



City of Bixby Board of Adjustment Meeting Agenda

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

Monday, May 19, 2025

6:00 PM

Bixby Municipal Building
111 N. Cabaniss Ave.,
Bixby, OK 74008

Call to Order

Chairman

Roll Call

Secretary

Consent Agenda

- 1) Consider and approve the minutes of the March 27, 2025, Special Board of Adjustment Meeting.

Public Hearing

- 1) Consideration and Action on a Variance Request – BXBA-25.04 | Applicant: Billy Law

New Business

Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board on May 16, 2025, at or before 6:00 p.m., at City Hall, 111 N. Cabaniss Avenue, Bixby, Oklahoma.

Respectfully Submitted

Gladys Gill
Planner I

For Special Accommodations

Individuals requiring special accommodations to participate in this meeting must contact Shannon Duran, City Clerk, at 111 N. Cabaniss Ave., Bixby, OK, 74008, 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.

Special Board of Adjustment Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
March 27, 2025 at 6:00 PM

Call to Order

Vice Chair Paul Blair called the Special Board of Adjustment meeting to order at 6:17 PM.

Roll Call

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

Members Present

Paul Blair
Jason Mohler
Jeff Sloan

Staff Present

Gladys Gill, Planner I

Consent Agenda

Consider and approve the minutes of the December 16, 2024, Board of Adjustment Meeting.

Vice Chair Blair requested a motion to approve the minutes from the Board of Adjustment Meeting held on December 16, 2024. Board Member Sloan motioned to approve, seconded by Vice Chair Blair. The vote was taken with the following results:

Ayes: Sloan, Blair, Mohler
Nays: 0

Motion carried: 3-0

Public Hearing

1. Consideration and Possible Action on a Rear Yard Setback Variance Request – BXBA-25.01 | Applicant: Nick Puma

Vice Chair Blair introduced Item 1 for discussion and consideration. Planner Gladys Gill presented a variance request submitted by applicant Nick Puma and gave the board an overview of the request. A discussion followed among the board members and staff, considering the implications of the variance request.

Following the discussion, Vice Chair Blair requested a motion to approve Variance BXBA-25.01. Board Member Mohler motioned to approve, seconded by Board Member Sloan. The vote was taken with the following results:

Ayes: Mohler, Sloan, Blair
Nays: 0

Motion carried: 3-0

2. Consideration and Possible Action on a Side Yard Setback Variance Request – BXBA-25.03 | Applicant: Steve Wright

Vice Chair Blair introduced Item 2 for discussion and consideration. Planner Gladys Gill presented a variance request submitted by applicant Steve Wright and gave the board an overview of the request. A discussion followed among the board members and staff, considering the implications of the variance request.

Following the discussion, Vice Chair Blair requested a motion to approve Variance BXBA-25.03. Board Member Sloan motioned to approve, seconded by Board Member Mohler. The vote was taken with the following results:

Ayes: Sloan, Mohler, Blair
Nays: 0

Motion carried: 3-0

Old Business

There was no old business to discuss.

New Business

There was no new business to discuss.

Adjournment

Adjournment was called at 6:34 pm.

Chair or Vice Chair

Secretary



Staff Report

To: Board of Adjustment

From: Gladys Gill, Planner I

Date: May 19, 2025

RE: BXBA 25.04 – Law Variance

Location: 14410 S Gary Ave, Bixby, OK, 74008
Lot 8, Block 7, The Reserve at Harvard Ponds

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

Zoning: RS-3 (Residential Single-Family)

Project: Variance to allow a pool to encroach into an 11-foot utility easement along the rear property line.

Applicant: Billy Joe Law

NATURE OF THE VARIANCE

Applicant, Mr. Billy Joe Law, is requesting a variance to allow for the construction of a pool that would encroach into an 11-foot utility easement located at the rear of the property at 14410 S Gary Avenue. The property is zoned RS-3 and is located within The Reserve at Harvard Ponds subdivision.

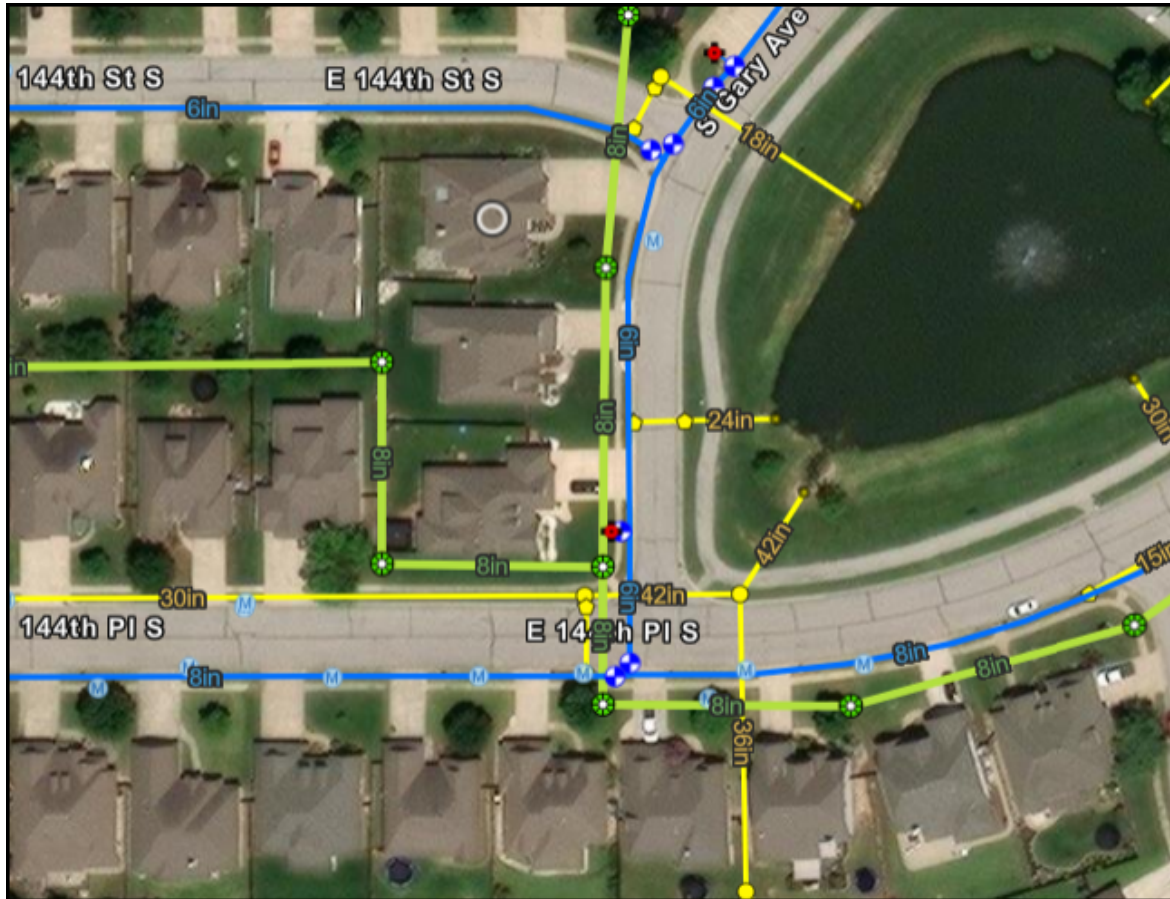
Mr. Law seeks relief from the enforcement of the easement requirements in order to place a portion of the proposed pool and associated improvements within this easement area.

