



Board of Adjustment

**Staff Report
BOA-24000**

Hearing Date: February 10, 2026
Prepared by: Erin Roark
eroark@cityoftulsa.org
918-596-7618

Owner and Applicant Information

Applicant: Clifford E. Phillips
Property Owner: Clifford E. Phillips

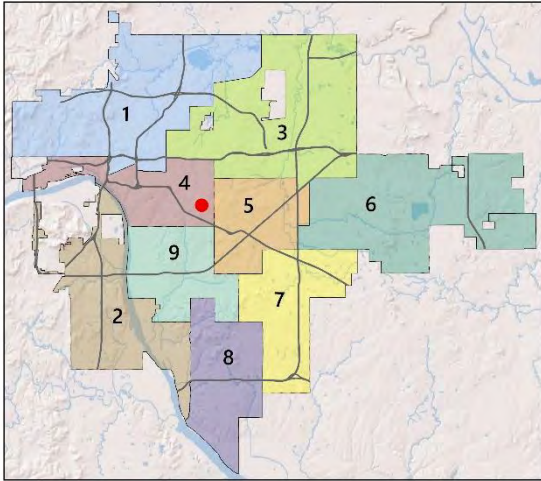
Property Location

4104 East 22nd Street South

Tract Size: ±0.23 acres

Location within the City of Tulsa

(shown with City Council districts)



Elected Representatives

City Council: District 4, Laura Bellis
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

Request Summary

Special Exception to increase the maximum allowable driveway width in the RS-3 district (Section 55.090-F.5; Table 55-6).

Zoning

Zoning District: RS-3
Zoning Overlays: N/A

Comprehensive Plan Considerations

Land Use

Land Use Plan: Neighborhood
Small Area Plans: None
Development Era: Early Automobile Era

Transportation

Major Street & Highway Plan: Residential Collector
planitulsa Street Type: N/A
Transit: N/A
Existing Bike/Ped Facilities: Signed Route
Planned Bike/Ped Facilities: Sidewalks, Signed Route

Environment

Flood Area: N/A
Tree Canopy Coverage: 10-19%
Parks & Open Space: N/A

Staff Analysis

The applicant is requesting special exception to increase the maximum allowable driveway width in the RS-3 district (Section 55.090-F.5; Table 55-6). This lot has a street frontage of 131 feet and is therefore permitted a maximum driveway width of 30 feet in the street setback. The current driveway on the subject property is 20 feet wide in both the right-of-way and street setback. The applicant proposes widening the driveway in the street setback to 43 feet to provide access to a carport on the south side of the subject property. The applicant is requesting 13 feet of relief.

Section 55.090 Parking Area Design

Table 55-6: Maximum Driveway Widths in RE, RS, RD, and RT Zoning Districts

Street Frontage	Maximum Driveway Width				
	75'+	60' - 74'	46' - 59'	30' - 45'	Less than 30' [2]
Driveway Within Right-of-Way (feet) [1]	27'	26'	22'	20'	12'
Driveway Within Street Setback (feet)	30'	30'	-	-	-

[1] Maximum width is the sum of the width of all driveways.

[2] Provided that for street frontages less than 24 feet, a driveway up to 12 feet in width is permitted.

Relevant Case History

- BOA-23924, August 12, 2025; The board granted a special exception to permit a carport in the street setback and street yard.

Comprehensive Plan Considerations

Land Use Plan

The subject property is designated as neighborhood. 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	RS-3	Neighborhood	Residential
South	RS-3	Neighborhood	Residential
West	RS-3	Neighborhood	Residential

Small Area Plans

The subject property is not included in a Small Area Plan.

Development Era

The subject property is in an area developed during the Early Automobile Era (1930s-50s), which retained a high degree of connectivity from neighborhood streets to the arterial network, with mostly commercial, office, industrial, and other active uses along major streets and a mix of housing options and neighborhood-based uses like schools, churches, and libraries in the interior sections. Priorities in these areas include walkability, bikeability, access to public

transit, historic preservation, housing type variety, mixed-use development, commercial revitalization, compatibility of scale for neighborhood development, and transitions between commercial corridors and residential areas.

