

**TULSA METROPOLITAN AREA PLANNING COMMISSION**  
Minutes of Meeting No. 1592  
Wednesday, February 19, 1986, 1:30 p.m.  
City Commission Room, Plaza Level, Tulsa Civic Center

<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>STAFF PRESENT</b>	<b>OTHERS PRESENT</b>
Carnes	Kempe	Frank	Linker, Legal
Doherty, 2nd Vice- Chairman	Selph	Gardner	Counsel
Draughon	Young	Setters	
Paddock, Secretary		Brierre	
Parmeale, Chairman			
VanFossen			
Wilson, 1st Vice- Chairman			
Woodard			

The notice and agenda of said meeting were posted in the Office of the City Auditor on Tuesday, February 18, 1986 at 12:15 p.m., as well as in the Reception Area of the INCOG offices.

After declaring a quorum present, Chairman Parmeale called the meeting to order at 1:33 p.m.

**MINUTES:**

**Approval of Amended Minutes of January 29, 1986, Meeting No. 1589:**

On **MOTION** of **WOODARD**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmeale, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Amended Minutes of January 29, 1986, Meeting No. 1589.**

**Approval of Minutes of February 5, 1986, Meeting No. 1590:**

On **MOTION** of **WILSON**, the Planning Commission voted **7-0-1** (Carnes, Draughon, Paddock, Parmeale, VanFossen, Wilson, Woodard, "aye"; no "nays"; Doherty, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Minutes of February 5, 1986, Meeting No. 1590.**



SUBDIVISIONS:

PRELIMINARY PLAT APPROVAL:

9100 Memorial (PUD 405 & Z-5722-SP) SW/c 91st & South Memorial (CS, CO)

The Staff presented the plat with the applicant represented by Dave Sanders.

This is the first phase of an overall plan reviewed by the TAC on 9/12/85. Comments made at that time that affect this first phase are included in the conditions for approval listed below.

Since a portion of this area is within a Corridor District and all is within the PUD, a Detail Site Plan is required. A site plan has been submitted, but it is the conceptual plan submitted and reviewed 9/12/85. TAC has no objection to a preliminary approval at this time since the street pattern, lot configuration, etc., fit the intent of the PUD and is the plan reviewed by TAC. However, before the final plat is released, Detail Site Plan approval will be required under the provisions of the Corridor District, or a provision included in the covenants that no building permit be issued until such site plan is approved. All conditions applicable to plat shall be shown on face of plat or in covenants. Additional requirements may be necessary due to the Corridor/PUD classification, but the conditions shall apply regardless of the procedures required by the PUD and CO classifications.

At the TAC meeting, Sanders indicated a Detail Site Plan was in progress and would be submitted prior to final plat release. He also advised that several lots may be created within Block 2. TAC had no objections.

Southwestern Bell Telephone Company advised they will need a 30' x 30' easement in Lot 2, Block 2 for a fiber optic station. Staff advised that if this is to be in a building it should be shown on applicant's Detail Site Plan. If it is underground no variances would be required.

The TAC voted to recommend **approval** of the **preliminary plat of 9100 Memorial**, subject to the following conditions:

1. Applicant should assure that no pipelines or utility lines around the intersection of 91st & Memorial will be disturbed. Show all easements of record and protect the liens to the satisfaction of the pipeline owners (previous recommendation).
2. Access points to Memorial will require approval of both Traffic Engineer and State Highway Department (previous recommendation). Also provide mutual access cross-easements as per Detail Site Plan, separate instrument, or on face of plat. All driveways on Memorial are "right turn only".

3. On face of plat show or identify the following:
  - a) Identify NE corner of Section 23.
  - b) Show Limits of No Access along proposed expressway right-of-way.
  - c) As of this date, the expressway is still on the Plan since the Resolution and other approvals have not yet been made. Show the following note on the face of the plat in accordance with policy adopted by TMAPC:

"NOTICE

A FREEWAY IS SHOWN ON THE TULSA CITY-COUNTY MAJOR STREET AND HIGHWAY PLAN AS PASSING THROUGH OR ADJACENT TO PROPERTY IN THIS SUBDIVISION. FURTHER INFORMATION AS TO THE STATUS OF THIS PLANNED FREEWAY MAY BE OBTAINED FROM THE TULSA METROPOLITAN AREA PLANNING COMMISSION."

- d) Show a 40 foot setback line for auto sales and identify same, in accordance with PUD conditions. (Leave 60' Building line as is.) (Only applies to Block 2)
  - e) Block 3, building line can be 100 feet on Memorial in accordance with PUD; 210 feet from centerline. Building line in excess of 100 feet is volunteered.
  - f) Location map: Identify Sheridan Galleria and Victoria Station.
  - g) Include site plan file number on face of plat as applicable (Z-5722-SP).
  - h) Identify right-of-way acquired by State for Memorial improvements by Book and Page.
4. Covenants:
  - a) Add a section to include applicable language for the stormwater detention area and any adjacent easements. Comply with requirements of Stormwater Management Department.
  - b) Add a paragraph after Section 1.3.5 regarding Halkey Creek Sewage Treatment Plant.
  - c) Section 11, page 3, PUD restrictions: Include reference to site plan review in accordance with Corridor Zoning provisions.
  - d) Development Area Standards: Indicate in parentheses which Development Area applies to each lot(s).
  - e) Page 6, Section 2.3.1, 3rd line, should read: ..."within Block 2 (Development Area 1-A)".
  - f) Page 8 Section 2.5, 1st line should read: "Lot 2, Block 4, Office Park Area (Development Area 1-E)".
  - g) Page 9, Section 2.7 should read: "Lot 3, Block 4, Office Park Area".
5. All conditions of PUD #405 shall be met prior to release of final plat, including any applicable provisions in the covenants or on the face of the plat. Include PUD approval date and references to Section 1100-1170 of the Zoning Code in the covenants.
6. Utility easements shall meet the approval of the utilities. Coordinate with Subsurface Committee if underground plant is planned. Show additional easements as required. Existing easements should be tied to or related to property line and/or lot lines.