Mr. Law has provided the following rationale for the variance:

- **Unnecessary hardship:** The size and layout of the rear yard, combined with existing lot constraints, make it impracticable to construct the pool outside the easement while still allowing for access and usable yard space.
- **Minimum relief necessary:** The requested variance is limited to a partial encroachment and is necessary to construct the pool as designed.

- **No public detriment:** The encroachment is not expected to interfere with existing utilities and will not be visible from the public right-of-way or adjacent properties due to screening.

Figure 1: Aerial Map



EXISTING ZONING:

(RS-3) Residential Single-Family

ABUTTING ZONING:

North: (AG) Agriculture: Single-Family dwelling

East: (RS-3) Residential Single-Family; PUD-12-D: PINE VALLEY

South: (RS-3) Residential Single-Family; BXPUD-21.14: POSEY CREEK 151

West: (RS-3) Residential Single-Family; BXPUD-21.10: PRESLEY HEIGHTS-WEST

STAFF COMMENTS:

In accordance with Bixby Zoning Code §11-4-8, a variance is required because the applicant proposes to construct a pool that would encroach into a platted 11-foot utility easement located along the rear property line. Permanent structures such as pools are not allowed within utility easements, as these areas are reserved for utility access, maintenance, and protection. Without a variance, the proposed construction would not be permitted.

The applicant is requesting relief based on extraordinary or exceptional conditions unique to the property, which result in an unnecessary hardship. As outlined in §11-4-8(A), the Board of Adjustment may grant a variance when:

“...by reason of exceptional narrowness, shallowness, shape, topography or other extraordinary or exceptional situation, condition or circumstance peculiar to a particular property, the literal enforcement of this title will result in unnecessary hardship.”

In this case, the configuration of the lot and placement of the utility easement limit the usable area of the rear yard, creating a condition that may not apply to other similarly zoned properties.

Additionally, in accordance with the time limitation provision of the Zoning Code, the approved variance must be utilized within three (3) years from the date of approval, unless the Board grants an extension. For this purpose, "utilization" means obtaining a building permit (if required) and diligently pursuing construction to completion. If not utilized within the specified timeframe, the variance becomes void.

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-25.04, I move to (approve/deny) the variance to allow an encroachment into the 11-foot platted utility easement for the construction of a pool, as presented for the property located at 14410 South Gary Avenue, Bixby, OK 74008. This motion is made with the following conditions:

Approval is subject to written consent or no objection from all utility providers with rights to the easement.

Figures:

Figure 1: Aerial Map

Attachments:

Exhibit A: Application and Site Plan



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

BX BA-25.04

Bixby Planning Department Board of Adjustment Application

Project Name: Laws Swimming Pool
Project Case #: _____
BOA Hearing Date: _____ Location: 116 West Needles Avenue

Owner Information:

Name: Billy Law Phone: 580-483-6663
Email: fbillylaw@yahoo.com
Address: 14410 S. Gary Ave
City/State: Bixby, OK Zip: 74008

Applicant Information:

Name: Billy Law Phone: 580-483-6663
Email: fbillylaw@yahoo.com
Address: 14410 S. Gary Ave
City/State: Bixby, OK Zip: 74008

If Applicant is other than Owner:

Indicate interest: _____
Owner Consent Signature: _____ Date: _____

Property Information:

Address: 14410 S. Gary Ave Bixby, OK Zip: 74008
Subdivision: Reserve at Harvard ponds Lot: 6 Block: 7
SEC: _____ TWN: _____ RGE: _____

Legal Description: (If unplatted, attach a survey with legal description or copy of deed)

Application for:

Variance: Special Exception: _____ Appeal: _____ Interpretation: _____

- 01. No Is subject tract located in the 100-year floodplain?
- 02. _____ If so, does this request encroach into the 100-year floodplain?
- 03. _____ If so, please attach Elevation Certificate.

CITY OF BIXBY
DEVELOPMENT SERVICES

MAR 28 2025
RECEIVED

Set out below the specifics of your application. Where applicable, indicate pertinent ordinances, provisions, uses, distances, dimensions, etc. You should attach any site plans, photographs, and other factual information which will assist the board in determining the merit of your application. Applications will not be accepted without a site plan.

Applicants for Variance. Complete the following: (Attach a longer narrative if needed)

04. Why would the literal enforcement of the Zoning Code create an unnecessary hardship?
It will restrict our boundary of our pool for a Cox cable line and one BTc line
05. What makes your property peculiar, extraordinary, or exceptional as compared to other properties in the same district?
its
06. Explain why the granting of a Variance will not cause substantial detriment to the public good or impair the purposes, spirit, and intent of the Zoning Code or Comprehensive Plan.
because the only main line coming through is Cox cable which is 3ft off rear property line. The main power for Ob&E is being relocated out of the easement.
07. Explain why the Variance would be the minimum relief necessary to alleviate the unnecessary hardship.

Applicants for a Special Exception. Complete the following: (Attach a longer narrative if needed)

08. Describe Special Exception, and the Use Unit for the Special Exception, as indicated in the Bixby Zoning Code. Explain why the Special Exception will be in harmony with the spirit and intent of this title, and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Applicants making an Appeal of a Building Official Action. Complete the following: (Attach a longer narrative if needed)

09. Describe the nature of the Appeal in detail:
We are relocating the electric/power to South end to house, which was approved by Ob&E engineer. Therefor leaving Cox cable approx Per located by One call 3ft from rear property line.

RECEIVED

Applicants requesting an Interpretation of the Zoning Code or Map. Complete the following:
(Attach a longer narrative if needed)

10. Describe the nature of the requested Interpretation:

We are trying to reclaim a fee perpetuation of our easement
Still leaving a 5ft easement for cable line just a drop line
from pedestal.

