



City of Broken Arrow

Minutes Planning Commission

City Hall
220 S 1st Street
Broken Arrow OK
74012

Chairperson Jaylee Klempa
Vice Chair Robert Goranson
Member Jonathan Townsend
Member Jason Coan
Member Mindy Payne

Thursday, March 14, 2024

Time 5:30 p.m.

Council Chambers

1. Call to Order

Chairperson Jaylee Klempa called the meeting to order at approximately 5:30 p.m.

2. Roll Call

Present: 4 - Jason Coan, Jonathan Townsend, Robert Goranson, Jaylee Klempa
Absent: 1 - Mindy Payne

3. Old Business

There was no Old Business.

4. Consideration of Consent Agenda

A. 24-384 **Approval of Planning Commission meeting minutes of February 22, 2024**
B. 24-371 **Approval of BLDC-016766-2024 request for use of stone, porcelain, and metal exterior building materials, Med Spa, 0.75 acres, approximately located one-sixteenth mile north of Albany Street (61st Street), directly west of Elm Place (161st Avenue)**
C. 24-372 **Approval of PT-001342-2024|PR-000510-2023, Preliminary Plat, Antler Falls, approximately 46 acres, 149 Lots, A-1 (Agricultural) to RS-4 (Single-Family Residential)/PUD-001242-2023 (Planned Unit Development), located south and east of the southeast corner of Houston Street (81st Street) and 257th Street (Midway Road)**
Senior Planner Joel Hensley presented the Consent Agenda.

Chairperson Klempa indicated Item 4B would be removed for discussion.

Chairperson Klempa explained the Consent Agenda consisted of routine items, minor in nature, and was approved in its entirety with a single motion and a single vote, unless an item was removed for discussion. She asked if there were any other Items to be pulled from the Agenda for discussion. There were none.

MOTION: A motion was made by Robert Goranson, seconded by Jason Coan.

Move to approve the Consent Agenda less Item 4B

The motion carried by the following vote:

Aye: 4 - Jason Coan, Jonathan Townsend, Robert Goranson, Jaylee Klempa

5. Consideration of Items Removed from Consent Agenda

Planning and Development Manager Amanda Yamaguchi reported Item 4B was a request for a variance for a building façade. She explained Section 5.8.G.1 of the Zoning Ordinance stated commercial structures adjacent to an arterial street or highway shall have vertical exteriors facing these roadways constructed of masonry, concrete panels, glass block, glass curtain walls, Exterior Insulated Finished Systems (EIFS), or stucco. She noted this section also provided authority to the Planning Commission to consider and approve metal finishes, wood, plastic, or other masonry material through the site plan review process. She indicated the applicant was requesting approval by the Planning Commission to incorporate metal, stone, and porcelain exterior building materials for the building associated with the Med Spa remodel. She stated the proposed façade was a mixture of stone, aluminum, and porcelain material.

Chairperson Klempa noted she asked for this Item to be pulled to allow the Planning Commission to discuss the matter as Planning Commission typically discussed façade changes which involved metal panels. She stated she liked the look of the proposed façade; the porcelain was lovely, and the metal panel was not corrugated. She asked if the metal wall panel was insulated.

The applicant, Darrell Bird, with Property Arts Inc., stated the panel was not insulated, but there would be insulation behind the panel.

Vice Chair Robert Goranson stated he liked the look of the metal panel.

Chairperson Klempa noted there were no public comments, and no one signed up to speak regarding this Item. She closed the public hearing.

Commissioner Jason Coan thanked Chairperson Klempa for asking to discuss this Item. He stated it was good to remain consistent and as the Planning Commission had often discussed these metal panel variances in the past, it was good to also discuss this variance as well.

Chairperson Klempa agreed.

MOTION: A motion was made by Jason Coan, seconded by Jonathan Townsend.

Move to approve the Consent Agenda Item 4B per Staff recommendations

The motion carried by the following vote:

Aye: 4 - Jason Coan, Jonathan Townsend, Robert Goranson, Jaylee Klempa

6. Public Hearings

A. 24-383

Public hearing, consideration, and possible action regarding SP-001322-2024 (Specific Use Permit), Events Center, 0.08 acres, DM (Downtown Mixed-Use), one-half mile south of Kenosha Street (71st Street), one-half mile east of Elm Place (161st East Avenue)

Chairperson Klempa indicated Ms. Yamaguchi had a comment before Planning Commission moved forward with Item 6A.