9100 Memorial - Cont'd

7. Water plans shall be approved by the Water and Sewer Department prior to release of final plat.
8. Pavement or landscape repair within restricted water line, sewer line, or utility easements as a result of water or sewer line repairs due to breaks and failures, shall be borne by the owner(s) of the lot(s).
9. This property is located within the area served by the Haikey Creek Sewage Treatment Plant and will require a statement concerning sewer availability within the covenants.
10. A request for creation of a Sewer Improvement District shall be submitted to the Water and Sewer Department prior to release of final plat.
11. Paving and drainage plans shall be approved by Stormwater Management, including storm drainage, detention design and Watershed Development Permit application subject to criteria approved by City Commission (Class A permit required). Delineate Floodplain and identify detention area.
12. A request for a Privately Financed Public Improvement (PFPI) shall be submitted to the City Engineer.
13. Street names shall be approved by City Engineer and shown on plat.
14. Adjacent streets should be shown on plat for reference. (East 93rd Street & South 77th East Avenue.)
15. It is recommended that the developer coordinate with Traffic Engineering during the early stages of street construction concerning the ordering, purchase, and installation of street marker signs. (Advisory, not a condition for release of plat.)
16. A "Letter of Assurance" regarding installation of improvements shall be submitted prior to release of final plat. (Including documents required under Section 3.6-5 of Subdivision Regulations.)
17. All (other) Subdivision Regulations shall be met prior to release of final plat.

On **MOTION** of **DOHERTY**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Preliminary Plat for 9100 Memorial**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

Woodland Valley (PUD 397)      61st & South 91st East Avenue      (RM-1, RD, RS-3)

Chairman Parmele advised Staff was requesting a continuance on this application to March 5, 1986.

On **MOTION** of **WILSON**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **CONTINUE Consideration of the Preliminary Plat for Woodland Valley** until Wednesday, **March 5, 1986** at 1:30 p.m. in the City Commission Room, City Hall, Tulsa Civic Center.

\* \* \* \* \*

Hedlund Heights (2084)      West of NW/c 101st & South 129th East Avenue      (AG)

The TAC voted to recommend **approval** of the **Preliminary Plat of Hedlund Heights**, subject to the following conditions:

1. Utility easements shall meet the approval of the utilities. Coordinate with Subsurface Committee if underground plant is planned. Show additional easements as required. Existing easements should be tied to or related to property line and/or lot lines.
2. Water plans shall be approved by the Water and Sewer Department of Broken Arrow prior to release of final plat. Include language for Water and Sewer facilities in covenants. If applicable.
3. Pavement or landscape repair within restricted water line, sewer line, or utility easements as a result of water or sewer line repairs due to breaks and failures, shall be borne by the owner(s) of the lot(s).
4. This property is located within the area served by the Haikey Creek Sewage Treatment Plant and will require a statement concerning sewer availability within the covenants.
5. Paving and drainage plans shall be approved by the County Engineer, including storm drainage and detention design (and other permits where applicable), subject to criteria approved by County Commission.
6. Limits of Access or (LNA) as applicable shall be shown on the plat as approved by County Engineer. Include applicable language in covenants.
7. Street lighting in this Subdivision shall be subject to the approval of the County Engineer and adopted policies as specified in Appendix C of the Subdivision Regulations.

Hedlund Heights - Cont'd

8. It is recommended that the applicant and/or his engineer or developer coordinate with the Tulsa City/County Health Department for solid waste disposal, particularly during the construction phase and/or clearing of the project. Burning of solid waste is prohibited.
9. The method of sewage disposal and plans therefore, shall be approved by the City/County Health Department. (Percolation tests required prior to preliminary approval.)
10. The method of water supply and plans therefore, shall be approved by City/County Health Department.
11. This plat has been referred to Broken Arrow because of its location near or inside a "fence line" of that municipality. Additional requirements may be made by the applicable municipality. Otherwise only the conditions listed apply.
12. Revise legal description to also read in "metes and bounds" around perimeter of plat.
13. All (other) Subdivision Regulations shall be met prior to release of final plat.

On **MOTION** of **WOODARD**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Preliminary Plat for Hedlund Heights**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

Spruce Pointe (PUD 409)(883)      75th & South Birmingham Avenue      (RS-2)

This plat had a review by TAC on 8/15/85 and was granted a sketch plat approval. At that time a PUD had not been filed and the zoning application was still pending. Both the PUD and zoning have now been approved. A copy of the minutes of the TAC meeting granting sketch plat approval was provided. Other conditions were noted in the margin.

Staff also advised that the requirements for curb/gutter paving in the adjacent street had been withdrawn by memo from City Commissioner J. D. Metcalfe dated 10/4/85.

Since this is now a PUD, references to the Board of Adjustment are no longer applicable. Staff still has no objection to the 20' building line shown on Lot 10, but this is not specifically addressed in the PUD text. The plot plan submitted for the PUD showed the setback as 20' but since it was not mentioned in the PUD minutes, a minor amendment to the PUD may be necessary or at least a clarification of the intent of the Planning Commission.

City Engineering advised applicant to check if the 5 feet along the north side had been vacated or just "closed".

Spruce Pointe - Cont'd

The TAC voted to recommend approval of the Preliminary Plat of Spruce Pointe, subject to the following conditions:

1. Show 5' right of way "closed" not "vacated". (Make sure legal description properly reflects status of the 5' strip.) Show distance to centerline of 75th Street as 37.5'.
2. Covenants:  
Section I, A. Include "and streets" in line 2. Add language required by Water and Sewer Department.  
Section II: Include date of TMAPC approval. Should read:  
".....as the same existed on November 13, 1985, when PUD 409 was approved by TMAPC and subsequently approved by the Board of Commissioners of the City of Tulsa on November 25, 1985, the Implementing Ordinance No. 16518 being adopted December 13, 1985 and published December 18, 1985."  
  
Staff recommends that Section II, paragraph A & C be combined since most of this relates to the PUD conditions. Also, several provisions of the PUD have been omitted that should be included in this section. This section should read much the same as the PUD minutes for easier administration of the PUD through the permit and platting processes.  
  
Also include provision "...except where easements are greater" when referring to side yard setbacks. This was done on the "Rear Yard" paragraph.  
  
