



City of Bixby Planning Commission Meeting Agenda

**Chairman Steve Hobbs
Vice Chair Jason Mohler
Commissioner Tom Holland
Commissioner Josh Nave
Commissioner Lance Whisman**

Monday, September 16, 2024

6:00 PM

**Bixby Municipal Building
116 W. Needles Avenue,
Bixby, OK 74008**

Call to Order

Chairman

Roll Call

Secretary

Consent Agenda

- 1) Consider and approve Gladys Gill as Planning Commission Secretary.
- 2) Consider and approve the minutes of the August 19, 2024, Planning Commission Meeting.
- 3) Consideration and possible vote to approve the schedule of Regular Meetings for the calendar year of 2025 for the Bixby Planning Commission.

Public Hearing

- 1) Discussion, consideration, and possible vote for approval of Planned Unit Development Minor Amendment No. 1 (B.X.P.U.D. 22.07 MA.01); The Reserve at Cedar Ridge.

Old Business

New Business

Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board on this day of September 13, 2024, on or before 6:00 p.m., at City Hall, 116 W. Needles Avenue, Bixby, Oklahoma.

Respectfully Submitted

Gladys Gill
Assistant Planner

For Special Accommodations

Individuals requiring special accommodations to participate in this meeting must contact Gladys Gill, Assistant Planner at 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or via Email: GGill@bixbyok.gov at least 48 hours before the meeting. TDD users must contact Oklahoma Relay at 1-800-722-0353, and voice calls should be made to 1-800-522-8506 to facilitate communication between hearing telephone users and TDD users.

Please Note: All cell phones and pagers must be turned off or operated silently during all meetings.

21 O.S. Section 280 provides the following: A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business, agency operations or any employee, agent, official or representative of the state. B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials, employees, agents or representatives or used in any manner to conduct state business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel. C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term Oklahoma Statutes - Title 21. Crimes and Punishments Page 94 of not more than one (1) year, by a fine not exceeding One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment. D. For purposes of this section, "disturb, interfere or disrupt" means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

Planning Commission Meeting Minutes

Municipal Building
116 W. Needles Ave., Bixby, OK 74008
August 19, 2024 at 6:00 PM

The scheduled City of Bixby Planning Commission meeting agenda was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on August 16, 2024, at or before 6:00 p.m.

Call to Order

Chair Steve Hobbs called the Planning Commission meeting to order at 6:54 p.m.

Roll Call

Secretary Gwen Plante called the roll and the following were present:

Members Present

Steve Hobbs, Chairman
Jason Mohler, Vice Chairman
Josh Nave
Lance Whisman
Tom Holland

Staff Present

Joey Wiedel, Development Services Director
Gwen Plante, Acting Assistant City Planner
Gladys Gill, Planner I

Consent Agenda

Consider and Approve the Planning Commission Meeting Minutes from March 18, 2024.

Chair Hobbs called for a motion to approve the minutes from the meeting on March 18, 2024. Board Member Nave made the motion, which was seconded by Board Member Whisman. The vote results were as follows:

Motion carried: 3-0
Ayes: Nave, Whisman, Holland
Nays: 0

Chair Hobbs and Vice Chair Mohler abstained from voting as they were absent at the March 18th meeting.

Consider and Approve the Planning Commission Meeting Minutes from July 15, 2024.

Chair Hobbs called for a motion to approve the minutes from the meeting on July 15, 2024. Board Member Nave made the motion, which was seconded by Board Member Holland. The vote results were as follows:

Motion carried: 4-0
Ayes: Nave, Holland, Mohler, Hobbs
Nays: 0

Board Member Whisman abstained from voting as he was absent at the July 15th meeting.

Public Hearings

Discussion, consideration, and possible vote for approval of Final Plat (B.X.P.T.) 23.14; The Fountains

Mr. Wiedel gave an overview of the project and stated that the applicant was available to answer any related questions.

Commissioner Whisman inquired whether the Final Plat satisfies all the conditions set by the City Council and aligns with the Planned Unit Development (PUD). Joey confirmed that the Final Plat complies with all the City Council's conditions and mentioned that the key topics of discussion were the entrance and the screening. He explained that masonry will be utilized for screening throughout, except for the western section, where a privacy fence will be allowable.

