



City of Bixby Board of Adjustment Meeting Agenda

Chairwoman Kaylin Coody
Vice Chair Paul Blair
Board Member Jason Mohler
Board Member Mike David
Board Member Jeff Sloan

Monday, December 16, 2024

6:00 PM

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

Call to Order

Chairman

Roll Call

Secretary

Oath of Office

Consent Agenda

- 1) Consider and Approve the Board of Adjustment Meeting Minutes from September 16, 2024.

Public Hearing

- 1) Variance – BXBA-24.04 | Applicant: Ron Boyd

Old Business

New Business

Adjournment

Notice of Posting

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

Respectfully Submitted

For Special Accommodations

Individuals requiring special accommodations to participate in this meeting must contact Shannon Duran, City Clerk, at 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or via Email: SDuran@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.

Board of Adjustment Meeting Minutes

Bixby Municipal Building
116 W. Needles Avenue, Bixby, OK 74008
September 16, 2024 at 6:00 PM

Call to Order

Chairwoman Kaylin Coody called the Board of Adjustment meeting to order at 6:01 p.m.

Roll Call

Secretary Gladys Gill conducted roll call, and the following individuals were in attendance:

Members Present

Kaylin Coody
Paul Blair
Jason Mohler
Mike David

Members Noted Absent

Jeff Sloan

Staff Present

Gwen Plante, Acting Assistant City Planner
Gladys Gill, Planner I

Consent Agenda

- 1. Consider and approve Gladys Gill as Board of Adjustment Secretary.**
- 2. Consider and approve the minutes of the August 19, 2024, Board of Adjustment Meeting.**
- 3. Discussion, consideration, and possible vote to approve the schedule of Regular Meetings for the calendar year of 2025 for the Bixby Board of Adjustment.**

Chairwoman asked for a motion to approve consent items 1-3. Vice Chair Blair motioned, seconded by Board Member Mohler. The vote was taken with the following results:

Ayes: Blair, Mohler, David, Coody
Nays: 0

Motion carried: 4-0

Public Hearing

Variance – BXBA-24.03 | Applicant: Dean and Terri Guthrie

Chairwoman Coody introduced Item 1 for discussion and consideration. Gwen Plante presented a variance request submitted by Dean and Terri Guthrie, the applicants. Ms. Plante noted that this item was a continuation from the previous month's meeting.

Board Member David expressed concerns regarding the approval of the variance, highlighting the potential for other Bixby Meadows residents to request similarly large accessory buildings. In response, the Guthries presented a petition from their neighbors in support of Variance BXBA-24.03.

A discussion followed among the board members and staff, considering the implications of the variance request.

Following the discussion, Chairwoman Coody called for a motion. Vice Chair Blair moved to approve Variance BXBA-24.03, and Board Member Mohler seconded the motion. A vote was taken, with the following results:

Ayes: Blair, Mohler, David, Coody
Nays: 0

Motion carried: 4-0

Old Business

There was no old business to discuss.

New Business

There was no new business to discuss.

Adjournment

Chairwoman Coody called for a motion to adjourn the Board of Adjustment meeting. Board Member Mohler moved to adjourn, and the motion was seconded by Vice Chair Blair. A vote was taken with the following results:

Ayes: Mohler, Blair, David, Coody
Nays: None

Motion carried (4-0).

The meeting was adjourned at 6:22 p.m.

Chair of Vice Chair

Secretary



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

Staff Report

To: Board of Adjustment

From: Joey Wiedel, Interim City Manager
Gladys Gill, Assistant Planner I

Date: December 16, 2024

RE: BXBA 24.04 – Boyd Variance

Location: 6642 E 122 Pl S, Bixby, OK 74008
Platted: Lot 11, Block 3, Woodmere

STR: Section 02, Township 17N, Range 13E

Project: Variance to Amend Build Line Setback from 25 feet to 20 feet.

Applicant: Ron Boyd

Staff Review

The applicant has applied for a Variance to amend the build line setback from 25 feet to 20 feet to allow for the installation of an in-ground pool.

