



**Board of Adjustment**

**Staff Report  
BOA-23929**

**Hearing Date:** August 26, 2025  
**Prepared by:** Erin Roark  
eroark@cityoftulsa.org  
918-596-7618

**Owner and Applicant Information**

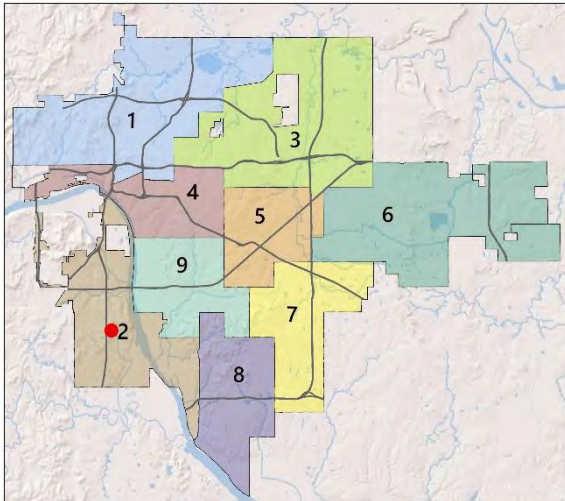
Applicant: Charles & Cheryl Wood  
Property Owner: The Splinters' Trust

**Property Location**

6902 South Houston Avenue  
Tract Size: ±5.35 acres

**Location within the City of Tulsa**

*(shown with City Council districts)*



**Elected Representatives**

City Council: District 2, Anthony Archie  
County Commission: District 2, Lonnie Sims

**Public Notice Required**

Newspaper Notice – min. 10 days in advance  
Mailed Notice to 300' radius – min. 10 days in advance  
Posted Sign – min. 10 days in advance

**Request Summary**

Special Exception to permit an accessory dwelling unit in the RS-3 district (Section 45.031-D); Variance to allow a building entrance to an accessory dwelling unit to face the nearest side lot line (Section 45.031-D).

**Zoning**

Zoning District: RS-3, pending rezoning to AG effective September 2, 2025  
Zoning Overlays: N/A

**Comprehensive Plan Considerations**

**Land Use**

Land Use Plan: Neighborhood  
Small Area Plans: West Highlands/Tulsa Hills  
Development Era: Late Automobile Era

**Transportation**

Major Street & Highway Plan: N/A  
planitulsa Street Type: N/A  
Transit: N/A  
Existing Bike/Ped Facilities: N/A  
Planned Bike/Ped Facilities: Sidewalks

**Environment**

Flood Area: Tulsa Regulatory Floodplain  
Tree Canopy Coverage: Greater than 50%  
Parks & Open Space: Rural and Agricultural Area, Turkey Mountain

**Staff Analysis**

The applicant is requesting a special exception to permit an accessory dwelling unit (ADU) in the RS-3 district (Section 45.031-D) and a variance to allow a building entrance to an ADU to face the nearest side lot line (Section 45.031-D). The applicant proposes an approximately 3,160 square foot ADU located to the south of the principal building. The entrance to this ADU faces the east property line, which is considered a side lot line.

On July 16, 2025, the City Council approved a rezoning from RS-3 to AG on the subject property (Case No. Z-7816). The new zoning will go into effect on September 2, 2025.

**Section 45.031 ADU, Accessory Dwelling Units**

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**45.031-D Regulations**

**1. Where Allowed**

Accessory dwelling units are allowed by special exception in RE, RS, AG, and AG-R districts. Accessory dwelling units are allowed by right in all other districts when accessory to a household living use.

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**8. Additional Regulations for Accessory Dwelling Units**

**a. Entrances**

Building entrances to accessory dwelling units may not face the nearest side or rear property line unless there is an alley abutting that property line.

Relevant Case History

- None found

**Statement of Hardship**

The applicant’s statement of hardship is attached as a separate exhibit.

**Comprehensive Plan Considerations**

**Land Use Plan**

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 from a lower-order street separated from the arterial, then it would be considered Neighborhood.

Surrounding Properties:

<u>Location</u>	<u>Existing Zoning/Overlay</u>	<u>Existing Land Use Designation</u>	<u>Existing Use</u>
North	RS-3	Neighborhood	Residential
East	AG	Neighborhood	Residential & Agricultural
South	AG	Multiple Use	Vacant
West	OL, PUD-832	Multiple Use	Vacant

**Small Area Plans**

The subject property is located within the West Highlands/Tulsa Hills small area plan.

**Development Era**

The subject property is in an area developed during the Late Automobile Era (1950s-present), which has grown since the mainstreaming of automobile-centric lifestyles, with a high degree of separation between residential and nonresidential uses, and low levels of street connectivity. In these areas, transportation is nearly exclusively concentrated on the mile-by-mile arterial grid, and major streets are often both transportation corridors and destination corridors, which can lead to traffic congestion. Nonresidential uses are predominantly located at the intersections of major arterial streets. Priorities in these areas include commercial revitalization, placemaking, community gathering opportunities, conservation of natural areas, a high degree of privacy, one-stop shopping, and commuting routes.

**Transportation**

Major Street & Highway Plan: N/A

Comprehensive Plan Street Designation: N/A

Transit: N/A

Existing Bike/Ped Facilities: N/A

Planned Bike/Ped Facilities: Sidewalks are recommended along street frontages.

Arterial Traffic per Lane: N/A

**Environmental Considerations**

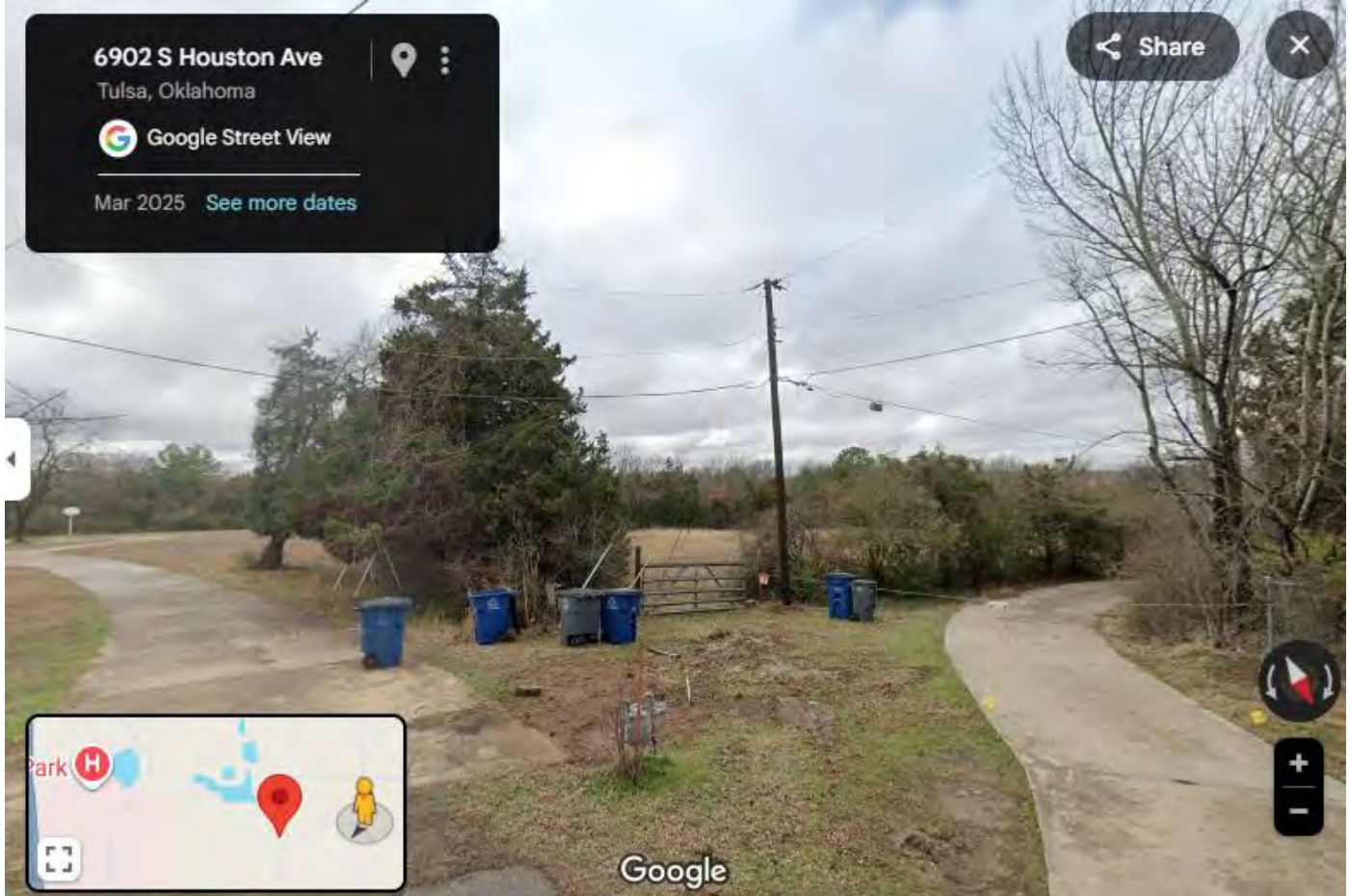
Flood Area: The subject property is partially located in the Tulsa Regulatory Floodplain.



Tree Canopy Coverage: Tree canopy in the area is 53%. Development will naturally have an impact on tree canopy, but all effort should be taken to preserve a substantial portion of the tree canopy in these areas. These areas should have the highest level of preservation to maintain the existing habitat and recreational places in the city. Future land use planning for Future Growth areas should include the goal of tree canopy preservation.

Parks & Open Space: The subject property is located in a rural and agricultural area with pastural and woodland areas nearby. River Parks' Turkey Mountain is located nearby to the north and east of the subject property.

Site Photos



View southwest from Houston Avenue, March 2025 (Image from Google Street View)

**Sample Motion**

**Special Exception**

I move to approve or deny a special exception to permit an accessory dwelling unit (ADU) in the RS-3 district (Section 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**

I move to approve or deny a variance to allow a building entrance to an ADU to face the nearest side lot line (Section 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 the hardship to be \_\_\_\_\_.

In granting the Variance, the Board finds that the following facts, favorable to the property owner, have been established:

- 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;
- That literal enforcement of the subject zoning code provision is not necessary to achieve the provision’s intended purpose;
- 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;
- That the alleged practical difficulty or unnecessary hardship was not created or self-imposed by the current property owner;
- That the variance to be granted is the minimum variance that will afford relief;
- 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
- 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.

**Property Description**

PRT SW SE BEG NEC SW SE TH W818.8 S292.62 E816.33 N292.62 POB SEC 2 18 12 5.49ACS, UNPLATTED, City of Tulsa, Tulsa County, State of Oklahoma

**Exhibits**

- Case map
- Aerial (small scale)
- Aerial (large scale)
- Tulsa Comprehensive Plan Land Use Map

supporting structure (excluding any guy lines) to the nearest point on the residential zoning district boundary line, excluding R-zoned freeways.