Ms. Yamaguchi reported a notice went out for Comprehensive Plan Change, COMP-001296-2024. She stated after the notice was published an error was discovered; the notice included the case number for this item, Item 6A, a Specific Use Permit request. She explained, as such, a new notice was sent out and the Comprehensive Plan Change would be heard on March 28, 2024 instead of this evening.

Ms. Yamaguchi reported SP-001322-2024 was a request for a Specific Use Permit for an indoor play facility to be placed in a Downtown Mixed-Use zoning district. She stated the property was located one-half mile south of Kenosha Street (71st Street), one-half mile east of Elm Place (161st East Avenue). She indicated with SP-001322-2024, the applicant was proposing to develop the site as an indoor play facility where children can interact with different play scenarios such as a dental office, grocery store or other business. She stated the applicant indicated children were to be accompanied by parents at all times, and this was not a childcare facility. She stated if this facility were to transition into a daycare, either in the traditional definition or for short-term events, additional building and fire codes may be required and the specific use permit would need to be updated. She stated this use was not specified in the Table of Allowed Uses in the Zoning Ordinance. She explained this use was most similar to a general indoor recreation facility which did require a specific use permit in the DM zoning district. She said no specific criteria were listed for this use. She stated all surrounding land uses were commercial businesses. She stated based on the Comprehensive Plan, the location of the property, and the surrounding land uses, Staff recommended SP-001322-2024 be approved as presented.

Chairperson Klempa indicated she knew the applicant, and had known her for many years, but had no personal interest or involvement in the business being proposed.

The applicant, Madison King, stated she was the owner of Let's Play BA to be located in the Rose District. She stated she was a mother of two boys, ages 4 and 2. She indicated she was born and raised in Broken Arrow. She indicated she has worked as a nanny and in other childcare positions over the years and through her experience she established a passion for children and finding fun ways for children to learn. She described Let's Play BA as a mini Main Street for kids with a pet store, auto shop, dentist's office, etc., where children could play, pretend, and learn at the same time. She stated Let's Play BA was intended to be a place of community through special events such as movie nights, craft nights, holiday events, special guests, etc. She indicated the business would offer birthday packages, memberships, members only nights, etc., and would host "parents' night out" during which Let's Play BA would babysit for parents for the evening. She stated she spoke with DHS who indicated no special requirement was needed to host a parents' night out on occasion. She stated she intended to partner with as many local businesses as possible. She indicated she reached out to Rose Rock Creamery, Waters Edge Winery, and Summit and was excited to see what types of partnerships could be established.

Commissioner Jonathan Townsend asked if this would be a nonprofit business.

Ms. King responded the business was a for profit business.

Commissioner Townsend asked about memberships.

Ms. King indicated Let's Play BA would offer a monthly membership which would range from \$25 to \$90 dollars and would include different things and would allow different

numbers of children entry. She explained the membership would include unlimited entrance for the month.

Commissioner Townsend asked about the target age of children.

Ms. King responded the target age would be from age 1 to age 10, with ages 5 and 6 being the main age group she expected to use the facility the most.

Commissioner Townsend asked how Ms. King came up with this idea and where she had seen it be successful.

Ms. King responded in New Orleans Square there was a similar facility called Adventure Avenue. She stated her facility was similar in concept but would also host events which she hoped would bring a community feel to the facility. She stated she wanted the children, parents, and staff to form relationships. She stated she wanted Let's Play BA to be the kind of place where people consistently wanted to go, and not just on occasion.

Commissioner Townsend asked if the staff members would be educators. He asked if this would be an educational experience.

Ms. King responded at first, no; staff would have background checks, but everyone was welcome to apply. She stated eventually she did want to hire a few staff members with an education who could organize events and special occasions.

Commissioner Coan noted Let's Play BA hosting special childcare events was no different than a church hosting a movie night or such. He stated he was familiar with the requirements involved for such daycare events, and the parents' night out event would fall into the same category.

Ms. King agreed. She stated the DHS website indicated a business could watch children up to 15 hours per week without the facility having to meet DHS requirements.

Commissioner Coan stated he was disappointed this business was not open when his children were young. He stated this was a great idea.

Ms. King agreed, noting Main Street needed something specifically for children.

Vice Chair Goranson agreed this was an excellent idea. He asked if place of gathering or ABLE applied to this business.

Ms. Yamaguchi responded in the negative. She stated place of assembly would fall under a specific use permit, and childcare would fall under a specific use permit in the Downtown District. She stated, based on Ms. King's comments regarding hosting parents' night out events, she would recommend the Planning Commission approve the specific use permit both for a general indoor recreation facility and for daycare to ensure there was no confusion.

