

**TULSA METROPOLITAN AREA PLANNING COMMISSION**  
**Minutes of Meeting No. 2682**

Wednesday, September 17, 2014, 1:30 p.m.

City Council Chamber

One Technology Center – 175 E. 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff Present</b>	<b>Others Present</b>
Carnes	Fretz	Fernandez	Duke, COT
Covey	Reeds	Foster	Edmiston, Legal
Dix		Hoyt	
Liotta		Huntsinger	
Midget		Miller	
Millikin		Wilkerson	
Shivel			
Stirling			
Walker			

The notice and agenda of said meeting were posted in the Reception Area of the INCOG offices on Friday, September 12, 2014 at 9:42 a.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 Covey called the meeting to order at 1:31 p.m.

**REPORTS:**

**Director's Report:**

Ms. Miller reported on the City Council and the Board of County Commissioner's agenda and action.

\*\*\*\*\*

**1. Minutes:**

**Approval of the minutes of August 20, 2014 Meeting No. 2680**

On **MOTION** of **MIDGET** the TMAPC voted 9-0-0 (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to **APPROVE** the minutes of the meeting of August 20, 2014, Meeting No. 2680.

2. **Minutes:**

**Approval of the minutes of September 3, 2014 Meeting No. 2681**

On **MOTION** of **MIDGET** the TMAPC voted 9-0-0 (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker “aye”; no “nays”; none “abstaining”; Fretz, Reeds “absent”) to **APPROVE** the minutes of the meeting of September 3, 2014, Meeting No. 2681.

\* \* \* \* \*

**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.

3. **LC-605** (Lot-Combination) (CD 9) – Location: Southwest corner of East 38<sup>th</sup> Street South and South Peoria Avenue
4. **LS-20717** (Lot-Split) (County) – Location: Northwest corner of West 23<sup>rd</sup> Street South and South 59<sup>th</sup> West Avenue
5. **LS-20718** (Lot-Split) (CD 9) – Location: North of the Northeast corner of East 53<sup>rd</sup> Street South and South Delaware Place (Related to LC-606)
6. **LC-606** (Lot-Combination) (CD 9) – Location: North of the Northeast corner of East 53<sup>rd</sup> Street South and South Delaware Place (Related to LS-20718)
7. **LS-20719** (Lot-Split) (CD 6) – Location: Northeast corner of East 51<sup>st</sup> Street South and South Lynn Lane Road (Related to LC-607)
8. **LC-607** (Lot-Combination) (CD 6) – Location: East of the Northeast corner of East 51<sup>st</sup> Street South and South Lynn Lane Road (Related to LS-20719)
9. **LS-20720** (Lot-Split) (CD 5) – Location: North and East of the Northeast corner of East 51<sup>st</sup> Street South and South Yale Avenue
10. **LS-20721** (Lot-Split) (CD 8) – Location: West of the Southwest corner of East 91<sup>st</sup> Street South and South Memorial Drive (Related to LC-608)
11. **LC-608** (Lot-Combination) (CD 8) – South of the Southwest corner of East 91<sup>st</sup> Street South and South Memorial Drive (Related to LS-20721)
12. **LC-609** (Lot-Combination) (CD 5) – Location: Northwest corner of East 46<sup>th</sup> Street South and South Memorial Drive

13. **LC-610** (Lot-Combination) (CD 6) – Location: Southeast corner of East 14<sup>th</sup> Street South and South 173<sup>rd</sup> East Avenue
14. **The Estates at Chelsea Pond – Final Plat** – Location: South of West 101<sup>st</sup> Street South, East of South Harvard Avenue (CD 2)

**STAFF RECOMMENDATION:**

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

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

15. **Vacation of Plat, Chelsea Pond Block 5** – Location: South of West 101<sup>st</sup> Street South, East of South Harvard Avenue (CD 2)
16. **PUD-370-B – MYKO Properties**, Location: West of the southwest corner of South Memorial Drive and East 106<sup>th</sup> Street, requesting a PUD Detail Site Plan for a new office building, **RM-1/PUD-370-B**, (CD-8)

**STAFF RECOMMENDATION:**

**CONCEPT STATEMENT:**

The applicant is requesting detail site plan approval on a 0.378 Acre site in a Planned Unit Development for a new Office Building including one, two story building.

**PERMITTED USES:**

Communication Antenna and supporting structure only as included within Use Unit 4; and those included within Use Unit 11, Offices, Studios and Support Services; Use Unit 12, Eating Establishments, other than Drive-Ins; Use Unit 13, Convenience Goods and Services; and Use Unit 14, Shopping Goods and Services. The proposed Office Building is permitted as a matter of right.

**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 building meets all applicable architectural guidelines in the Planned Unit Development.