## Section 45.030 Accessory Buildings and Carports in R Districts

### 45.030-A Accessory Building Size

#### 1. RE and RS-1 Districts

In RE and RS-1 districts, the total aggregate floor area of all detached accessory buildings not erected as an integral part of the principal residential building may not exceed 750 square feet or 40% of the floor area of the principal residential structure, whichever is greater. [1] [2]

#### 2. RS-2, RS-3, RS-4, RS-5 and RM Districts

In RS-2, RS-3, RS-4, RS-5, and RM districts, the total aggregate floor area of all detached 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. [1] [2]

[1] For detached accessory buildings located within rear setbacks, see Section [90.090-C](#).

[2] See Section 45.031-D.6 for exceptions to these floor area limits for accessory buildings containing an Accessory Dwelling Unit.

### 45.030-B Carports

Carports are allowed in R zoning districts. Any carport that occupies all or a portion of the street setback or street yard area must be approved in accordance with the special exception procedures of [Section 70.120](#) and comply with the regulations of [§90.090-C1](#).

## Section 45.031 ADU, Accessory Dwelling Units

### 45.031-A Definition

A dwelling unit that is located in an accessory building on the same lot as a household living use to which it is accessory and subordinate.

Examples of ADUs include carriage houses, garage apartments, and mother-in-law flats.

### 45.031-B Purpose

1. The purpose of allowing accessory dwelling units is to:
  - a. accommodate new housing units while preserving the character of existing neighborhoods;
  - b. allow efficient use of the city's existing housing stock and infrastructure;
  - c. provide housing options and choices that respond to varying income levels, changing household sizes and lifestyle needs; and
  - d. provide a means for residents—particularly seniors, single parents, and empty-nesters—to remain in their homes and neighborhoods, and obtain extra income, security, companionship and assistance.

2. The ADU supplemental regulations are also intended to help ensure that that new buildings and modifications to existing buildings are designed with sensitivity to their context in terms of building placement, proportions, building materials, and similar design features.

#### **45.031-C Applicability**

These regulations apply to all accessory dwelling units, as defined by Section 45.031-A.

#### **45.031-D Regulations**

##### **1. Where Allowed**

Accessory dwelling units are allowed by special exception in RE, RS, AG, and AG-R districts. Accessory dwelling units are allowed by right in all other districts when accessory to a household living use.

##### **2. Number**

No more than one accessory dwelling unit is allowed per lot.

##### **3. Methods of Creation**

An accessory dwelling unit may be created only through the following methods:

- a. Constructing an accessory dwelling unit on a lot with a new or existing principal building; or
- b. Converting or increasing existing floor area within an accessory building on a lot with an existing principal building.

##### **4. Density (Minimum Lot Area and Lot Area per Unit)**

No additional lot area or lot area per unit is required for the accessory dwelling unit.

##### **5. Open space (Minimum open space per unit)**

No additional open space is required for the accessory dwelling unit.

##### **6. Accessory Dwelling Unit Size**

The size limitations in [Section 45.030](#) apply, provided that the maximum allowed square footage of an accessory building containing an Accessory Dwelling Unit is increased by 500 square feet. The maximum allowable floor area for accessory buildings containing an Accessory Dwelling Unit may be increased in accordance with the special exception procedures of [Section 70.120](#).

##### **7. Building and Fire Codes**

All accessory dwelling units are subject to applicable building and fire codes.

##### **8. Additional Regulations for Accessory Dwelling Units**

- a. Entrances

Building entrances to accessory dwelling units may not face the nearest side or rear property line unless there is an alley abutting that property line.

**b. Setbacks**

An accessory dwelling unit must be located at least 10 feet behind the principal building. This required 10-foot separation distance must be open from the ground to the sky except that it may include walkways, patios, decks and similar structures that do not exceed 30 inches in height above finished grade.

**c. Exterior Finish Materials**

The exterior finish material of any new accessory dwelling unit must be the same or visually match in type, size and placement, the exterior finish material of the principal building.

**d. Roof Pitch**

The roof pitch any new accessory dwelling unit must be the same as the predominant roof pitch of the principal building.

**e. Second Story Windows**

Any second-story window less than 10 feet from and oriented toward a lot line not abutting a right of way shall either use permanently translucent glazing or have a minimum sill height of 6 feet above the finished floor.

**Section 45.040 Compressed Natural Gas (CNG) Refueling Appliances**

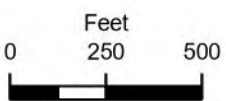
Private (restricted access), consumer-oriented (home), CNG refueling appliances are permitted as an accessory use to lawfully established household living uses in all zoning districts.

**Section 45.050 Dumpsters**

**45.050-A Regulations**

Dumpsters established or placed on or after the effective date specified in [Section 1.030](#) are subject to the following regulations:

1. Dumpsters may only be placed with the written permission of the owner of the subject property.
2. Dumpsters must be located on a dustless, all-weather surface.
3. Dumpsters may not:
  - a. Obstruct motorized or non-motorized traffic;
  - b. Reduce any sidewalk or walkway designed for the passage of pedestrians to less than 5 feet in width;
  - c. Be located within 10 feet of a fire hydrant or fire suppression connection;
  - d. Be located in a required parking space or required landscape area; or
  - e. Be located in a street setback or side setback.



Subject Tract

**BOA-23929**

18-12 02

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

Aerial Photo Date: 2025

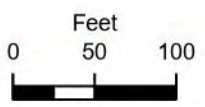


5.9



W 68TH ST S

S HOUSTON AVE



Subject Tract

**BOA-23929**

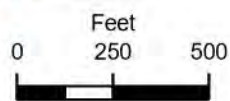
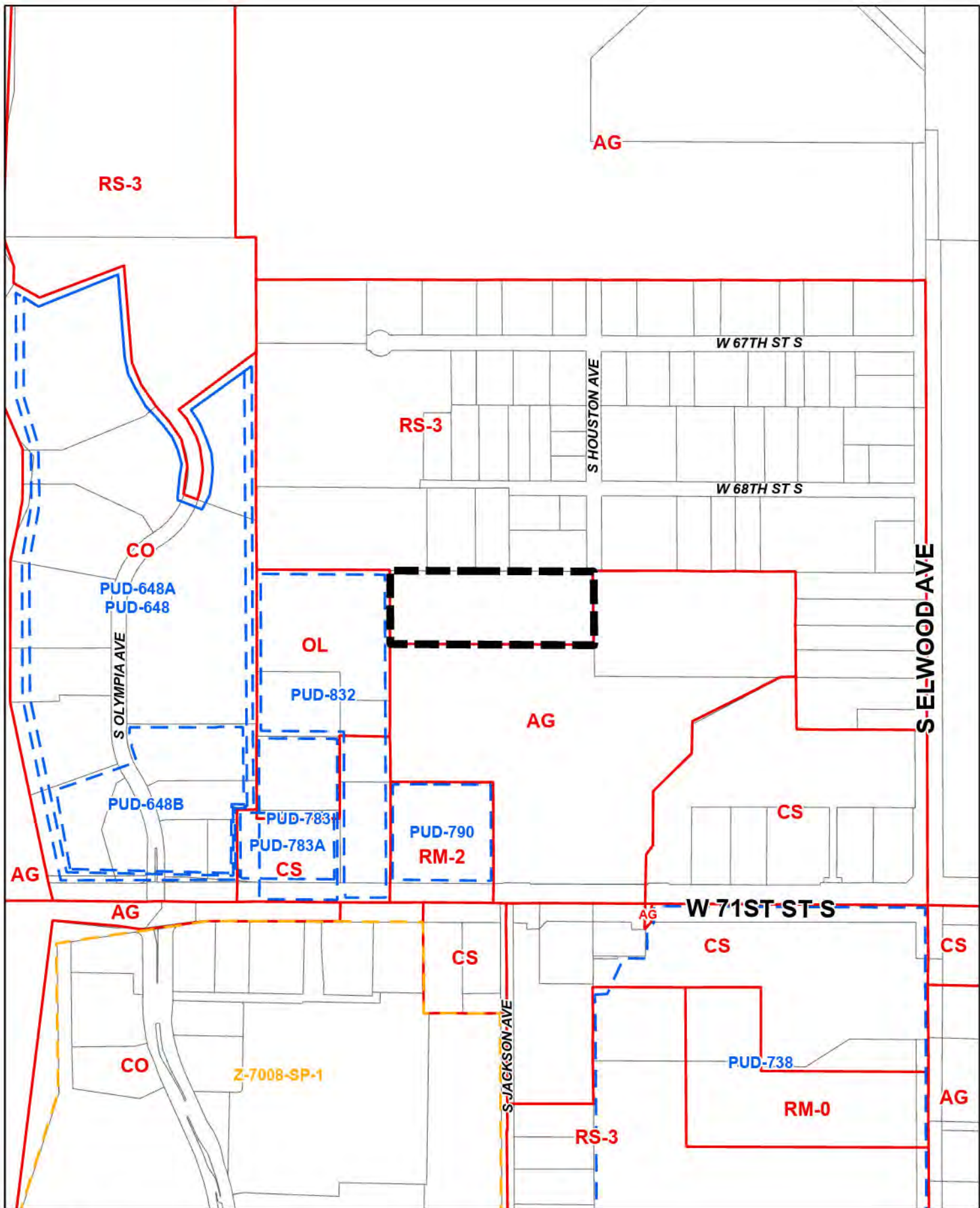
18-12 02