There were no public comments.

Applicant Erik Enyart of Tanner Consulting spoke before the Board and affirmed that the Final Plat satisfies all the conditions set by the City Council, Planning Commission, and Staff.

Chairman Hobbs asked for a motion to approve Final Plat (B.X.P.T. 23.14). Vice Chair Mohler made a motion to approve, seconded by Commissioner Whisman. The vote was taken with the following results:

Ayes: Mohler, Whisman, Holland, Nave, Hobbs
Nays: 0

Motion Carried: 5-0

Discussion, consideration, and possible vote for approval of Final Plat (B.X.P.T.) 23.04; Henson Square

Vice Chair Mohler recused himself at 7:02 p.m. and left the room. Chairman Hobbs noted that with Vice Chair Mohler recusing himself, 4 out of 5 members were still present to maintain quorum.

Mr. Wiedel gave an overview of the project and stated that the applicant was available to answer any related questions.

There were no public comments.

The applicant, Austin Mayes, with Olsson, was available to answer questions. No questions for the applicant.

Chairman Hobbs asked for a motion to approve Final Plat (B.X.P.T. 23.04), Henson Square. Commissioner Nave made a motion to approve with Staff comments, seconded by Commissioner Whisman. The vote was taken with the following results:

Ayes: Nave, Whisman, Holland, Hobbs
Nays: 0

Motion carried 4-0

Discussion, consideration, and possible vote for approval of Planned Unit Development (B.X.P.U.D.) 24.05; Midland Development.

Vice Chair Mohler returned to the chambers at 7:07 p.m.

Chairman Hobbs continued the meeting with item 3. Mr. Wiedel gave an overview of the project and stated that the applicant was available to answer any related questions.

The applicant, Josh McFarland, confirmed that the proposed project aligns with the submission made in the RFP (request for proposal) to the City. Commissioner Nave asked about the setback and lack of onsite parking. Staff and Mr. McFarland provided clarification. Further discussions took place. Commissioner Holland inquired about the use units allowed within the development and also asked about the exclusion of vape shops, marijuana businesses, and automotive and allied activities. Mr. McFarland did state that a new utility easement would need to be added.

Three local residents and business owners spoke about this item. All of them were in favor of the project but expressed concerns about drainage and parking accessibility. Chairman Hobbs asked Mr. McFarland to address some of the concerns and assured the public that they would be addressing drainage issues in the area.

Chairman Hobbs asked if there was a motion to approve Planned Unit Development (B.X.P.U.D. 24.05), Midland Development. Commissioner Whisman motion to approve with the stipulations to exclude vape shops, Use Units 3, 5, 13, 22A, 23, 25, and 26, all of which are marijuana-related businesses, and Use Unit 17: Automotive and Allied Activities. The motion was seconded by Commissioner Nave. The vote was taken with the following results:

Ayes: Whisman, Nave, Holland, Hobbs, Mohler
Nays: 0

Motion carried: 5-0

Discussion, consideration, and possible vote for approval of Planned Unit Development Major Amendment No. 1 (B.X.P.U.D.) 22.02 MA.01; Spartan Square.

Chairman Hobbs asked to discuss items 4 and 5 together. Mr. Wiedel gave an overview of the project and stated that the applicant was available to answer any related questions.

Discussions were held between staff and the Commission.

Commissioner Nave asked the applicant, Josh McFarland, about the parking off 151st. Mr. McFarland stated that they had determined that parking is valuable for the development.

One resident spoke and inquired about parking and egress.

Chairman Hobbs asked if there was a motion to approve PUD Major Amendment No. 1. Commissioner Nave made a motion to approve with staff comments, seconded by Commissioner Whisman. The vote was taken with the following results:

Ayes: Nave, Whisman, Holland, Hobbs, Mohler
Nays: 0

Motion carried 5-0

Discussion, consideration, and possible vote for approval of Site Plan (B.X.S.P.) 24.12; Spartan Square.