#### OFF-STREET PARKING AND VEHICULAR CIRCULATION:

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

#### LIGHTING:

Site lighting plans are not provided. Lighting used to illuminate the subject tract shall be so arranged as to shield and direct the light away from adjacent residential areas. Shielding of such light shall be designed so as to prevent the light-producing element or reflector of the light fixture from being visible to a person standing in the adjacent residential areas or street right of way. No light standard or building mounted light shall exceed 15 feet in height.

#### SIGNAGE:

The site plan does not illustrate new signage. Any new signage will require a separate permit. All signage will be required to meet the Planned Unit Development Standards. 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 meet 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:

The plan displays new sidewalks along 106<sup>th</sup> Street. Internal circulation pathways are also shown to be provided on the site adjacent to the building.

#### MISCELLANEOUS SITE CONSIDERATIONS:

There are no concerns regarding the development of this area.

#### SUMMARY:

Staff has reviewed the applicant's submittal of the site plan as it relates to the approved **PUD-370-B**. The site plan submittal meets or exceeds the minimum requirements of the Planned Unit Development. Staff finds that the uses and intensities proposed with this site plan are consistent with the approved Planned Unit Development, and the stated purposes of the Planned Unit Development section of the Zoning Code.

Staff recommends **APPROVAL** of the detail site plan for the proposed new office building.

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

17. **PUD-684-2 – Roy D. Johnsen**, Location: Southwest corner of East 83<sup>rd</sup> Street and South Lewis Avenue, requesting a PUD Minor Amendment to join two existing development areas into one for planned multifamily development, **RM-1/OM/PUD-642**, (CD-2)

**STAFF RECOMMENDATION:**

Amendment Request: Modify the PUD to join Development Areas F & G into one new Development Area G1 for planned multifamily development and establish Development Standards for new Development Area G-1.

*Staff Comment: This request can be considered a Minor Amendment as outlined by Section 1107.H.1 PUD Section of the City of Tulsa Zoning Code.*

*“Adjustment of internal development area boundaries provided the allocation of land to particular uses and the relationship of uses within the project are not substantially altered.”*

Staff has reviewed the request and determined:

- 1) The requested amendment does not represent a significant departure from the approved development standards in the PUD.
- 2) All remaining development standards defined in PUD-684 shall remain in effect.

With considerations listed above, staff recommends **approval** of the minor amendment request to join Development Areas F & G into new Development Area G1 and establish Development Standards for Development Area G1.

**The Planning Commission considered the consent agenda.**

**There were no interested parties wishing to speak.**

**TMAPC Action; 9 members present:**

On **MOTION** of **MIDGET**, TMAPC voted **9-0-0** (Carnes, Covey, Dix, Liotta, Midget, Millikin Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to **APPROVE** the consent agenda Items 3 through 17 per staff recommendation.

\*\*\*\*\*

**PUBLIC HEARINGS:**

18. **LS-20715** (Lot-Split) (County) – Location: South of the Southeast corner of East 176<sup>th</sup> Street North and North Memorial Drive

**STAFF RECOMMENDATION:**

The lot-split proposal is to split an existing AG (Agriculture) tract into two tracts. Both of the resulting tracts will exceed the Bulk and Area Requirements of the Tulsa County Zoning Code.

Technical Advisory Committee met on September 4, 2014 and had the following comments: a 50-foot right-of-way easement from the centerline of North Memorial Drive and sidewalks are required.

The proposed lot-split would not have an adverse affect on the surrounding properties and staff recommends **APPROVAL** of the lot-split and the waiver of the Subdivision Regulations that no lot have more than three side lot lines.

**There were no interested parties wishing to speak.**

**The applicant indicated his agreement with staff's recommendation.**

**TMAPC Action; 9 members present:**

On **MOTION** of **CARNES**, TMAPC voted **9-0-0** (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to recommend **APPROVAL** of the lot-split and the waiver of the Subdivision Regulations that no lot have more than three side lot lines for LS-20715 per staff recommendation.

\*\*\*\*\*

19. **The Cottages at the Preserve –** Preliminary Plat, Location: North of the northwest corner of East 131<sup>st</sup> Street South and South Sheridan Road (CD 8)

**STAFF RECOMMENDATION:**

This plat consists of 47 Lots, 5 Blocks, on 9.7 acres with 3 reserve areas.

