



CITY OF Tulsa

Board of Adjustment

Case Number: BOA-23492

Hearing Date: 02/14/2023 1:00 PM

Case Report Prepared by:

Austin Chapman

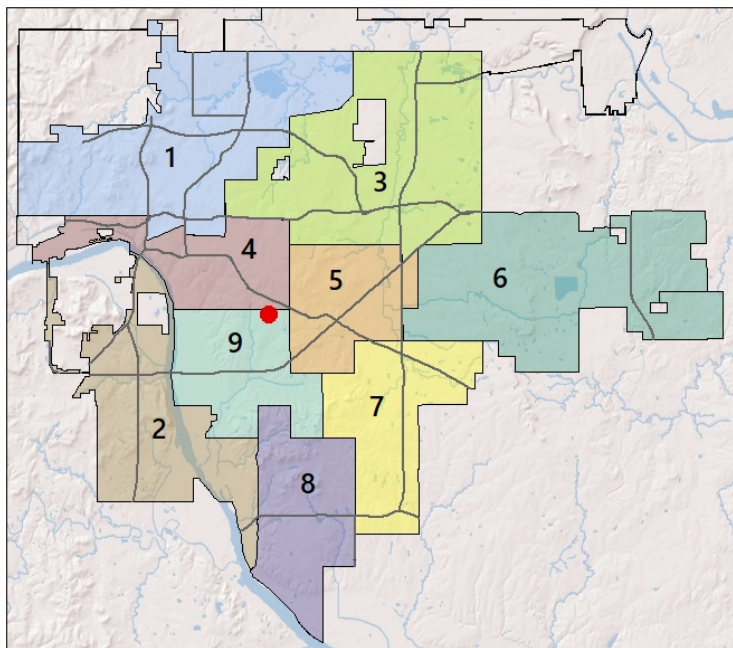
Owner and Applicant Information:

Applicant: James Adair

Property Owner: TULSA TEACHERS
CREDIT UNION

Action Requested: Special Exception to permit a monument sign in the right-of-way/
planned right-of-way (Section 60.020-E)

Location Map:



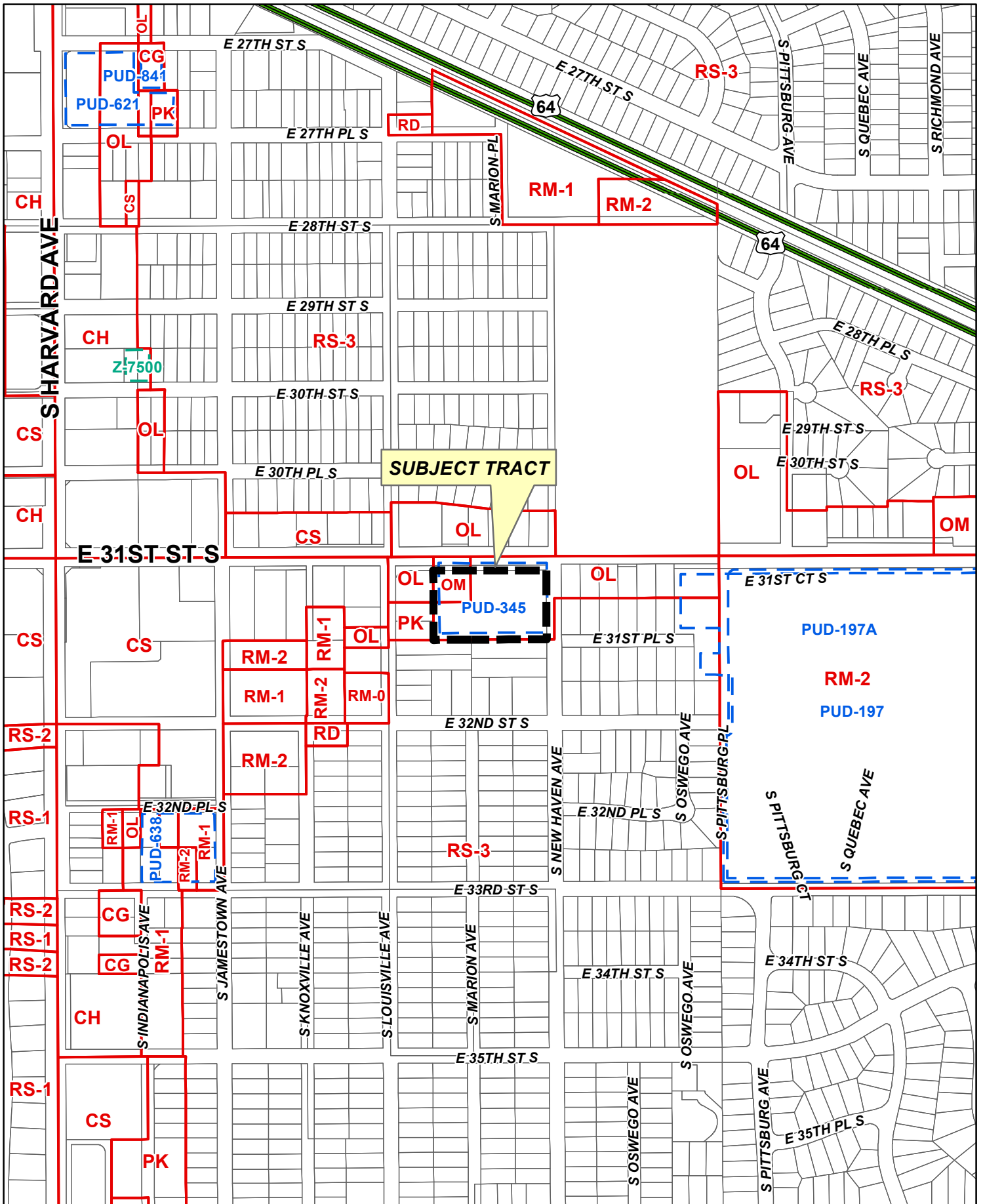
Additional Information:

