

BIXBY PLANNING COMMISSION MINUTES

CITY HALL, COUNCIL CHAMBERS | 116 WEST NEEDLES, BIXBY, OKLAHOMA

Monday | March 16, 2020 | 6:00 PM

CALL TO ORDER: 6:02 PM

ROLL CALL

Planning Commission Members	HERE	ABSENT
Chris Cloyde (VICE CHAIR)		A
Tom Holland	H	
Joshua Nave (CHAIR)	H	
Lance Whisman	H	
JR Donelson	H	
Other staff present Jason Mohler, Dev. Serv. Director		

CONSENT AGENDA

1. **APPROVAL OF MINUTES** | Regular Scheduled Planning Commission Mtg. | February 18, 2020

2. **PRELIMINARY PLAT | FGAIM (BXPT-20.01)**

Applicant | Full Gospel Assembly International Ministry

Approval of the Preliminary Plat *FGAIM (BXPT-20.01)*; 75.277 Acres, One Lot (1) in One (1) Block, Section 24, Township 17 North, Range 13 East in Bixby, OK

General Location: South of 151st Street from Riverview Drive to Mingo Road

3. **LOT SPLIT | PITTMAN (BXLS-20.01)**

Applicant | Greg Pittman

Approval of the Lot Split *Pittman (BXLS-20.01)*; part of Parent Tract, Exhibit "A" of 16619 S. Memorial Drive, to be divided into Two (2) Lots, with Three (3) Exhibits, Section 25, Township 17 North, Range 13 East in Bixby OK

General Location: Existing mobile home park ½ mile south of 161st on Memorial

4. **CHANGE OF ACCESS | RIVER TRAIL II (GUDGEL LNA)**

Applicant | Encore II, LLC, Troy Gudgel

Approval of a change to the platted Limits of No Access (LNA), *River Trail II Final Plat (Gudgel LNA)*; part of Lot 1, Block 1, River Trail II, Plat No. 6541, correcting the access locations to align with the existing Mutual Access Easement (current driveway), One (1) Exhibit, Section 2, Township 17 North, Range 13 East in Bixby OK

General Location: Southwest corner of 126th and Memorial

(CHAIR) WE WILL HAVE THE CONSENT AGENDA-READING OF TITLES BY STAFF

(STAFF) | READING OF TITLE 1 - 4

(CHAIR) DO WE HAVE A MOTION?

(STAFF) ITEMS PULLED FOR DISCUSSION WILL BE VOTED ON SEPERATELY PER ROBERTS RULES

1,2, & 4. CONSENT APPROVAL OF ITEMS 1,2, & 4		
MOTION: JR Donelson		SECOND: Lance Whisman
NOTES:		
Planning Commission Vote	Yes	No
Chris Cloyde	Absent	Absent
Tom Holland	Y	N
Joshua Nave	Y	N
Lance Whisman	Y	N
JR Donelson	Y	N

- Item #3 was voted on separately- JR Donelson recused
 - o Motion: Tom Holland
 - o Second: Lance Whisman
 - o The vote was 3-Yes (Tom Holland, Joshua Nave, & Lance Whisman) with Chris Cloyde Absent

PUBLIC HEARING

5. SPECIFIC USE PERMIT (SUP) | HARMONY BRIDGE (BXSUP-20.01)

Applicant | City of Bixby

Discussion and recommendation on proposed supplemental zoning overlay district (SUP | BXSUP-20.01 HARMONY BRIDGE), zoned AG (Agricultural) & FD (Flood District), to allow for creation on an Event Use Document, in Sections 11 & 14, Township 17N, Range 13E, in Bixby, OK

General Location: North from 141st on existing pedestrian bridge across the Arkansas River

NO. 5: PRESENTATION FROM STAFF | Marcae' Hilton, Planning Consultant

INTRODUCTION OF ITEM AND BACKGROUND BY MARCAE'

- Marcae's presentation:
 - o Origin, BPS banners
 - o Mobile food vendors via approved approved Events
 - o Additional Event permits required
 - o Noise waver automatically granted
 - o Need for temporary restrooms noted
 - o Public safety required for Events

THE CITY IS THE APPLICANT FOR THIS ITEM

(CHAIR) DOES THE APPLICANT HAVE ANY COMMENTS?

(CHAIR)

- IS ANYONE HERE TO SPEAK ON THIS ITEM?
- PUBLIC COMMENT (5 MIN PER PERSON | 30 MIN TOTAL)

(CHAIR) THE PUBLIC HEARING PORTION IS CLOSED.

(CHAIR) ARE THERE ANY COMMENTS FROM PC?

- o Clarification of types and location of signage (Nave)
- o Clarification that large commercial signage prohibited (Whisman)

(CHAIR) DO WE HAVE A MOTION?