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

Aerial Photo Date: 2025



5.10



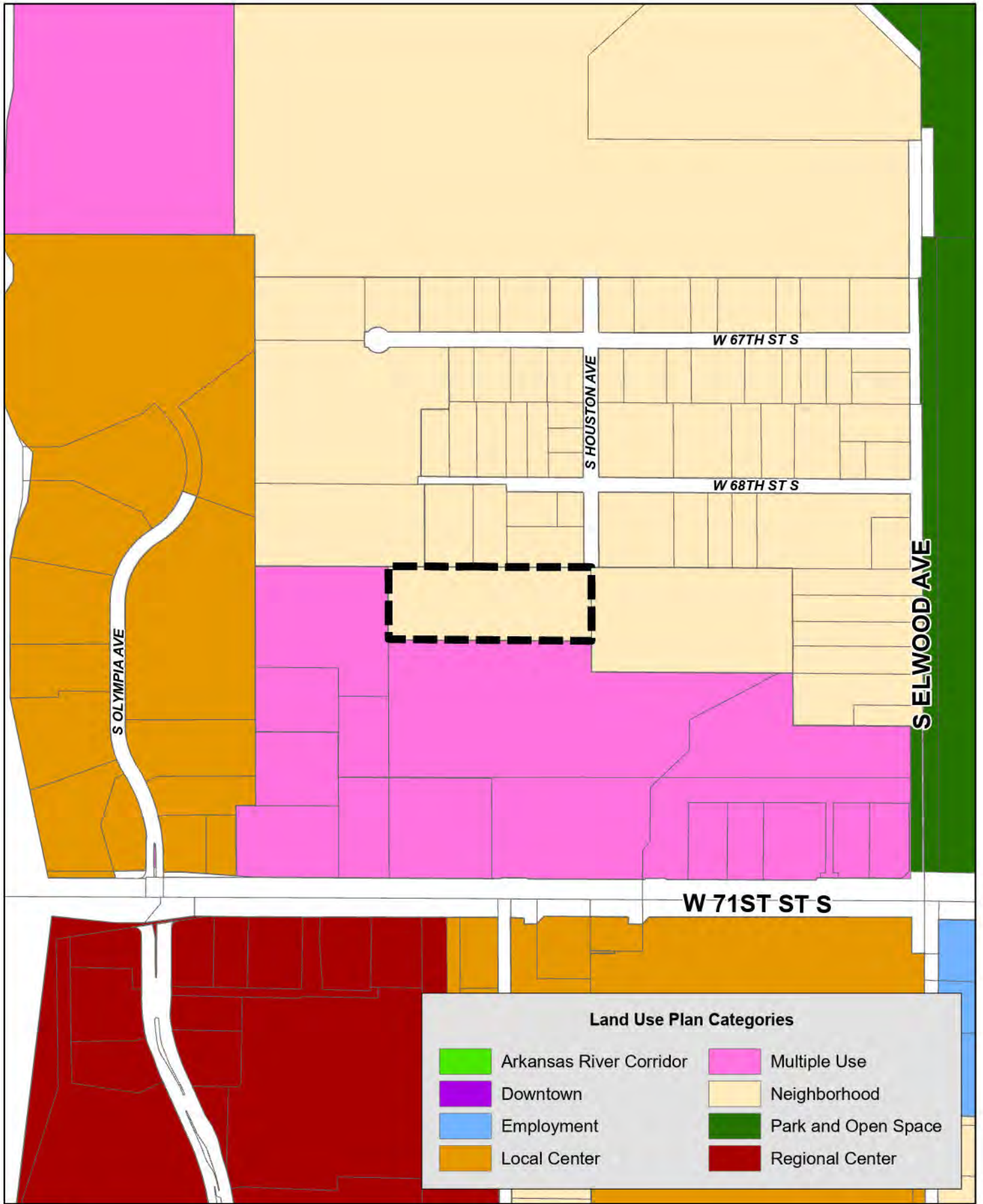
**[Dashed Box]** Subject Tract









**BOA-23929**

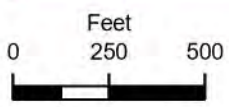
18-12 02



5.11



Land Use Plan Categories			
	Arkansas River Corridor		Multiple Use
	Downtown		Neighborhood
	Employment		Park and Open Space
	Local Center		Regional Center



 Subject Tract

**BOA-23929**

18-12 02



5.12

## Variances

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### Proof of Hardship

The Board of Adjustment is allowed to approve variances only after determining that the following conditions exist. Below, describe how your request satisfies **each** of these conditions.

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;

The property is surrounded by side yards so we are unable to face the building anywhere else. re. the Variance to allow a building entrance to an ADU to face the nearest side property line (Section 45.031-D.8.a)

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

Literal enforcement is not possible in these unique property conditions.

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;

Being surrounded only by side yards is unique to this property.

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

The land is as we purchased it, we did not create the issue.

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

The minimum variance is all that is needed.

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

The building will not alter the character of the neighborhood, or impair any other property's development or use.

7. That the variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of the zoning code or the comprehensive plan.

This variance is addressing a unique situation where a property is surrounded by side yards, and will not cause any detriments to anyone, the zoning code, or comprehensive plan.

## Special Exceptions

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The Board of Adjustment is allowed to approve special exceptions only after determining that the following conditions exist. Below, explain how your requests satisfy these conditions:

1. The special exception will be in harmony with the spirit and intent of the Zoning Code; and

Re. the Special Exception to permit an ADU in the RS-3 districts (Section 45.031-D), we believe this is permitted by right. Note: the property has been approved by the Planning Committee to be rezoned as AG but has not yet signed off by the city council and major, and finalized.

2. The special exception will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

There is no issue with the ADU being in the neighborhood, not injurious or detrimental in any way. The neighborhood already has ADUs on several properties.

### Conditions

In granting any special exception, the Board may make appropriate conditions or safeguards, may limit the approval to a specified period of time and may require a bond or other guarantee necessary to enforce compliance with the conditions.

### If your application is approved, you will likely need additional permits.

Call 918.596.9456 to speak with the Permit Center or Development Services Plans Review.



[award]designs

**Deferred Submittal Letter**

Project:

**Wood Residence**

Address:

**6902 S Houston, Ave, Tulsa, OK 74132**

Plan Review/Permit Number:

**BLDR-208545-2025**

With respect to the Building Code review of the Building Permit Application **BLDR-208545-2025**; property address **6902 S Houston, Ave, Tulsa, OK 74132** and pursuant to Section 107.3.4.1 Deferred submittals (International Building Code 2018), I, as Design Professional in Responsible Charge, request that this application be reviewed for permit issuance subject to Deferred Submittal of the following design documents:

**Truss Manufacturer's Engineered Drawings**

As attested to by my seal, signature and date on this letter, I, as Design Professional in Responsible Charge, shall review the Deferred Submittal(s) when available and forward them to the Building Official for review, approval and issuance of an Addendum Permit, in accordance with the Ordinance of the City of Tulsa. I shall submit the documents with annotation that the Deferred Submittal documents have been reviewed by me and have been found to be in general conformance to the design of the building.

The client by signature below further attests to agree that the Deferred Submittal items shall not be installed until the design and submittal documents have been approved by the Building Official.

Print Name: **Adam Ward, AIA**  
(Design Professional in Responsible Charge)

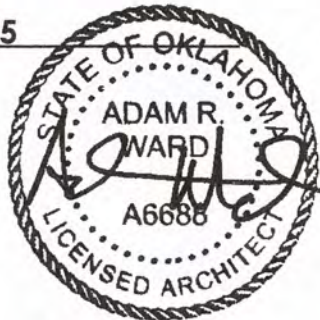
Print Name: **Splinters Trust**  
(Client)

Signature:   
(Design Professional in Responsible Charge)

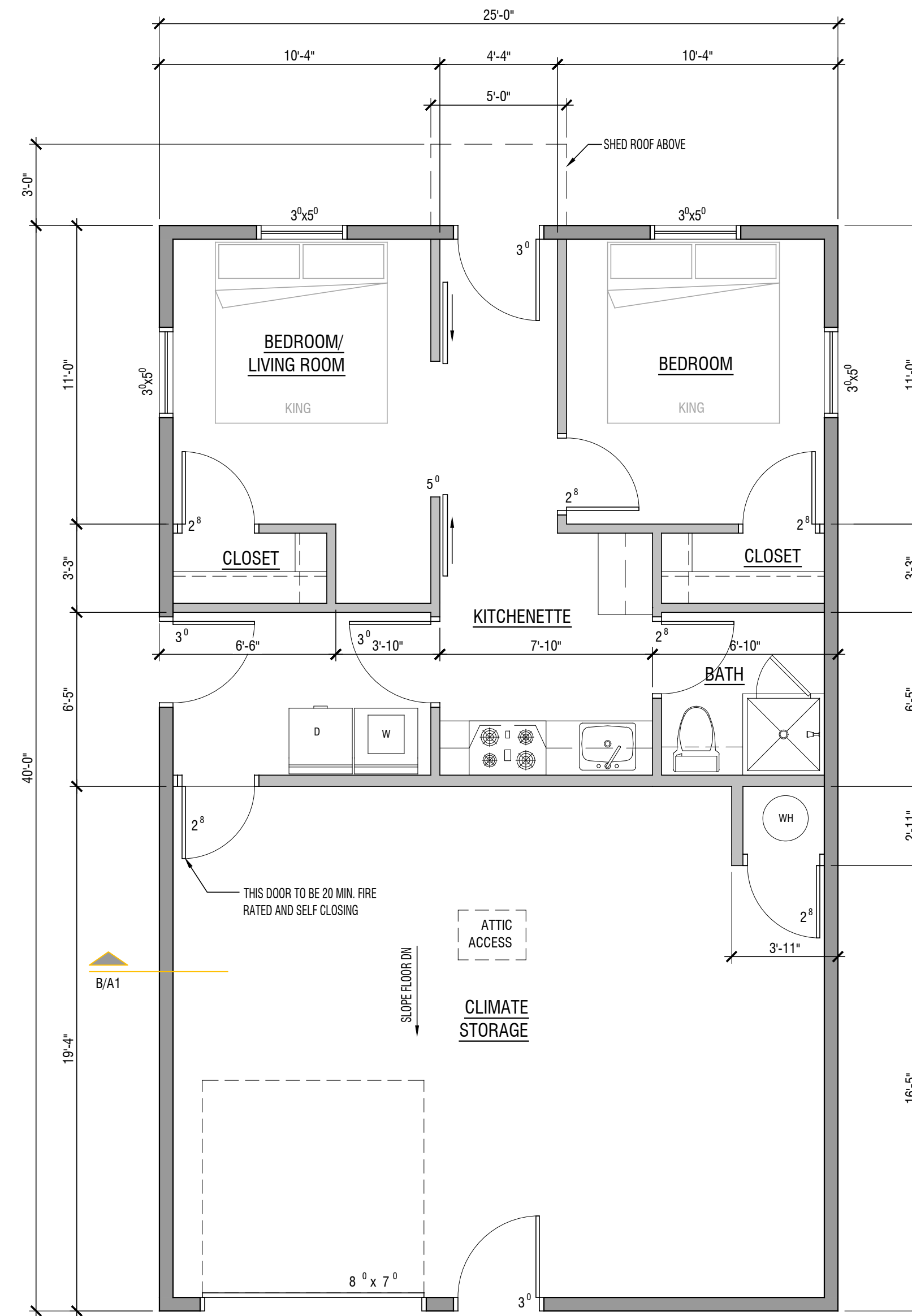
Signature: *Charles M. Wood*  
(Client)