Present Use: Bank/ Office

Tract Size: 2.89 acres

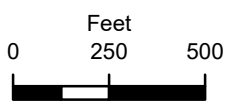
Location: 3720 E. 31st St.

Present Zoning: OL, OM/ PUD-435

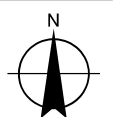


SUBJECT TRACT

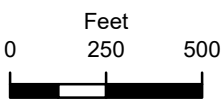
BOA-23492



19-13 21



6.2



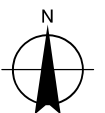
 Subject Tract

BOA-23492

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

19-13 21

Aerial Photo Date: 2020/2021



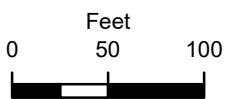
6.3



E 31ST ST S

S NEW HAVEN AVE

E 32ND ST S



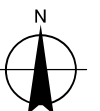
Subject Tract

BOA-23492

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

19-13 21

Aerial Photo Date: 2020/2021



6.4

BOARD OF ADJUSTMENT CASE REPORT

STR: 9321

Case Number: BOA-23492

CD: 9

HEARING DATE: 02/14/2023 1:00 PM

APPLICANT: James Adair

ACTION REQUESTED: Special Exception to permit a monument sign in the right-of-way/ planned right-of-way (Section 60.020-E)

LOCATION: 3720 E. 31 St. S.

ZONED: OL, OM/ PUD-435

PRESENT USE: Bank/ Office

TRACT SIZE: 126000.52 SQ FT

LEGAL DESCRIPTION: LT 3 & E/2 LT 4 LESS N20 LTS 3 & 4 THEREOF, ALBERT PIKE SUB CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA

RELEVANT PREVIOUS ACTIONS:

Subject Property:

BOA-19536; On 03.11.03 the Board approved a Variance to allow a sign in the planned right-of-way of E. 31st St.

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

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

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

STAFF ANALYSIS: The applicant is requesting a Special Exception to permit a monument sign in the right-of-way/planned-right-of way (Section 60.020-E)

The proposed sign is approximately 160-feet West of the Eastern property line and 36-feet from the Center fo E. 31st St. There is currently and existng monument sign to be removed that was apprvood by Variance in the case cited above.

Applicant must secure a license/ removal agreement prior to installation of the sign.