Chairperson Klempa indicated no one signed up to speak and there were no comments submitted to City Staff. She closed the public hearing.

Commissioner Coan asked why Ms. Yamaguchi recommended childcare be approved as a use.

Ms. Yamaguchi explained in the discussion and in the Staff report it was stated this was not a childcare facility, but based on the description just given by Ms. King, the facility could fall into the childcare facility category in terms of uses, building codes, fire codes, etc., and to ensure everything was clear in the future, adding childcare was recommended.

Commissioner Coan asked what type of changes this would mean for the applicant.

Ms. Yamaguchi indicated this would be between Ms. King and the Fire Marshal, she was unsure.

Commissioner Coan asked if the building was sprinkled.

Chairperson Klempa indicated Ms. King stated the building was not sprinkled.

Acting Community Development Director Grant Rissler explained adding childcare to the specific use permit would not change anything in terms of the Fire Code. He stated he did not believe Fire Code covered this type of use, but altering the recommendation to allow for both uses would simply give Ms. King the zoning coverage to change the use of the building in the future.

Commissioner Coan stated he understood that childcare facilities were required to have a building sprinkled and he did not want Ms. King to now be required to install fire sprinklers.

Vice Chair Goranson noted adding childcare simply initiated an umbrella coverage to allow childcare as a potential use.

Chairperson Klempa stated it would be between Ms. King and the Fire Marshal if Ms. King chose to use the facility for childcare.

MOTION: A motion was made by Jason Coan, seconded by Jonathan Townsend.

Move to approve Item 6A per Staff recommendation with the addition of childcare to the specific use permit

The motion carried by the following vote:

Aye: 4 - Jason Coan, Jonathan Townsend, Robert Goranson, Jaylee Klempa

Chairperson Klempa indicated this Item would go before City Council on April 2, 2024; if any wished to speak regarding this Item, a Request to Speak form should be submitted prior to the meeting start.

7. Appeals

There were no Appeals.

8. General Commission Business

There was no General Commission Business.

9. Remarks, Inquiries, and Comments by Planning Commission and Staff (No Action)

Vice Chair Goranson stated he appreciated seeing preliminary plats with the markups.

Ms. Yamaguchi reported Monday would be the kickoff of the new Broken Arrow Micro Transit Program. She asked Mr. Henry Bibelheimer to present.

Staff Planner Henry Bibelheimer reported micro transit was a new form of on-demand curb-to-curb transportation. He explained on-demand meant micro transit vehicles would pick you up where you wanted, when you wanted, and take you where you would like to go (within the pilot area). He indicated Tulsa Transit would provide the drivers and provide the background checks for drivers, and would also provide the software for the program, GoPass. He stated a user could order a ride on the GoPass app, or by calling the Tulsa Transit Call Center to book a ride during operating hours, Monday through Friday from 8:00 a.m. and 5:00 p.m. He explained the GoPass app showed users a picture of the vehicle and a picture of the driver, tracked the vehicle in real time. He noted this program would go live on Monday and the purpose of today's presentation was to present the program to the community, to get the word out. He played a video which explained the GoPass app and how to use it. He stated if a rider had any medical equipment and was not comfortable riding in a sedan, said rider could order a ParaTransit van for pickup. He noted ParaTransit vans were wheelchair friendly. He stated the cost would be \$1.75 for a 3-hour ticket, multiple rides could be taken during the 3 hour window, or \$3.50 for a day pass. He noted the service was free for minors under the age of 18; however, if a user was under the age of 12, someone age 14 or older had to be present to ride along. He noted there were also discounts for seniors (over 65) and veterans; the cost for a senior citizen or veteran was \$0.85 for a 3 hour ticket. He explained senior citizens were required to go to the Tulsa Transit Station and obtain a Senior Citizen ID card to use the senior citizen discount for the program. He noted there were other available discounts which were listed on the website.

Commissioner Townsend asked if the rate was based on time or distance.

Mr. Bibelheimer explained the rate was based on time, not distance, but the micro transit pilot program operated only within the designated pilot area. He displayed a map of the pilot area. He displayed the vehicles which would be used in the pilot program: four Mustang Mach E's and one ParaTransit van. He noted all these vehicles were electric and would need to charge during the day; therefore, one of Tulsa ParaTransit vans might pick up passengers in Broken Arrow while the Broken Arrow ParaTransit van was charging.

Vice Chair Goranson asked for whom the drivers worked.