Chairman Hobbs asked if there was a motion to approve Site Plan (B.X.S.P. 24.12). Commissioner Whisman motioned to approve with staff comments, seconded by Vice Chair Mohler. The vote was taken with the following results:

Ayes: Whisman, Mohler, Holland, Nave, Hobbs
Nays: 0

Motion carried 5-0

Discussion, consideration, and possible vote for approval of Planned Unit Development Major Amendment No. 1 (B.X.P.U.D.) 21.07 MA.01; Haikey Creek

Mr. Wiedel gave an overview of the project and stated that the applicant was available to answer any related questions.

Applicant Erik Enyart of Tanner Consulting and owner of 151 Bixby, LLC spoke before the Commission and answered questions. A discussion was held.

Commissioner Nave motioned to approve with the following conditions: 100% masonry, 50% of the dwellings be 1550 sq feet and 50% of the dwellings be 1750 sq feet. The motion was seconded by Chairman Hobbs. The vote was taken with the following results:

Ayes: Nave, Hobbs, Whisman, Holland, Mohler
Nays: 0

Motion carried 5-0

Old Business

No old business to discuss.

New Business

The Commissioners discussed the process for Planned Unit Development (PUD) and expressed a desire to meet with the City Council, but no action was taken on the matter.

Mr. Holland stepped out at 8:53 p.m.

An adjournment was called at 8:56 p.m.

Chair or Vice Chair

Secretary

PLANNING COMMISSION

SIGN IN SHEET

AUGUST 19, 2024

	NAME	ADDRESS	EMAIL	ITEM
1.	Barry & Camille Hel	17 E Dunes 888-A E Dunes	rbhbarry@olp.net	BxPuD 24.05 3
2.	Victoria Oltman	14129 S. Winston	Oltman on 6 block, 444	B-3-4-5 3
3.	Richard II	" "	" "	3
4.	Paul Blair		by Steve Holders, chairman	
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PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR THE CALENDAR YEAR 2025

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 2025, 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	*21	*Tuesday	Tuesday, December 3, 2024
February	*18	*Tuesday	Tuesday, January 7, 2025
March	17	Monday	Tuesday, February 4, 2025
April	21	Monday	Tuesday, March 4, 2025
May	19	Monday	Tuesday, April 1, 2025
June	16	Monday	Tuesday, May 6, 2025
July	21	Monday	Tuesday, June 3, 2025
August	18	Monday	Tuesday, July 1, 2025
September	15	Monday	Tuesday, August 5, 2025
October	20	Monday	Tuesday, September 2, 2025
November	17	Monday	Tuesday, October 7, 2025
December	15	Monday	Tuesday, November 4, 2025
January	*21	*Tuesday	Tuesday, December 2, 2025

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

Bixby Municipal Building

116 West Needles Avenue, City of Bixby, Oklahoma 74008



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

Staff Report

To: City of Bixby, Planning Commission

From: Joey Wiedel, Development Services Director
Gladys Gill, Planner I

Date: Monday, September 16, 2024

Name: The Reserve at Cedar Ridge

RE: The Reserve at Cedar Ridge – Planned Unit Development Minor Amendment
No. 1 (BXPUD 22.07 MI.01)

Location: Approximately 2,838 feet East of Mingo Road on the south side of East
121st Street, aka 10910 East 121st Street South

STR: Section 6, Township 17N, Range 14E

Applicant: Tanner Consulting, LLC

Site Stats:

Acres: 32.3089 +/-	Min. Lot Width: 120 ft.	DU/acre: 1.08	Min. Dwelling Sq. Ft: 4000
Number of Lots: 30	Number of Blocks: 3	Reserve Areas: 4	Max. Bldg. Height: 48 ft.

Request:

Tanner Consulting, LLC has submitted a request for a reduction in the minimum front yard setback from 35 feet to 30 feet and a reduction in the minimum exterior side yard setback abutting a private street from 35 feet to 30 feet.