Section 60.020 Prohibited Signs and Sign Characteristics

The following signs and sign characteristics are prohibited except as otherwise expressly stated:

- 60.020-A Signs for which no permit that is required under [Title 51 of the Tulsa Revised Ordinances](#) has been issued;
- 60.020-B Signs located in such a manner as to constitute a nuisance as provided in [Title 24, Chapter 1](#) of the Tulsa Revised Ordinances;
- 60.020-C Search lights, strobe lights, rotating beacon lights, flashing lights that are visible from public right-of-way, except as otherwise expressly allowed by this chapter or required by law;
- 60.020-D Signs located in or obstructing a required parking or loading space, or that otherwise obstruct vehicular or pedestrian access or circulation, or that pose any other hazard to motorized or nonmotorized travel;
- 60.020-E** Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a special exception has been approved by the board of adjustment in accordance with the procedures of [Section 70.120](#) and a license has been granted by the city in the case of the right-of-way or a removal agreement has been entered into in the case of the planned right-of-way. (Title 11 § 1400 and following of the Tulsa Revised Ordinances grants a license for certain signs located in the "Central Business District" as therein defined).

SAMPLE MOTION:

Move to _____ (approve/deny) a Special Exception to permit a monument sign in the right-of-way/ planned right-of-way (Section 60.020-E)

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

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



Subject Property



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

CITY OF TULSA

CORRECTIONS SUMMARY

SIGN-136735-2022 (3720 E 31ST ST S Tulsa, OK 74135) Markup Summary #1

Sign Review (1)

Measurement: 1 Count



Subject: Sign Review
Page Label: 1
Page Index: 1
Lock: Unlocked
Checkmark: Unchecked
Author: DWhiteman
Date: 1/3/2023 4:09:46 PM
Creation Date: 1/3/2023 4:02:04 PM
Color:
X: 11.8682 in
Y: 2.4544 in
Unit: Count
Measurement: 1 Count
Capture: No
File Name: doc00289520221220123100_v1.pdf

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

Review Comments: PUD sign approval from INCOG does not include a review in regard to easements, right of way, etc. According to the Major Street and Highway Plan, at this location the planned right of way (ROW) for 31st St. is 100' wide. The proposed freestanding sign is shown to be 36.88 feet from the centerline of E. 31st St.; the proposed sign location is in the planned ROW of this street and therefore requires a City of Tulsa ROW license and removal agreement and a Special Exception from the COT Board of Adjustment (BOA). Contact Jenna Richardson at 918-596-7821 for information on acquiring a license and removal agreement and INCOG at 918-584-7526 to apply for a special exception to permit a freestanding sign to be located in the planned ROW of E. 31st St. Alternatively you may relocate the sign so that the leading edge of the sign is at least 50 feet from the center of 31st St.



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

CITY OF TULSA

CORRECTIONS SUMMARY

WSD Comment (1)

Measurement: 1 Count



Subject: WSD Comment
Page Label: 1
Page Index: 1
Lock: Unlocked
Checkmark: Unchecked
Author: Mike Henley
Date: 1/4/2023 9:07:13 AM
Creation Date: 1/4/2023 8:51:27 AM
Color: ■
X: 7.0278 in
Y: 3.4167 in
Unit: Count
Measurement: 1 Count
Capture: No
File Name: doc00289520221220123100_v1.pdf

Site plan shows proposed sign inside of a ROW (Right of Way). The minimum setback from the centerline of 31st for the this location is 55'. Revise site plan to show all portions of sign outside of ROW.

If construction is to remain occupying area of dedicated Right of Way, you must first:
a. Obtain permission from the City of Tulsa for an encroachment agreement and/or easement closure.. This process takes a minimum of about 6 weeks, as the proposal must be approved by the Mayor.

b. To begin, please contact the Utility coordinator (link below), at Engineering services, City of Tulsa, to discuss the process required to obtain approval to construct within U/E.

<https://www.cityoftulsa.org/government/department-s/engineering-services/right-of-way-easement-and-encroachment-closures/>

