering, LLC, Discount Tire**, Location: South of the Southwest corner of South Memorial Drive and East 71st Street South, 7188 South Memorial Drive, Requesting a **Detail Site Plan** approval for a proposed Tire Store, (CD-8)

STAFF RECOMMENDATION:

CONCEPT STATEMENT:

The applicant is requesting detail site plan approval for a proposed Tire Store. The proposed development is located in Development Area C-3 of PUD-196-A.

PERMITTED USES:

Those uses permitted by right within a CS District and Use Unit 17: In Use Unit 17 the only use allowed will be a Tire Store providing sales, service of automobile tires. Minor vehicular repair such as oil changes, brakes, batteries replacement is not allowed in this request. All work performed on vehicles will be conducted inside the building.

DIMENSIONAL REQUIREMENTS:

The submitted site plan meets all applicable building height, floor area, density, open space, and setback limitations. No modifications of the previously approved Planned Unit Development are required for approval of this site plan.

ARCHITECTURAL GUIDELINES:

The front of the building shall be facing north or east with all access drives located on the north side of the building.

All service doors will be limited to the north side of the building. Pedestrian access doors are the only doors allowed on the South, West or East side of the building.

All mechanical equipment will either be roof mounted or ground mounted on the north, west or east side of the building.

All building walls shall be masonry construction except at door openings and glass store front.

OFF-STREET PARKING AND VEHICULAR CIRCULATION:

The site plan exceeds the minimum parking defined in the Tulsa Zoning Code and the Planned Unit Development.

LIGHTING:

Site lighting plans and details are provided. Wall mounted lighting on the south and east side of the building shall be directed down and the light element shall be shielded so that it cannot be seen from the adjacent residential properties south of this site. Parking lot pole lighting is not allowed. The plan illustrates a design that meets the minimum standards outlined in the Planned Unit Development and in the Zoning Code. All lighting shall be wall mounted.

SIGNAGE:

The site plan does illustrate ground, monument or wall sign locations which require a separate permit. Display surface area of wall signage shall not exceed 1.5 square feet per each lineal foot of the building wall to which the sign is affixed. No wall signage is allowed on the south or west side of the building. Any ground or monument signs placed in an easement will require a license agreement with the City prior to receiving a sign permit. This staff report does not remove the requirement for a separate sign plan review process.

SITE SCREENING AND LANDSCAPING:

The open space, landscape area and screening are consistent with the Planned Unit Development requirements and it meets the minimum standards of the Landscape portion of the Tulsa Zoning Code. This staff report does not remove the requirement for a separate landscape plan review process.

PEDESTRIAN ACCESS AND CIRCULATION:

Appropriate sidewalk improvements are shown in the street right-of-way on South Memorial Drive. Additionally, the site plan displays adequate pedestrian circulation interior to the development.

MISCELLANEOUS SITE CONSIDERATIONS:

There are no concerns regarding the development of this area as it relates to the terrain modifications.

SUMMARY:

Staff has reviewed the applicant's submittal of the site plan as it relates to PUD-196-A. The site plan submittal meets or exceeds the minimum requirements of the PUD. Staff finds that the uses and intensities proposed with this site plan are consistent with the approved PUD, and the stated purposes of the Planned Unit Development Section of the Zoning Code.

Therefore, staff recommends **APPROVAL** of the detail site plan for the proposed Tire Store, subject to City Council Approval of PUD-196-A.

(Note: Detail site plan approval does not constitute sign plan or landscape plan approval.)

15. **Dirty Butter-Heritage Hills Extension** – Final Plat, Location: Southwest corner of East Virgin Street and North Hartford Avenue, (0225) (CD-1)

STAFF RECOMMENDATION:

This plat consists of 15 lots, four blocks on 6.17 acres.

Staff has received release letters for this plat and can recommend **APPROVAL** of the final plat.

Items 12 and 13 are being removed from the consent agenda.

The Planning Commission considered the consent agenda.

There were no interested parties wishing to speak.

TMAPC Action; 8 members present:

On **MOTION** of **LEIGHTY**, TMAPC voted **8-0-0** (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** the consent agenda Items 1 through 11, 14 and 15 per staff recommendation.