Existing Zoning; Use:

(RS-1) Residential Single-Family with PUD supplemental zoning

Abutting Zoning; Use:

North: (RS-1) Residential Single-Family; Vacant,
(AG) Agriculture; Single-Family Dwellings
East: (AG) Agriculture; Single-Family Dwellings
South: (AG) Agriculture; Vacant
West: (RS-3) Residential Single-Family Dwellings

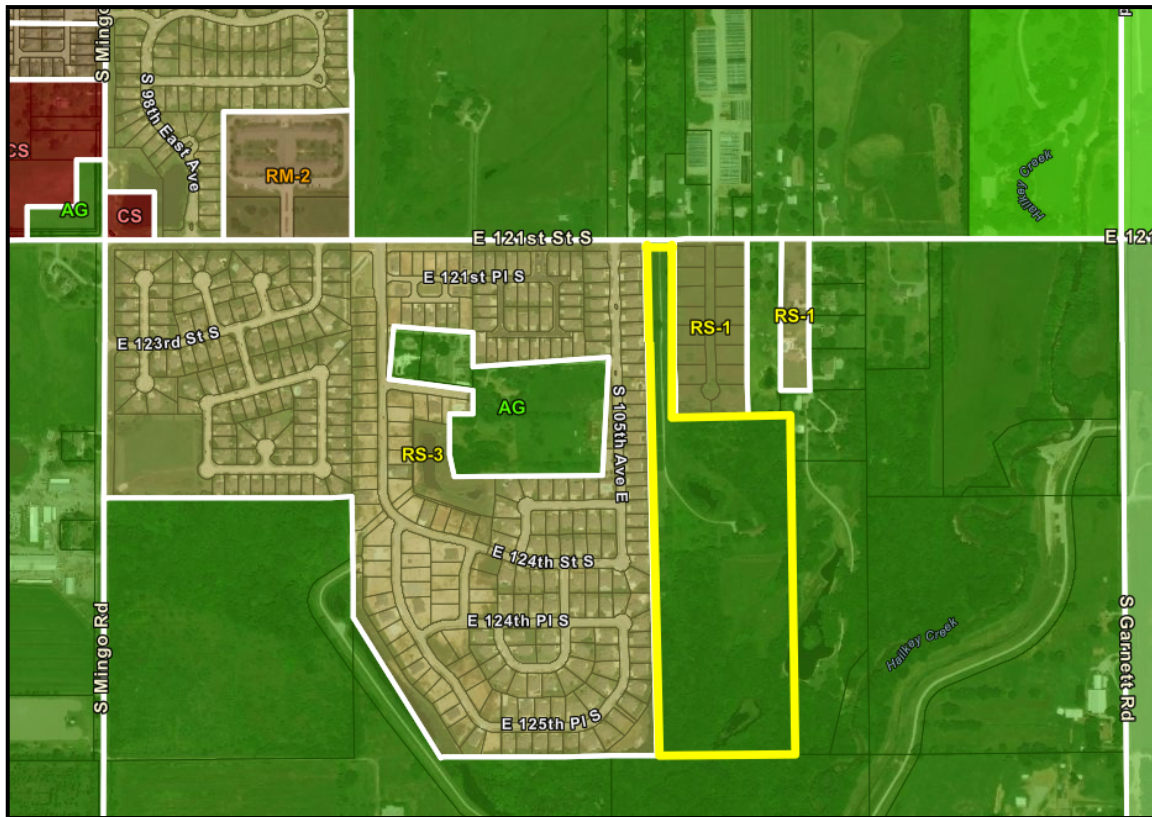


Figure A: City of Bixby Zoning Map

Staff Comments:

After reviewing the request, staff confirmed that the north lot line of Lot 1 and Lot 16 must remain at 35 feet due to the proximity of East 121st Street.

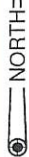
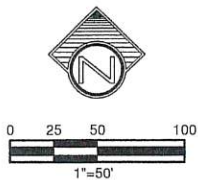
Public Comments:

Minor Amendments are not required to be advertised.