Date: **06.20.2025**

Date: **06.20.2025**

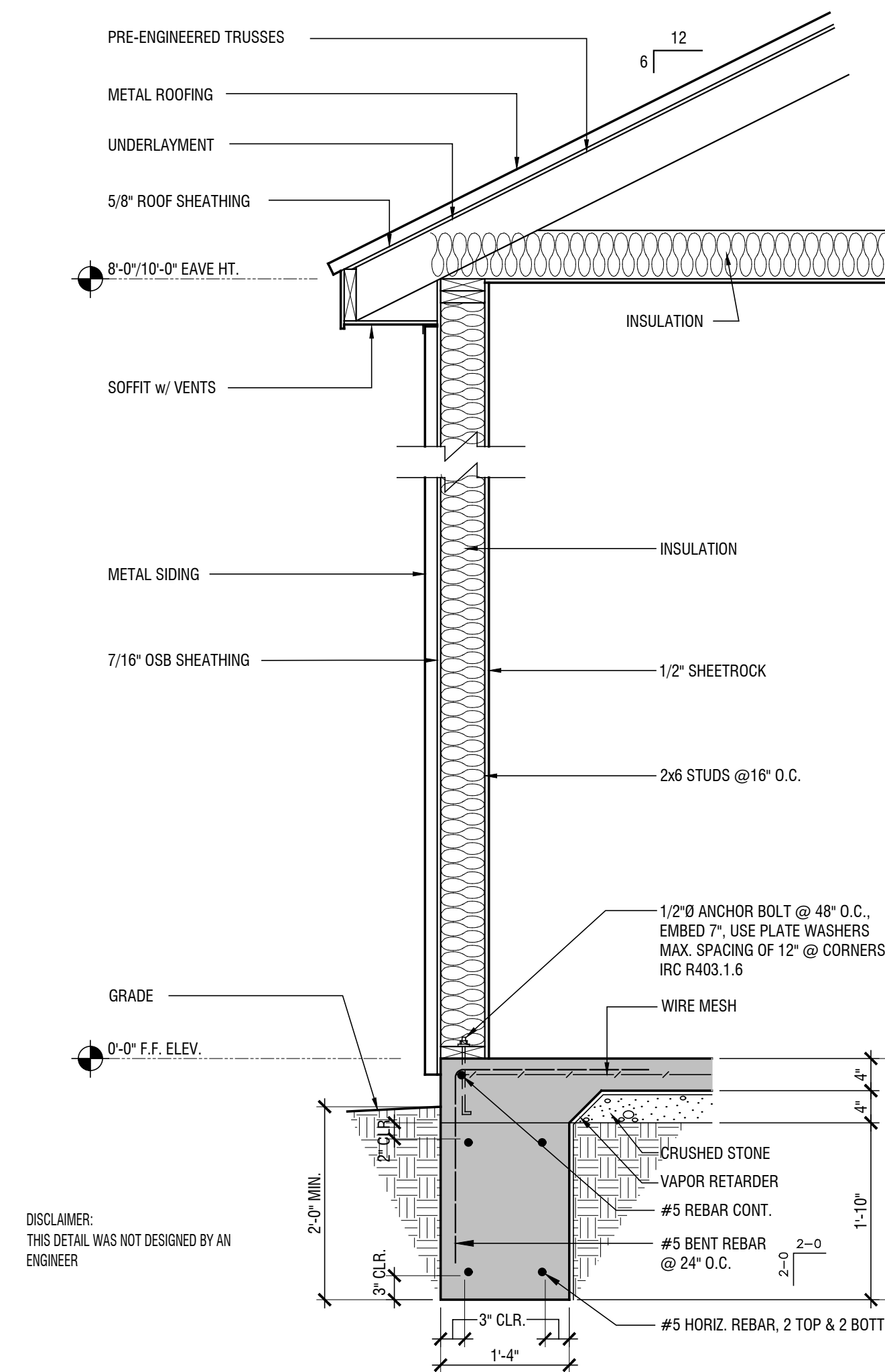




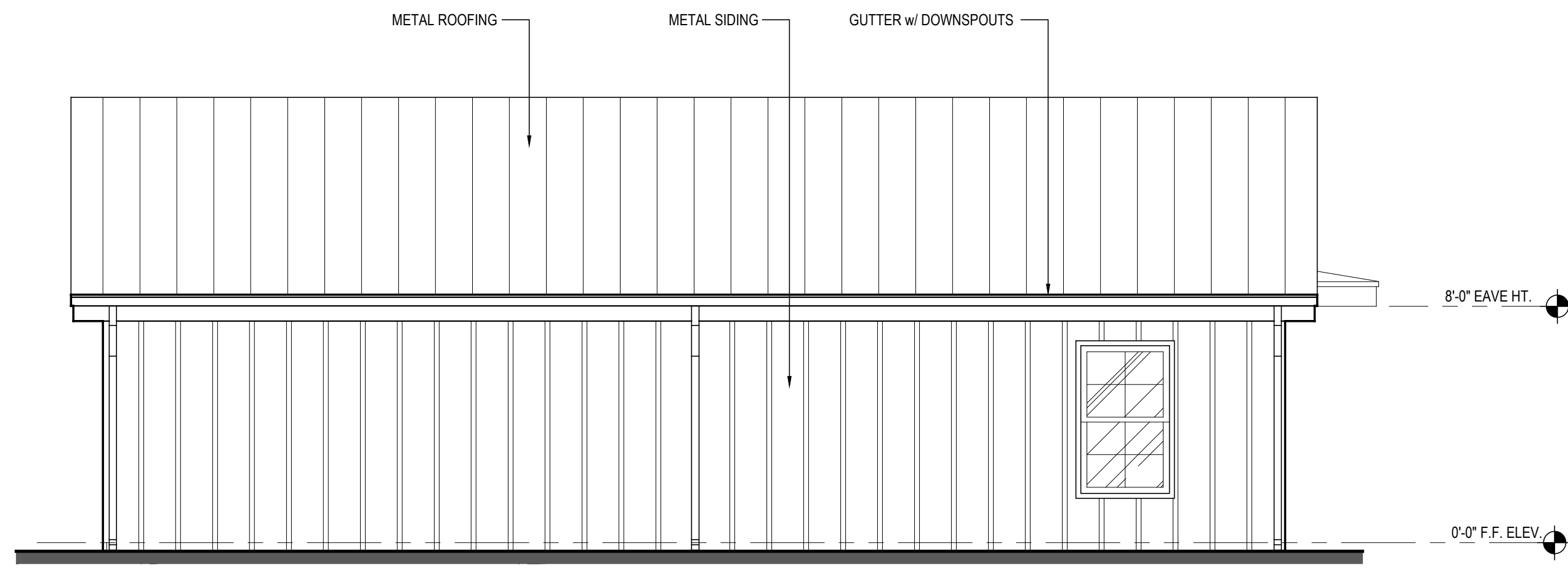


**A** FLOOR PLAN "PHASE 1"  
SCALE: 1/4" = 1'-0"

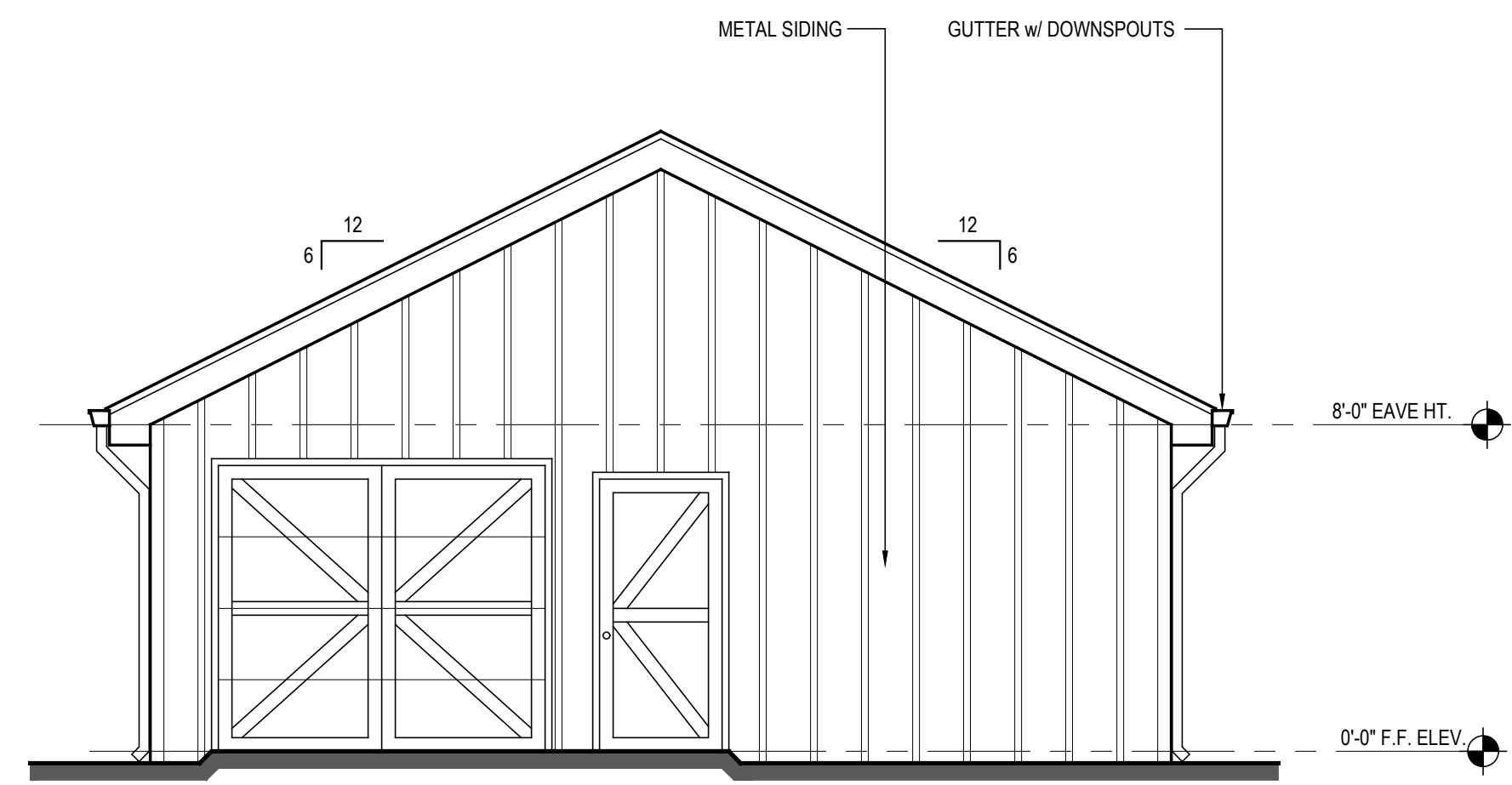
NOTES:  
PROVIDE SMOKE AND CARBON MONOXIDE ALARMS PER  
BUILDING CODE SECTIONS, R314.3, R315.2.1 AND R315.7.4.