Transportation

Major Street & Highway Plan: South Pittsburg Avenue runs parallel to the east side of the subject property and is classified as a Residential Collector, which has a planned minimum right-of-way width of 60 feet.

Comprehensive Plan Street Designation: N/A

Transit: N/A

Existing Bike/Ped Facilities: A Signed Route runs along South Pittsburg Avenue.

Planned Bike/Ped Facilities: A Signed Route is planned to run along South Pittsburg Avenue. Sidewalks are recommended along street frontages.

Arterial Traffic per Lane: N/A

Environmental Considerations

Flood Area: The subject property is not located within a designated flood area.

Tree Canopy Coverage: Tree canopy in the area is 12%. Preserving the limited existing canopy should be encouraged, as well as measures to increase the canopy through landscaping. Street-lining trees in particular should be encouraged to spread the benefit of the tree canopy to the pedestrian realm.

Parks & Open Space: N/A

Site Photos



View east from South Pittsburg Avenue, April 2021 (Image from Google Street View)

Sample Motion

Special Exception

I move to approve or deny a special exception to increase the maximum allowable driveway width in the RS-3 district from 30 feet to 43 feet in the street setback (Section 55.090-F.5; Table 55-6);

- per the conceptual plan(s) shown on page(s) _____ of the agenda packet.
- subject to the following conditions (including time limitation, if any): _____.

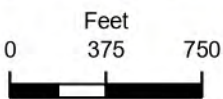
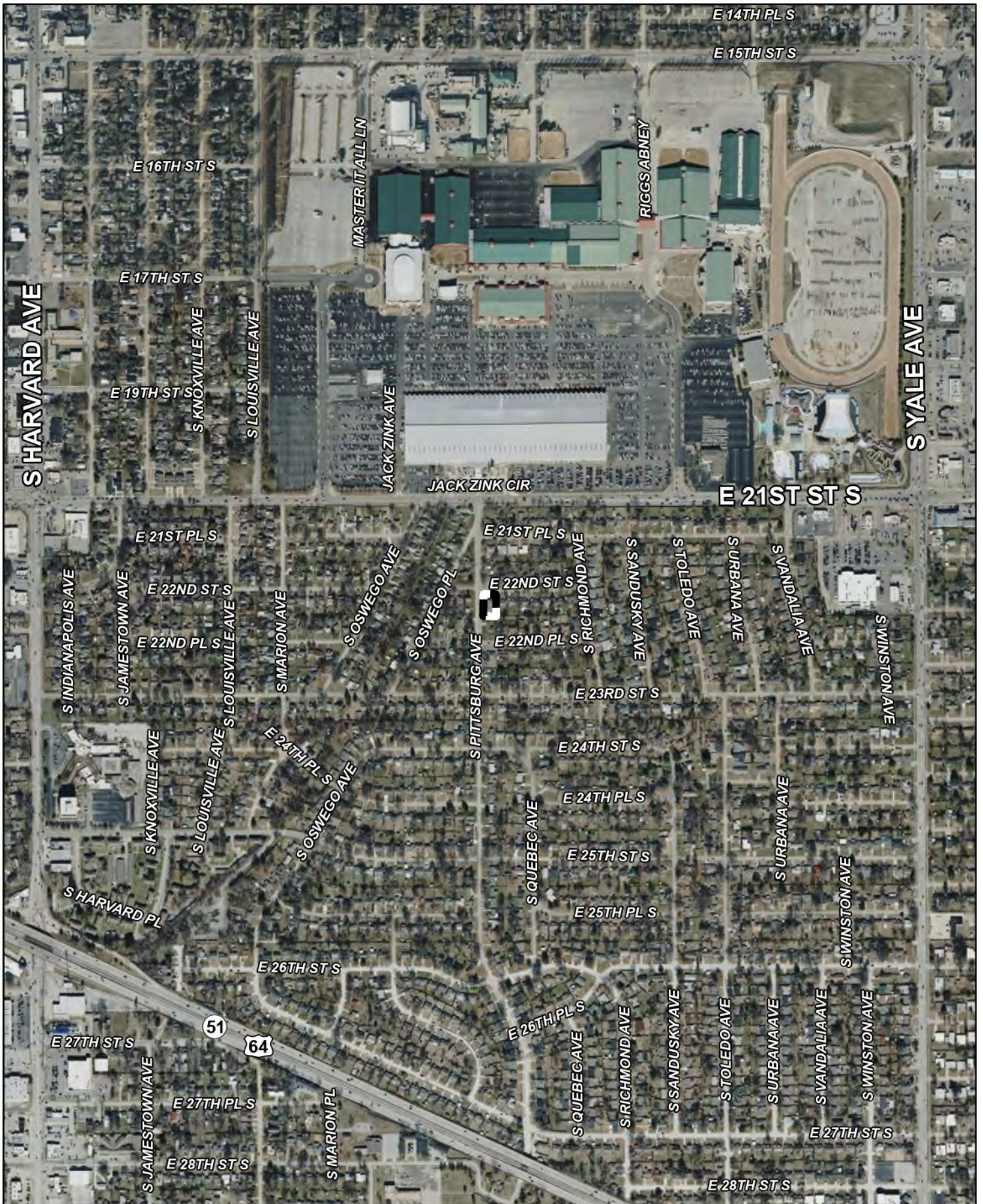
The Board finds that the requested Special Exception will be in harmony with the spirit and intent of the Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Property Description