Attachments:

Exhibit A: ALTA Land Survey

Exhibit B: Minor Amendment Letter Request dated August 2024



A part of the West Half of the Northeast Quarter (W/2NE1/4) of Section 6S, Township Seventeen (17) North, Range Fourteen (14) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the United States Government Survey thereof, Beginning at a point Two Hundred Twenty-Six (226) feet East of the Southwest corner of the NE1/4 of said Section, thence Northerly on a straight line a distance of Twenty-Six Hundred Thirty-Nine and Two Tenths (2639.2) feet to the point on the North line of said Section, said point One Hundred Ninety and Five Tenths (190.5) feet East of the Northwest corner of the NE1/4; thence along the North and North-Westerly lines of said Section, a distance of One Hundred Ninety and Five Tenths (190.5) feet parallel to the North line of said Section, thence Easterly and parallel to the North line of said Section a distance of Six Hundred (600) feet; thence due South on a straight line a distance of Seventeen Hundred Thirty-Nine and One-Tenth (1739.1) feet to a point on the South boundary of the NE1/4 of said Section 6S; thence West along said Southerly boundary of said NE1/4 a distance of Seven Hundred Fifteen and Five-Tenths (715.5) feet to a point of beginning.

This survey does not constitute a title search by Surveyor. All information regarding record easements, adjoiners, and other documents which might affect the quality of title to tract shown herein was gained from Title Commitment Order No. 23-02-1299, bearing an Effective date of February 8, 2023 at 7:00 A.M., and prepared by Compass Title Company, LLC, Issuing Agent for FIRST NATIONAL TITLE INSURANCE COMPANY. ("Title Commitment") The following comments correspond to the items numbered under Schedule B - Part II, in the above referenced commitment.

No comments applicable to this survey

Perpetual easement over existing roadway for access to landing strip included in deed filed 1/7/1959 in Book 2932, Page 218. This item does not affect surveyed property. Roadway and landing strip no longer exist.

Agreement for Private Roadway Easement filed 6/29/1959 in Book 2978, Page 14. This item does not affect surveyed property. Roadway no longer exists

Right of Way Agreement to Oklahoma Natural Gas Company filed 9/5/1977 in Book 4282, Page 668. Assignment to ONE Gas, Inc. filed 2/7/2014, doc #2014010512. This item affects surveyed property and is plotted hereon.

Right of Way Easement to Public Service Company of Oklahoma filed 12/17/1993 in Book 5574, Page 2131. This item affects surveyed property and is plotted hereon

Ordinance No. 2144 regarding sanitary sewer system filed 12/1/2014, doc #2014107280. This item does not affect surveyed property.

1. The survey was made on the ground and completed on the 15th day of March, 2023 and shows the area of the subject property, the location and type of all buildings, structures and other improvements situated on the subject property, and any other matters situated on the subject property.

2. The location of each easement, right of way, servitude, and other matters affecting the subject property and listed in the "Title Commitment", with respect to the subject property, has been shown on the survey, together with appropriate recording references, to the extent that such matters can be located. Except as shown on the survey, the location of all improvements on the subject property is in accord with minimum setback provisions and restrictions of record referenced on this title commitment.

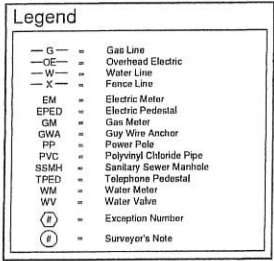
3. Except as shown on the survey, there are no visible easements or rights of way of which the undersigned has been advised.

4. Other than shown hereon there are no observable above ground encroachments (a) by the improvements on the subject property upon adjoining properties, streets or alleys, or (b) by the improvements on adjoining properties, streets or alleys upon the subject property at the time of this survey.

5. The non-astronomical bearings for said tract are based on the Oklahoma State Plane Coordinate System (North Zone) NAD83.

6. 24.75-foot-wide Statutory Right-of-Way.