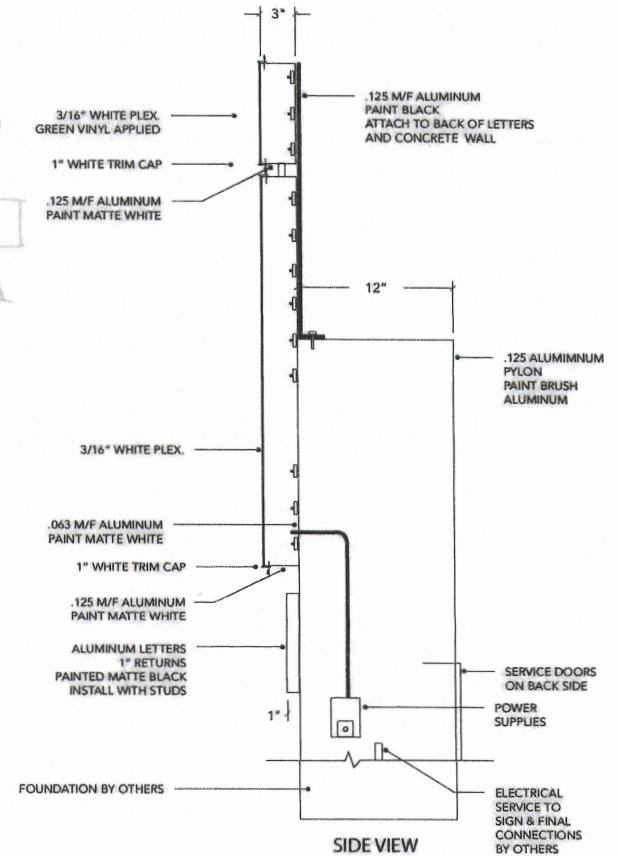
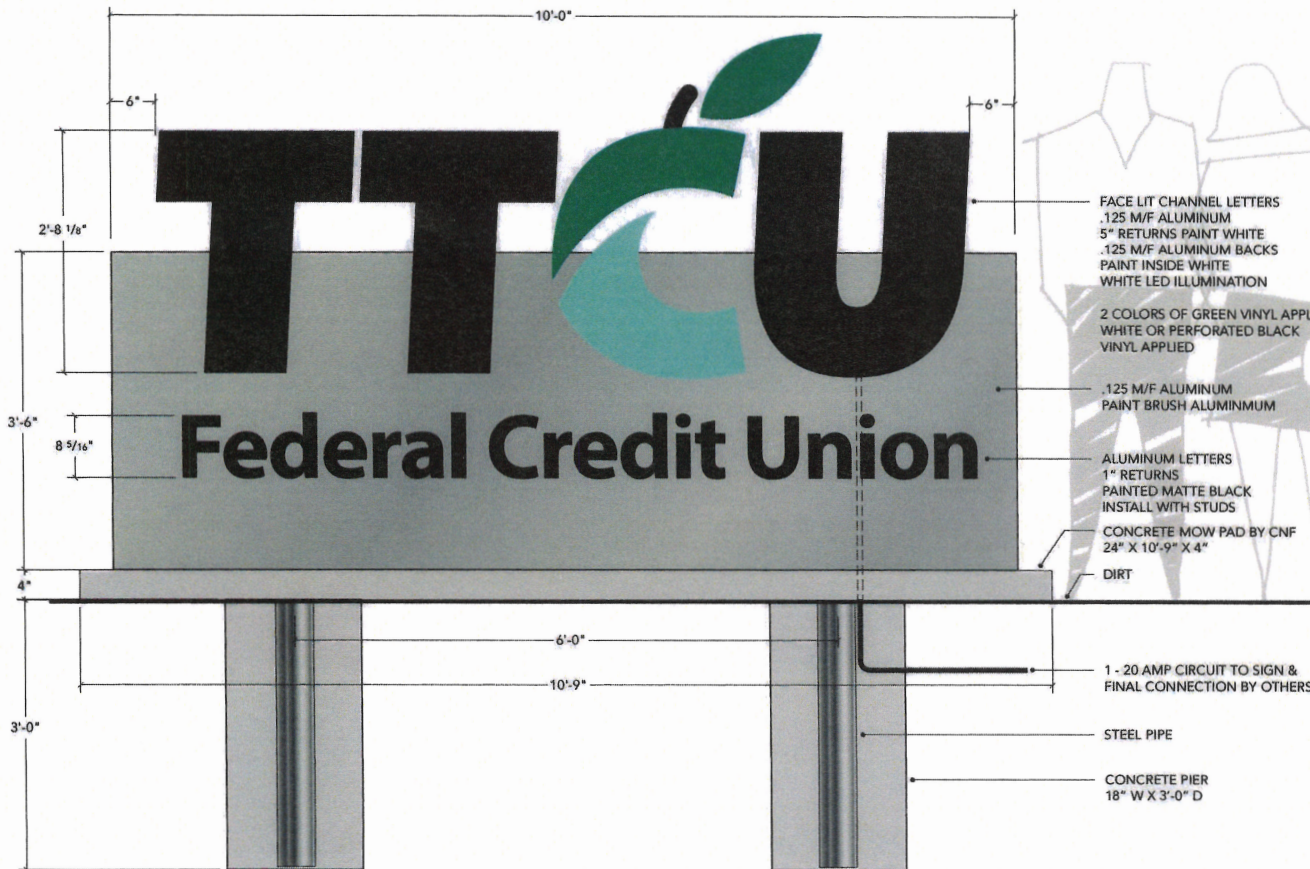