The following issues were discussed September 4, 2014, at the Technical Advisory Committee (TAC) meeting:

1. **Zoning:** The property is zoned Planned Unit Development 812 (RS-3). Discussion was held about the street to the south not connecting to the unplatted property to the south. The PUD had allowed this for the private streets in the addition. Fire department standards for turn-arounds need to be maintained. A plan for gates was requested.
2. **Streets:** Provide street names. Provide sidewalk easements along all streets. Include reference for right-of-way along Sheridan such as plat # or book/page. Include language for sidewalk easement. The Owner hereby dedicates to the public perpetual easements, on over and across those areas depicted on the accompanying plat as "sidewalk easement" or "S/E" for construction, maintenance and use as a public sidewalk. The owner shall construct the sidewalk within the sidewalk easements. With the exception of the sidewalk, no building, structure, fence, wall or other above ground obstruction shall be placed, erected, installed or maintained within a sidewalk easement. Access ramps must be provided on all sides of a T intersection.
3. **Sewer:** The sanitary sewer plans show a sewer line in Reserve B. We will need an easement for the sewer line and screening walls will not be allowed over the easement where the sewer is located. In Section II-C, Reserve B does not provide any right for the public water main or the public sanitary sewer main to be located within the Reserve. A screening wall will not be allowed over the City of Tulsa utility lines. Provide an easement for the proposed sewer line within Reserve B.
4. **Water:** Use a 17.5 foot utility easement along the roadways on both sides instead of the 20 foot waterline easement or 15 foot utility easement. Rather than looping the dead-end streets, T waterlines and place fire hydrants at the ends. Fire hydrants should be spaced 300 to 500 feet (per fire department approval).
5. **Storm Drainage:** Finished floor elevations appear to be necessary due to the existing floodplain.
6. **Utilities: Telephone, Electric, Gas, Cable, Pipeline, Others:** Cox cable needs additional easements.
7. **Other: Fire:** Final plat will require the area of each lot be given in square feet. Addresses will also be required. Paragraph I D 2 remove everything after "shall be prohibited".

8. **Other: GIS:** Use the phrase “a replat of Lot Nine, Block Six, and “The Preserve”. Use an accurate legal description by metes and bounds in the covenants, section 3.3.3 d, 3 e. Show areas of the plat that are in the floodplain. Regulatory floodplain map atlas, panel 62, Section 3.3.3 l, need addresses for all lots, Section 3.3.3 n, submit subdivision control data sheet.

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.

**There were no interested parties wishing to speak.**

**The applicant indicated his agreement with staff's recommendation.**

**TMAPC Action; 9 members present:**

On **MOTION** of **MIDGET**, TMAPC voted **9-0-0** (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to **APPROVE** the preliminary plat for the Cottages at the Preserve per staff recommendation, subject to special conditions and standard conditions.

\* \* \* \* \*

**OTHER BUSINESS**

**20. Proposed 2015 TMAPC Meeting Dates**

**STAFF RECOMMENDATION:**

**2015 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. 2<sup>nd</sup> Street, City Council Chambers, 2<sup>nd</sup> Level, Tulsa, Oklahoma.

\*\*Work sessions of the TMAPC are held, as necessary, either prior to or following regular TMAPC business in the One Technology Center, 175 E. 2<sup>nd</sup> Street, in a room location to be announced at the time the agenda is posted.

<b>JANUARY</b>	<b>FEBRUARY</b>	<b>MARCH</b>
7 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>
21 <sup>st</sup>	18 <sup>th</sup>	18 <sup>th</sup>
<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>
1 <sup>st</sup>	6 <sup>th</sup>	3 <sup>rd</sup>
15 <sup>th</sup>	20 <sup>th</sup>	17 <sup>th</sup>
<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>
1 <sup>st</sup>	5 <sup>th</sup>	2 <sup>nd</sup>
15 <sup>th</sup>	19 <sup>th</sup>	16 <sup>th</sup>
<b>OCTOBER</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>
7 <sup>th</sup>	4 <sup>th</sup>	2 <sup>nd</sup>
21 <sup>st</sup>	18 <sup>th</sup>	16 <sup>th</sup>

09-17-14 Draft

There were no interested parties wishing to speak.

The applicant indicated his agreement with staff's recommendation.

**TMAPC Action; 9 members present:**

On **MOTION** of **MIDGET**, TMAPC voted **9-0-0** (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to recommend **APPROVAL** of the proposed TMAPC 2015 meeting dates.

\*\*\*\*\*

21. **Commissioners' Comments:** None.

\*\*\*\*\*

**TMAPC Action; 9 members present:**

On **MOTION** of **DIX**, TMAPC voted **9-0-0** (Carnes, Covey, Dix, Liotta, Midget, Millikin, Shivel, Stirling, Walker "aye"; no "nays"; none "abstaining"; Fretz, Reeds "absent") to **ADJOURN** TMAPC meeting 2682.

**ADJOURN**

There being no further business, the Chair declared the meeting adjourned at 1:41 p.m.

Date Approved:

10-1-2014

  
Chairman

ATTEST:

  
Secretary