LT 1 BLK 3, MAYO MEADOW, City of Tulsa, Tulsa County, State of Oklahoma

Exhibits

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



 Subject Tract

BOA-24000

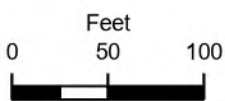
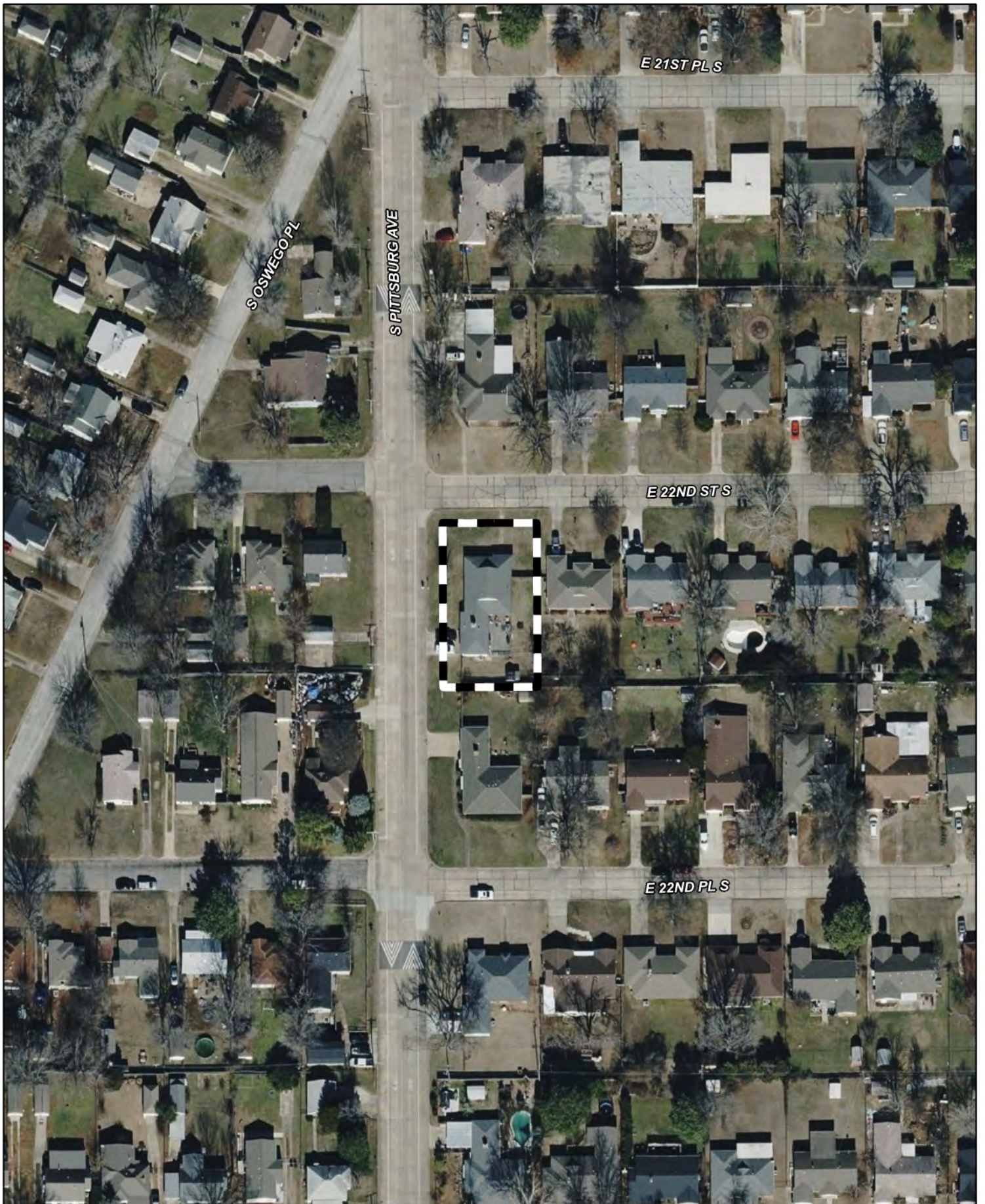
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Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2025