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA:

12. **PUD-531-2/Z-6034-SP-1b – Roy D. Johnsen**, Location: Southwest corner of East 79th Street South and South Mingo Road., Requesting a **Minor Amendment** to adjust development area boundaries to establish one development area to be identified as Revised Development Area C and to increase permitted dwelling units by 15% from 375 to 431 dwelling units, (CD-7)

STAFF RECOMMENDATION:

The applicant is requesting a Minor Amendment to adjust development area boundaries to establish one development area by combining Development Areas C-1 (Lot-1) and C-2 (Lot-2) into one Revised Development Area C and increase the permitted dwelling units by 15% from 375 to 431 dwelling units. The proposed amendment would put the development areas back together as the initial PUD-531 had originally intended.

Between the existing development areas 375 dwelling units are currently allowed. Through the Minor Amendment process an increase in dwelling units is allowed provided that the approved number of dwelling units is permitted by the underlying zoning and the density is not increased by more than 15%.

As part of the request to modify the development area boundaries there will be the deletion of building setbacks applicable to the common boundaries of Lot 1, Block1 and Lot 2, Block 1 Meadowbrook Chase.

Below are the new development area standards.

Development Standards for Revised Development Area C

Lot 1, Block 1 Meadowbrook Chase

Land Area Net: 5.208 acres

Permitted Uses:

Use Unit 8 - Multifamily Dwellings and customary accessory uses.

Maximum Dwelling Units: 145 dwelling units (DUs)

Minimum Livability Space: 600 SF/DU

Maximum Building Height: Three stories not to exceed 45 ft.

Minimum Building Setbacks:

From centerline of Mingo Road: 85 ft.

From centerline of 79th Street:

two-story buildings - 47.5 ft.

three-story buildings - 80 ft.

From east boundary of Lot 1, Block 1: None

From south boundary of Lot 1, Block 1: None

Ground signs: One monument sign identifying the multifamily project located within Lot 1, Block 1, Meadowbrook Chase shall be permitted. Additionally, one monument sign is allowed to identify the multifamily project in Lot 2, Block 1, Meadowbrook along Mingo Road and within a Lot 1, Block 1, Meadowbrook Chase, shall not exceed 10 feet in height nor 35 square feet in display surface area. Additional signage shall be determined by subsequent minor or major amendment.

Wall Signs: Per the Planned Unit Development chapter of the City of Tulsa Zoning Code

Lot 2, Block 1 Meadowbrook Chase

Land Area Net: 12.6 acres

Permitted Uses:

Use Unit 8 - Multifamily Dwellings and customary accessory uses.

Maximum Dwelling Units: 286 dwelling units (DUs)

Minimum Livability Space: 600 SF/DU

Maximum Building Height: Three stories not to exceed 45 FT

Minimum Building Setbacks:

From centerline of Mingo Road: 85 FT

From centerline of 79th Street:

Two-story buildings - 47.5 FT

Three-story buildings - 80 FT

From east boundary of Lot 2, Block 1*

Two-story buildings: 11 FT

Three story buildings: 50 FT

From south boundary of Lot 2, Block 1: 35 FT

** Within the east 75' of Area Lot 2, buildings shall be limited to two-stories not exceeding 30' in height.*

Screening: A six-foot screening fence shall be erected and maintained along the east boundary of Area Lot 2.

Ground Signs: Ground signs shall be limited to one monument-style sign located along Mingo Road within Lot 1, Block 1, Meadowbrook Chase identifying the multifamily project located within Lot 2, Block 1, Meadowbrook Chase. The monument sign shall not exceed ten feet in height or 35 s/f in display area.

Wall Signs: Per the Planned Unit Development Chapter of the City of Tulsa Zoning Code

The minor amendment request is consistent with the PUD Section of the Zoning Code as defined in Section 1107.H.1 and 1107.4.3.

The minor amendment request is consistent with the existing and anticipated development pattern of the surrounding area and is in harmony with the original Planned Unit Development and underlying zoning.

Therefore, Staff recommends **Approval** of minor amendment PUD-531-2/Z-6034-SP-1b.