TTCU
Federal Credit Union

SIGN D
1 - SET EXTERIOR
ILLUMINATED LETTERS
MFG. & INSTALL



A FRONT VIEW
 SCALE: 3/4" = 1'-0"
MONUMENT SIGN
CHANNEL LETTERS

	APPROVED AS SHOWN <input checked="" type="checkbox"/> APPROVED AS NOTED <input type="checkbox"/>	PROJECT/CLIENT NAME: TTCU	LOCATION: 3720 E 31ST STREET TULSA, OK 74135	ACCOUNT EXEC: JAMES ADAIR	DESIGNER: BILLY SAMPLE	DATE OF ORIGINAL DWG: OCT 2022	REVISION HISTORY:	SIGN TYPE/DESCRIPTION: EXTERIOR LETTERS	SHEET NAME: ST-4.0
	THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF CLAUDE NICHOL FEDERAL SIGNS, INC. AND ARE THE RESULT OF ORIGINAL WORK BY IT'S EMPLOYEES. THEY ARE SUBMITTED FOR THE SOLE PURPOSE OF YOUR CONSIDERATION OF WHETHER TO PURCHASE THESE PLANS, OR TO PURCHASE FROM CNF. COPIES MANUFACTURED IN ACCORDANCE TO THESE PLANS, DISTRIBUTION OR EXHIBITION OF THESE PLANS TO OTHERS IS EXPRESSLY FORBIDDEN. © 2017 CNF SIGNS	I HEREBY ADVISE MY APPROVAL, I UNDERTAKE WITH ASSURANCE OF THE QUALITY AND TECHNICAL ASPECTS OF THESE DRAWINGS UNDERSTANDING THAT ANY CHANGES ACCORDING TO CONDITIONS OR CIRCUMSTANCES TO THE ORIGINAL DRAWINGS, UNDER THE SIGNATURE OF THE DESIGNER OR ARCHITECT, MAY RESULT IN IMPAIRMENT OF THE COMPLETELY ASSESSING, RECORDS REQUIREMENTS OR ACCURACY COSTS.	CLIENT NAME: _____ DATE: _____						