11. Fees:

- \$:650.00 Variance
- \$:350.00 Special Exception
- \$:300.00 Interpretation or Appeal from a Building Official

\$: 650⁰⁰ Base Fee*
\$: 140⁰⁰ Additional Fee* (\$140.00 per sign)
\$: 385⁰⁰ Legal Publication/Mailings
\$: 1,175 Total Fees*

mail = \$300⁰⁰
TW = \$85⁰⁰

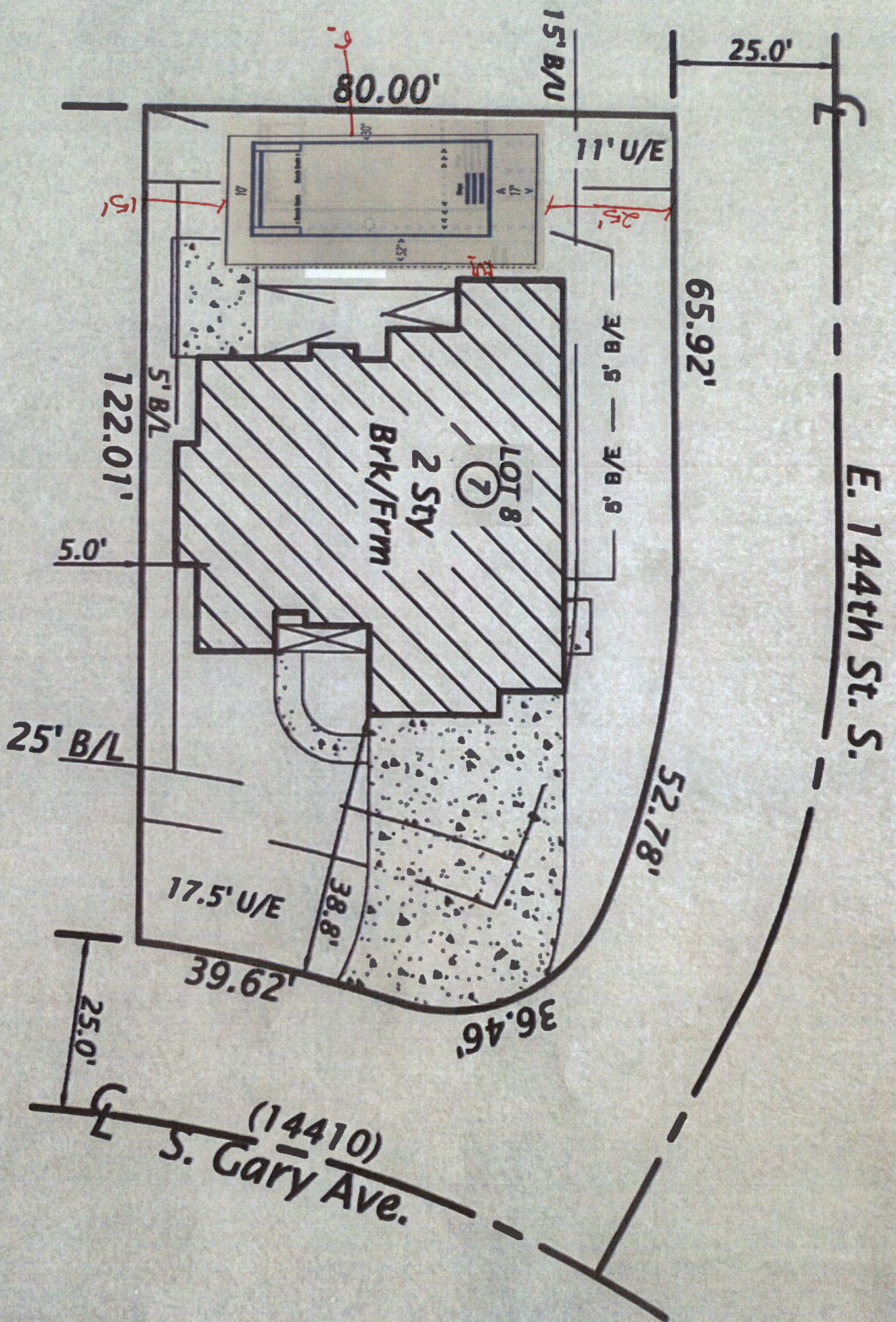
(*or as specified in the current approved fee schedule)

I do hereby certify that the information submitted herein is complete, true, and accurate:

Signature: [Signature] Date: 3-28-05

Applicant – Do Not Write Below This Line

.....
BXBA- _____
Application Date Received: _____ Received by: _____
Total Fees \$: _____ Date: _____ Receipt #: _____
Action: _____
Conditions: _____
Date: _____ Role Call: _____
Staff Rec. _____



