

Agenda
Meeting of The
Bixby Board of Adjustment
116 West Needles, Bixby, Oklahoma 74008
October 4, 2021, at 6:00 P.M.

Call to Order

Murray King, Chairman

Roll Call

Donna Crawford, Secretary

Public Hearing

1. Minutes of the June 28, 2021 Workshop
Minutes of the August 2, 2021 Meeting
2. Special Exception– BXBA-21.07, Applicant: Monte Moran, Pastor First Baptist Church

Old Business

New Business

Notice of Posting

This Notice and Agenda was posted on the bulletin board October 1, 2021, on or before 5:00p.m., at City Hall, 116 West Needles, Bixby, Oklahoma.

Respectfully Submitted,
Donna Crawford, Asst. City Planner

Persons who require a special accommodation to participate in this meeting should contact Assistant City Planner Donna Crawford, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or via Email: dcrawford@bixbyok.gov as far in advance as possible and preferably at least 48- hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Work Session
Bixby Board of Adjustment
Dawes Conference Room
113 West Dawes, Bixby, Oklahoma 74008
June 28th , 2021, at 5:00pm

Call to Order

Murray King, Chairman

Roll Call

Donna Crawford, Secretary

Present: Murray King, JR Donelson, Richard Altmann, Jim Powell

Absent: Jeff Sloan

Work session called to order at 5:20pm

Phil Frazier, City Attorney, presented information regarding the power the BOA has regarding items brought to the Board. Power given through the City Charter and any decision that is appealed can only be appealed through District Court.

Mr. Frazier explained that once an application has been submitted that starts the 90-day clock that the BOA has to make a decision. Also discussed was an applicant can sign a waiver of the 90-day time frame but without the waiver, the 90-day time frame stands.

Mr. Frazier spoke on when during a Board of Adjustment meeting, always indicate the item up for discussion "Let the record show, notice has been given for item ... " or the Chairman can say at the beginning of the meeting that all items on the agenda have been posted.

Mr. Frazier also states that once the Board starts hearing the item, the Board cannot deviate from the item, only the item is at question.

During the Public Hearing if a lack of a second motion or even a motion is requested, the item is considered "Denied".

Also, if considering the item a "friendly" amendment can be called for and the item can be amended, but the Board cannot permit something that is not a "Use" permitted.

Mr. Frazier has cautioned members to be careful about conversing with each other during the meeting.

Discussion also on Roberts Rules of Order ensued.

Discussion ensued on communication between the public and board members.

Workshop adjourned at 6:17pm

City of Bixby Board of Adjustment Meeting Minutes

City Hall Municipal Building

116 W Needles, Bixby, OK 74008

August 2, 2021 6:00 P.M.

The agenda for the regularly scheduled meeting of the Bixby Board of Adjustment was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on July 30, 2021 on or before 5:00 p.m.

Mr. King, Chairman, called the meeting to order at 6:00 pm.

Roll Call taken

Members Present

JR Donelson

Richard Altmann

Jim Powell

Murray King

Jeff Sloan

Other Staff present was Carolyn Back, Director Development Services

All members present

Mr. King said Item #1 on the Agenda is:

Approval of Minutes of the July 6, 2021 meeting.

Mr. Donelson made motion to approve, seconded by Mr. Altman

Abstain: King, Sloan

Yes: Donelson, Altmann, Powell

No: None

Motion carried to Approve minutes

Public Hearing

Murray King said Item #1 on the Public Hearing is:

Variance BXBA-21.06 | Applicant, High Pointe Homes | Bryan Weisman

Ms. Back read the Staff Report and Mr. King asked if the applicant has any information to add. Mr. Weisman stated that the gates to the addition presented a challenge for a 3-car garage to be built on that lot. The applicant also handed out pictures of the proposed style of the house to be built on the lot the variance being requested for.

Mr. Altmann did ask if the house was not built yet, why not move it back some, Mr. Weisman responded, the topography in the rear yard also creates a challenge to move the house back. The elevation change in the rear would reduce the greenspace in the rear yard. Mr. Weisman cited a house in Twin Creeks Villas with the same situations, but the permit to build was approved.