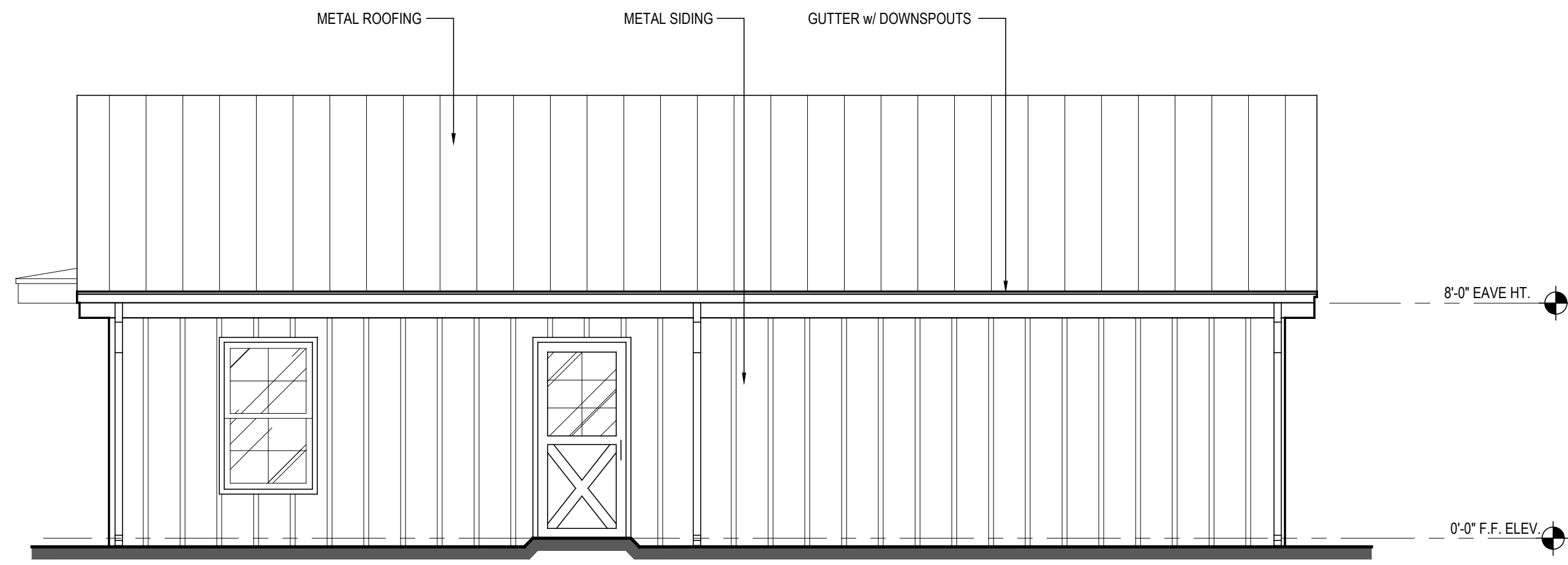
**B** TYPICAL WALL SECTION  
SCALE: 3/4" = 1'-0"



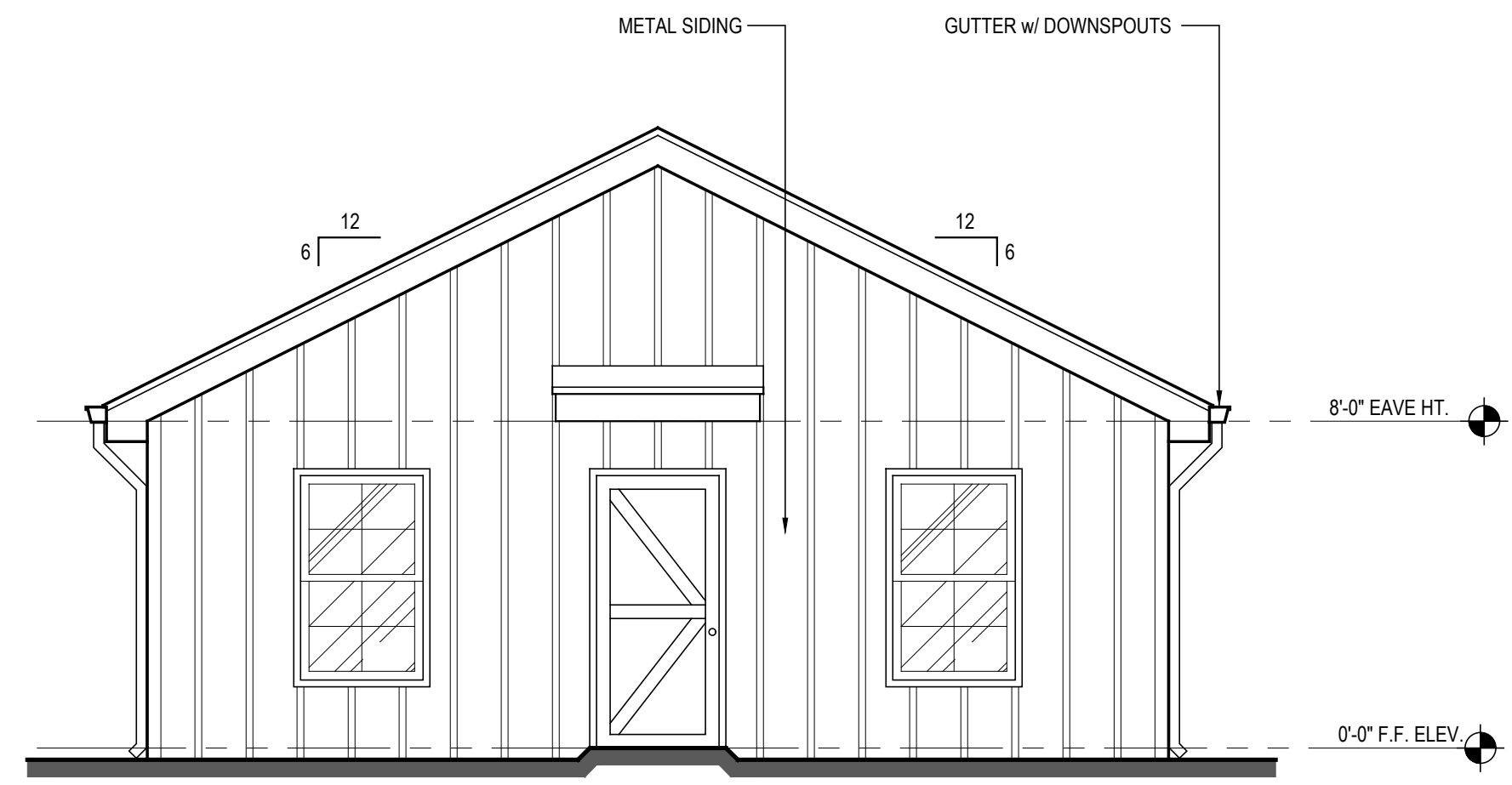
**A** NORTH ELEVATION "PHASE 1"  
SCALE: 1/4" = 1'-0"



**C** EAST ELEVATION "PHASE 1"  
SCALE: 1/4" = 1'-0"



**B** SOUTH ELEVATION "PHASE 1"  
SCALE: 1/4" = 1'-0"

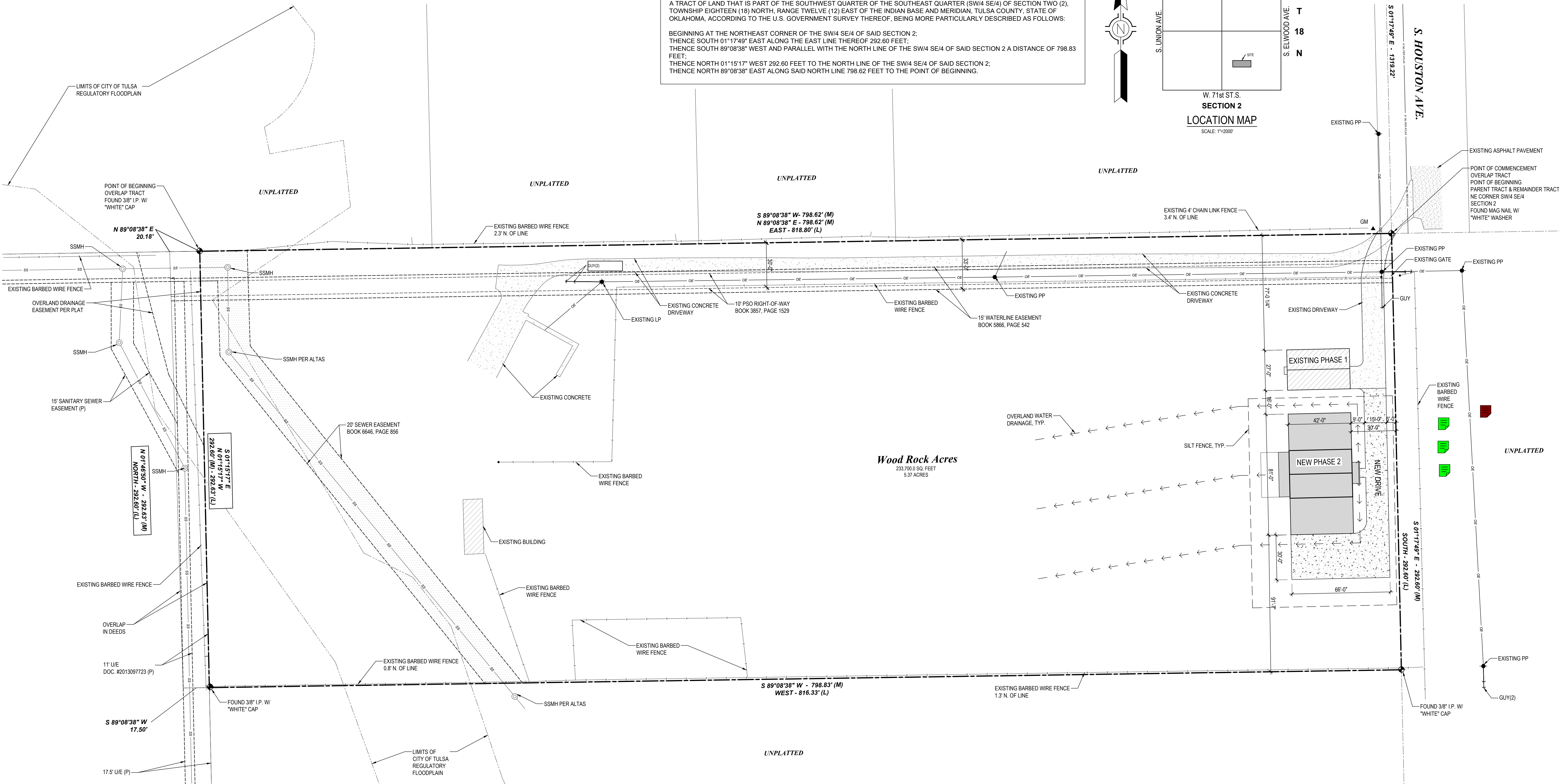
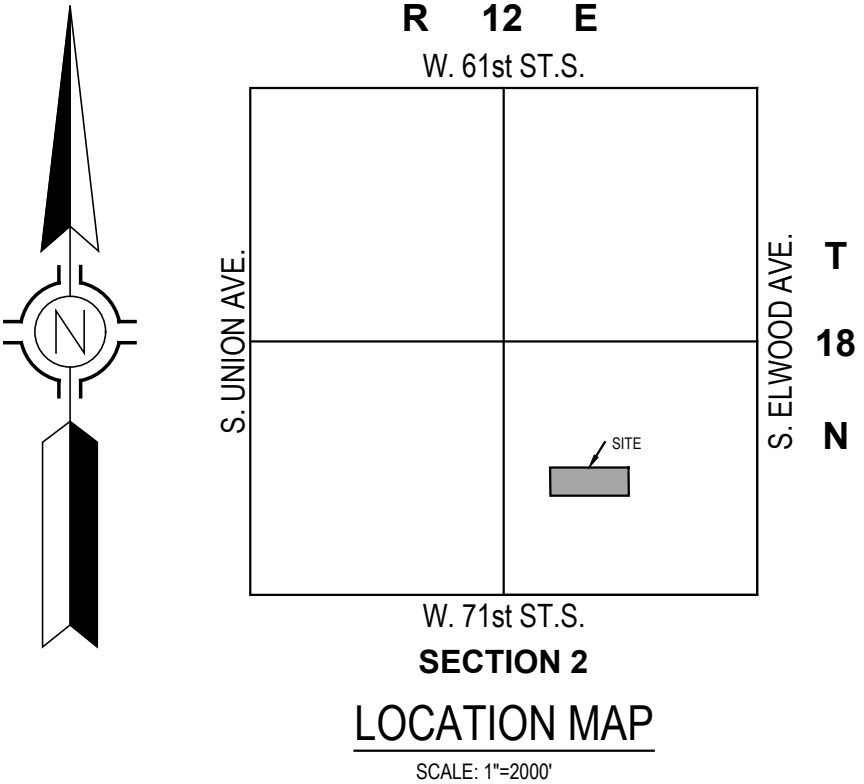