7.5



Subject
Tract

BOA-24000

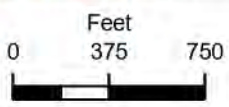
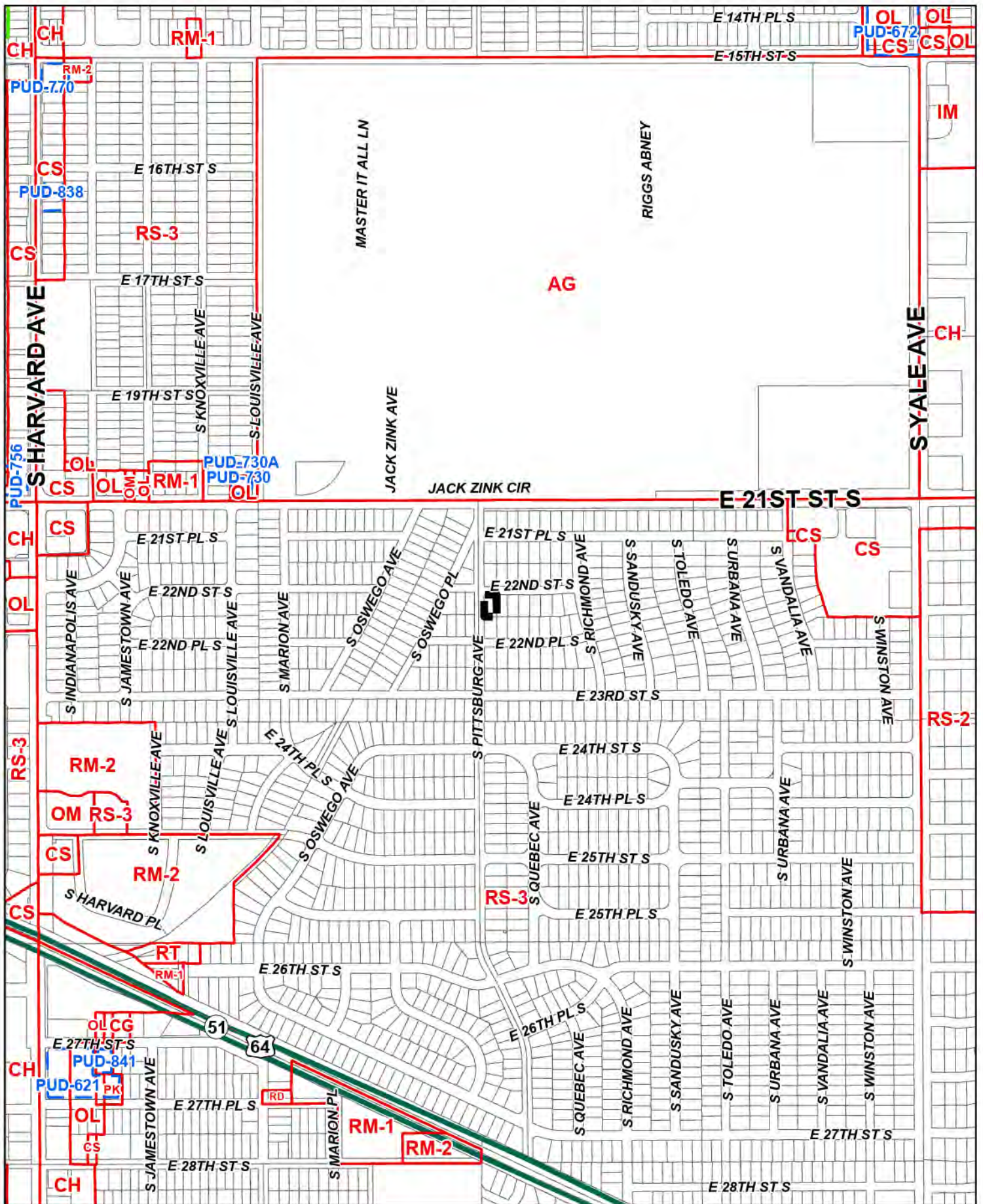
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Aerial Photo Date: 2025