Mr. Sloan made a motion to approve a Variance of the front yard setback from 20 feet to 17.5 feet to allow for construction of a single-car garage situated in an RS-2 District, seconded by Mr. Donelson.

Yes: King, Donelson, Altmann, Powell, Sloan

No: None

Motion carried to Approve

With no New Business to discuss, Mr. Altmann made motion to adjourn, seconded by Mr. Powell, all members in favor of adjournment

Mr. King adjourned meeting at 6:15p.m.



City of Bixby
P.O. Box 70
116 W. Needles Ave.
Bixby, OK 74008
(918) 366-4430

Staff Report

To: City of Bixby, Board of Adjustment

From: Carolyn Back, Development Services Director/City Planner

Date: Monday October 4, 2021

RE: BXBA 21.07 – Special Exception for church use (UU5) of temporary accessory structures during construction in an AG District. (Section 11.4.9 A.7.b.)

Location: 151st Street S., west of the Bixby Cemetery

STR: W/2 NE/4 Section 22, Township 17N, Range 13E

Project: First Baptist Church Special Exception during construction

Applicant: Pastor Monte Moran, First Baptist Church Bixby

Staff Review

The applicant has applied for a Special Exception for church use (UU5) of temporary accessory structures during construction in an AG District.

In the City of Bixby Zoning Code a Special Exception is NOT required to prove a hardship.

Existing Zoning; Use:

(AG) Agricultural; Vacant lot

Abutting Zoning; Use:

North: (CG) Commercial General; Vacant

East: (AG) Agricultural; Bixby Cemetery

South: (AG) Agricultural; Vacant

West: (AG) Agricultural; Single-Family

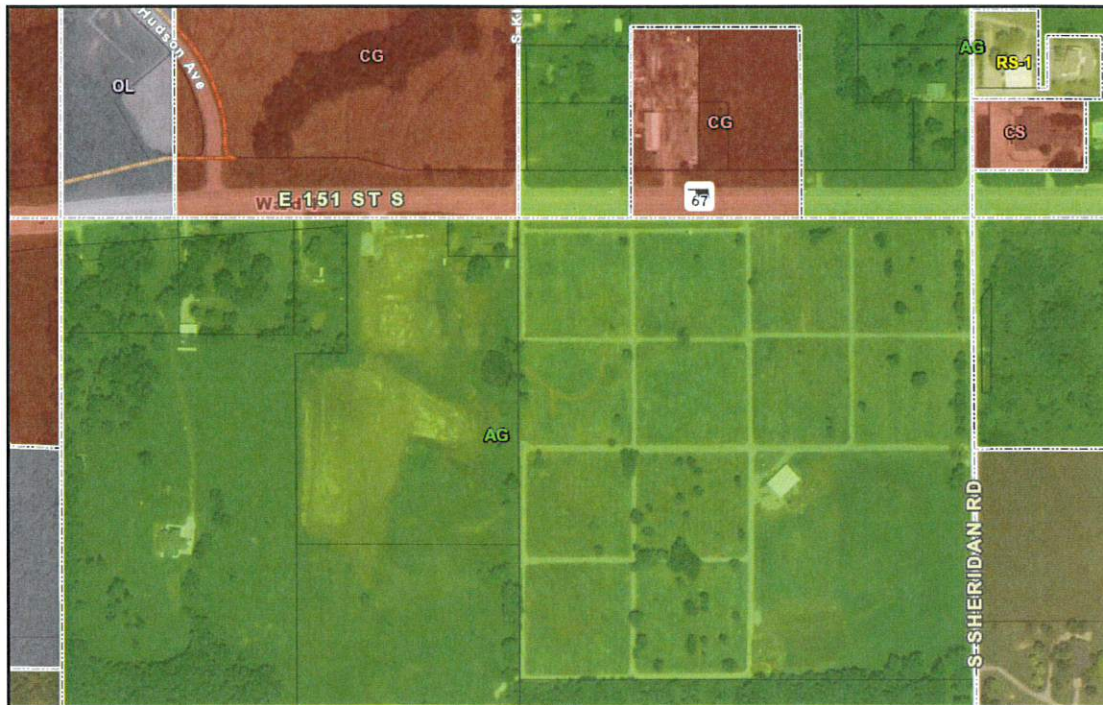


Figure 1: City of Bixby Zoning Map

Public Comments: No comments were received at the time of writing this Staff Report.