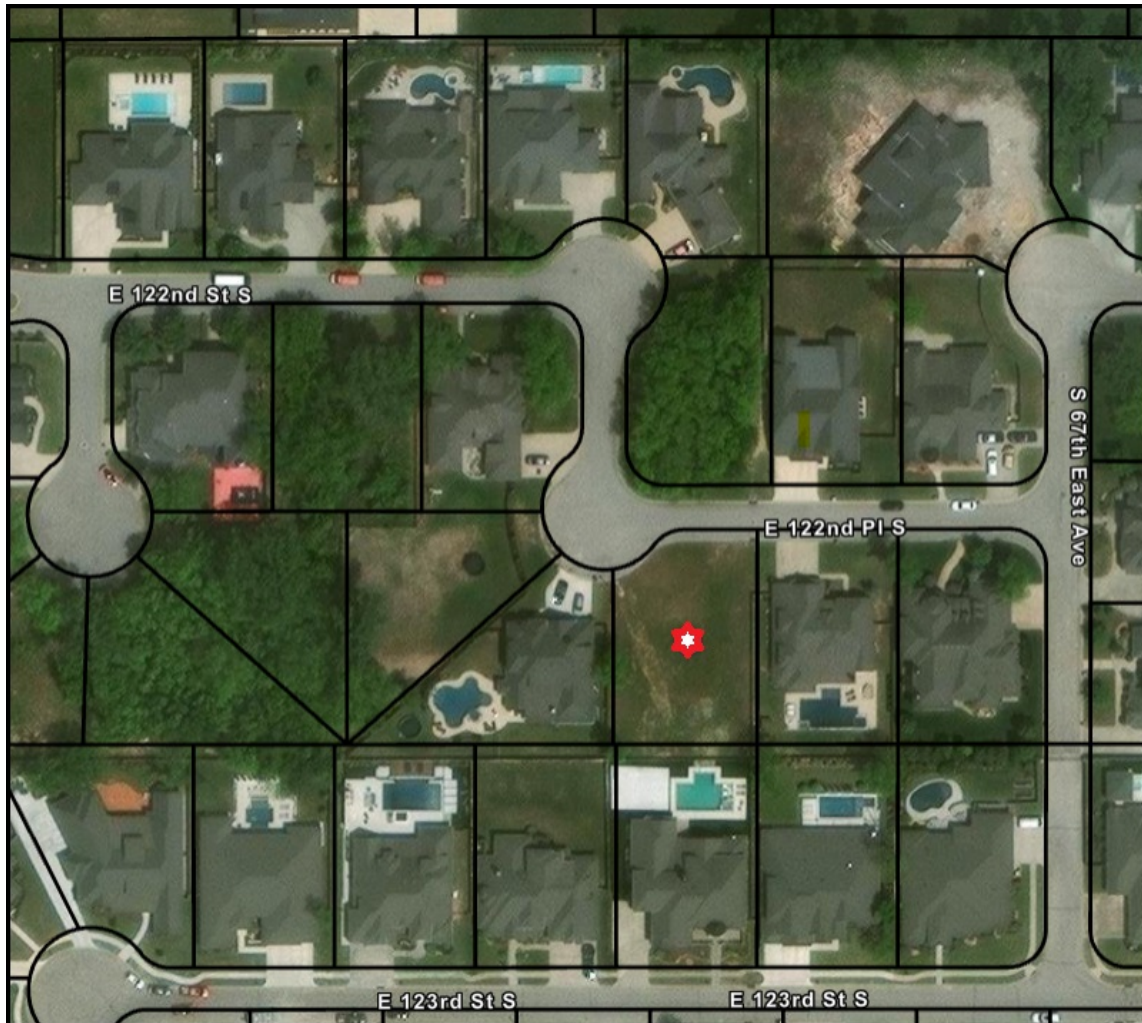
In the City of Bixby Zoning Code, a Variance is required to prove a hardship.

The Board of Adjustment may grant a variance after finding that:

1. By reason of extraordinary or exceptional conditions or circumstances which are peculiar to the land, structure, or building involved, the literal enforcement of the terms of this title would result in unnecessary hardship.
2. Such extraordinary or exceptional conditions or circumstances do not apply generally to other property in the same district.
3. The variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this title or the Comprehensive Plan.