Revise section relating to fencing to apply to this plat. Lots referred to do not match this plat.
3. On face of plat show the following:
  - a) Number of lots and acres
  - b) Show dual setback lines on two lots as follows:  
Lot 4: 15' Dedicated Easement and side Building Line:  
25' front Building Line.  
Lot 11: 10' side Building Line:  
25' front Building Line.
  - c) Show 25' Building Line on Birmingham on the Reserve.
4. Not a condition for approval, but only for your information: PUD required a setback of 60' from center line on 75th Street. The building line shown on the plat is 67' from centerline, since City Atlas shows width of 75th Street to be 75'.
5. Utility easements shall meet the approval of the utilities. Coordinate with Subsurface Committee if underground plant is planned. Show additional easements as required. Existing easements should be tied to or related to property line and/or lot lines.
6. Water plans shall be approved by the Water and Sewer Department prior to release of final plat. Include language for Water and Sewer facilities in covenants.

Spruce Pointe - Cont'd

7. A request for creation of a Sewer Improvement District shall be submitted to the Water and Sewer Department prior to release of final plat.
8. A request for a Privately Financed Public Improvement (PFPI) shall be submitted to the City Engineer.
9. Paving and drainage plans shall be approved by the Stormwater Management, including storm drainage and detention design and Watershed Development Permit application subject to criteria approved by City Commission. (Class "B" Permit required.)
10. A "Letter of Assurance" regarding installation of improvements shall be submitted prior to release of final plat, including documents required under Section 3.6-5 of Subdivision Regulations.
11. All (other) Subdivision Regulations shall be met prior to release of final plat.

On **MOTION** of **CARNES**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Preliminary Plat for Spruce Pointe**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

Resource Sciences Office Park (PUD 407)(483) 68th & South Yale (OM)

The Staff presented the plat with the applicant represented by Adrian Smith and Roy Johnsen.

TAC reviewed this project as a concept plan on 10/10/85. The following comments were made at that time and are a condition of approval, unless modified by TAC recommendations this date:

1. A replat is required, not only to include the PUD conditions, but to simplify legals of the various parcels made.
2. Since the existing buildings are being separated, care should be made that they are not separated from utilities, including water and sewer. Some short extensions may be required, or mutual agreements filed of record.
3. Mutual access and parking agreements would be required since some of the parcels will be "landlocked".
4. Provide on site detention as required by Stormwater Management for the new buildings and parking garage.

Resource Sciences Office Park - Cont'd

5. Some sanitary sewer extensions may be required to tracts "L" and "F" (Lots 12 and 6).
6. Access was discussed with Traffic Engineering. There are no objections to the access as shown, including the access from parking garage to 66th Street. For the record, the north access on Yale would be "right turn only".
7. Water and Sewer advised that each lot should abut a waterline. Also, some additional hydrants may be required in the new high rise building for fire protection.
8. There were no objections to the concept plan as presented.

There was considerable discussion relating to the conditions required by Traffic Engineering and by the TMAPC and City Commission. It was agreed by TAC and Traffic Engineering, in particular, Staff and applicant that this condition (regarding a new traffic signal) would require further review. There was no objection to a preliminary approval, provided that the conditions regarding access and traffic signals be worked out and/or clarified to the satisfaction of all.

The TAC voted to recommend approval of the Preliminary Plat of Resource Sciences Office Park, subject to the previous conditions on 10/10/85, plus the following conditions:

1. On face of plat show:
  - a) 20' Building Line along entire north property line. (Suggest: 20' building line and utility easement?)
  - b) Identify adjacent subdivisions. Show East 66th Street South at NW corner of plat.
  - c) Show PUD number under title block.
  - d) Show number of lots and acres on face of plat near location map.
  - e) Update and/or correct location map. (L.P. South; Warren Center 2nd Amd: show Copper Oaks.)
2. Plat is drawn at a 1"=60' scale. Staff has no objection, but Subdivision Regulations require 1"-100', 200' or 50'; waiver recommended.
3. Covenants: Several discrepancies should be corrected prior to final approval, such as:
  - a) Provide "cross-easements" and/or mutual access easements for access and parking either by plat or separate instruments.
  - b) Typos: 1st paragraph: "Science" or "Sciences"?  
Section II-A: PUD 407, not 470; "Ordinance"
  - c) PUD Information, Section II:
    - 1) Paragraph A. Dates to use: TMAPC=12/11/85 CC: 1/28/86. Also 2nd line add after ... was approved by the "TMAPC and by the"...etc.
    - 2) Ordinance has not yet been published. Final plat shall not be released until ordinance is published.
    - 3) Check maximum floor area: PUD has 484,823; plat shows 538,234 sq. ft. (Comply with PUD)

Resource Sciences Office Park - Cont'd

- 4) Lot 3, Block 1 (Parcel "C"); check new building square footages. (Comply with PUD)
  - 5) Section 11-A(2) Don't forget to insert distance
  - 6) Section 11-A(6) Check. Part of sentence ... "Installed in connection with new building construction"... may need to be deleted. Doesn't match PUD minutes.
- d) There was no objection to leaving out "Net area" on each lot since this could vary a few feet on final survey. The maximum floor area will prevail as per PUD.
4. All conditions of PUD 407 shall be met prior to release of final plat, including any applicable provisions in the covenants or on the face of the plat. Include PUD approval date and references to Section 1100-1170 of the Zoning Code, in the covenants.
  5. Utility easements shall meet the approval of the utilities. Coordinate with Subsurface Committee if underground plant is planned. Show additional easements as required. Existing easements should be tied to or related to property line and/or lot lines.
  6. Water plans shall be approved by the Water and Sewer Department prior to release of final plat. (Show existing water line easement.)
  7. Pavement or landscape repair within restricted water line, sewer line, or utility easements as a result of water or sewer line repairs due to breaks and failures, shall be borne by the owner(s) of the lot(s).
  8. A request for creation of a Sewer Improvement District shall be submitted to the Water and Sewer Department prior to release of final plat.
  9. Paving and drainage plans shall be approved by the Stormwater Management, including storm drainage, detention design and Watershed Development Permit application subject to criteria approved by City Commission. (Class "A" Permit required.)
  10. A request for a Privately Financed Public Improvement (PFPI) shall be submitted to the City Engineer, if required.
  11. Limits of Access or (LNA) as applicable shall be shown on the plat as approved by City/County/Traffic Engineer. (Subject to further review as per agreement this date.)
  12. It is recommended that the developer coordinate with Traffic Engineer during the early stages of street construction concerning the ordering, purchase, and installation of street marker signs. Advisory, not a condition for release of plat.
  13. It is recommended that the applicant and/or his engineer or developer coordinate with the Tulsa City/County Health Department for solid waste disposal, particularly during the construction phase and/or clearing of the project. Burning of solid waste is prohibited.