Staff Comments:

1. Staff recommends conditional approval with a time constraint of 2-years from BOA approval with the ability of applying for a 1-year time extension, with substantiated circumstances.
2. The temporary septic system must be decommissioned and filled in before issuance of Certificate of Occupancy
3. Certificate of Occupancy shall not be issued until permanent structure(s) are connected to public utilities (City of Bixby Water and Sanitary Sewer).
4. All temporary structures must be removed before issuance of Certificate of Occupancy.

Special Exception Action of the Board:

The Board of Adjustment shall hold the hearing and, upon the concurring vote of three (3) or more members, may grant the Special Exception after finding that:

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

Provided, that the board, in granting a Special Exception, shall prescribe appropriate conditions and safeguards, and may require such evidence and guarantee or bond as it may deem necessary to enforce compliance with the conditions attached.

Sample Motion:

In BOA Case Number BXBA-21.07 I move that we (approve/deny) a Special Exception for church use (UU5) of temporary accessory structures during construction in an AG

District. (Section 11.4.9 A.7.b.) Located on 151st Street S., west of the Bixby Cemetery, Bixby, OK 74008, with the following conditions:

Figures:

Figure 1: City of Bixby Zoning Map

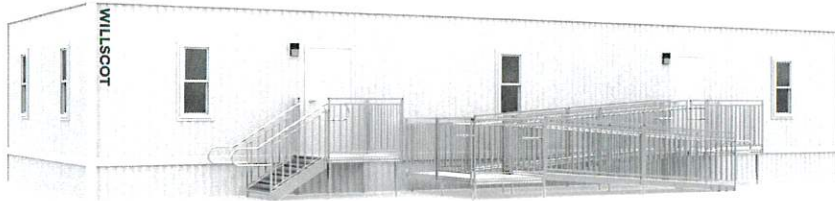
Attachments:

Exhibit A: Site Plan for temporary septic system, parking area, pedestrian circulation, and temporary structure placement

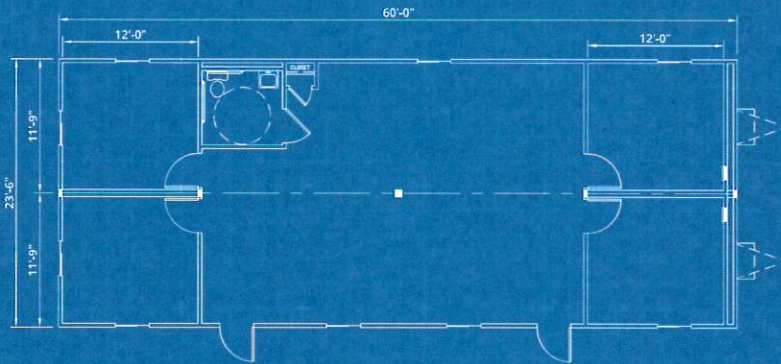
WILLSCOT

TM

64' x 24' SECTION MODULAR



In addition to your office solution, we can provide additional products and services that complete your space- creating a more productive, comfortable, and safe work environment.



CUSTOMIZATION

- Steps & Ramps
- Furniture & Appliances
- Technology
- Site Services
- Loss Protection

Dimensions

64' Long (including hitch)
60' Box size
24' Wide
8' Ceiling height
Other double-wide sizes are available

Exterior Finish

Aluminum or wood siding
I-Beam Frame
Standard drip rail gutters

Interior Finish

Paneled walls
Carpet or vinyl tile floor
Gypsum Ceiling
Private office(s)

Electric

Fluorescent ceiling lights
Single phase electric and breaker panel

Heating/Cooling

Central HVAC

Windows/Doors

Horizontal slider windows
(2) Vision panel doors with standard locks or (2) steel doors with dead bolt lock

Other

Optional restroom

* Photos are representational; actual products vary.
Additional floor plans and specifications may vary from those shown and are subject to in-stock availability

800.782.1500 | WILLSCOT.COM