**D** WEST ELEVATION "PHASE 1"  
SCALE: 1/4" = 1'-0"

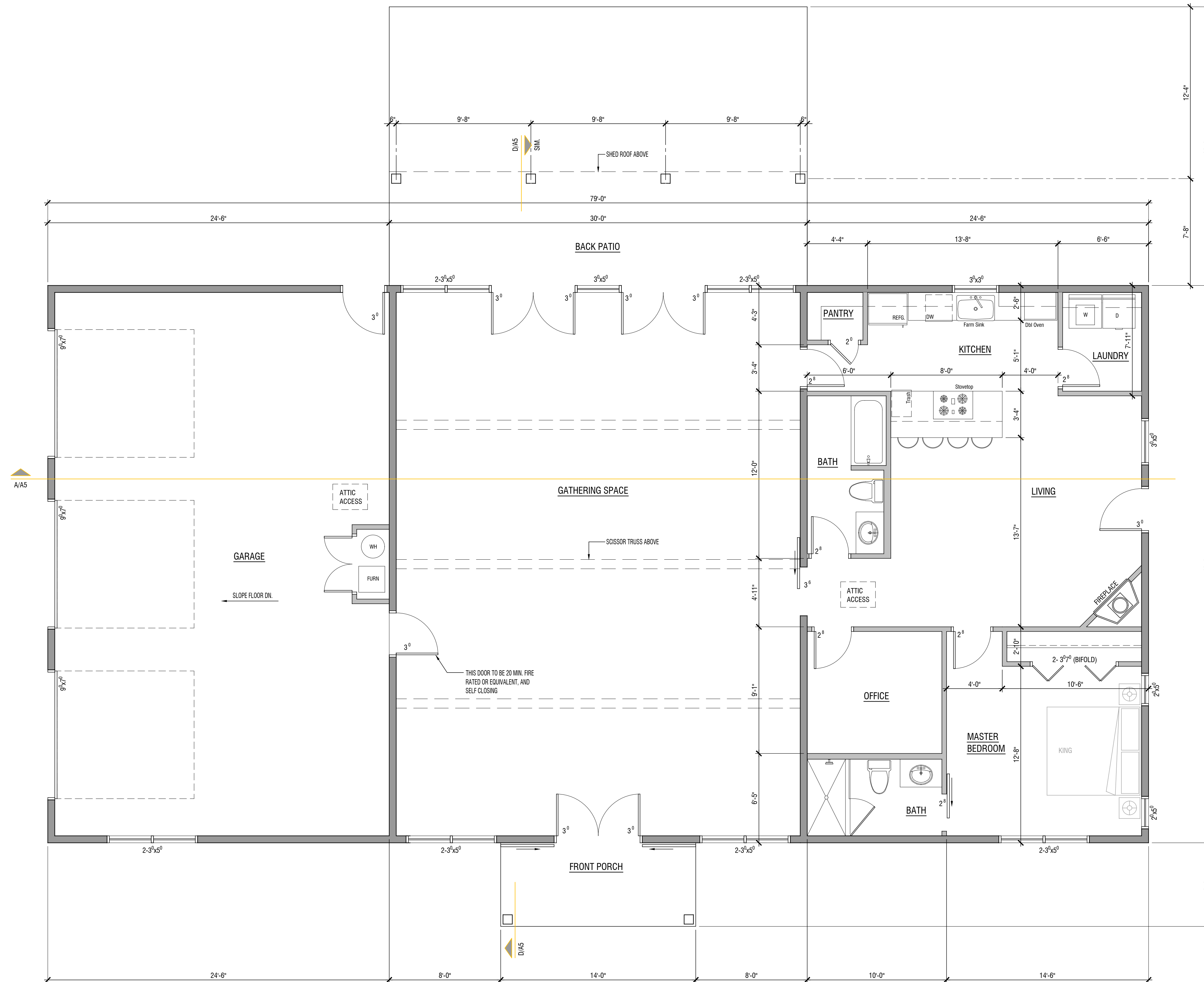
**LEGAL DESCRIPTION - PER TITLE COMMITMENT FILE NO. 24-0152SW**

A TRACT OF LAND THAT IS PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW/4 SE/4) OF SECTION TWO (2), TOWNSHIP EIGHTEEN (18) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE SW/4 SE/4 OF SAID SECTION 2;  
 THENCE SOUTH 01°17'49" EAST ALONG THE EAST LINE THEREOF 292.60 FEET;  
 THENCE SOUTH 89°08'38" WEST AND PARALLEL WITH THE NORTH LINE OF THE SW/4 SE/4 OF SAID SECTION 2 A DISTANCE OF 798.83 FEET;  
 THENCE NORTH 01°15'17" WEST 292.60 FEET TO THE NORTH LINE OF THE SW/4 SE/4 OF SAID SECTION 2;  
 THENCE NORTH 89°08'38" EAST ALONG SAID NORTH LINE 798.62 FEET TO THE POINT OF BEGINNING.

