



City of Bixby Board of Adjustment Meeting Agenda

Monday, October 16, 2023

6:00 PM

Municipal Building
116 W. Needles Ave., Bixby,
OK 74008

Call to Order

Chairman

Roll Call

Gwen Plante, Assistant City Planner

Oath of Office

- 1) Administer Oath of Office to Paul Blair as a member of the Board of Adjustment.

Consent Agenda

- 1) Consider and Approve Gwen Plante as Board of Adjustment Secretary.
- 2) Approval of the Minutes of the June 23, 2023, Special Meeting.

Public Hearing

- 1) Discussion and Consideration of the 2024 Board of Adjustment Calendar.

Old Business

New Business

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of October 13, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby Oklahoma.

Respectfully Submitted

Gwen Plante, Assistant City Planner

Persons who require special accommodations to participate in this meeting should contact the Assistant City Planner Gwen Plante: 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or via Email: gplante@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.

BIXBY BOARD OF ADJUSTMENT MINUTES

SPECIAL MEETING

Friday| June 23, 2023 | 3:00 PM

City Hall, Council Chambers | 116 West Needles, Bixby, OK

CALL TO ORDER: 3:00 PM

Roll Call was taken

MEMBERS PRESENT: Kaylin Coody
Jason Mohler
Jeff Sloan

MEMBERS ABSENT: Mike David

STAFF PRESENT: O.C. Walker, Director of Development Services
Gwen Plante, Assistant City Planner

Public Hearing

Board Member Mrs. Coody said Item #1 on the Agenda is:

Approval of Minutes of the April 17, 2023, regular meeting

Mrs. Coody asked for a motion to approve the April 17, 2023 meeting minutes. Mr. Jason Mohler made a motion to approve the minutes, seconded by Mr. Jeff Sloan

Yes: Mohler, Sloan, Coody
No: None
Abstain: None
Motion carried.

Board Member Mrs. Coody said Item #2 on the Agenda is:

Discussion, consideration, and possible vote on an interpretation of the Zoning Code and the Downtown Design Overlay District standards do not prohibit freestanding, commercial buildings with a single use for Chick-fil-A, which is located at 14811 South Memorial Drive, Bixby, Oklahoma 74008.

Director O.C. Walker stated that The Design Standards were adopted by Council as Ordinance No. 2302 as an amendment to the Zoning Code, not the Comprehensive Plan, and accordingly are a regulatory provision of the Zoning Code. Currently, the language of the Standards only permits specific building types and a single-use commercial building is not one of them.

The Downtown Design Overlay Standards are intended to guide Bixby's prosperous and sustainable future by providing clear regulations and processes that result in a predictable, efficient, and coordinated review process. By promoting sustainable building and site design practices. By promoting diverse housing options. To provide standards for interconnected streets and development patterns that support all modes of travel (walking, bicycling, public transit, driving).

The location 14811 S. Memorial Drive, Bixby, OK 74008, is in District 2 of the Downtown Design Overlay Standards. District 2 is on the Northwestern edge of Downtown, much of this district is zoned for general commercial use and has strip centers, fast food establishments, grocery, big box retail, and gas and convenience stores. Businesses are encouraged to include amenity space for outdoor dining, patios, or attractive landscaping.

Staff consulted with the City Manager and City Attorney, both advised that the Downtown Design Overlay Standards as well as the Comprehensive Plan are guidance documents and do not restrict Council approval of any project that they deem to be in the City's best interest. The design standards are considered and enacted not to regulate use but to establish appearance standards for new development as well as existing building modifications.

Board Member Mrs. Coody asked for a motion, and Board Member Sloan made the motion to approve the variance for BXBA 23.07 that the design standards are considered and enacted not to regulate use but to establish appearance standards for redevelopment and existing building re-modifications and do not prohibit free-standing buildings with a single use. Board Member Mohler seconded the motion.

Yes: Mohler, Coody, Sloan

No: None

Abstain: None

Motion carried.

Old Business:

None

New Business:

None

Meeting adjourned at 3:11 pm

Board of Adjustment

Secretary

PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR THE CALENDAR YEAR 2024

BIXBY BOARD OF ADJUSTMENT

AND

BIXBY PLANNING COMMISSION

CITY OF BIXBY, OKLAHOMA

Public Notice is given and filed with the Bixby City Clerk that, for Calendar Year 2024, except as otherwise noted below, The Bixby Board of Adjustment and the Bixby Planning Commission of the City of Bixby, Oklahoma will hold their regular monthly meetings on the Third Monday of each month. These regular meetings will be held at 6:00 p.m. in the City Council Chambers of the Bixby Municipal Building, located at 116 West Needles Avenue, in the City of Bixby, Oklahoma. (Authority: Title 25 Oklahoma Statutes, Section 311 (A).)

REGULAR MEETING DATES & APPLICATION DEADLINES

1. Meetings will begin at 6:00 pm

2. Third Monday of every month *

*unless there is a City Holiday or otherwise designated

<u>MONTH</u>	<u>DATE</u>	<u>DAY OF WEEK</u>	<u>APPLICATION DUE DATE</u>
January	*16	*Tuesday	Tuesday, December 5, 2023
February	*20	*Tuesday	Tuesday, January 2, 2024
March	18	Monday	Tuesday, February 6, 2024
April	15	Monday	Tuesday, March 5, 2024
May	20	Monday	Tuesday, April 2, 2024
June	17	Monday	Tuesday, May 7, 2024
July	15	Monday	Tuesday, June 4, 2024
August	19	Monday	Tuesday, July 2, 2024
September	16	Monday	Tuesday, August 6, 2024
October	21	Monday	Tuesday, September 3, 2024
November	18	Monday	Tuesday, October 1, 2024
December	16	Monday	Tuesday, November 5, 2024
January	*21	*Tuesday	Tuesday, December 3, 2024

6:00 P.M. in the City Council Chambers

Bixby Municipal Building

116 West Needles Avenue, City of Bixby, Oklahoma 74008