Resource Sciences Office Park - Cont'd

14. A "Letter of Assurance" regarding installation of improvements shall be submitted prior to release of final plat. (Including documents required under Section 3.6-5 of Subdivision Regulations.)
15. All (other) Subdivision Regulations shall be met prior to release of final plat.

Comments & Discussion:

Mr. Wilmoth advised there was lengthy discussion at the TAC meeting, as well as the TMAPC meeting, in regard to the traffic signal. All concerned agreed that further study was needed on this matter, and the Final Plat will not be released until this is resolved. Mr. Paddock inquired if the discussions pertained to the location of the traffic signal, whether it would be on 64th or 66th.

Mr. Roy Johnsen, 324 Main Mall, stated part of the discussions at the TAC meeting related to the fact that the Traffic Engineering Department representative had read only the TMAPC minutes, and did not have available the City Commission minutes. Mr. Johnsen stated the applicant is still subject to a condition for a traffic signal at one of two alternative locations, or they will not be permitted to have the extra floor area (as stipulated by the TMAPC). The City Commission stipulated they wanted the traffic signal in any event, with or without the extra floor area. The applicant asked for a modification of the TMAPC language, as a City agency could prevent placement of the traffic signal. Mr. Johnsen stated the City Commission was receptive to this.

Mr. Paddock asked Mr. Johnsen to brief the Planning Commission as to the developments on the use of the property to the north as far as the private driveway. Mr. Johnsen reviewed the TMAPC action which stated the traffic signal be at the main entrance or just north of the north property line, which would be shared. Mr. Johnsen stated they have been unsuccessful in their efforts to secure easements from the property owners to the north.

On **MOTION** of **VANFOSSEN**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Woodard, "aye"; no "nays"; Wilson, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Preliminary Plat for Resource Sciences Office Park**, subject to the conditions as recommended by Staff.

FINAL APPROVAL & RELEASE:

Kingsridge Estates Blk 5 (Am)(PUD 281) SW/c East 64th & South 91st East Avenue

Summit Square (PUD 190)(1083) SW/c 71st & South Sheridan (CS, RMO, RS-3)

On **MOTION** of **WILSON**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Final Plat and Release for Kingsridge Est. Blk 5 and Summit Square**, as recommended by Staff.

WAIVER OF PLAT:

BOA 13785 Rozeau Court SW/c East 36th St. North & North Birmingham Pl. (RS-3)

This is a request to waive plat on Lots 1, 2, 3 and 4, Block 5 of the above named subdivision. This is for an expansion of an existing church on Lots 34-40, inclusive, of the same block. Lots 34-40 are NOT SUBJECT TO A PLAT. This application involves only Lots 1-4, inclusive. The easement between the lots is being vacated. Right-of-way on all streets meets the Major Street Plan requirements. Waiver of plat should consider the following:

- a) Complete the vacation (if not already done) of the easement.
- b) Grading and drainage plan approval by Stormwater Management through the permit process.
- c) Access agreement for East 36th Street North, if required by Traffic Engineering.
- d) Any existing utilities within the easement being vacated should be killed or relocated to the satisfaction of the utility.

Stormwater Management had recommended denial of plat waiver. However, the drainage area they were concerned with is outside this request on other property not owned by applicant. They would be satisfied with an easement for the drainage ditch at the southeast corner of tract if the ditch actually crosses on property owned by the church in this application.

Utilities had no requirements, so item (d) could be eliminated. However, a sanitary sewer extension may be needed.

The TAC voted to recommend **approval** of the **Waiver of Plat** on BOA 13785, subject to the following conditions:

BOA 13785 Rozeau Court - Cont'd

- a) Complete vacating process for existing easement.
- b) Grading and drainage plan approval subject to Stormwater Management, including Class B permit. Provide drainage easement if needed.
- c) Access agreement required by Traffic Engineering on 36th Street North.
- d) Sewer main extension if required by Water and Sewer Department.

Comments & Discussion:

Mr. Paddock asked, if the the TMAPC did not waive the plat, what would a requirement of a plat do for the City. Mr. Wilmoth stated it would do the same thing the TMAPC had for review, and there would be no advantage as there was already right-of-way dedicated by the previous plat on all the streets. In reply to Ms. Wilson, Mr. Wilmoth advised this was the first time this has been brought before the TMAPC.

On **MOTION** of **CARNES**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Waiver of Plat for BOA 13785 Rozeau Court**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

BOA 13547 Romoland (994)

1215 South 135th East Avenue

(RS-2)

This is a request to waive plat on Lots 7 and 8, Block 1, of the above named plat. The Board of Adjustment approved church use on Lots 1, 2, 7 and 8. Plot plan submitted shows only Lots 7 and 8. Board of Adjustment required applicant to return to the Board with final plans "and plat". Since this is already platted, applicant is requesting waiver of plat. However, it is not clear from the minutes of the Board of Adjustment whether they required a plat, or whether a waiver of plat could accomplish the same thing. In discussion, the TAC generally agreed a plat waiver could accomplish what was needed. The following items were discussed:

- a) What about Lots 1 and 2? Nothing was submitted for those two lots. (Nothing was planned.)
- b) 12th Street and South 137th East Avenue are unimproved and not open.
- c) The 5' "easement" on the original plat should be dedicated as right-of-way where applicable.
- d) Stormwater plans will be required, subject to approval of Stormwater Management.
- e) Utility easements and/or extensions required? (No)
- f) Plot plan shows a septic system. If on septic, approval of City/County Health Department prior to transmittal of this request to Planning Commission.

BOA 13547 Romoland - Cont'd

After further discussion, it was agreed to limit the plat waiver to only Lots 7 and 8. If a building permit was needed on these two lots, applicant would come back to TAC again. Health Department has approved percolation test (#85-229). Although 12th Street is not open it may be needed in the future, so the 5' right-of-way requirement should also include Lot 1 at this time.