Provided that the Board, in granting a Variance, shall prescribe appropriate conditions and safeguards if they deem necessary to enforce.

Figure 1: Aerial Map of Bixby Meadows



Existing Zoning; Use:

(RS-2) Residential Single-Family; Single-Family Dwelling

Abutting Zoning; Use:

North: (CS) Commercial Shopping

East: (OL) Office Light: vacant, (AG) Agriculture: vacant

South: (RS-3) Single-Family; Residential Single-Family dwelling

West: (AG) Agriculture: vacant, within the City of Tulsa

Staff Comments:

The property in question is situated on a cul-de-sac, resulting in an irregular lot shape that pushes the building setback line further into the lot than standard properties. This condition creates an unnecessary hardship for the property owner, as it limits the usable space for constructing a swimming pool while meeting the requirements of the applicable codes.

Granting the variance will allow the owner to construct the swimming pool while adhering to all other code requirements for pool construction, thereby providing reasonable use of the property without compromising public health, safety, or welfare. The variance request is consistent with the intent of the zoning code and does not confer a special privilege, as the hardship is directly related to the unique physical characteristics of the lot.

Engineer Comments: No comments from the City Engineer.

Public Comments: No comments were received when writing this report.

Variance 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 Variance after finding that:

1. By reason of extraordinary or exceptional conditions or circumstances which are peculiar to the land, structure, or building involved, the literal enforcement of the terms of this title would result in unnecessary hardship.
2. Such extraordinary or exceptional conditions or circumstances do not apply generally to other property in the same district.
3. The variance to be granted will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of this title or the Comprehensive Plan.

Provided that the Board, in granting a Variance, 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-24.04, I move that we (approve/deny) the Variance to reduce the setback allowed in an RS-2 District located at 6642 E 122nd Pl S, Bixby, OK 74008, with the following conditions:

Figures:

Figure 1: City of Bixby Aerial Map of Bixby Meadows

Attachments:

Exhibit A: Proposed Amendment to Build Line Site Plan

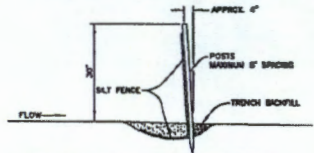
Exhibit B: Site Plan

Exhibit C: Architectural Review Committee Approval Email

Proposed Amendment to Build Line

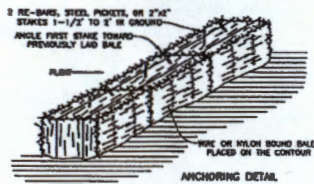
NOTES:

1. ALL GRADING AND EROSION CONTROL SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT CITY STANDARD CONSTRUCTION SPECIFICATIONS.
2. ALL EROSION CONTROL CONSTRUCTION SHALL BE INSPECTED BY THE PUBLIC WORKS DEPARTMENT UTILITY INSPECTORS, IN ACCORDANCE WITH CITY POLICY.
3. EROSION CONTROL SHALL START WITH INITIAL CONSTRUCTION AND BE PRACTICED THROUGHOUT THE PROJECT.
4. HAY BALE DIKES OR SILT FENCE SHALL BE CONSTRUCTED AHEAD OF TO ALL DRAINAGE-WAYS, AND IN ALL AREAS THAT WILL DRAIN INTO THE STORM SEWER SYSTEM.
5. WHERE CONSTRUCTION ACTIVITY TEMPORARILY CEASES FOR 14 DAYS, THE DISTURBED AREA SHALL BE STABILIZED WITH SEED AND MULCH.
6. THE CONTRACTOR SHALL RE-SEED ALL AREAS DISTURBED DURING CONSTRUCTION AND CONTRACTOR SHALL BE RESPONSIBLE FOR SEEDING AREAS UNTIL GROWTH IS ESTABLISHED TO A UNIFORM HEIGHT OF TWENTY INCHES.
7. THERE ARE NO OFFSITE DRAINAGE, UNDER, DRAINAGE, OR EROSION STORAGE AREAS.
8. THE STORM WATER POLLUTION PREVENTION PLAN SHALL BE UPDATED AS NECESSARY TO REMAIN CONSISTENT WITH ANY CHANGES APPLICABLE TO PROTECT SURFACE WATER RESOURCES IN SEWERED EROSION SITE PLANS OR SITE PLANS, OR STORM WATER MANAGEMENT SITE PLANS OR SITE PLANS APPROVED BY STATE OR LOCAL OFFICIALS FOR WHICH THE PERMIT RECORDS INDICATE.