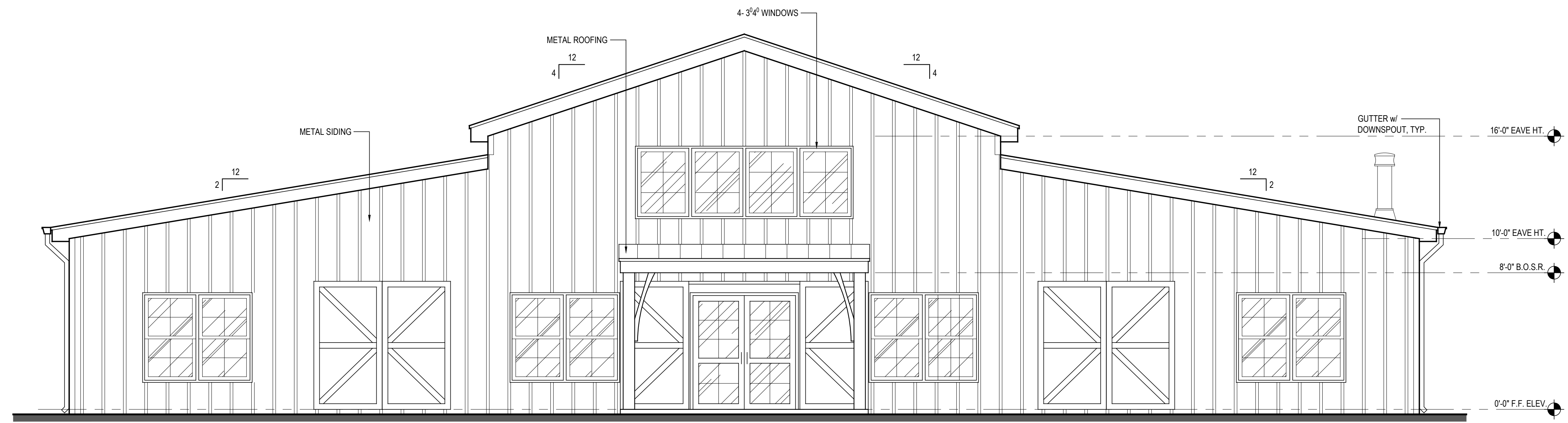


**A SITE PLAN**  
 SCALE: 1" = 30'-0"

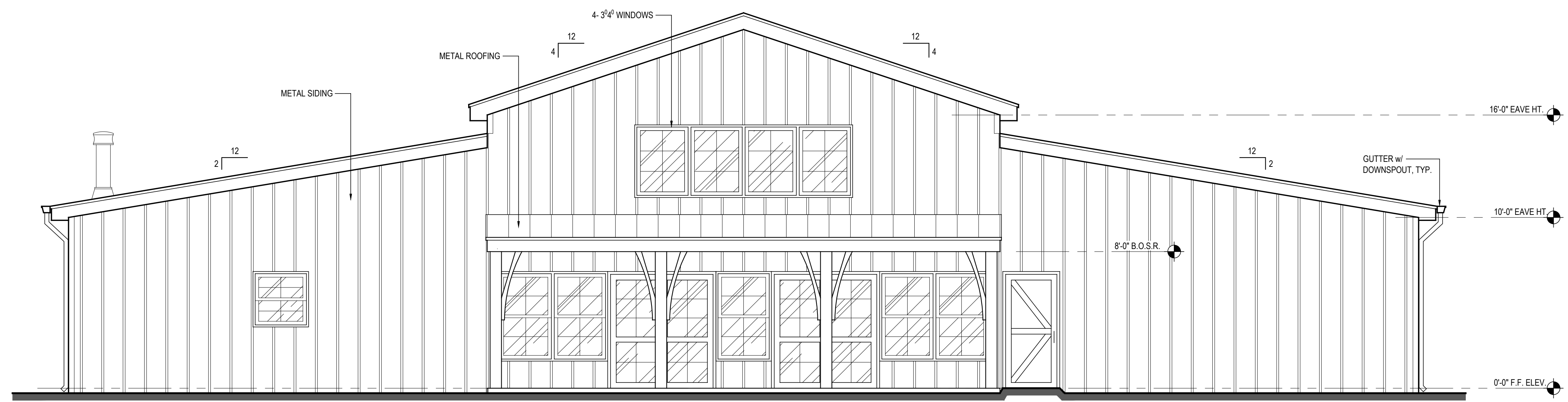


**A FLOOR PLAN "PHASE 2"**  
 SCALE: 1/4" = 1'-0"  
 NORTH

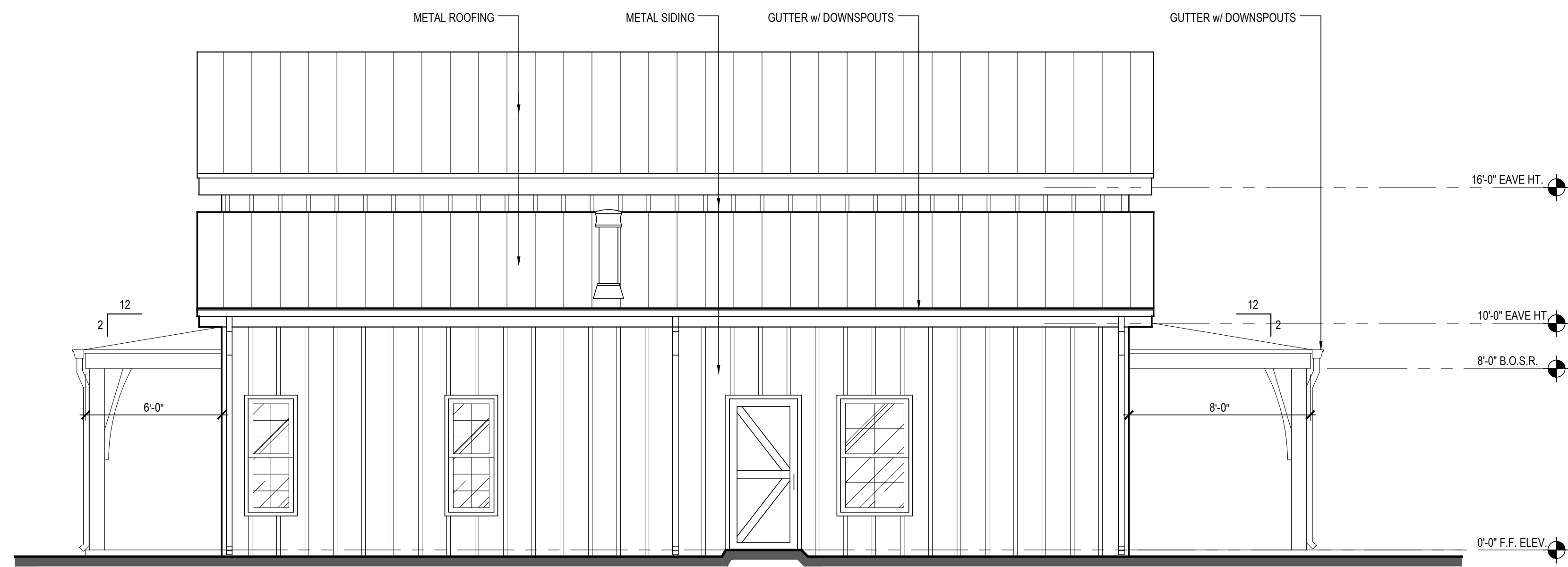
NOTES:  
 PROVIDE SMOKE AND CARBON MONOXIDE ALARMS PER  
 BUILDING CODE SECTIONS, R314.3, R315.2.1 AND R315.7.4.



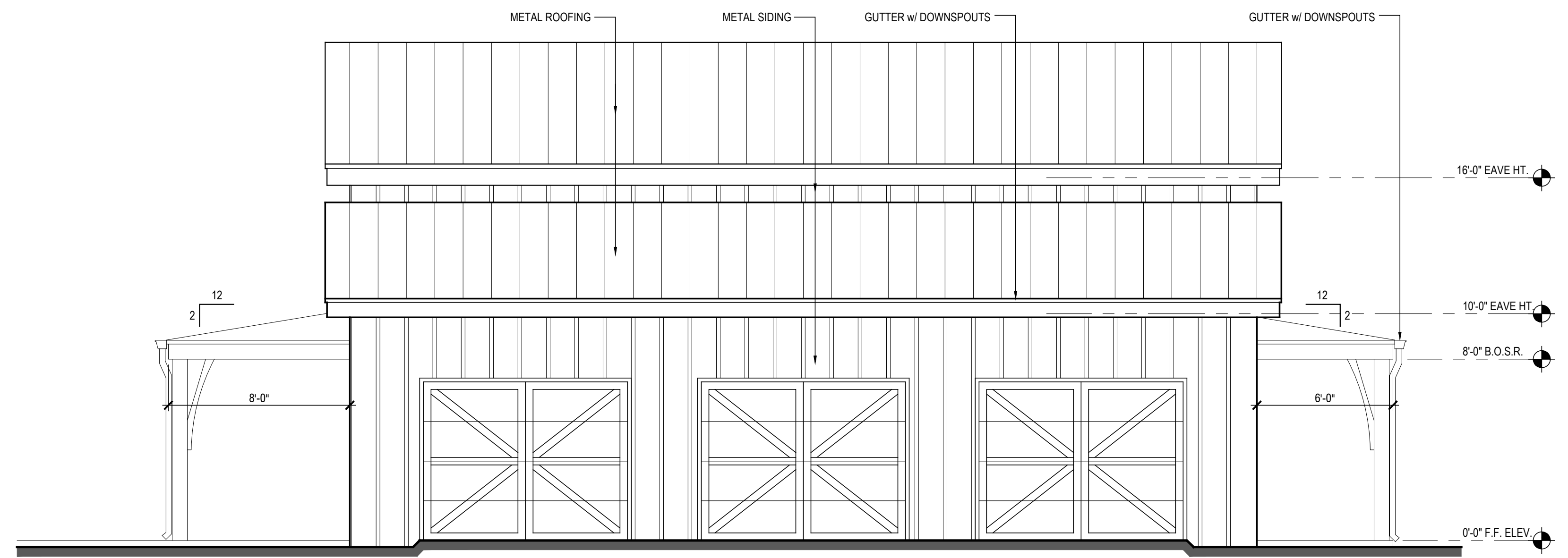
**A** EAST ELEVATION "PASE 2"  
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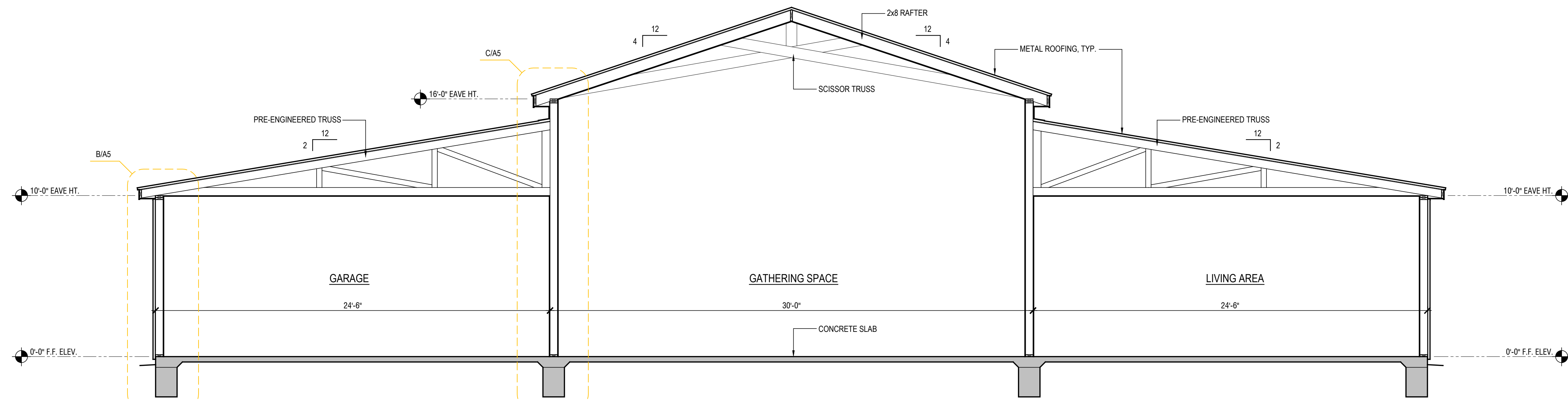
**B** WEST ELEVATION "PHASE 2"  
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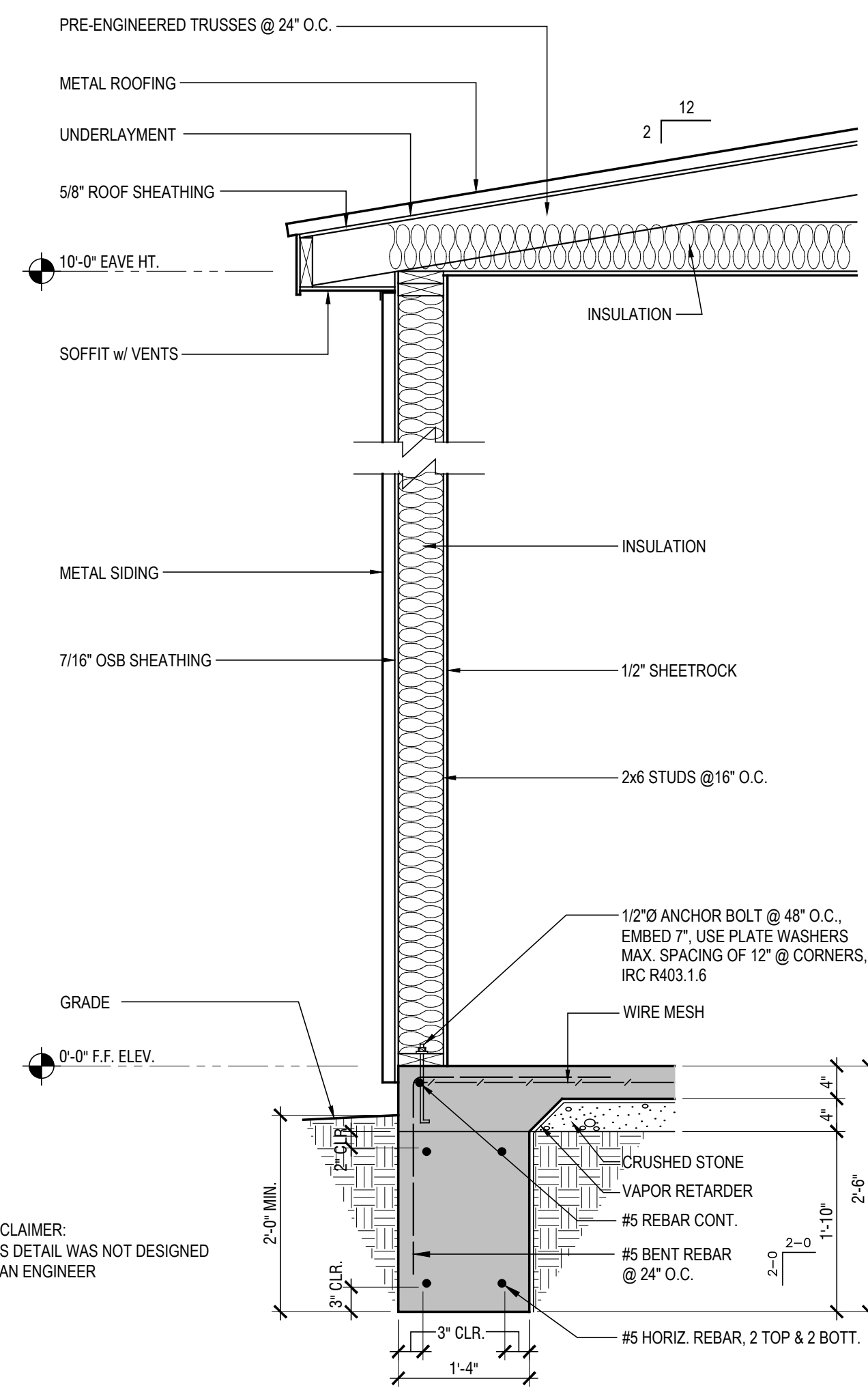
**A** NORTH ELEVATION "PHASE 2"  
SCALE: 1/4" = 1'-0"



