Case Report Prepared by:
Austin Chapman

Owner and Applicant Information:
Applicant: Dodson Building Group INC
Property Owner: Manley Family Trust

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

Location Map:

**Additional Information:**
- **Present Use:** Residential
- **Tract Size:** 0.66 acres
- **Location:** 4339 S. Atlanta Ave.
- **Present Zoning:** RS-1
BOA-23542
**BOARD OF ADJUSTMENT**  
**CASE REPORT**  

**STR:** 9329  
**CD:** 9  

**HEARING DATE:** 07/11/2023 1:00 PM  

**APPLICANT:** Dodson Building Group INC  

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

**LOCATION:** 4339 S ATLANTA AV E  
**ZONED:** RS-1  

**PRESENT USE:** Residential  
**TRACT SIZE:** 28632.11 SQ FT  

**LEGAL DESCRIPTION:** LTS 7 BLK 1, SKYVIEW ADDN CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA  

**RELEVANT PREVIOUS ACTIONS:** None.  

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

3. In RE and RS zoning districts, driveways serving residential dwelling units may not exceed 50% of the lot frontage or the following maximum widths, whichever is less, unless a greater width is approved in accordance with the special exception procedures of Section 70.120, or, if in a PUD, in accordance with the amendment procedures of §30.010-1.2. (Refer to the City of Tulsa Standard Specifications and Details for Residential Driveways, #701-704).  

<table>
<thead>
<tr>
<th>Maximum Driveway Width</th>
<th>Lot Frontage</th>
<th>75+</th>
<th>60’ - 74’</th>
<th>46’ - 59’</th>
<th>30’ - 45’</th>
<th>Less than 30’ [2]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driveway Within Right-of-Way (feet) [1]</td>
<td>27’</td>
<td>26’</td>
<td>22’</td>
<td>20’</td>
<td>12’</td>
<td></td>
</tr>
<tr>
<td>Driveway Within Street Setback (feet)</td>
<td>30’</td>
<td>30’</td>
<td>--</td>
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[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.  

Applicant is requesting two 18-foot wide curb-cuts equaling 36-feet wide in the aggregate.  

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

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

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

  _______________________________________________________________.  

The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
Subject property
APPLICATION NO: ROWSR 137850 (PLEASE REFERENCE THIS NUMBER WHEN CONTACTING OUR OFFICE)
Project Location: 4339 S ATLANTA AVE E
Description: Driveway Expansion

INFORMATION ABOUT SUBMITTING REVISIONS

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

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

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

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

IMPORTANT INFORMATION

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

2. INFORMATION ABOUT ZONING CODE, INDIAN NATION COUNCIL OF GOVERNMENT (INCOG),
BOARD OF ADJUSTMENT (BOA), AND TULSA METROPOLITAN AREA PLANNING COMMISSION
(TMAPC) IS AVAILABLE ONLINE AT www.incoq.org OR AT INCOG OFFICES AT
2 W: 2ND ST., 8TH FLOOR, TULSA, OK, 74103, PHONE (918) 594-7526.

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

(continued)
REVIEW COMMENTS

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

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

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

Please Notify Plans Examiner By Email When You Have Submitted A Revision. If you originally submit paper plans, revisions must be submitted as paper plans. If you submit online, revisions must be submitted online. The zoning review will resume after these modified plans are submitted.

Maximum Driveway Width

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55.090-F Surfacing. Based on your lot width you are allowed a combined driveway width of up to 27’ in width in the ROW.

Review Comments: The submitted site/plot plan proposes a combined driveway width of more than 27’ wide in the ROW which exceeds the maximum allowable composite of all driveway widths within the ROW. Revise plans to indicate the combined driveway widths shall not exceed the maximum allowable widths in the table or apply to the BOA for a special exception for the proposed combined driveway widths within the ROW.

END – ZONING CODE REVIEW

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

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