1. POSTS SHALL BE ANGGLED SLIGHTLY TOWARD RUNOFF SOURCE.
2. THE TIE OF THE SILT FENCE SHALL BE TRENCHED IN AND BACKFILLED.
3. THE TRENCH SHOULD BE 6\"/>

3 SILT FENCE DETAIL



1. BAILS SHALL BE PLACED IN A ROW WITH GOOD BODILY ADJUTING THE ADJACENT BAILS.
2. EACH BALE SHALL BE EMBEDDED IN THE SOIL A MINIMUM OF FOUR INCHES, WHERE POSSIBLE.
3. BAILS SHALL BE SECURELY ANCHORED IN PLACE BY STAKES OR RE-BARS DRIVEN THROUGH THE BAILS. THE FIRST STAKE IN EACH BALE SHALL BE ANGGLED TOWARD PROXIMITY LAD BALE TO FORCE BAILS TOGETHER.
4. INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED BY CONSTRUCTION.
5. BAILS SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR PURPOSES SO NOT TO BLOCK OR IMPIDE STORM FLOW OR DRAINAGE.
6. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 6 INCHES.

2 HAY BALE DIKE DETAIL

LEGAL DESCRIPTION

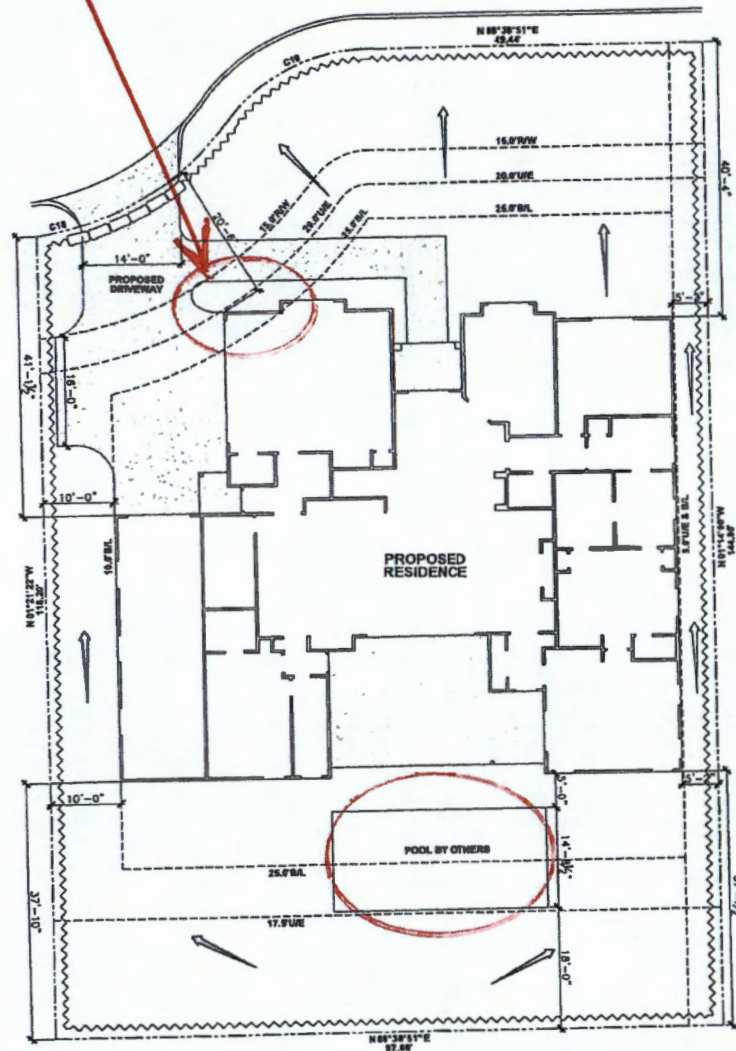
- LOT 11, BLOCK 3
- WOODSHIRE
- BOBBY, OK