TMAPC COMMENTS:

In response to Mr. Leighty, Mr. Wilkerson stated that this PUD was originally set up in two separate development areas and the original PUD defined a certain number dwelling units for each individual development area. The PUD has turned into one project and the two development areas were combined into one development area. The total development areas were added together to come up with the maximum allowed, within that 15 percent and that is what the applicant is asking for. Mr. Leighty asked how the original number of allowed dwelling units would compare with what would be allowed under the current Zoning Code. Mr. Wilkerson stated that the Zoning Code would allow more dwelling units.

There were no interested parties wishing to speak.

TMAPC Action; 8 members present:

On **MOTION** of **LEIGHTY**, TMAPC voted **8-0-0** (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** the minor amendment for PUD-531-2/S-6034-SP-1b per staff recommendation.

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13. **PUD-531-2/Z-6034-SP-1b – Sisemore Weisz & Associates, Mark B. Capron,** Location: Northeast corner of South Mingo Road and East 81st Street South, Requesting a Requesting a **Detail Site Plan** approval for a retail commercial development containing two new buildings, (CD-7)

STAFF RECOMMENDATION:

CONCEPT STATEMENT:

The applicant is requesting detail site plan approval for a retail commercial development containing two new buildings. The proposed development is located in Development Area A of PUD-531.

PERMITTED USES:

Allowed uses are per the CS district section of the City of Tulsa Zoning Code (Section 701). Any additional uses that are not allowed within the CS district would require an amendment to the PUD to be allowed.

DIMENSIONAL REQUIREMENTS:

The submitted site plan meets all applicable building height, floor area, density, open space, and setback limitations. No modifications of the previously approved Planned Unit Development are required for approval of this site plan.

ARCHITECTURAL GUIDELINES:

The new buildings are not limited by architectural style in the Planned Unit Development.

OFF-STREET PARKING AND VEHICULAR CIRCULATION:

The site plan exceeds the minimum parking defined in the Tulsa Zoning Code and the Planned Unit Development.

LIGHTING:

Site lighting plans and details are provided. The plan illustrates a design that meets the minimum standards outlined in the Planned Unit Development and in the Zoning Code.

SIGNAGE:

The site plan does not illustrate ground, monument or wall sign locations; which require a separate permit. All signage will be required to be per the PUD Standards for Development Area A. Any ground or monument signs placed in an easement will require a license agreement with the City prior to receiving a sign permit. This staff report does not remove the requirement for a separate sign plan review process.

SITE SCREENING AND LANDSCAPING:

The open space, landscape area and screening are consistent with the Planned Unit Development requirements and it meets the minimum standards of the Landscape portion of the Tulsa Zoning Code. All trash, mechanical and equipment areas shall be screened from public view by persons standing at ground level in Development Area A and B. This staff report does not remove the requirement for a separate landscape plan review process.

PEDESTRIAN ACCESS AND CIRCULATION:

Appropriate sidewalk improvements are shown in the street right-of-way on East 81st Street South and on South Mingo Road. Additionally, the site plan displays adequate pedestrian circulation interior to the development.

MISCELLANEOUS SITE CONSIDERATIONS:

There are no concerns regarding the development of this area as it relates to the terrain modifications.

SUMMARY:

Staff has reviewed the applicant’s submittal of the site plan as it relates to the approved PUD-531/Z-6034-SP-1. The site plan submittal meets or exceeds the minimum requirements of the PUD. Staff finds that the uses and intensities proposed with this site plan are consistent with the approved PUD, and the stated purposes of the Planned Unit Development Section of the Zoning Code.

Therefore, staff recommends **APPROVAL** of the detail site plan for the proposed retail commercial development containing two new buildings.

(Note: Detail site plan approval does not constitute sign plan or landscape plan approval.)

TMAPC COMMENTS:

Mr. Leighty requested clarification on pedestrian access within the development.

Applicant’s Comments:

Mark Capron, 6111 E 32nd PI, 74135, pointed out the pedestrian access and crosswalks on the site plan.

There were no interested parties wishing to speak.

TMAPC Action; 8 members present:

On **MOTION** of **LEIGHTY**, TMAPC voted **8-0-0** (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none “abstaining”; Carnes, Dix, Stirling "absent") to **APPROVE** the detail site plan for PUD-531-2/Z-6034-SP-1b per staff recommendation.