Proposed Pool Plan

Site Plan

Elevation Plan

Elevation Plan

Plumbing Plan

Electrical Plan

Details

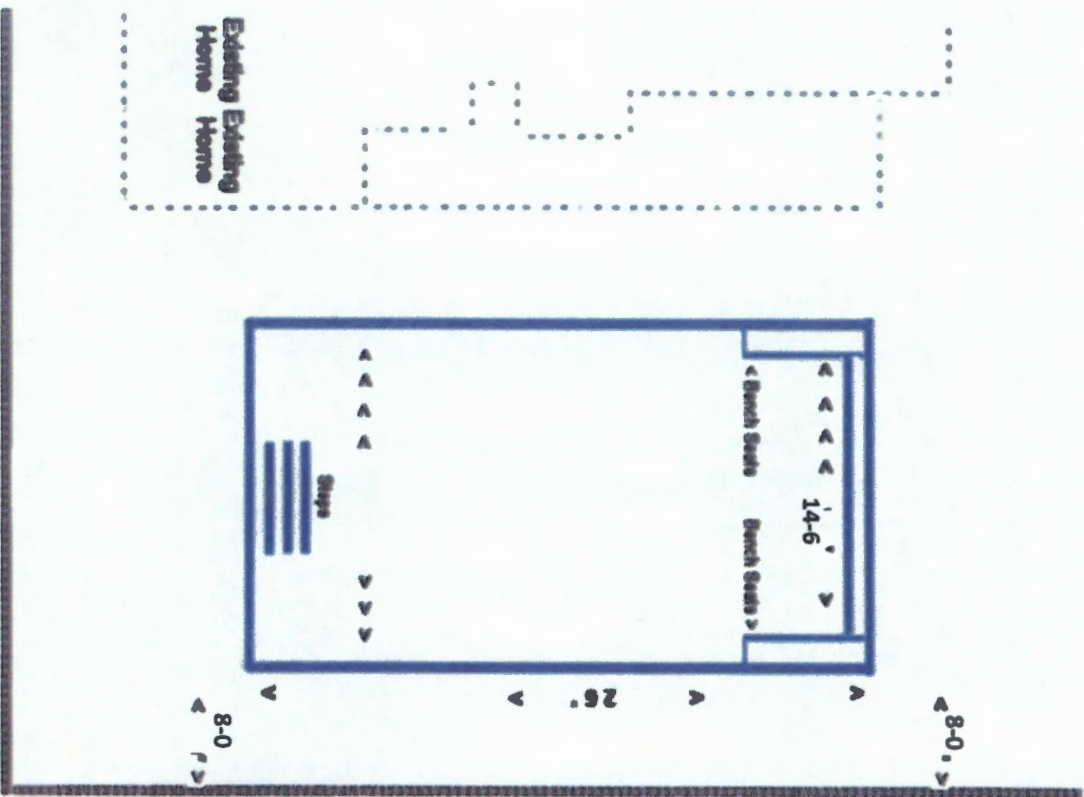
Drainage Plan

Plot Plan

Cover Page

Bill Law

14410 S Gary Ave, Bixby



General Notes

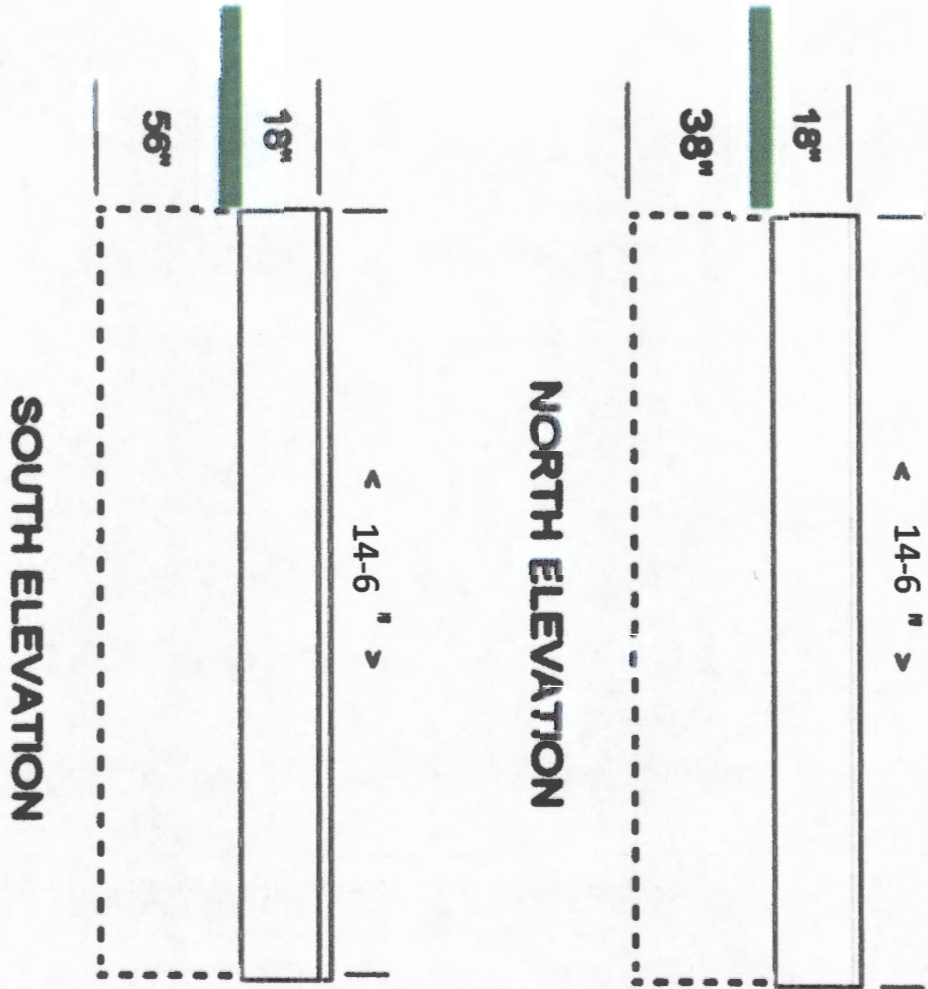
- 10" thick slab with #4 rebar at 12" OC
- 10" thick walls with #4 rebar at 12" OC
- #4 rebar in corner at 12" OC in walls and slab
- Walls height will extend approx. 18" above ground
- Wall will create bench seat around entire perimeter
- Sidewalks will be 4" thick with #4 rebar @ 18" OC
- Pool will be from 3'-6" to 6'-6" in depth
- Pool Dimensions 14-6x 28' out to out.
- Pool will be more than 6-0" from back fence to meet UE
- All Concrete will be 4000 PSI (or greater)
- Steps and Benches will utilize #4 rebar 12" OC
- Corner bars will be utilized as necessary at all corners at 12" OC
- Exterior wall of pool will be finished in Rock
- Coping Rock/Concrete will be placed on top of exterior wall
- Electrical will be completed by certified electrician
- Proper water sealant will be utilized
- One the box is built a sub contractor will be utilized to surface the pool

Pool Equipment Notes

- Pool equipment will be as recommended by local pool supplier
- Minimum of 4 pool jets
- Two drains will be placed in the deep end
- One Summer will be utilized

Drainage

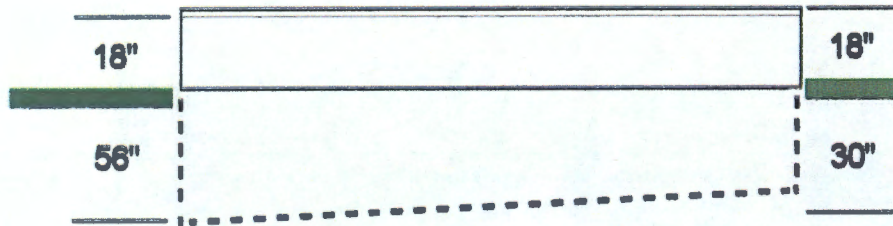
- French Drains and Drain Inlets will be used as needed
- See Drainage Plan



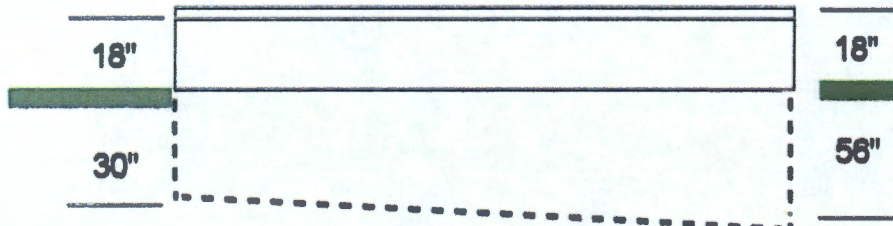
NOTES:

Depth of Pool

ELEVATIONS PLAN



EAST ELEVATION
Facing the back neighbor



WEST ELEVATION
Facing the House

NOTES:

Pool will be 18" above ground

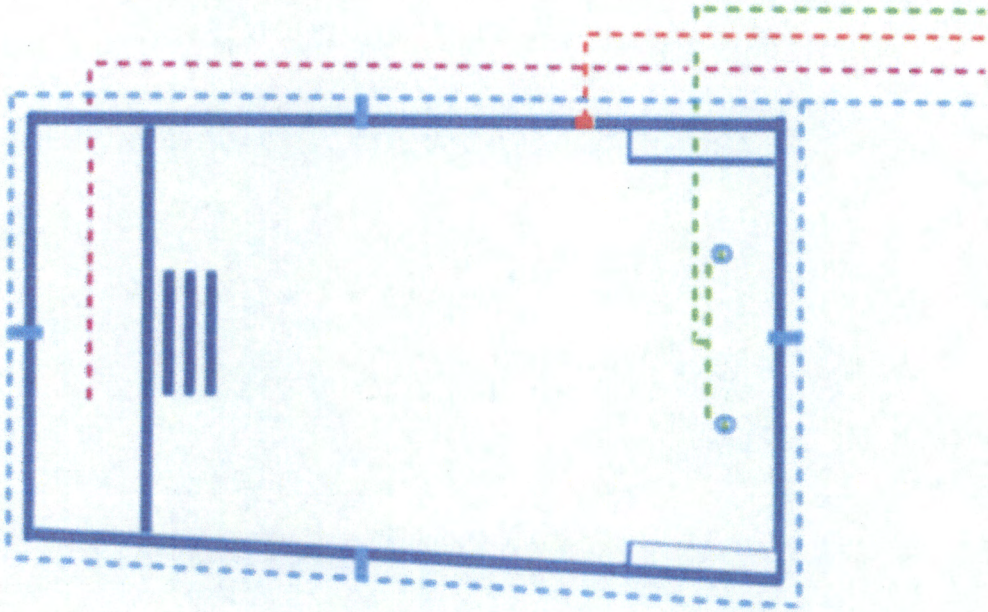
The 18" wall will be a perimeter bench

The above ground finish will be a mix of Cedar and Rock

Stone/Concrete Coping

Sidewalk and Landscaping around perimeter

Pool Equipment



- Skimmer Plumbing Line
- Drain Plumbing Lines
- Circulation Lines
- Tanning Area Bubbler Plumbing