The TAC voted to recommend **approval** of the **partial waiver of plat** on BOA 13547, subject to the following conditions:

- a) Dedicate the additional 5' on 12th Street and South 135th E. Ave.
- b) Grading and drainage plans will be subject to approval of Stormwater Management. (Class B Permit required.)
- c) Health Department approval of septic system as per #85-229.
- d) Waiver is limited to Lots 7 and 8 at this time. Applicant to return to TAC and TMAPC for development of Lots 1 and 2.

On **MOTION** of **PADDOCK**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent")) to **APPROVE** the **Waiver of Plat for BOA 13547 Romoland**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

**CZ-144 (Unplatted)** SE corner Hwy 51 & Coyote Trail (Dawson Ridge Rd) (CS)

This is a request to waive plat on a small tract approximately .6 acres at the above intersection. Proposed use is a convenience store. If the plat requirement is waived the following should apply:

- a) Right-of-way: Dedicate an additional 10' of right-of-way on Coyote (Dawson Ridge) to meet the Street Plan requirement. Building line is 100' from center.
- b) Access control agreement required by County Engineer for access points.
- c) Utility easements: 17-1/2' on east and south or 11' each side of property line.
- d) Paving and drainage plan approval required by County Engineer.
- e) Health Department approval required for septic system.

Note: "25' building line" shown on plot plan may be volunteered. Code indicates that building setback is "half the Major Street Plan right-of-way + 50 ft." The building line on the plan exceeds this requirement.

The TAC voted to recommend **approval** of the **Waiver of Plat on CZ-144** subject to the following conditions:

- a) 10' right-of-way dedication on Coyote (Dawson Ridge)
- b) 17-1/2' utility easement parallel to East and South sides (or 11' each side).
- c) Paving and drainage plans subject to approval of County Engineer.
- d) Health Department approval for septic system.
- e) Access control agreement.

Comments & Discussion:

Mr. Paddock inquired as to Health Department approval and Mr. Wilmoth advised this plat waiver is subject to their approval. In reply to Mr. VanFossen, Mr. Wilmoth clarified the applicant would be getting a limited access on Coyote Trail and no access to the highway.

On **MOTION** of **VANFOSSEN**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Waiver of Plat for CZ-144**, subject to conditions, as recommended by Staff.

\* \* \* \* \*

PUD 401 St. John Medical Center 17th & South Victor Avenue (OL, OM, RS-3)

On 7/11/85 the TAC reviewed the above named PUD, both as a "PUD Review" and "Plat Waiver". Rights-of-way, existing easements and access were discussed, as well as the PUD proposal. The TAC anticipated the applicant would request the PUD conditions be filed by separate Instrument to meet Section 260 of the Zoning Code and had no objection to that process. There were five conditions, as follows:

- a) Waiver of additional right-of-way on Utica per the Street Plan (applicant's request).
- b) No access on South Victor.
- c) Vacating or closure of existing easements.
- d) Grading and drainage plan approval through the permit process.
- e) File PUD conditions by separate Instrument.

This information was included in the TMAPC review of the Detail Site Plan for the PUD on 10/23/85. The actual minutes of the TMAPC do not reflect that the motion included approval of the plat waiver. All of the above conditions have now been met and the building permit is about ready to be issued. Rather than amend the minutes that were done months ago, Staff recommends the Planning Commission simply approve the plat waiver as recommended by Staff and TAC, including waiver of additional right-of-way on Utica, noting that all of the above conditions have been met.

Comments & Discussion:

Mr. Gardner explained this is platted and the request is to waive the requirement that it be platted again, and the restrictive covenants will be placed on the existing plat that controls all of the PUD. Mr. Paddock asked for clarification as to the waiver of additional right-of-way on Utica for the Street Plan. Mr. Wilmoth explained that Utica is a secondary arterial with 60' of right-of-way, where it should be 100' and the request is to waive this additional footage.

On **MOTION** of **PADDOCK**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Waiver of Plat for PUD 401 St. John Medical Center**, subject to the conditions, as recommended by Staff.

LOT SPLITS FOR RATIFICATION:

L-16601 (1890) Wheeler/Darby	L-16614 (574) Cole
L-16611 (2193) Unity	L-16615 (2393) Landmark
L-16612 (3292) Lutz	L-16616 (2502) Washington
L-16613 (1082) Harp	L-16618 (1582) White

On **MOTION** of **DOHERTY**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Ratification of the Above Listed Lot Splits**, as recommended by Staff.

LOT SPLITS FOR WAIVER:

L-16595 Marks North of the NW/c of 101st Street and Yale Avenue (AG)

This is an application to split a long narrow strip of land that was left between two platted subdivisions. This tract is approximately 82.17 feet by 886.08 feet. The west 226.06 feet is to be split off and attached to the abutting tract to the north, Lot 5, Block 1 Hunters Pointe, which leaves 609.42 feet by 82.17 tract after additional right-of-way for Yale Avenue is dedicated. Staff notes that the frontage of the remainder lot is already nonconforming and was existing prior to this application. The Staff recommends approval of this request subject to the following conditions.

L-16595 Marks - Cont'd

1. Approval from the Board of Adjustment for a variance of the bulk and area requirements in the AG District.
2. Approval from the Water and Sewer Department and/or Health Department for water and sewage disposal.

Staff also noted that this is a similar split to one approved that added another parcel of this narrow strip to a lot in the adjacent subdivision. Right-of-way was dedicated on the previous split. (This does not create another building site. It is only to increase the yard area in the platted lot to the north)

Stormwater Management requested documentation of the drainage easement across one corner of the west tract.

The TAC voted to recommend **approval** of the L-16595, subject to the following conditions:

- a) Approval of Board of Adjustment variance of bulk and area requirements.
- b) Approval of Water and Sewer Department for services.
- c) Documentation of drainage easement.

On **MOTION** of **DOHERTY**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Lot Split Waiver for L-16595 Marks**, subject to the conditions as recommended by Staff.