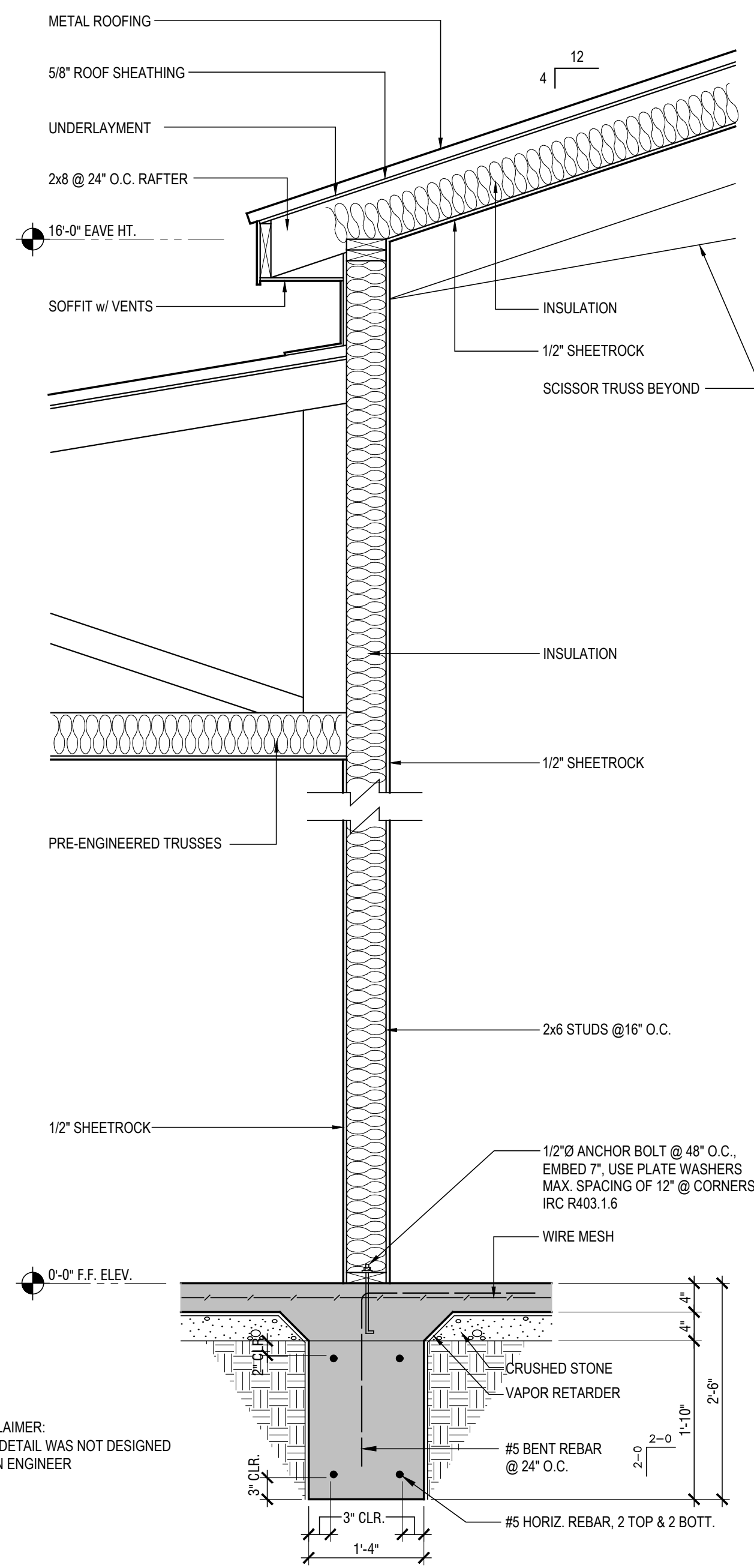
**B** SOUTH ELEVATION "PHASE 2"  
SCALE: 1/4" = 1'-0"



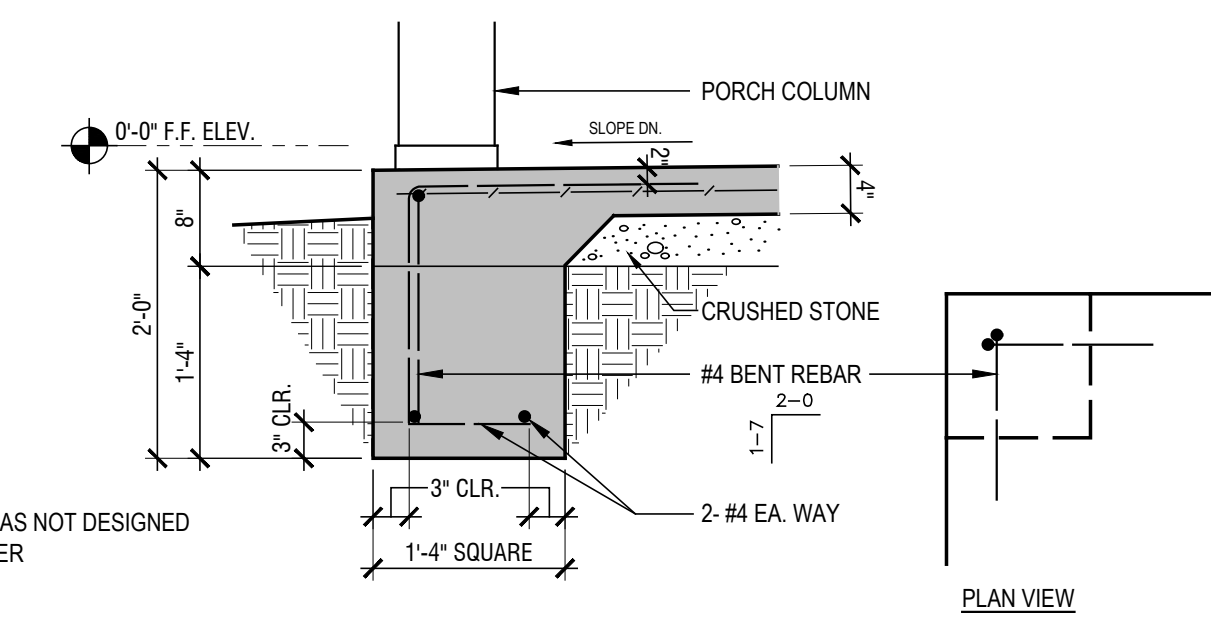
**A** CROSS SECTION  
SCALE: 1/4" = 1'-0"



**B** WALL SECTION  
SCALE: 3/4" = 1'-0"



**C** WALL SECTION  
SCALE: 3/4" = 1'-0"



**D** TYPICAL PORCH COLUMN SECTION  
SCALE: 3/4" = 1'-0"



DEVELOPMENT SERVICES

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

# CITY OF TULSA

## PLAN CORRECTIONS SUMMARY

### BLDR-217155-2025 (6902 S HOUSTON AVE W Tulsa, OK 74132) Markup Summary #1

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#### ARCHITECTURAL (1)

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**Subject:** ARCHITECTURAL  
**Page Label:** 2  
**Author:** GEORGE GOZA  
**Date:** 7/9/2025 8:14:10 AM  
**Status:**  
**Color:** ■  
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**Space:**

R106.1.1 Information on submittal documents. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official. REVIEW COMMENT: Architectural review complete. Please respond to requirements from WSD (Water, Sewer and Drainage) and/or Zoning.

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#### Zoning Review (3)

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**Subject:** Zoning Review  
**Page Label:** 2  
**Author:** DWhiteman  
**Date:** 7/8/2025 4:11:53 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

The rezoning process will need to be complete before the permit can be issued. Once city council approves the rezoning and the mayor signs it, it will be published in the paper and will become effective 30 days after the notice is published. The rest of this review assumes that rezoning to AG is approved; and the plans are being reviewed per future AG zoning and not current RS-3 zoning.



**Subject:** Zoning Review  
**Page Label:** 2  
**Author:** DWhiteman  
**Date:** 7/8/2025 4:11:57 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Section 45.031-D.1, Regulations, Where Allowed. Accessory dwelling units are allowed by special exception in RE, RS, AG, and AG-R districts. Accessory dwelling units are allowed by right in all other districts when accessory to a household living use. REVIEW COMMENT: Apply to the Board of Adjustment for a special exception to allow an Accessory Dwelling Unit in an AG zoning district. Contact the Tulsa Planning Office at 918-596-7526 for Board of Adjustment scheduling and procedures.



DEVELOPMENT SERVICES

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

# CITY OF TULSA

## PLAN CORRECTIONS SUMMARY



**Subject:** Zoning Review  
**Page Label:** 2  
**Author:** DWhiteman  
**Date:** 7/8/2025 4:09:18 PM  
**Status:**  
**Color:** ■  
**Layer:**  
**Space:**

Section 45.031-D.8.a, Additional Regulations for Accessory Dwelling Units, Entrances. Building entrances to accessory dwelling units may not face the nearest side or rear property line unless there is an alley abutting that property line.

REVIEW COMMENT: The east property line is considered a side property line; and the proposed ADU has a building entrance facing a side property line. You will need to modify the plans so that there isn't an east facing building entrance; or you may request a variance from the Board of Adjustment to allow a building entrance to an ADU to face the nearest side property line.

5.25