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PUBLIC HEARINGS:

- 16. **The Estates at Chelsea Pond –** Preliminary Plat, Location: South of East 101st Street South, east of South Harvard Avenue (8328) (CD-2)

STAFF RECOMMENDATION:

This plat consists of five lots, one block, on 4.4 acres.

The following issues were discussed September 5, 2013, at the Technical Advisory Committee (TAC) meetings:

- 1. **Zoning:** The property is zoned Planned Unit Development 426.

2. **Streets:** With dimension lines show right-of-way on Knoxville Avenue and provide reference such as plat number and book and page number. Why is the property line shown extending into the roadway/roadway easement in the southeast corner of lot 1? Provide section on sidewalks.
3. **Sewer:** The 15-foot utility easement between Lots 3 and 4 should be increased to a total width of 22 feet or make it a 15-foot sanitary sewer easement, with the sewer pipe centered within the easement.
4. **Water:** The waterline is only two feet off the back of curb so we would recommend four feet off back of curb to allow for constructability. Instead of eight feet between waterline and RWE (restricted waterline easement) would recommend six feet between waterline and RWE. Recommend adding an inline gate valve next to the fire hydrant. Also placing valves on the branch of the tees would allow for the loop to be isolated in the future. Show the development calculations for restraining pipe. Where the waterline crosses the storm sewer twice why are you switching from DIP (ductile iron pipe) to PVC instead of making the entire length DIP?
5. **Storm Drainage:** Storm sewer system in Lot 3 should be in a storm sewer easement and not a 15-foot utility easement. It appears that the developer is planning on using Chelsea Pond for detention. Document that the pond was designed to serve this development. If detention is being proposed, the additional drainage should be conveyed to a detention facility that is placed in a reserve, unless the owners of Lot 3 intend to maintain the pond themselves. Overland drainage easements are required to convey the runoff from the back of Lots 1, 2, 4, and 5 to the detention pond. Use standard covenant language for stormwater detention easement in a reserve for Section I.1.7. All references to the "Department of Public works of the City of Tulsa" must be changed to "City of Tulsa" only. Add standard language for the maintenance of the overland drainage easement. Building lines and utility easements cannot be located within the detention easements.
6. **Utilities: Telephone, Electric, Gas, Cable, Pipeline, Others:** No comment. The PSO easement running through the lots is planned to be moved (per consulting engineer).
7. **Other: Fire:** No comment.
8. **Other: GIS:** South Lewis Avenue is mislabeled. Show project location. Dimension lines and show bearings properly. Show all property pins. Submit subdivision control data sheet. Complete legal description properly. Add standard language for Certificate of Occupancy Restrictions and easement dedication.

Staff recommends **APPROVAL** of the preliminary subdivision plat with the TAC recommendations and the special and standard conditions listed below.

Waivers of Subdivision Regulations:

1. None requested.

Special Conditions:

1. The concerns of the Development Services and Engineering Services staffs must be taken care of to their satisfaction.

Standard Conditions:

1. Utility easements shall meet the approval of the utilities. Coordinate with Subsurface Committee if underground plant is planned. Show additional easements as required. Existing easements shall be tied to or related to property line and/or lot lines.
2. Water and sanitary sewer plans shall be approved by the Public Works Department prior to release of final plat. (Include language for W/S facilities in covenants.)
3. Pavement or landscape repair within restricted water line, sewer line, or utility easements as a result of water or sewer line or other utility repairs due to breaks and failures shall be borne by the owner(s) of the lot(s).
4. Any request for creation of a Sewer Improvement District shall be submitted to the Public Works Department Engineer prior to release of final plat.
5. Paving and/or drainage plans (as required) shall be approved by the Public Works Department.
6. Any request for a Privately Financed Public Improvement (PFPI) shall be submitted to the Public Works Department.
7. A topography map shall be submitted for review by TAC (Subdivision Regulations). (Submit with drainage plans as directed.)
8. Street names shall be approved by the Public Works Department and shown on plat.
9. All curve data, including corner radii, shall be shown on final plat as applicable.