\* \* \* \* \*

L-16596 Dean South of the SW/c 96th Street North & North Lewis Avenue (AG)

This is a request to split a one acre lot from a 4+ acre tract in an AG District. The one acre lot is to have 184 feet of frontage on North Lewis Avenue, while the remaining 3.3 acre tract is to have only 60 feet of frontage on North Lewis Avenue. A variance of the Bulk and Area requirements will have to be obtained from the County Board of Adjustment in order to permit the lot split. A check with the current land use maps indicate at least two existing lots comparable to the proposed subject tracts in the immediate area. Based on this information the Staff recommends approval of this request subject to the following conditions:

- (1) Approval from the County Board of Adjustment for a variance of the Bulk and Area Requirements;
- (2) Approval from the City/County Health Department for percolation test in order to allow a septic system on both lots;
- (3) Approval from Washington County RWD# 3 that they can serve the subject tracts with water;

L-16596 Dean - Cont'd

- (4) Additional right-of-way to total 50 feet on the West side of North Lewis Avenue, (Roadway easement to Tulsa County); and,
- (5) An 11 foot utility easement along the north property line.

The TAC voted to recommend **approval** of **L-16596**, subject to the five conditions outlined by Staff.

On **MOTION** of **WILSON**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Waiver of Lot Split for L-16596 Dean**, subject to the conditions as recommended by Staff.

LOT SPLITS FOR DISCUSSION:

L-16500A Sanborn (2683) West of the NW/c 106th and South 66th East Avenue

In the opinion of the Staff, the lot split meets the Subdivision and Zoning Regulations, but since the lot is irregular in shape, notice has been given to the abutting owner(s). Approval is recommended.

On **MOTION** of **VANFOSSEN**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Lot Split for L-16500A Sanborn**, as recommended by Staff.

\* \* \* \* \*

L-16600 ERC Properties (1694) East of SE/c 28th Place & South 130th East Ave.

In the opinion of the Staff, the lot split meets the Subdivision and Zoning Regulations, but since the lot is irregular in shape, notice has been given to the abutting owner(s). Approval is recommended.

On **MOTION** of **VANFOSSEN**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Lot Split for L-16600 ERC Properties**, as recommended by Staff.

\* \* \* \* \*

L-16617 Rente (City of Tulsa)(1082)

South of SE/c 71st & South Union

In the opinion of the Staff, the lot split meets the Subdivision and Zoning Regulations, but since the lot is irregular in shape, notice has been given to the abutting owner(s). Approval is recommended.

On **MOTION** of **DOHERTY**, the Planning Commission voted **8-0-0** (Carnes, Doherty, Draughon, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; no "abstentions"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Lot Split for L-16617 Rente (City of Tulsa)**, as recommended by Staff.

OTHER BUSINESS:

Refund of Fees

Mr. Frank advised of a request for refund of fees has been submitted by the Higher Dimension Church. The refund is an amendment to a PUD that was never published. In reply to Ms. Wilson, Mr. Frank stated the refund amount is approximately \$300.00.

On **MOTION** of **VANFOSSEN**, the Planning Commission voted **7-0-1** (Carnes, Doherty, Paddock, Parmele, VanFossen, Wilson, Woodard, "aye"; no "nays"; Draughon, "abstaining"; (Kempe, Selph, Young, "absent") to **APPROVE** the **Refund of Fees to the Higher Dimension Church**, as recommended by Staff.

\* \* \* \* \*

BRIEFING: Department of Stormwater Management (DSM)

Mr. Stan Williams, Director of the Department of Stormwater Management, gave an in-depth review of the establishment of the DSM and its goals. Mr. Williams also presented the background and development of the new Watershed Development Ordinance, advising the new Ordinance combines three previous ordinances dealing with floodplains, drainage, earth changes, etc.

Mr. Williams introduced members of the DSM in attendance to assist the TMAPC with any questions: Mr. Dale Reynolds - Director of the Plans and Design Division; Mr. Jack Page - Manager, Design Division; Mr. Ruben Haye and Dave Spear - Engineering and Product Management; Mr. Ward Miller - Manager, Planning Section; and Mr. Stan Bolding - Permit Processing.

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

Mr. Reynolds, who is responsible for implementing the Ordinance, spoke on the implementation process which included the design of workable forms, establishing fees, designing applications, as well as distributing information packets. Mr. Reynolds reviewed more specifically the criteria for Class A and B permits and the fee structure. Mr. Miller distributed a flow chart to the Commissioners and spoke on the permit process, from the initial application to the final permit.

Mr. Williams opened the briefing to questions from the Planning Commission:

WILSON: How many professional staff member do you have in the DSM?

DSM: We started out with 39 employees and 30 in maintenance; we are authorized to fill up to 68 positions and 54 maintenance.

PADDOCK: What is meant by the term "full urbanization"?

DSM: Full urbanization, when used in the development of the Master Drainage Plans and floodplain delineation, is based on the Comprehensive Plan for each district. When we assume full development, what we assume is there is a change in land use, consistent with the Comprehensive Plan, but we do not assume that any of the creek channel has been improved. Generally, when we say full urbanization (development), we assume the Comprehensive Plan is carried out over the next decade. We look at the types of land uses, and apply those run-off characteristics of those areas in the floodplain delineation processes.

DOHERTY: How many applications have been denied to date?

DSM: There have been no application denials. DSM works with the applicant, by informing the applicant at the initial application stage what needs to be done to fulfill the requirements to obtain a permit, and tries to work with the applicant at each level of the processing stage. Since the new Ordinance, most of the applications have not been for major developments and have not been too difficult.

DRAUGHON: When you refer to the length of time required for processing, are you referring to the time after a person gets a building permit.

DSM: We are referring to the number of working days spent by the DSM office (7.6 working days), which should improve once we have filled our open positions.

PARMELE: I think one of the questions we have is, how does the TMAPC fit into the process. You state you are not in the business of zoning property; maybe we shouldn't be in the business of talking about flooding of property. But it is an issue we face every week, on whether a property being presented floods or does not flood. Maybe a decision could be reached among the Commission that flooding items should be addressed at the platting level by your department.