EXHIBITS: Planning Commission Staff Report (including SUP); Ordinance No. 2301

KEY ISSUE: Approval

RECOMMENDATION: Staff recommends approval of the SUP request BXSUP-20.01 HARMONY BRIDGE per Planning Commission and Staff comments.

5. SPECIFIC USE PERMIT HARMONY BRIDGE (BXPUD-16.03)		
MOTION: JR Donelson		SECOND: Tom Holland
NOTES: Marcae Presented the Item:		
Planning Commission Vote	Yes	No
Chris Cloyde	Absent	Absent
Tom Holland	Y	N
Joshua Nave	Y	N
Lance Whisman	Y	N
JR Donelson	Y	N

6. ZONING LANGUAGE CHANGES

Discussion, review and possible recommendations on Zoning Ordinance language changes Signage Language in Use Unit 21

NO. 6: PRESENTATION FROM STAFF | Marcae' Hilton, Planning Consultant

- INTRODUCTION OF ITEM AND BACKGROUND BY MARCAE'
- Marcae' Presentation
 - Overview of changes
 - Signs can be removed by anyone
 - Political signs already addressed elsewhere in code
 - Item J written specifically for Bentley
- THE CITY IS THE APPLICANT FOR THIS ITEM
- PC COMMENTS WILL BE RELAYED TO CC
- MarcaeDonelson – Have downtown business owners seen and approved this document? (Various public meeting comment opportunities have been provided for the citizens and downtown property owners to provide feedback).
- Donelson – Teeth or no teeth? (Compliance with Standards would be required by Code via revision of the Central Business District (CBD) language.)
- Whisman – Q about real estate signs. JR recalled Fri-Sun requirements already in code.
- Whisman – Confirmed intent and desire for City to look clean. Based on his travel experiences, this makes a difference.

EXHIBITS: PC Staff Report; Use Unit 21 Code Mark-up, Item H + Item J ; Ordinance No. 2303

KEY ISSUE: Approval

RECOMMENDATION: Staff recommends approval of the Zoning Code changes to Use Unit 21 Item H and the addition of Item J via approval of Ordinance No. 2303.

(CHAIR) DOES THE APPLICANT HAVE ANY COMMENTS?

(CHAIR)

- IS ANYONE HERE TO SPEAK ON THIS ITEM?
- PUBLIC COMMENT (5 MIN PER PERSON | 30 MIN TOTAL)

(CHAIR) THE PUBLIC HEARING PORTION IS CLOSED.

(CHAIR) ARE THERE ANY COMMENTS FROM PC?

(CHARI) DO WE HAVE A MOTION?

6. ZONING LANGUAGE CHANGES

COMMENTS:

7. DOWNTOWN DESIGN STANDARDS

Discussion, review and possible recommendations on the proposed Downtown Design Standards

NO. 7: PRESENTATION FROM STAFF | Marcae' Hilton, Planning Consultant

- INTRODUCTION OF ITEM AND BACKGROUND BY MARCAE'
- THE CITY IS THE APPLICANT FOR THIS ITEM
- PC COMMENTS WILL BE RELAYED TO CC
- Donelson – Have downtown business owners seen and approved this document? (Various public meeting comment opportunities have been provided for the citizens and downtown property owners to provide feedback).
- Donelson – Teeth or no teeth? (Compliance with Standards would be required by Code via revision of the Central Business District (CBD) language.)
- Whisman – Are existing properties grandfathered in? (Yes. Existing properties that do not meet the adopted Standards become legally non-conforming parcels). Discussion continued regarding the triggers for compliance.
 - Interior vs Exterior. (Interior improvements excluded from Stds and can be constructed without triggering Exterior requirements.)
 - “Can’t take property out of compliance more than it already is”
 - Different than safety issues regulated by Building, Structural & MEP Codes
- Nave – Prefer full compliance versus partial. (Noted. +Example)
- Donelson – Appeal process? (Language in Standards refers to “Modification” of the standard in lieu of an “Appeal”. These Modification requests go to Council.)
- Whisman – Enforcement challenges? PC anticipates some resistance from property owners, but feels that the overall benefit of enforcing the Standards will provide the greatest benefit to downtown in the long-run.
- Donelson – Consider the feasibility of waiving stormwater detention requirements in Central Business District.
- Nave – Look at terminology; “replacement” vs. “repair” or “routine replacement”.
- Nave – Discussion of interior remodels triggering exterior compliance. (Katy explained intent and concern that this approach would appear heavy handed. Correlation to BA discussed. Stds written in same way as BA.)
- Holland – Incentives? Consider Fee waivers.

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(CHAIR) ARE THERE ANY COMMENTS FROM PC?

(CHARI) DO WE HAVE A MOTION?

7. DOWNTOWN DESIGN STANDARDS

COMMENTS:

ADJOURNMENT: 7:30 PM

APPROVED BY:

Chair

Date

Jason Mohler | Director of Development Services or Recording Secretary