10. Bearings, or true N/S, etc., shall be shown on perimeter of land being platted or other bearings as directed by the County Engineer.
11. All adjacent streets, intersections and/or widths thereof shall be shown on plat.
12. It is recommended that the developer coordinate with the Public Works Department during the early stages of street construction concerning the ordering, purchase and installation of street marker signs. (Advisory, not a condition for plat release.)
13. It is recommended that the applicant and/or his engineer or developer coordinate with the Tulsa City/County Health Department for solid waste disposal, particularly during the construction phase and/or clearing of the project. Burning of solid waste is prohibited.
14. The method of sewage disposal and plans therefor shall be approved by the City/County Health Department. [Percolation tests (if applicable) are required prior to preliminary approval of plat.]
15. The owner(s) shall provide the following information on sewage disposal system if it is to be privately operated on each lot: type, size and general location. (This information to be included in restrictive covenants on plat.)
16. The method of water supply and plans therefor shall be approved by the City/County Health Department.
17. All lots, streets, building lines, easements, etc., shall be completely dimensioned.
18. The key or location map shall be complete.
19. A Corporation Commission letter, Certificate of Non-Development, or other records as may be on file, shall be provided concerning any oil and/or gas wells before plat is released. (A building line shall be shown on plat on any wells not officially plugged. If plugged, provide plugging records.)
20. A "Letter of Assurance" regarding installation of improvements shall be provided prior to release of final plat. (Including documents required under 3.6.5 Subdivision Regulations.)
21. Applicant is advised of his responsibility to contact the U.S. Army Corps of Engineers regarding Section 404 of the Clean Waters Act.
22. All other Subdivision Regulations shall be met prior to release of final plat.

23. All PUD standards and conditions shall be included in the covenants of the plat and adequate mechanisms established to assure initial and continued compliance with the standards and conditions.
24. Private streets shall be built to City or County standards (depending upon the jurisdiction in which the plat is located) and inspected and accepted by same prior to issuance of any building permits in the subdivision.

INTERESTED PARTIES COMMENTS:

J. Schoeffler, 3508 East 102nd Place, 74137, expressed concerns about private street maintenance and where the money would come from to maintain the private streets. Mr. Schoeffler stated that he wanted to make sure the HOA is not responsible for maintaining the streets for the subject project.

Kim Hutton, 3528 East 102nd Place, 74137, expressed concerns with drainage on the north side of his property and property values. Mr. Hutton was concerned that there would be house backing up to his back yard (back window to back window).

Mary Foley, 3524 East 102nd Place, 74137, expressed concerns with flooding and the subject property not being mowed.

Applicant's Comments:

Tim Terral, TEP, Inc., 9820 East 41st Street South, Suite 102, Tulsa, Ok 74146, stated that he is not allowed to increase the drainage anymore than the existing drainage. Lots 1, 2, 4 and 5 will have their roof drains tied to the street and move to the storm drainage easement and the existing pond. There will be a better drainage system when the homes are built than what exists now. The lot prices will be \$250,000.00 and the existing homes shouldn't be negatively impacted. The access and streets will be a part of the Master Homeowners Association and the goal is to be a part of the association and paying their fair share of the street maintenance, gates and landscaping. Mr. Terral stated that he doesn't know how to address the possibility of houses being back to back.

TMAPC COMMENTS:

Mr. Perkins asked Mr. Terral if Chelsea Pond have existing private streets. Mr. Terral answered affirmatively. Mr. Perkins asked if he or the owner met with the Neighborhood Association. Mr. Terral answered negatively. Mr. Perkins encouraged that the owner meet with the neighborhood. Mr. Terral stated that Mr. Lou Reynolds lives in the neighborhood and it is his understanding that he is the attorney doing the deed-of-dedication and informing the Neighborhood Association.

Mr. Leighty thanked the interested parties for coming today, but during a preliminary plat review the Planning Commission can't take the drainage issues into consideration. The City of Tulsa will have that responsibility.

Mr. Wilkerson stated that there is no reason to discuss the PUD during the Preliminary Plat.

TMAPC Action; 8 members present:

On **MOTION** of **LEIGHTY**, TMAPC voted **8-0-0** (Covey, Edwards, L Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** preliminary plat for the Estates at Chelsea Pond per staff recommendation, subject to special conditions and standard conditions.