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

DSM: There has been a difference of opinions on this for years. The DSM position, until directed otherwise, is that the Ordinance does not trigger into the zoning process, unless you get into site plan review (including corridor). Then maybe DSM would have enough information to provide some analysis. Generally, what we could provide in most zoning cases, would be levels one through three (from the flow chart of the permit process, attached). A pertinent question might be, in your zoning case analysis, you already have a site analysis and a surrounding area analysis, and why couldn't the the floodplain issue be done by your own staff. The answer is, it probably could be, but the map issue comes up again as to who has the right maps. Mr. Williams added that DSM is requiring certain things now under their permit that have previously not been required, and they try to notify people, through the TAC meeting, that DSM was going to start doing this. This is being done to obtain things required under the Subdivision Regulations, such as topography, contour lines, delineation of floodplains, etc. The DSM permit triggers between a preliminary plat and a final plat. Before an applicant can get a permit from DSM (the final plat stage), DSM would have to have the equivalent of what TMAPC requires in the Subdivision Regulations as a preliminary construction plan.

DRAUGHON: In regard to the area along 61st Street, between Memorial and Mingo (Kingsridge, Gleneagles and 61MM Developments), based on the zoning presentations made to the TMAPC, I am concerned that DSM does not have enough staff to investigate and enforce compliance of the drainage requirements placed on the projects in this area. In the past these things have fallen through the cracks, and I am for seeing that you get the people needed to fill your staff.

Are the Federal Emergency Management Association (FEMA) maps used still done by the Corps of Engineers and, if so, what is the latest year of the maps being used.

DSM: Yes they are used, and the official adoption date for the FEMA maps is October 1982; DSM did some updates last year. There have not been any significant changes to FEMA, except in the Gleneagles area where the detention pond was built and channelization done. They do have a letter of map amendment to amend the floodplain in that area for flood insurance purposes.

DRAUGHON to Staff: Up till now, TMAPC did not have to have any flooding information to approve a lot split. In the new Ordinance, it says information must be provided prior to approval, and it includes lot splits. Is it correct that we (TMAPC) are going to have to make some changes.

DSM: Currently, lot splits must have at least a Class B permit (minimum impact).

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

Mr. Gardner stated he was not sure about this, but no one has advised INCOG to start sending lot splits to DSM. But if this is the ordinance, then it should be reviewed for proper action and how it affects the process. Finding out things such as this is part of the purpose of this meeting.

**DRAUGHON:** Concerning the problem the City has in forcing private homeowners to clean up the creeks in their area, where the City has been unable to gain entry, is DMS working with the Legal Department to find out the legal means to enter the property for clean up, if the owner will not do so.

**DSM:** Although we are not sure if Legal has been brought into this or not, the issue has been brought to the attention of DSM on several cases. We work with the Code Enforcement Division of City Development to try to figure out how to get these areas cleaned up. Generally, DSM has adopted a policy that anytime a neighborhood contacts DSM, and schedules it, if the citizens will get the debris cleaned out of the creek, DSM will haul it off and pay the dump fees. DSM met with Code Enforcement and is working with them as they do have the ability to go to the Prosecutor's office.

**PARMELE:** In regard to lot splits, is a routine lot split, in your interpretation, subject to the new Ordinance?

**LINKER:** The routine lot split would probably be exempt under the DSM exemptions set out in the ordinance. For one thing, there would be a PFPI, so it could possibly come under that exemption. DSM would not want every lot split to be coming through for a review.

**DSM:** Generally, the ones we look at are the ones INCOG sends up for TAC review.

**WILMOTH:** We are getting a form from DSM on anything that goes to the TAC. They see it and make recommendation. The majority of lot splits, especially the prior approvals, are "after the fact" type lot splits, such as title items.

**WILSON:** What is the role of the Stormwater Citizens Committee, if that is what it's called, as they had been involved with the flood victims in deciding which homes to recommend to the City for purchase. I noticed they were not mentioned in the new Ordinance and wondered if they have a role to play or if their role is over.

**DSM:** There were a few committees after the flood, such as the Advisory Committee on the flood acquisition program and a Hardship Committee for the acquisition program. A third committee was a Task Force where each City Commissioner appointed one citizen to work with the Street Commissioner's office to work on a long term approach in solving flooding and drainage problems. This group was called the

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

Stormwater Drainage Funding Task Force. They are the group who met and recommended to the City Commission in December 1984 to establish the Stormwater Management Department. The ordinance that set up the department then formalized an advisory group to be known as the Stormwater Drainage Advisory Board, which was basically the same group as the Funding Task Force. They have been very active on the financing and funding issues. They are largely an advisory board, like the park and utility boards.

**WILSON:** Since the DSM is just City related, and the metropolitan area also includes Tulsa County, have you encountered any inter-jurisdictional problems.

**DSM:** We have had some problems in this area. We are doing a number of Master Drainage Plans in City areas, but the watershed goes outside the City. We are trying to do those with the entities involved.

**WILSON:** Once a permit is issued, who in City government goes out to check to see if what is allowed is being properly done?

**DSM:** Most generally in this type of situation, it is in the PFPI process. We usually have or require the PFPI through an urban engineering agreement, which is a contract between the City and the engineer. After those plans are approved, there is the actual PFPI permit which is taken out with a contractor and is a contract with the City. That permit is actually approved by the City Commission, and when the project is finished, it is inspected by the Engineering Department. DSM is also involved in the final review and acceptance of those PFPI plans, in terms of drainage, for recommendation to the City Commission.

**VANFOSSEN:** What categories do not require your review to make an exception?

**DSM:** (Mr. Williams referred to Section 204.3 where exemptions are set out.) These exemptions are similar to the ones in the previous ordinances. Some do not come into DSM because it is something for which the City does not require a permit.

**DOHERTY:** Once the plans are approved, who actually makes sure, in the field, the plans are actually adhered to.

**DSM:** In most cases, the City Engineering Department does the construction management through the PFPI process. Only occasionally, we approve a detention facility on a very small development without requiring them to get a PFPI permit. In that case, we rely on the Protective Inspections people.

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

CARNES: I agree that, at the point of the ten day appeal, the meter has been running a long time on engineering, drawings and interest on land. The ten day wait seems like a waste of time, and if this was something that could be alleviated, the development industry would be appreciative.

DSM: The study group we worked with was very strong on this issue. We have tried to put into the Ordinance the flexibility to not have it slow down the process. As the design/development industry become more familiar with the Ordinance, we can show that the notice can be done without affecting the project schedule. There are a number of ways a smart developer can figure out a way to not have it affect their schedule at all. Our objective is to not have to do notice at the Building Permit step, but to do it in a previous step to the process. Our process is set up for future development to get that notification earlier in the process.