LIVABILITY SPACE

- ZONING =
- LOT SIZE = 12,436 SQ.FT.
- STRUCTURE HEIGHT = 32'-7"
- FIRST FLOOR FRAMED = 3,248 SQ.FT.
- SECOND FLOOR FRAMED = 1,390 SQ.FT.
- TOTAL FRAMED = 4,638 SQ.FT.
- GARAGE = 1,056 SQ.FT.
- PORCH = 655 SQ.FT.
- DRIVEWAY = 937 SQ.FT.

EROSION CONTROL LEGEND

- ◊ BAIL IN GRASS
- DRAINAGE
- ◻ DRAINAGE TO SPILLING AND UNDERGROUND LEAKAGE, DISCHARGE, IF CLOS
- NEW DRAINAGE FLOW
- EXISTING DRAINAGE FLOW
- ◻ HAY BALE
- SILT FENCE



1 ARCHITECTURAL SITE PLAN

SCALE: 1/8" = 1'-0"



STAG
BUILD
DESIGN + BUILD

REVISIONS:

BOYD WOODMERE SPEC

City of Bixby

PROJECT

24049

ISSUE DATE:

10.11.2024

SHEET NAME:

ARCHITECTURAL SITE PLAN

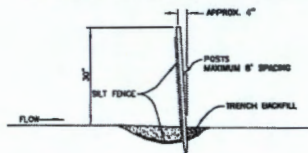
SHEET #:

SP

DRAWN BY: LBC

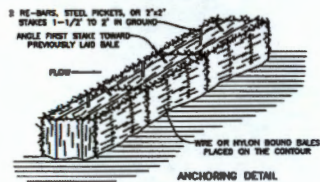
NOTES:

1. ALL GRADING AND EROSION CONTROL SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT CITY STANDARD CONSTRUCTION SPECIFICATIONS.
2. ALL EROSION CONTROL CONSTRUCTION SHALL BE INSPECTED BY THE PUBLIC WORKS DEPARTMENT UTILITY INSPECTORS, IN ACCORDANCE WITH CITY POLICY.
3. EROSION CONTROL SHALL START WITH INITIAL CONSTRUCTION AND BE MAINTAINED THROUGHOUT THE PROJECT.
4. HAY BALE DIKE OR SILT FENCES SHALL BE CONSTRUCTED ADJACENT TO ALL DRAINAGE-WAYS, AND IN ALL AREAS THAT WILL ERODE INTO THE STORM SEWER SYSTEM.
5. WHEN CONSTRUCTION ACTIVITY TEMPORARILY CEASES FOR 14 DAYS, THE DISTURBED AREAS SHALL BE STABILIZED WITH SEED AND MULCH.
6. THE CONTRACTOR SHALL RE-SEED ALL AREAS DISTURBED DURING CONSTRUCTION AND CONTRACTOR SHALL BE RESPONSIBLE FOR SEEDING AREAS UNTIL GROWTH IS ESTABLISHED TO A UNIFORM HEIGHT OF THREE (3) INCHES.
7. THERE ARE NO OFFSITE MATERIAL, WASTE, EROSION, OR EQUIPMENT STORAGE AREAS.
8. THE STORM WATER POLLUTION PREVENTION PLAN SHALL BE UPDATED AS NECESSARY TO REMAIN CONSIDERED WITH ANY CHANGES APPLICABLE TO PROJECT SURFACE WATER REGULATORY OR SEGMENT EROSION SITE PLANS OR SITE PERMITS, OR STORM WATER MANAGEMENT SITE PLANS OR SITE PERMITS APPROVED BY STATE OR LOCAL OFFICIALS FOR WHICH THE PERMITTEE RECEIVES WRITTEN NOTICE.



