



City of Broken Arrow

Minutes

Planning Commission

Robert Goranson Chairman
Jason Coan Vice Chairman
Jaylee Klempa Commissioner
Jonathan Townsend Commissioner
Mindy Payne Commissioner

City of Broken Arrow
220 South 1st Street
Broken Arrow, OK
74012

Thursday, November 20, 2025	5:30 p.m.	Council Chambers
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1. Call to Order

Chairman Robert Goranson called the meeting to order at 5:30 p.m.

2. Roll Call

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

3. Old Business - NONE

4. Consideration of Consent Agenda

- A. 25-1605 Approval of Planning Commission meeting minutes of November 6, 2025
- B. 25-1643 Approve COA-002492-2025, The Bank N.A., Change of Access, approximately 0.87 acres, Northeast Crossroads PUD-175, located at the northeast corner of Kenosha Street (41st Street) and 37th Street (209th E. Avenue)
- C. 25-1644 Approval of PT-002482-2025|PR-000336-2023, Conditional Final Plat, The Cottages at Battle Creek West, approximately 8.79 acres, 47 lots, CG (Commercial General)/PUD (Planned Unit Development) 94 to RS-P (Single Family Residential - Preservation)/PUD-94Y via BAZ-2087, located one-half mile north of Albany Street (61st Street), one-quarter mile east of Aspen Avenue (145th E. Avenue)

MOTION: A motion was made by Jaylee Klempa, seconded by Jonathan Townsend

Move to Approve Consent Agenda minus Item 25-1643

The motion carried by the following vote:

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

5. Consideration of Items Removed from Consent Agenda

- A. 25-1643 Approve COA-002492-2025, The Bank N.A., Change of Access, approximately 0.87 acres, Northeast Crossroads PUD-175, located at the northeast corner of Kenosha Street (41st Street) and 37th Street (209th E. Avenue)

Rebecca Blaine, Planning Section Manager, presented Item 25-1643. The request seeks to amend the platted "no-access" restriction on 37th Street for a new bank site in Block 2 of Northeast Crossroads, zoned PUD-175 at the northeast corner of Kenosha and 37th. The original plat allowed a single 40-foot access point; the applicant wants to shift that driveway about 11.9 feet south, leaving roughly 237.5 feet of separation from the Kenosha/37th intersection. Staff supports the change, updating the no-access limit to 54 feet to account for a 20-foot driveway with 15-foot curb returns on each side.

MOTION: A motion was made by Jaylee Klempa, seconded by Jason Coan

Move to Approve Item 25-1643 COA-002492-2025, The Bank N.A., Change of Access, approximately 0.87 acres, Northeast Crossroads PUD-175, located at the northeast corner of Kenosha Street (41st Street) and 37th Street (209th E. Avenue)

The motion carried by the following vote:

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

6. Public Hearings

- A. 25-1577 Public hearing, consideration, and possible action regarding SP-002481-2025 (Specific Use Permit), Pope Accessory Structure, 1.82 acres, RS (Single Family Residential),

located just south of Florence Street (111th Street) and approximately ¼ mile west of Aspen Avenue (145th E. Avenue)

Jose Jimenez, Planner II, presented Item 25-1577. This public hearing concerns a Specific Use Permit request for an accessory building that exceeds the 1,200-square-foot limit for lots under 2 acres. The 1.82-acre property—located just south of Florence and a quarter-mile west of Aspen—lost acreage during a previous lot split because right-of-way dedication reduced it from over two acres to its current size. The applicant wants to construct a 40-by-80-foot (3,200-square-foot) accessory structure. All setbacks have been met; a home is currently under construction, and the accessory structure permit is pending this decision. The surrounding area is single-family residential with vacant land to the north, and the site lies within the 100-year FEMA floodplain. Under the city's previous R-E zoning, the structure would have been permitted by right. Still, the new zoning ordinance reclassified the property to R-S, requiring this conditional use permit.

Commissioners clarified that the permit application was submitted after the new zoning ordinance took effect. They asked staff to confirm the building's intended use, and staff explained it will function strictly as a personal storage structure—not a dwelling, not commercial, and not something that would generate traffic or noise. Commissioners discussed whether a Specific Use Permit limits allowed uses; staff noted that while the permit itself doesn't list them, zoning regulations already restrict activities such as home occupations and prohibit running a commercial garage without meeting additional rules.

Questions were raised about the building's height, and staff noted that the accessory structure cannot exceed the home's height. Commissioners also asked about siding or façade requirements; staff confirmed none apply in the RS district unless conditions are added to the permit. The applicant was present and available to address details, including height.