7.6

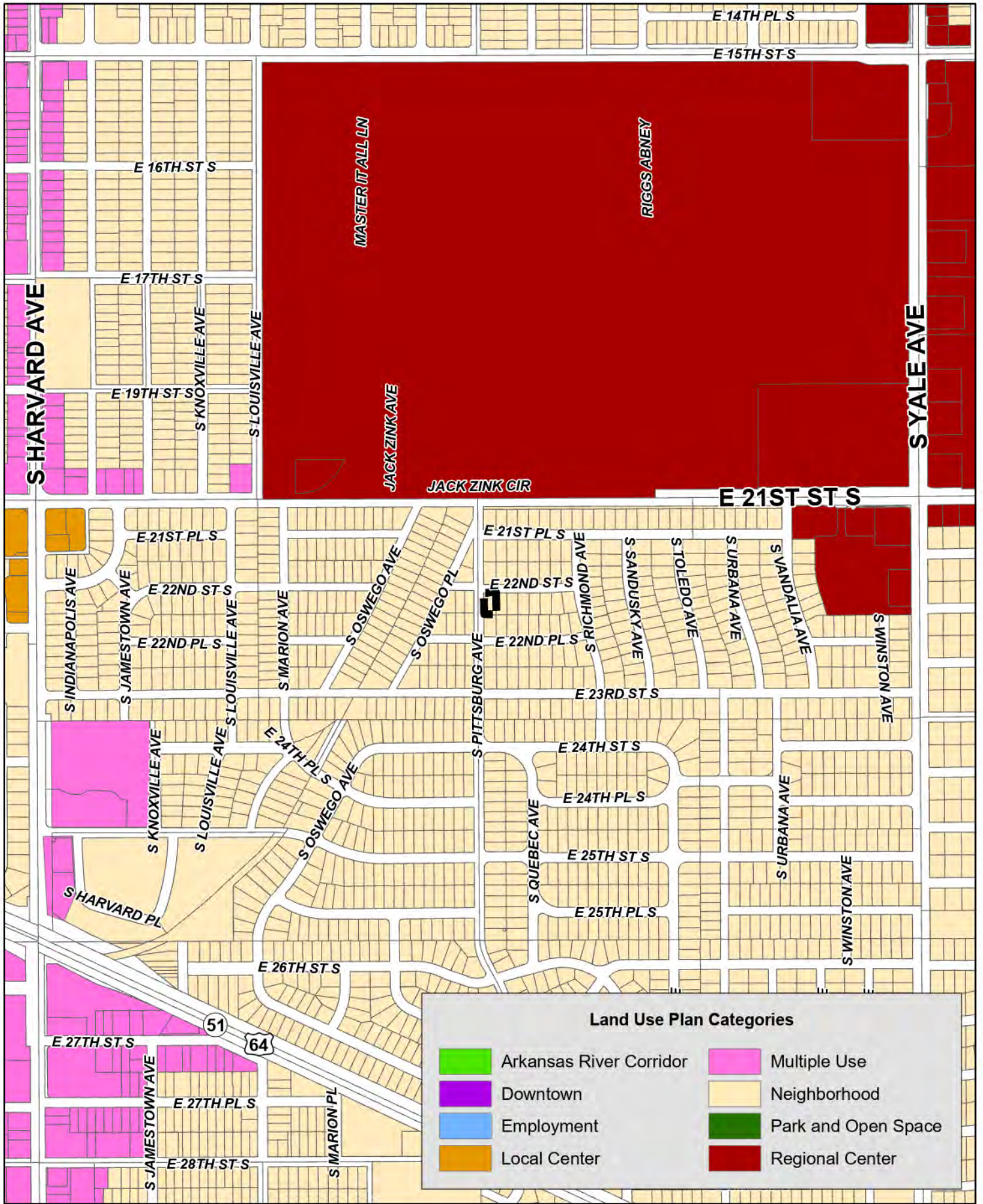


Subject Tract

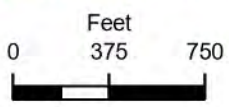
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Land Use Plan Categories			
■	Arkansas River Corridor	■	Multiple Use
■	Downtown	■	Neighborhood
■	Employment	■	Park and Open Space
■	Local Center	■	Regional Center



Subject Tract

BOA-24000

19-13 16



Special Exceptions

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

The spirit of the zoning code that limits the dimensions of a driveway is valid and appropriate as it prevents excessive concrete coverage in our neighborhoods. The special exception requested here adds only the minimum amount of concrete coverage necessary to access the structure we need to protect our vehicles from severe weather. The total additional driveway space under this exception measures 13'x16', or 208 square feet, which is approximately 2% of the total lot space (10,018 sf). This is in harmony with the spirit of the Zoning Code as it is not excessive.

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

The additional driveway space will not be injurious to the neighborhood or otherwise detrimental to the public welfare. It will not obstruct views nor be an eyesore, and it does not infringe on or obstruct any right-of-way or easement whether held by the city, county, or utility service provider. Also, I have included a picture below of my neighbor's driveway/carport. This picture shows that the minimal widening requested here has been approved elsewhere in the neighborhood, and it also illustrates how the completed project fits into the general look of the neighborhood.

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.



DEVELOPMENT SERVICES

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

CITY OF TULSA

PLAN CORRECTIONS SUMMARY

ZCO-232613-2025 (4104 E 22ND ST S Tulsa, OK 74114) Markup Summary #1

Zoning Review (1)



Subject: Zoning Review
Page Label: 3
Author: DWhiteman
Date: 12/12/2025 12:24:31 PM
Status:
Color: ■
Layer:
Space:

Section 55.090-F.5, Surfacing. In RE, RS, RD, and RT 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 Section 30.010-I.2. (Refer to the City of Tulsa Standard Specifications and Details for Residential Driveways #701-704).
REVIEW COMMENT: Per the table in this section, the maximum driveway width allowed on the lot is 30'. Please contact the Planning Office at 918-596-7526 to request a special exception from the Board of Adjustment to allow a 40' wide driveway on this RS-3 zoned lot.