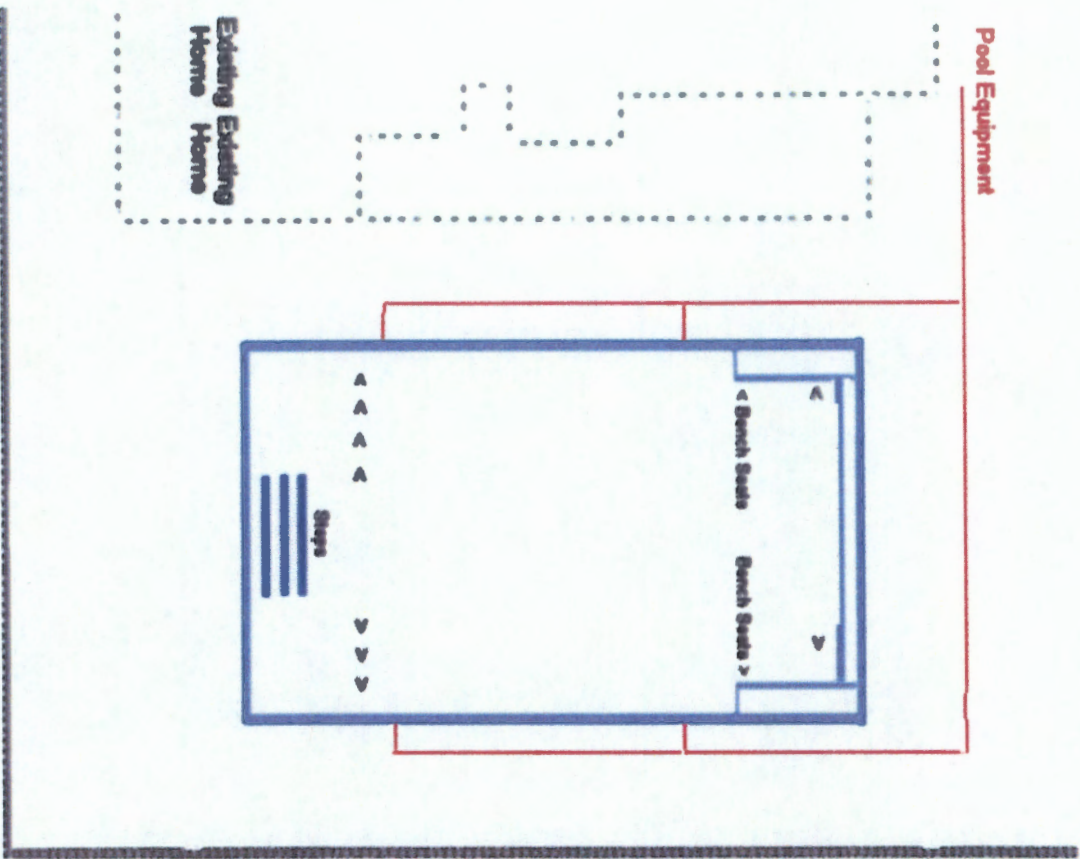
General Notes

1-1/2" Multiruns will be utilized
Manifold system utilized for circulation jets

Pool Drain Design



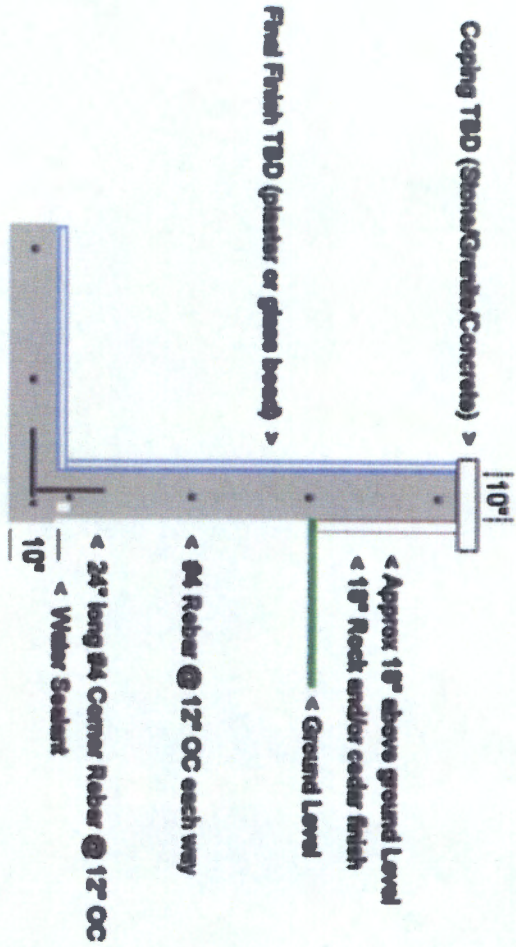
PLUMBING PLAN



General Notes

- A Breaker Box was placed on the rear of the Building with Fuses for a Swimming Pool
- Electrician will apply for the electrical permit and complete all electrical work.
- A pool light will be installed in the pool
- A light switch will be located inside the Building
- BB = Breaker Box
- Fuse sizes will be determined by