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OTHER BUSINESS

17. TMAPC 2014 Meeting Schedule

STAFF RECOMMENDATION:

2014 SCHEDULE

Tulsa Metropolitan Area Planning Commission (TMAPC)

Regular meetings of the TMAPC are held on the first and third Wednesday of each month at 1:30 p.m. in the One Technology Center, 175 E. 2nd Street, City Council Chambers, 2nd Level, Tulsa, Oklahoma.

Work sessions of the TMAPC are held, as necessary, on the third Wednesday of each month following regular TMAPC business in the One Technology Center, 175 E. 2nd Street, City Council Chambers, 2nd Level, Tulsa, Oklahoma.

***TMAPC Meetings for the months of January and July have been moved to the 2nd and 4th Wednesday at 1:30 p.m. in the One Technology Center, 175 E. 2nd Street, City Council Chambers, 2nd Level, Tulsa, Oklahoma due to the Holidays.**

JANUARY	FEBRUARY	MARCH
8 th *	5 th	5 th

22nd and work session* 19th and work session 19th and work session

A P R I L	M A Y	J U N E
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2nd	7th	4th
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16th and work session	21st and work session	18th and work session
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J U L Y	A U G U S T	S E P T E M B E R
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9^{th*}	6th	3rd
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23rd and work session*	20th and work session	17th and work session
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O C T O B E R	N O V E M B E R	D E C E M B E R
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1st	5th	3rd
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15th and work session	19th meeting and work session	17th meeting and work session
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There were no interested parties wishing to speak.

TMAPC Action; 8 members present:

On **MOTION** of **LEIGHTY**, TMAPC voted **8-0-0** (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** the TMAPC 2014 Meeting Schedule per staff recommendation.

18. Resolutions to adopt new/revised Land Development Fees

STAFF RECOMMENDATION:

RESOLUTION

TULSA METROPOLITAN AREA PLANNING COMMISSION

Resolution No.: 2657:910

A RESOLUTION OF THE TULSA METROPOLITAN AREA PLANNING COMMISSION, ADOPTING AN AMENDED FEE SCHEDULE TO ESTABLISH NEW FEES AND REVISE EXISTING FEES IN THE CITY OF TULSA.

WHEREAS, the Tulsa Zoning Code (Title 42, Tulsa Revised Ordinances, Section 1703) provides for the establishment of filing and processing fees, the amount of which shall be established by Resolution adopted by the Tulsa Metropolitan Area Planning Commission and approved by the Tulsa City Council; and

WHEREAS, the Tulsa Metropolitan Area Planning Commission, after due study and deliberation did review and adopt on September 4, 2013, the schedule of fees attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED, pursuant to the authorization set forth in the Tulsa Zoning Code (Title 42, Tulsa Revised Ordinances, Section 1703) that the schedule of fees as shown in Exhibit A, attached hereto and made a part hereof shall be paid by persons submitting the specified applications, and

BE IT FURTHER RESOLVED THAT this Resolution shall take effect immediately upon its adoption by the Tulsa Metropolitan Area Planning Commission and Tulsa City Council.

ADOPTED on this 4th day of September, 2013, by a majority of the full membership of the Tulsa Metropolitan Area Planning Commission, including its *ex officio* members.

Joshua Walker, Chairman
Tulsa Metropolitan Area Planning Commission

ATTEST:

Michael Covey, Secretary
Tulsa Metropolitan Area Planning Commission

ATTACHMENT A

New Fee

Demolition of Buildings in IDL (BOA)	\$500.00
Comprehensive Plan Amendment + newspaper notice fee	\$200.00 \$75.00
Form-Based Code Administrative Review	\$200.00
Maximum Application base fee	\$5,000.00
Minor Revision to Alternative Compliance Landscape Plan	\$50.00

Revised Fees

Access point(s) changed on recorded plat	\$100.00
Extension of a preliminary or final plat	\$100.00
Appeal of Decision of Administrative Official (BOA)	\$250.00
BOA Agenda Fee (to place an item on agenda for which no fee is established)	\$50.00
Zoning Letter	\$50.00
Zoning Letter within a PUD or CO	\$75.00

TMAPC Agenda Fee (to place an item on agenda for which no fee is established)	\$50.00
PUD & CO Minor Revision to Detail Site Plan	\$50.00
PUD & CO Sign Plan – up to 2 signs	\$200.00
for each additional sign	\$25.00

RESOLUTION

TULSA METROPOLITAN AREA PLANNING COMMISSION

Resolution No.: 2657:911

A RESOLUTION OF THE TULSA METROPOLITAN AREA PLANNING COMMISSION, ADOPTING AN AMENDED FEE SCHEDULE TO ESTABLISH NEW FEES AND REVISE EXISTING FEES IN THE UNINCORPORATED AREAS OF TULSA COUNTY.