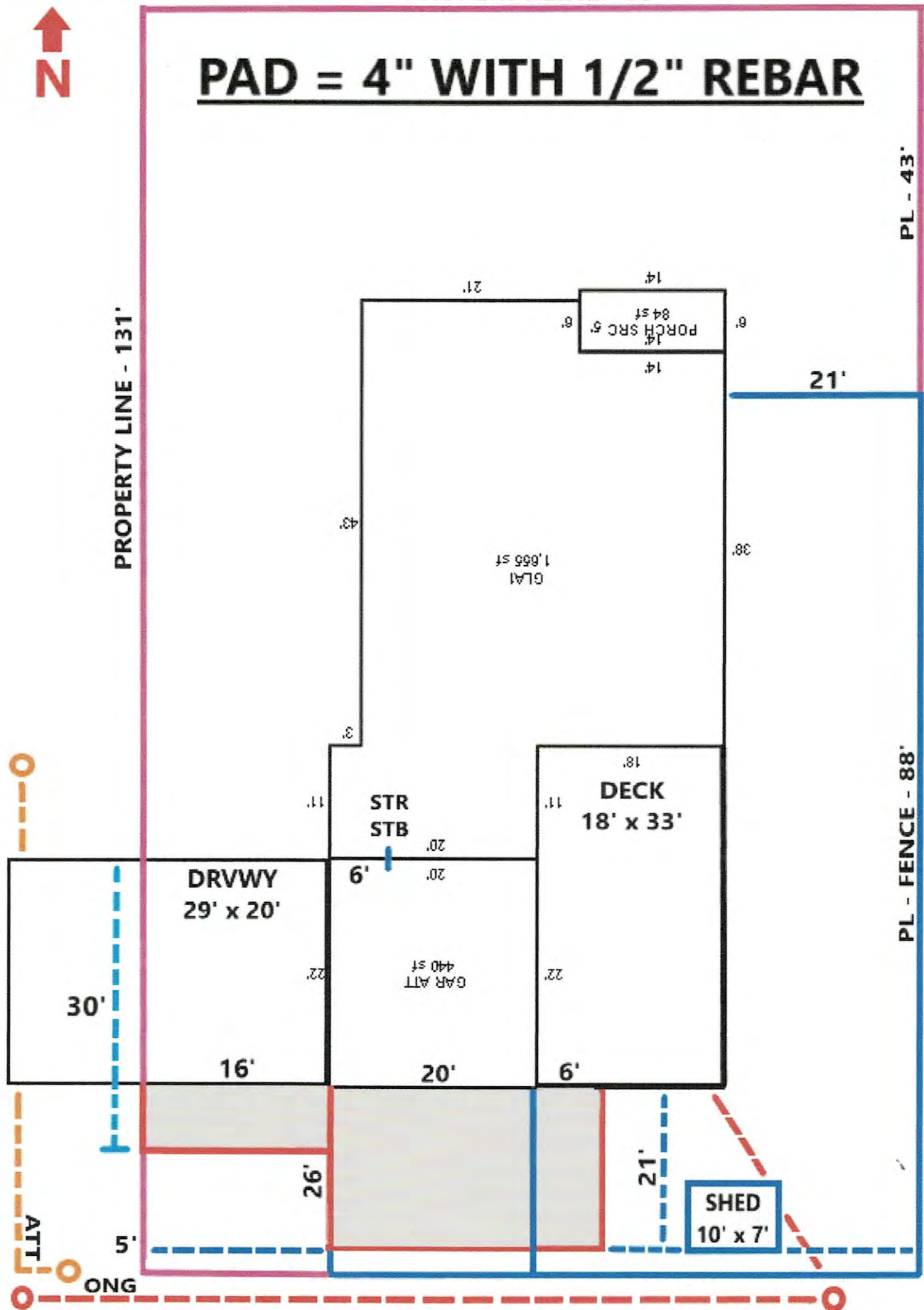
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PROPOSED