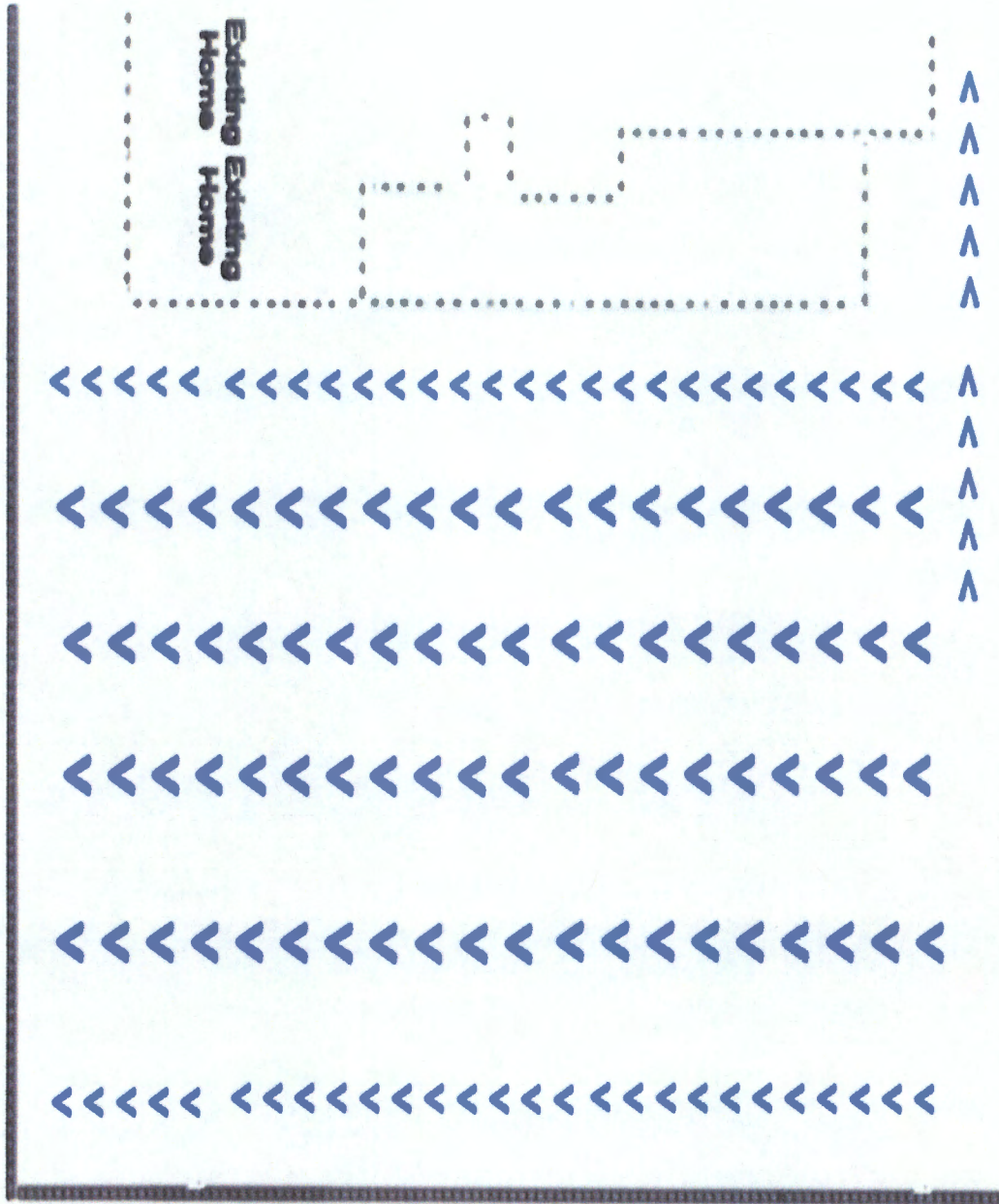
ELECTRICAL PLAN



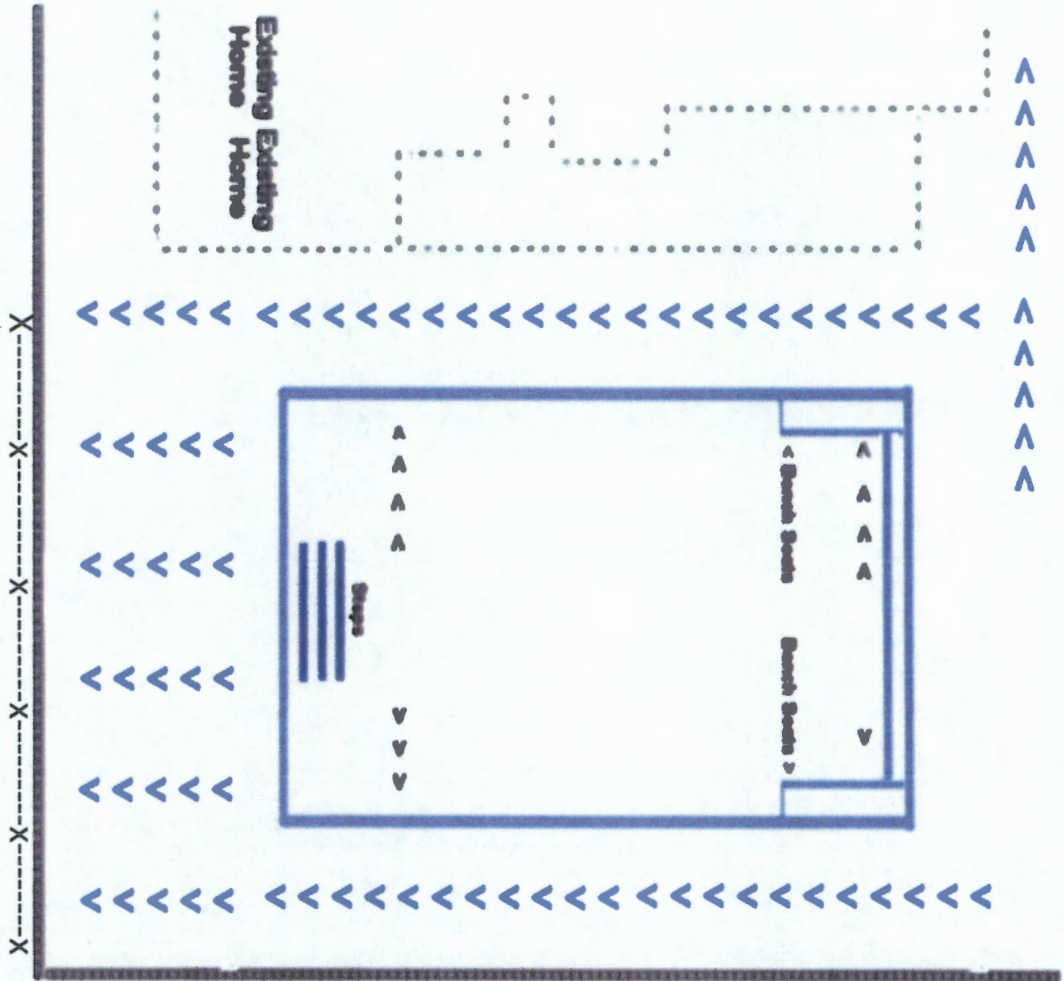
NOTES:

- 10" Concrete Floor w/ #4 rebar 12" OC
- 10" Concrete Walls w/ #4 rebar 12" OC
- Thickened floor at steps and benches
- Water Stop at wall and floor connection
- #4 rebar corners at 12" OC at wall/floor

WALL & FLOOR DETAIL



CURRENT DRAINAGE PLAN



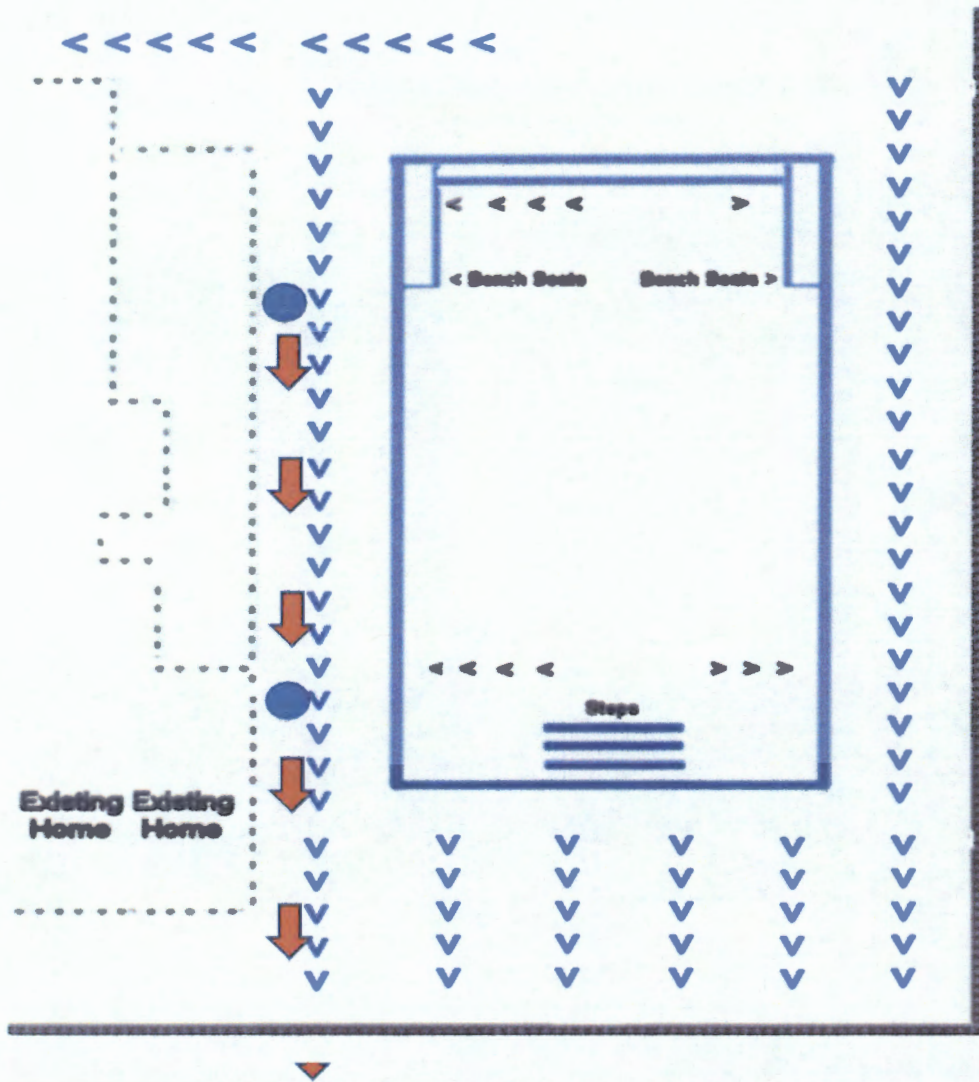
NOTES:

Water will drain to same locations

X - - - - X Silt Fence

V - Maintains current Drainage

EROSION CONTROL PLAN



NOTES:

Water will drain to same locations

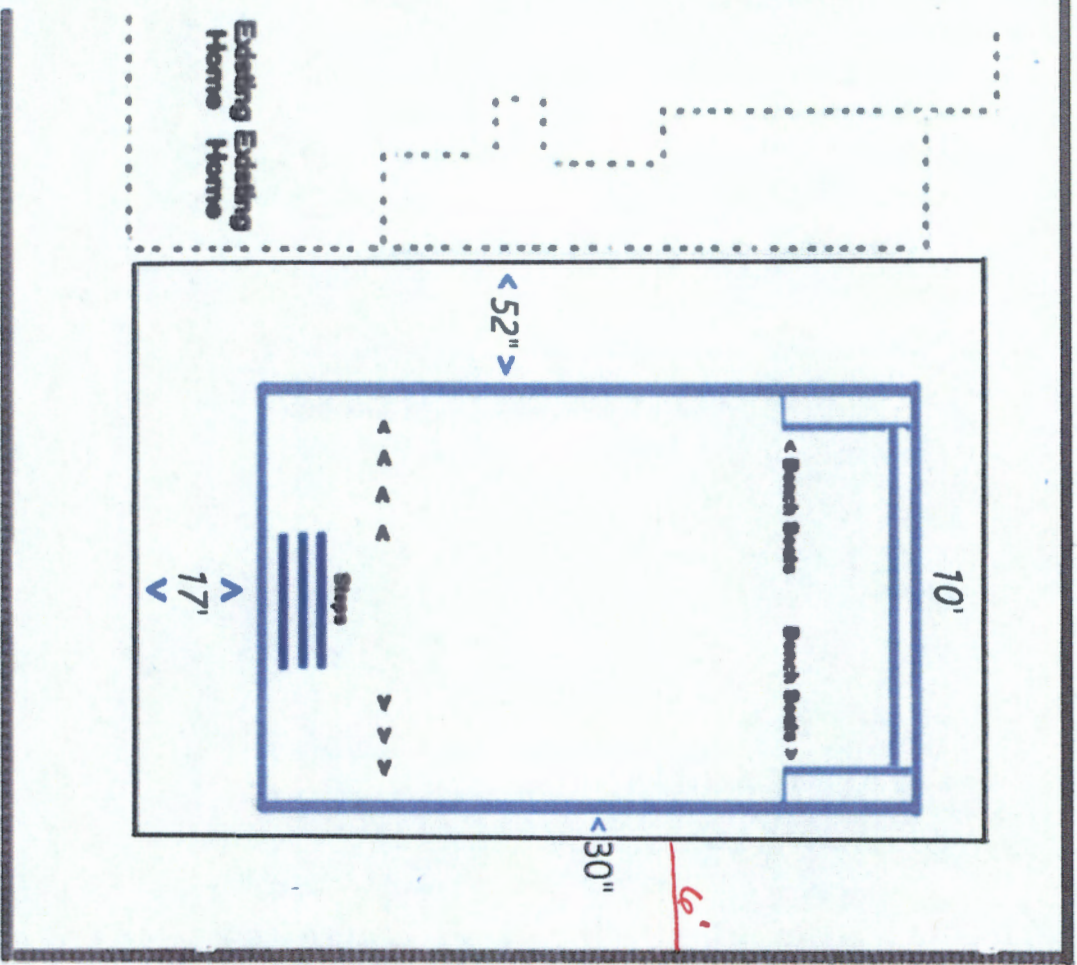
● Proposed Drains

➔ Existing Drain 4" Drain Tile

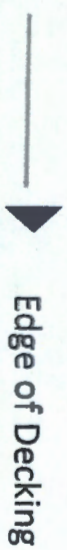
Note:

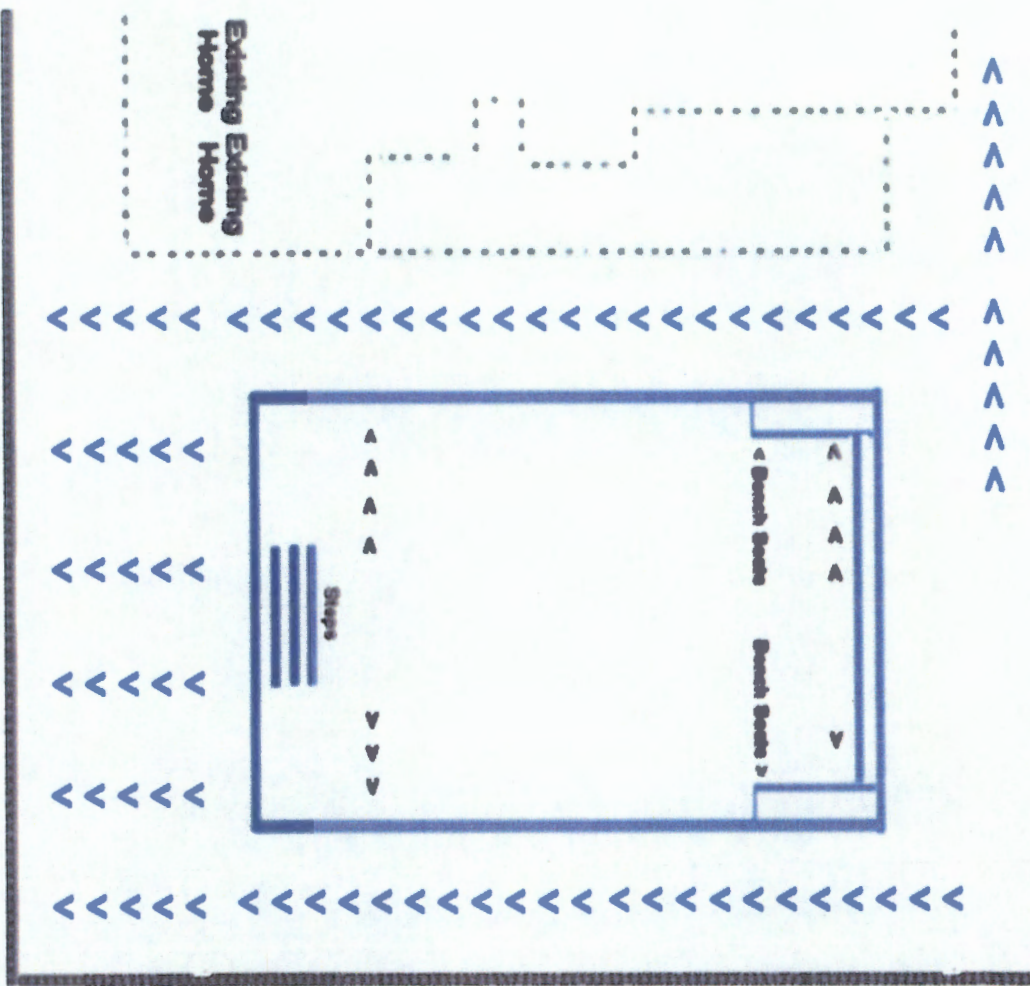
- 1) Three drains will be positioned between the Pool and the house. A 4" drain tile will carry this drainage water to an existing drain tile that releases into the street.
- 2) All other drain water will follow the same path as before construction.

PROPOSED DRAINAGE PLAN



Pool Decking Dimension





FINAL DRAINAGE PLAN