1. POSTS SHALL BE ANGLED SLIGHTLY TOWARD RUNOFF SOURCE.
2. THE TOP OF THE SILT FENCE SHALL BE TRENCHED IN AND BACKFILLED.
3. THE TRENCH SHOULD BE 8" DEEP BY 3" TO 4" WIDE TO ALLOW SILT FENCE TO BE Laid IN AND BACKFILLED.
4. SILT FENCE SHALL BE FASTENED TO POSTS OR TO WOODEN WIRE, WHICH IS IN TURN ATTACHED TO THE POSTS.
5. INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT PROMPT.
6. SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR PURPOSES SO AS NOT TO IMPIDE STORMWATER FLOW.
7. TRAPPED SEDIMENT SHALL BE DISPOSED OF IN AN APPROPRIATE MANNER AND LOCATION WHICH WILL NOT CONTRIBUTE TO ADDITIONAL EROSION.
8. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 8" TO 12" AND DISPOSED OF AS INDICATED IN NOTE 7 ABOVE.

3 SILT FENCE DETAIL



1. BALES SHALL BE PLACED IN A ROW WITH ENDS TIGHTLY ADJUTING THE ADJACENT BALES.
2. EACH BALE SHALL BE ENDED IN THE SOIL A MINIMUM OF FOUR INCHES, WHERE POSSIBLE.
3. BALES SHALL BE SECURELY ANCHORED IN PLACE BY STAKES OR RE-BARS DRIVEN THROUGH THE BALES. THE FIRST STAKE IN EACH BALE SHALL BE ANGLED TOWARD PREVIOUSLY Laid BALE TO FORCE BALES TOGETHER.
4. INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED BY CONTRACTOR.
5. BALES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR PURPOSES SO AS NOT TO BLOCK OR IMPIDE STORM FLOW OR DRAINAGE.
6. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 8 INCHES.