PROPERTY LINE - 75'



PAD = 4" WITH 1/2" REBAR

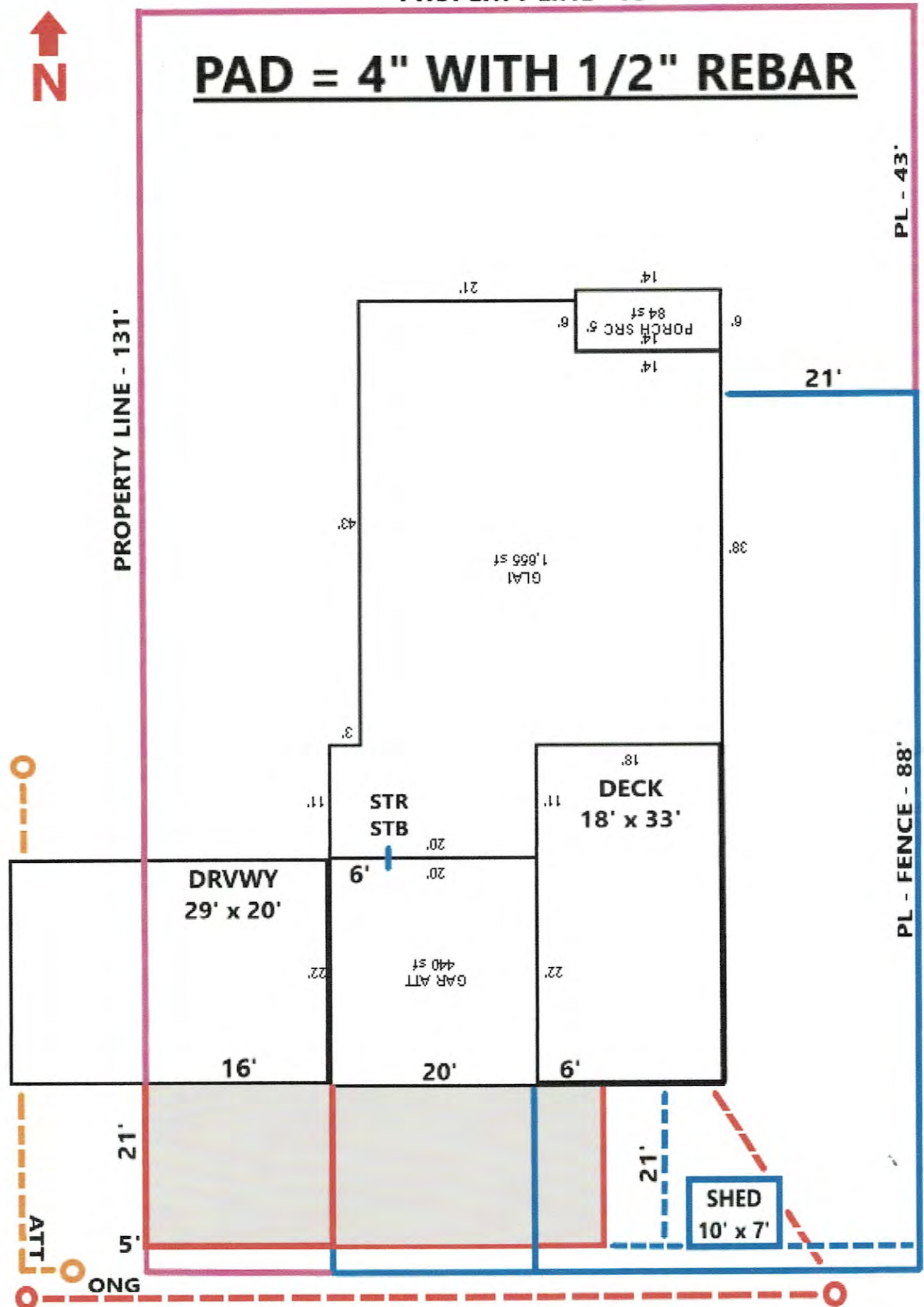


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