



City of Bixby Board of Adjustment Meeting Agenda

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

Monday, June 16, 2025

6:00 PM

Bixby Municipal Building
111 N. Cabaniss Avenue
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 possible action on Variance Case No. BXBA-25.04, a request to reduce the required rear utility easement width from eleven (11) feet to five (5) feet for property located at 14410 South Gary Avenue, Bixby, OK 74008, in accordance with the City of Bixby Zoning Code.
- 2) Consideration and possible action on a Special Exception request under Case No. BXBA-25.05 to allow a Fitness Center, a Use Unit 14 use, within the Industrial Light (IL) zoning district, for property located at 14759 South Grant Street, in accordance with the City of Bixby Zoning Code.

Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of June 13, 2025, on or before 6:00 p.m., at the Bixby Municipal Building, 111 N Cabaniss Avenue, Bixby, Oklahoma, 74008.

Respectfully Submitted

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 under 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 the 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



City of Bixby
111 N Cabaniss Ave.
Bixby, OK 74008
(918) 366-4430

NOTICE

To: Board of Adjustment
From: Gladys Gill, Planner I
Date: June 16, 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

**THIS ITEM WILL NOT BE HEARD AS THE
APPLICANT HAS WITHDRAWN THE REQUEST.**



STAFF REPORT

TO: Board of Adjustment
FROM: Gladys Gill, Planner
DATE: June 16, 2025
NAME: Endless Fitness
CASE(S): **BXBA-25.05 | SPECIAL EXCEPTION**
LOCATION: 14759 South Grant Street, Bixby, OK 74008
EXISTING ZONING: Industrial Light (IL)
PROPOSED ZONING: None
STR: Section 14, Township 17N, Range 13E
APPLICANT: Grant Street Investment LLC

REQUEST: Applicant is requesting a Special Exception to allow a Fitness Center (Use Unit 14) within the IL (Industrial Light) Zoning District.

BACKGROUND:

The applicant, Grant Street Investment LLC, on behalf of tenant Endless Fitness, is requesting a Special Exception to allow a Fitness Center to operate within the IL (Industrial Light) zoning district. The proposed use falls under Use Unit 14 – Recreation and Entertainment, Indoor (Commercial), which may be permitted within IL zoning only through Special Exception approval by the Board of Adjustment.

The subject site is located within the Morris Bright Industrial Park at 14759 S Grant Street and is currently developed with an office and warehouse facility. Endless Fitness is seeking to repurpose the warehouse space to accommodate a growing local fitness business that has outgrown its current location.

No rezoning is proposed with this application.

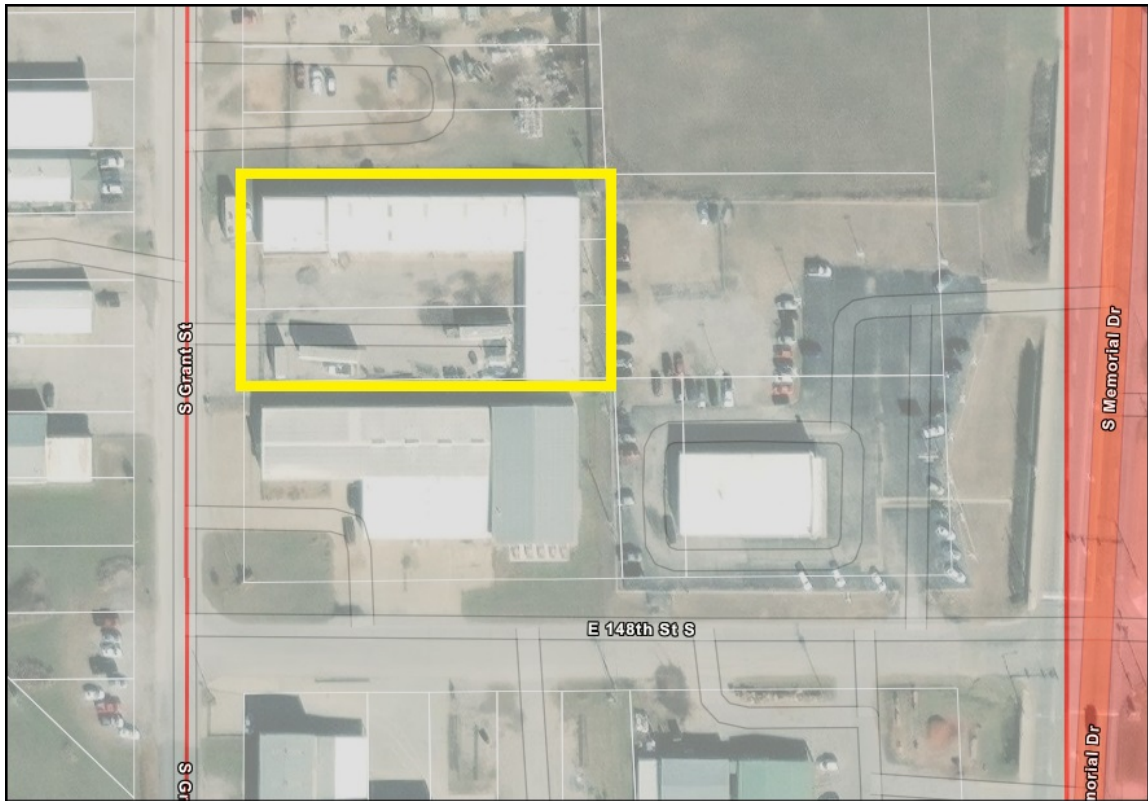
ZONING CODE CONTEXT:

- Use Unit 14 (Indoor Recreation and Entertainment) may be permitted in IL zoning districts with a Special Exception.
- Section 11-7B-2 (Table of Permitted Uses) allows the BOA discretion to evaluate and permit compatible land uses under Special Exception criteria.

SURROUNDING ZONING:

North: (IL) Industrial buildings
South: (IL) Industrial buildings
East: (IL) Industrial buildings
West: (IL) Industrial buildings

Figure 1: Existing zoning for surrounding areas.



CONSIDERATIONS:

- The use is compatible with existing site infrastructure and will not introduce new exterior nuisances.
- Fitness centers often coexist with light industrial uses in other jurisdictions due to low operational impact.
- Off-street parking is available on-site, and the applicant has noted that preliminary architectural plans are available upon request.
- The use is not expected to create adverse impacts on public health, safety, or welfare.

PUBLIC COMMENTS: Staff received one inquiry from a neighboring business owner seeking more information on the Special Exception request.

ENGINEER COMMENTS: No comments from the City Engineer.

STAFF COMMENTS:

The applicant participated in a pre-application meeting with Development Services and the Fire Marshal to review applicable zoning regulations, building codes, and life safety requirements. Staff has no objection to the Special Exception request to allow a Fitness Center (Use Unit 14) at 14759 S Grant Street within the IL zoning district, subject to the following conditions:

1. Compliance with all applicable building, fire, and occupancy codes.
2. Site development must conform to the submitted narrative and general intent of the proposed use.
3. Any future exterior modifications shall require administrative review and possible BOA reconsideration.
4. Adequate parking must be maintained in accordance with City Code for Use Unit 14.

SAMPLE MOTION:

In BOA Case Number BXBA-25.05, I move to (approve/deny) the Special Exception request submitted by Endless Fitness and Grant Street Investment LLC to allow a Fitness Center, as permitted under Use Unit 14, within the Industrial Light (IL) zoning district at 14759 South Grant Street, Bixby, Oklahoma. This motion is based on the finding that the proposed use is in harmony with the spirit and intent of the zoning code, will not be injurious to the surrounding area, and will not adversely affect public health, safety, or welfare, and is subject to staff comments and recommendations.

FIGURES:

Figure 1: Existing Zoning

ATTACHMENTS:

Attachment 1: Application



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

BXBA-25.05

Bixby Planning Department Board of Adjustment Application

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


Owner Information:

Name: _____ Phone: _____
Email: _____
Address: _____
City/State: _____ Zip: _____

Applicant Information:

Name: _____ Phone: _____
Email: _____
Address: _____
City/State: _____ Zip: _____

If Applicant is other than Owner:

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

Property Information:

Address: _____ Zip: _____
Subdivision: _____ Lot: _____ Block: _____
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. _____ 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.

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?

05. What makes your property peculiar, extraordinary, or exceptional as compared to other properties in the same district?

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.

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:

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:

11. Fees:

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

\$: _____ Base Fee*
\$: _____ Additional Fee* (\$140.00 per sign)
\$ _____ Legal Publication/Mailings
\$: _____ Total Fees*
(*or as specified in the current approved fee schedule)

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

Signature:  _____ Date: 5/5/25

Applicant – Do Not Write Below This Line

.....

BXBA- _____

Application Date Received: _____ Received by: _____

Total Fees \$: _____ Date: _____ Receipt #: _____

Action: _____

Conditions: _____

Date: _____ Role Call: _____

Staff Rec. _____



May 5, 2025

Dear City of Bixby,

We're requesting a special exception to allow a gym to operate in our Light Industrial property. Endless Fitness is a growing local business and needs room to expand— there are no options available within the city to accommodate. This use will not interfere with surrounding industrial activity and actually brings more life and activity to the area. Other cities have already started allowing gyms in industrial parks, and we think this is a practical, proven way to support a business that wants to stay and grow right here in the community. In summary, Endless Fitness is an established Bixby business that has no other options for growth. This change is community friendly and has a lower impact use. This change is a regular occurrence in other jurisdictions and is successful for all.

We are requesting the following:

B (Office) & S-2 (Warehouse) → B (Office) & A-3 (Fitness Center)

We have some initial architectural plans upon request.

Thank you for your consideration,

Tulsa Industrial