2 HAY BALE DIKE DETAIL

LEGAL DESCRIPTION

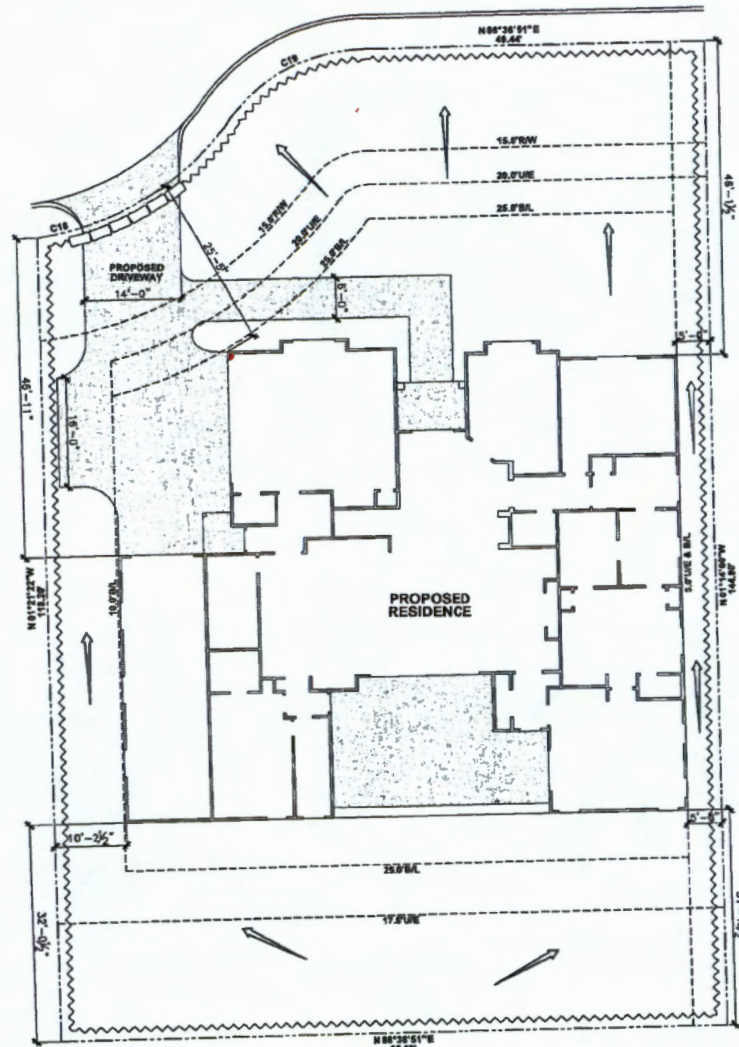
- LOT 11, BLOCK 3
WOODMERE
BIXBY, OK

LIVABILITY SPACE

- ZONING = PLD 63
- LOT SIZE = 13,438 SQ.FT.
- STRUCTURE HEIGHT = 32'-7"
- FIRST FLOOR FRAMED = 3,348 SQ.FT.
- SECOND FLOOR FRAMED = 1,290 SQ.FT.
- TOTAL FRAMED = 4,638 SQ.FT.
- GARAGE = 1,656 SQ.FT.
- PORCH = 635 SQ.FT.
- DRIVEWAY = 837 SQ.FT.

EROSION CONTROL LEGEND

- SLOPE IN BRIDGE
- DOWNSPOUT
- DOWNSPOUT TO SPLASH PAD
- UNDERGROUND LEACH PIPE
- NEW CROWNSIDE FLOW
- EXISTING CROWNSIDE FLOW
- HAY BALE
- SILT FENCE



1 ARCHITECTURAL SITE PLAN

SCALE: 1/8" = 1'-0"



STAG
DESIGN + BUILD

REVISIONS:

BOYD WOODMERE SPEC

City of Bixby

PROJECT

24049

ISSUE DATE:

10.11.2024

SHEET NAME: **ARCHITECTURAL SITE PLAN**

SHEET #:

SP
DRAWN BY: LEB

Re: Site Plan

From: WoodMere Estates (woodmereestates@gmail.com)

To: boyddrywallinc@yahoo.com; bklein83@hotmail.com; djdj1953@gmail.com; lukejolleydc@gmail.com; alonzotwist@gmail.com

Date: Sunday, October 20, 2024 at 03:36 PM CDT

Ron.

This email serves as approval from the Woodmere Estates HOA Architectural Committee for the house plans submitted for Lot 11 - Block 3.

The Woodmere Estates HOA Architecture Committee approves the requested amendment to build the NW front corner of the garage/ home over the 25 foot build line while maintaining 20 foot setback as indicated on the drawing circled in red for Lot 11 - Block 3.

Keep in mind, the architectural standards do not allow for any lap board siding and the roof shingles need to be Thunderstorm Gray as described in building standards. Any street visible fireplace vents need to be covered with appropriate chimney caps. Garage doors (overhead only) need to be solid with no glass.

Best of luck on your build, it looks like a nice home.

Any questions feel free to contact me.

Thanks,
David Shales on behalf of the Woodmere Estates HOA Architectural Committee.

918-629-0491

On Wed, Oct 16, 2024 at 8:50 PM Ron Boyd <boyddrywallinc@yahoo.com> wrote:

2 Pages for Review

- 1) Request for Amendment to Site Plan
- 2) Original Site Plan

For the Board of Adjustment to move forward,
is requesting:

A letter of approval for an amendment to be made by the Board of Adjustment to the North Build Line for: Woodmere, Lot 11, Blk 3.

From the,
Woodmere Architectural Review and HOA.

Original Site Plan drawings and the Requested Amended Site plan drawings are below.

95% of the Front elevation will still remain inside of the original 25' build line, 5% of House, Garage will be outside original 25' build line and inside the 4 1/2' requested build line.

There will be no encroachment from these changes to the Front 20' U/E
This is due the the cul-de-sac cutting into the lot creating a minor hardship for
the build out for the Owner to be able to introduce a new build for a swimming
pool.

The change will still have the House well behind the Street line compared to the
rest of the existing houses in Woodmere due to the cul-de-sac encroachment.

Boyd's Drywall Inc.

9013 E. 136 St. South

Bixby, Ok 74008

Cell: 918-313-4369

Fax: 918-943-1990

Email: boyddrywallinc@yahoo.com