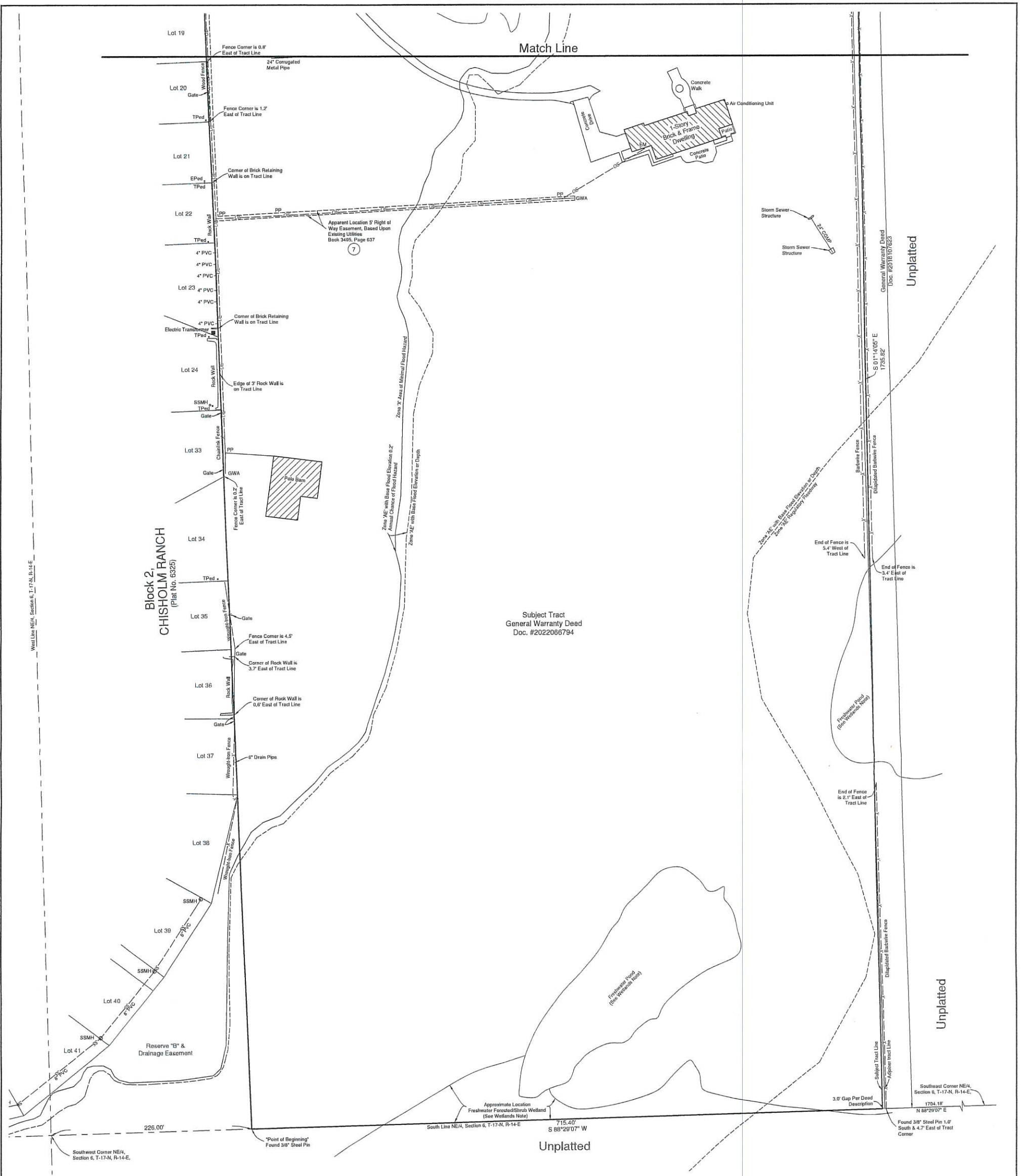
7. Right of Way Easement to Public Service Company of Oklahoma and SW Bell Telephone Company, Book 3495, Page 637.