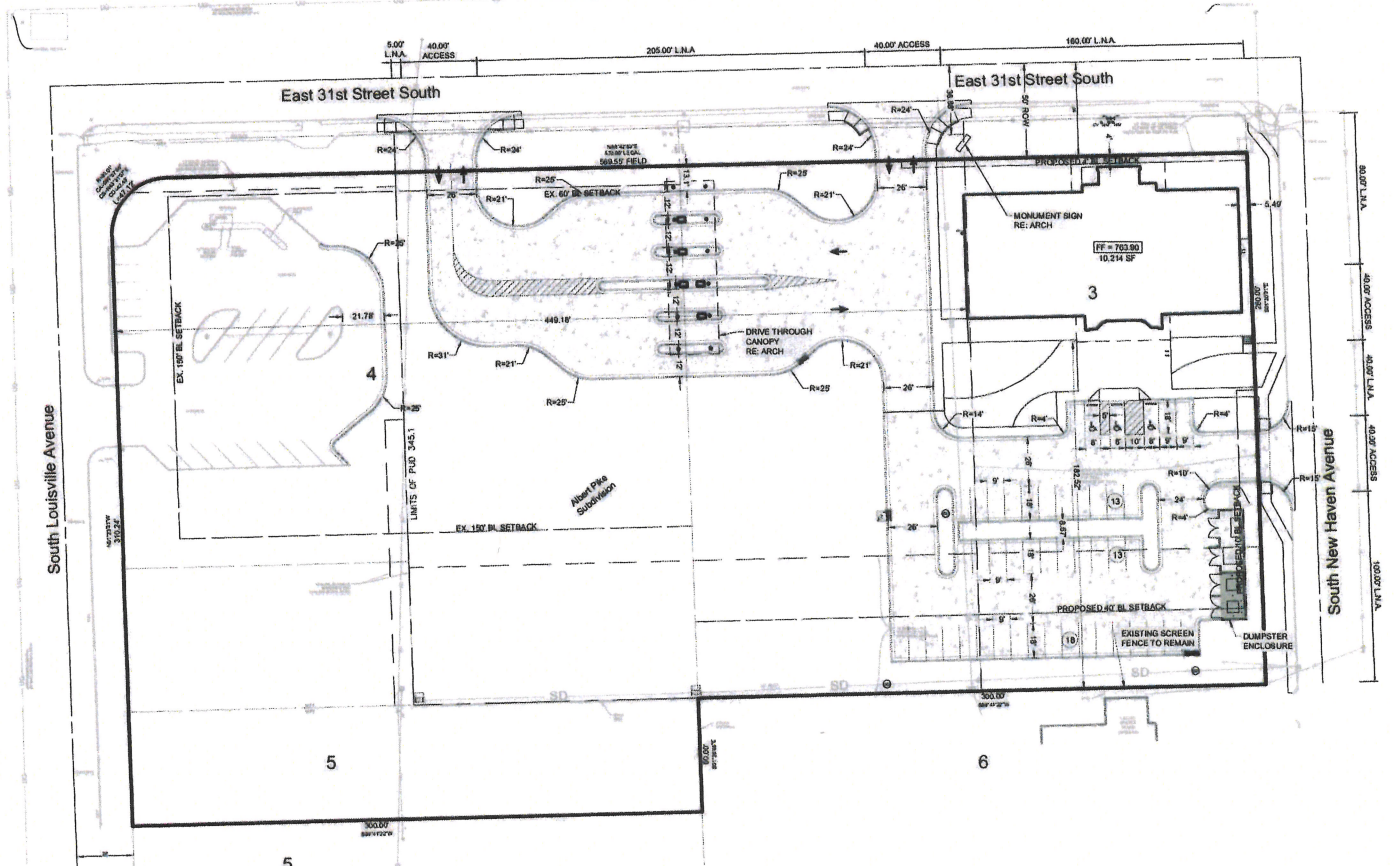
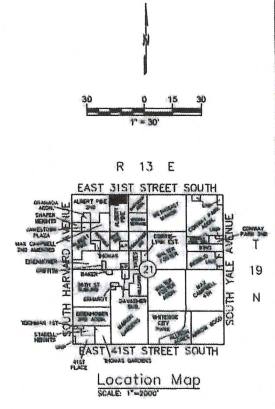


ONE PROJECT NUMBER:
2022-19-028
ISSUE DATE:
04/18/2022
ISSUE:
BID DOCUMENTS

OTHER ISSUE DATES:
NO. DESCRIPTION DATE

SHEET NAME:
DETAIL SITE PLAN

SHEET NUMBER:
C101
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SITE PLAN STATISTICS

PUD 345-1
NET LAND AREA: 128,010.08 SF / 2.863 ACRES
PERMITTED USES: THOSE USES PERMITTED BY RIGHT IN AN OL DISTRICT.
PROPOSED USES: BANK

FLOOR AREA
MAXIMUM OFFICE BUILDING FLOOR AREA (ENTIRE PUD): 46,860 SF
EXISTING FLOOR AREA: 28,947 SF
PROPOSED: 10,214 SF
FLOOR AREA REMAINING: 30,848 SF

MINIMUM BUILDING SETBACKS
FROM CENTERLINE OF S. HAVEN AVE
FROM NORTH (176FT FROM CENTERLINE 31ST ST): 0 FEET
FROM SOUTH (REMAINDER): 10 FEET
FROM CENTERLINE OF E. 31ST ST
EAST (212 FT FROM CENTERLINE OF S. NEW HAVEN AVE): 4 FEET
WEST (REMAINDER): 60 FEET
SOUTH PROPERTY LINE: 40 FEET
WEST PROPERTY LINE: 0 FEET

MAXIMUM BUILDING HEIGHT

PERMITTED (OFFICE BUILDINGS): 3 STORES
30 FEET
1 STORY
23.8 FEET

PROPOSED:
MINIMUM OPEN SPACE AREA
PROVIDED: (20,000 SF)
(100,941 SF)
OFF-STREET PARKING
REQUIRED: 1 PER 300 SF
34 SPACES
PROVIDED:
STANDARD
43 SPACES
ACCESSIBLE
3 SPACES
TOTAL PROVIDED:
46 SPACES



**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 DIGGATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.