Mr. Bibelheimer responded the drivers worked for Tulsa Transit. He displayed the pilot area and explained a rider had to be within the pilot area to use the GoPass app to order a ride. He noted operating hours were currently Monday through Friday from 8:00 a.m. to 5:00 p.m., and the City hoped to expand these hours, but needed ridership to justify expansion. He indicated a rider could order a ride up to one hour in advance; riders could order a ride for 8:00 a.m. at 7:00 a.m. in the morning, but not any earlier. He indicated riders could not order rides a day in advance. He stated it was important to remember the micro transit program was a ride share program which was different from Uber; there was a good chance the vehicle

would pick up other passengers. He explained the pilot program area extended to St. Francis South where riders could take the bus or another micro transit vehicle into downtown Tulsa. He explained the GoPass app would show riders wishing to go to downtown Tulsa exactly how to get there, providing step by step instructions, for example, take the micro transit vehicle to St. Francis, then take the bus, etc. He noted the pilot area also included the VA Hospital and other medical facilities. He stated the long term goal for this program was to expand the micro transit area to include the whole of Broken Arrow's city limits.

Vice Chair Goranson asked how long the pilot program would be underway.

Mr. Bibelheimer responded the pilot program would run for six months. He noted the pilot program could evolve and the goal was to gather data; therefore, the hours of operation could be renegotiated and adjusted during the pilot program to obtain additional data.

Vice Chair Goranson asked if a lack of interest threshold was established.

Mr. Bibelheimer responded in the negative; while a lack of interest threshold existed, it was not yet established. He reported an effort was made to ensure all the riders of the 508 Route would be covered by the micro transit pilot area.

Vice Chair Goranson asked if consideration was given to extending the pilot area to the Hillside Drive Walmart.

Mr. Bibelheimer noted this was discussed. He stated discussion was also held about including points of interest during the pilot. He noted the map might change during the pilot program as well.

Vice Chair Goranson stated he felt NSU campus would also be a good location.

Mr. Bibelheimer agreed. He stated NSU was a point of interest discussed.

Ms. Yamaguchi indicated there were a lot of opportunities to include points of interest, for example the Amphitheater coming up. She stated this pilot program was extremely preliminary to test the program and see how the public responded.

Chairperson Klempa asked if the 508 Bus Route would be ongoing.

Mr. Bibelheimer responded in the negative; the 508 Bus Route would be discontinued during the pilot program. He stated on Monday the 508 Route bus drivers would be driving the micro transit vehicles.

Commissioner Coan asked if the 508 Route users were notified.

Mr. Bibelheimer responded in the affirmative. He explained the micro transit pilot area was expanded specifically to ensure all the users of the 508 Route would not lose access to transportation during the pilot program.

Commissioner Coan noted now the 508 Route users would be able to call micro transit vehicles directly to their homes as opposed to having to walk to a bus stop to wait for pickup.

Mr. Bibelheimer agreed. He stated if a rider wished to go to downtown Tulsa, this would be booked through the app, and it would cost \$1.75 total to get there via micro transit vehicles, and/or bus rides, etc.

Commissioner Coan noted users with bicycles could order the ParaTransit van for pickup, as the ParaTransit vans could accommodate bicycles.

Mr. Bibelheimer agreed; ParaTransit vans could carry bicycles.

Ms. Yamaguchi explained while Broken Arrow had four Mach E vehicles currently, it would only have two drivers for the time being, so the vehicles could switch out while charging, but when the contract was renegotiated with Tulsa Transit, this could change.

Discussion ensued regarding the electric vehicles owned by the City.

Mr. Bibelheimer stated he had flyers available for distribution. He encouraged Planning Commission to spread the word.

Chairperson Klempa asked about the City Hall Advisory Committee.

Mr. Rissler stated the Committee was appointed and was approved, but the consultants were still gathering information in preparation for the first meeting.

Vice Chair Goranson noted Planning Commission had a joint meeting with City Council on March 26, 2024.

Ms. Yamaguchi concurred noting the meeting would be held at the Public Safety Complex.

Mr. Rissler stated hopefully, early next week, Planning Commission should receive a draft agenda for review for this joint meeting.

10. Adjournment

The meeting adjourned at approximately 6:15 p.m.

MOTION: A motion was made by Jason Coan, seconded by Jonathan Townsend.

Move to adjourn

The motion carried by the following vote:

Aye: 4 - Jason Coan, Jonathan Townsend, Robert Goranson, Jaylee Klempa