DWN. BY: <u>AGM</u>
CKD. BY: <u>DWM</u>
REVISIONS:
JOB NO. 22-032

Part W/2, NE/4, Section 6, T-17-N, R-14-E,
Tulsa County, State of Oklahoma

Tulsa Engineering & Planning Associates
9810 E. 42nd Street, Suite 100 Tulsa, Oklahoma 74146
Phone: 918-252-9621 Fax: 918-340-5999
Civil Engineering, Land Surveying, Land Planning
Authorization No. CA 531 PE/LS Renewal Date June 30, 2021



NOTES CORRESPONDING TO ITEMS CONTAINED WITHIN TABLE 'A' OF THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR THE 2021 ALTA/NSPS LAND TITLE SURVEYS:

2. Per the Tulsa County Real Estate Information System, the address is 10910 E. 121st St. S., Bixby, OK.

3. Per the FEMA Flood Map Service Center available at <http://msc.fema.gov> on 6/02/2022, the surveyed property is located within a designation Zone AE (Floodway), Zone AE (with Base Flood Elevation or Depth), a designation Zone X (area of 0.2% Annual Chance Flood Hazard), and a designation Zone X (area of Minimal Flood Hazard) by the Federal Emergency Management Agency (FEMA), on Flood Insurance Rate Map No. 40143C0451L, with an effective date of October 16, 2012. For Community No. 400207, in Tulsa County, State of Oklahoma, which is the current Flood Insurance Rate Map for the community in which the surveyed property is situated.

4. Surveyed property contains 1,407,378 Square Feet, 32.3089 Acres.

8. Substantial features observed in the process of conducting the fieldwork, e.g., parking lots, billboards, signs, swimming pools, landscaped areas, have been plotted hereon. No substantial areas of refuse were observed at the time of this survey.

11(a). Evidence of underground utilities existing on or serving the surveyed property (in addition to the observed evidence of utilities required pursuant to Section 5.E.iv.) as determined by: (a) plans and/or reports provided by client (with reference as to the sources of information)

utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in ignored or result in an incomplete response, in which case the surveyor shall note on the plat or map how this affected the surveyor's assessment of the the client is advised that excavation may be necessary.

16. There was no evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.

CERTIFICATION:

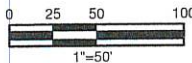
First National Title Insurance Company National / Compass Title Company, LLC / TCGH, LLC / The First National Bank and Trust Company of Broken Arrow, its successors and/or assigns, as their interests may appear

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS and includes Items 1, 2, 3, 4, 8, 11(a) and 16 of Table A thereof. The fieldwork was completed on March 15th, 2023.

Date of Plat or Map: March 23rd, 2023.

 David W. Murdoch, P.L.S.
 2023.03.23 10:33:35 -0500

David W. Murdoch, P.L.S. No. 1404
 Tulsa Engineering and Planning
 E-Mail: d.murdoch@tulsaengineering.com
 Telephone: (918) 252-9621



Legend

— G	Gas Line
— CE	Overhead Electric
— W	Water Line
— X	Fence Line
EM	Electric Meter
EPED	Electric Pedestal
GM	Gas Meter
GWA	Gay Wire Anchor
FP	Power Pole
PVC	Polyvinyl Chloride Pipe
SSM	Sanitary Sewer Manhole
TSPED	Telephone Pedestal
WM	Water Meter
WV	Water Valve
#	Exception Number
①	Surveyor's Note

Sheet 2 of 2

ALTA/NSPS LAND TITLE SURVEY

Tulsa Engineering & Planning Associates
9810 E. 42nd Street, Suite 100 Tulsa, Oklahoma 74146
Phone: 918-252-9621 Fax: 918-340-5999
Civil Engineering, Land Surveying, Land Planning
Authorization No. CA 531 PE/LS Renewal Date June 30, 2021

DWN. BY: AGM
CKD. BY: DWM

REVISIONS:

JOB NO. 22-032

**The Reserve at Cedar Ridge
BXPUD-22.07
Minor Amendment**

The Reserve at Cedar Ridge is a proposed private, single-family residential neighborhood consisting of 30 lots in the City of Bixby. The original PUD set forth strict development standards, including minimum square footage requirements, that help ensure the development is in harmony with the surrounding properties.

In order to provide future homebuilders more flexibility with home design and construction, this minor PUD amendment seeks to adjust the minimum front yard and exterior side yard building setbacks.

Except as specifically provided herein, no other changes are proposed by this minor amendment.

Request a PUD Minor Amendment to update the following Development Standards:

Minimum Front Yard Setback:	30FT <i>(previously 35FT)</i>
Minimum Exterior Side Yard (abutting private street) Setback:	30FT <i>(previously 35FT)</i>