DRAUGHON: The City of Tulsa owns a number of properties they are not even aware of and drainage is not properly maintained, e.g. Districts 24 and 25. DSM could assist greatly if you could investigate this and get the City to go out and take of the property it owns.

WILSON: How, administratively, can you balance the need of people who what money spent on maintenance with those that want a lot of construction work done.

DSM (Mr. Williams called on Commissioner J.D. Metcalfe): A service charge for maintenance that is to be initiated July 1, 1986; we are structuring that to bring in, basically, what we feel we need for proper operation and maintenance of the entire drainage system within the Tulsa City limits. The fee is based on engineering studies that have been provided by our consultants and staff. We are also providing additional funds whereby we can combine funds from a "revolving pot" with existing fee-in-lieu-of detention funds and construct facilities ahead of development as far as detention is concerned, as opposed to waiting till the necessary funds are accumulated. By that time development, generally, has occurred and we are, in effect, blocking the door after the horse has been stolen. We are working very hard and feel like we are going to get a better handle on that than we have had in the past. Hopefully, a part of the service charge monies will allow us to go into an area, like Bowen Acres, and offer engineering, inspection and construction services.

Additional Comments & Discussion:

Mr. Paddock commented he felt there was a gap between what appears on adopted drainage basin maps and what appears in the various district plan maps. At some point, we need to start taking the information developed by DSM and placing them on these maps.

**BRIEFING: Department of Stormwater Management (DSM) - Cont'd**

Ms. Wilson commented she felt it would be proper to have DSM initiate the request to go ahead and have FD removed from the Zoning Code. Mr. Linker advised that someone is going to have to take the initiative on this, but the problem is what we are going to do with these cases where FD zoning has been mapped in the past. The question is, how is the best way to handle this. Are we going to require each of these individuals to come in with an application for rezoning, or are we going to try to work out some ordinance that will handle it when the FD requirements are removed. Stormwater Management would be the starting point for some direction.

There being no further business, the Chairman declared the meeting adjourned at 4:20 p.m.

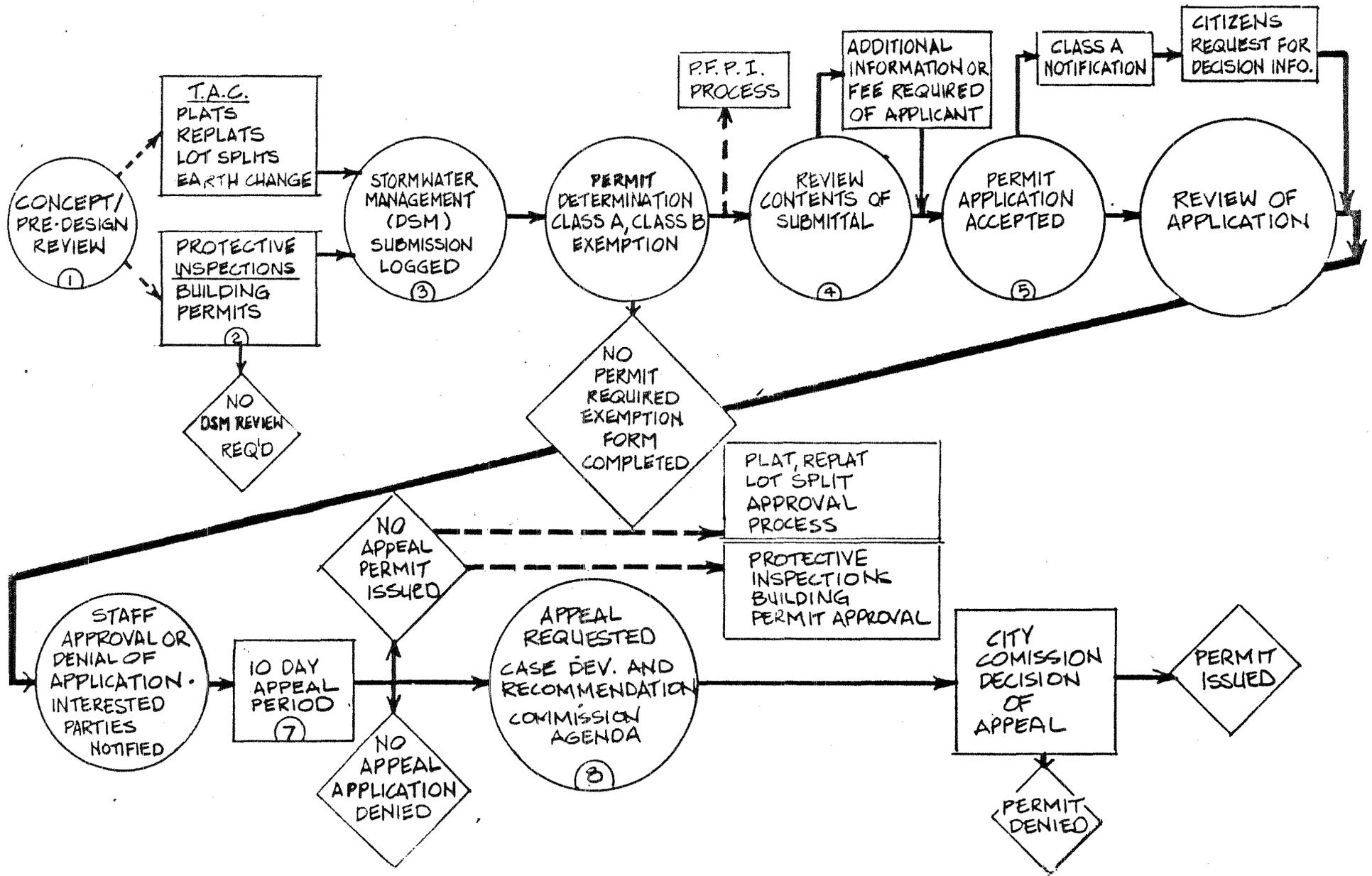
Date Approved 3-5-86  
Robert J. Linker  
Chairman

ATTEST:

Robert J. Linker  
Secretary

# DEPARTMENT OF STORMWATER MANAGEMENT

## WATERSHED DEVELOPMENT PERMIT PROCESS FLOW CHART



EXHIBIT