WHEREAS, the Tulsa County Zoning Code provides for the establishment of filing and processing fees, the amount of which shall be established by Resolution adopted by the Tulsa Metropolitan Area Planning Commission and approved by the Tulsa County Board of Commissioners; and

WHEREAS, the Tulsa Metropolitan Area Planning Commission, after due study and deliberation did review and adopt on September 4, 2013, the schedule of fees attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED, pursuant to the authorization set forth in the Tulsa County Zoning Code that the schedule of fees as shown in Exhibit A, attached hereto and made a part hereof shall be paid by persons submitting the specified applications, and

BE IT FURTHER RESOLVED THAT this Resolution shall take effect immediately upon its adoption by the Tulsa Metropolitan Area Planning Commission and the Board of County Commissioners.

ADOPTED on this 4th day of September, 2013, by a majority of the full membership of the Tulsa Metropolitan Area Planning Commission, including its *ex officio* members.

Joshua Walker, Chairman
Tulsa Metropolitan Area Planning Commission

ATTEST:

Michael Covey, Secretary
Tulsa Metropolitan Area Planning Commission

ATTACHMENT A

New Fee

Maximum Application base fee \$5,000.00

Revised Fees

Access point(s) changed on recorded plat \$100.00

Extension of a preliminary or final plat \$100.00

Appeal of Decision of Administrative Official (BOA) \$250.00

BOA Agenda Fee (to place an item on agenda for which no fee is established) \$50.00

Zoning Letter \$50.00

Zoning Letter within a PUD \$75.00

TMAPC Agenda Fee (to place an item on agenda for which no fee is established)	\$50.00
PUD Minor Revision to Detail Site Plan	\$50.00
PUD Sign Plan – up to 2 signs	\$200.00
for each additional sign	\$25.00

TMAPC COMMENTS:

Mr. Walker thanked Ms. Miller for the comparison of fees that were emailed earlier to the Planning Commissioners.

Mr. Liotta stated that after reviewing the comparison fees he found that that City/County fees promote business.

Mr. Covey asked if it is necessary to raise the rates. Ms. Miller stated that fees were chosen that staff felt were grossly low at this time. All the fees need to be reconsidered and looked at, but these were considered to be of priority. Ms. Miller further stated that there are news fees being added for new processes that have emerged over time and revised fees. Ms. Miller explained that the work that is involved with some of the fees in no way matched the fee that is being charged.

There were no interested parties wishing to speak.

TMAPC Action; 8 members present:

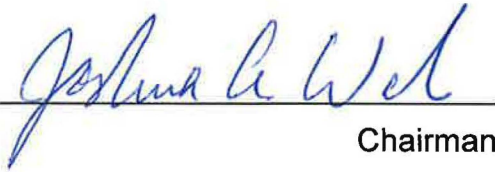
On **MOTION** of **LEIGHTY**, TMAPC voted **6-1-1** (Covey, Edwards, Leighty, Liotta, Shivel, Walker "aye"; Perkins "nays"; Midget "abstaining"; Carnes, Dix, Stirling "absent") to **APPROVE** the resolutions adopting the new/revised Land Development Fees per staff recommendation.

TMAPC Action; 8 members present:

On **MOTION** of **MIDGET**, TMAPC voted **8-0-0** (Covey, Edwards, Leighty, Liotta, Midget, Perkins, Shivel, Walker "aye"; no "nays"; none "abstaining"; Carnes, Dix, Stirling "absent") to **ADJOURN** TMAPC meeting No. 2657.

There being no further business, the Chair declared the meeting adjourned at 2:11 p.m.

Date Approved: 9-18-13


Chairman

ATTEST:


Secretary