Jay Pope, the applicant, explained that the shop's wall height will be 16 feet, with a 14-foot door to accommodate items like trailers, a side-by-side, and potentially a future motorhome. Commissioners said the use aligns with expectations for a personal storage shop and confirmed they were mainly concerned about height limits. They reiterated that the accessory structure must not exceed the height of the primary residence; since the home is two stories with a higher roof pitch, the proposed shop should remain compliant. The board noted past examples of accessory buildings overwhelming single-story homes, but in this case, they felt the height relationship would not be an issue.

MOTION: A motion was made by Jason Coan, seconded by Robert Goranson
Move to Approve Item 25-1577 SP-002481-2025 (Specific Use Permit), Pope Accessory Structure, 1.82 acres, RS (Single Family Residential), located just south of Florence Street (111th Street) and approximately ¼ mile west of Aspen Avenue (145th E. Avenue)

The motion carried by the following vote:

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

B. 25-1639 Public hearing, consideration, and possible action regarding BAZ-002485-2025 (Rezoning), Snyder Rezone, approximately 21.81 acres, RMF (Residential multifamily) and PUD-340 to RSP (Single-family residential - Preservation), located 1/8th of a mile south of Tucson Street (121st Street) and west of Elm Place (161st E Ave)

Jose Jimenez, Planner II, presented Item 25-1639, a public hearing concerns a request to rezone approximately 21.81 acres from RMF and PUD 340 to the new RSP (Single-Family Residential Preservation) district, which would also abrogate PUD 340. The site, located one-eighth mile south of Tucson and west of Elm Place, is proposed for a single-family neighborhood using the RSP standards that allow smaller lots in exchange for increased open space. A conceptual plan has been submitted showing a potential layout. Surrounding properties include commercial uses and single-family neighborhoods, with some vacant land; part of the site lies within the 100-year floodplain. Utilities are available. The Comprehensive Plan identifies RS4—which corresponds to RSP under the new zoning ordinance—as appropriate for this Level 3 location, making the request consistent with the plan. Staff recommends approval, subject to the property being platted.

Erik Enyart of Tanner Consulting stated that he and the property owner agree with the staff's recommendation to approve. He noted they have an initial concept layout for the site and asked to display it, emphasizing that it includes significantly more open space than the RSP zoning district requires. He said they are enthusiastic about the project.

Commissioners noted that most of the proposed open space exists because drainage and portions of Elm Creek's floodplain run through the site. Mr. Enyart confirmed this, explaining that the project exceeds the RSP requirement of 25% open space and stays within the rule that no more than half of that space can be floodplain.

Commissioners asked whether the developer plans to add trails or other usable amenities. Mr. Enyart said it's early in the design process, but they expect neighborhood amenities and will include perimeter fencing, enhanced entryways, and on-site detention areas; any remaining usable open space could be used as amenity areas.

Commissioners said the single-family layout is an improvement over the previously approved multifamily plan. They also clarified for the public that this request is only a straight zoning change—from a PUD to RSP—and the concept plan shown is preliminary. The final layout, street connections, and design details will likely change during the platting and engineering review process.

A letter from nearby resident Melody Benintendi, who lives with her siblings at 15303 East 122nd Street South, directly southwest of the proposed RSP rezoning. She requested that a screen—ideally a privacy fence—be installed along the shared property line. Her concern is that, without a wall, new residents might mistakenly enter her family's private land, and she also believes a fence would improve the appearance of both her property and the future neighborhood.

The commission discussed the fencing request and clarified that, because this case is a straight rezoning and not a PUD, they cannot impose conditions such as mandatory fencing along the neighbor's property line. Under current zoning rules, residential-to-agricultural boundaries do not require screening or buffers, so any fence would be optional, installed by the developer or individual homeowners during platting, and not mandated by the city.

They also discussed access concerns. One nearby tract appears somewhat landlocked, but staff explained that the existing owners currently access their home via Albuquerque Street and a gravel drive. Rezoning alone does not create a new "landlocked" parcel; future platting rules would determine whether a stub street or connection is needed. The neighbors who sent the letter were largely unconcerned about the development itself—they mainly wanted a fence to prevent trespassing.

The commission concluded that the city cannot require the developer to provide a fence through this zoning action, and any fencing would have to come later, voluntarily, during platting or by the adjacent property owner.

Mr. Enyart confirmed that fencing is not required under zoning and would be a homeowner's choice, to be determined later through HOA covenants or personal preference. He noted that many future residents will likely choose to install privacy fencing, but that's not something the zoning action can mandate. He also clarified that he had spoken with the property owner—not the neighbors who submitted the letter—and that the expectation is simply that fencing decisions will be made lot by lot, as in any typical subdivision. Commissioners reiterated that adjacent property owners may install their own fence if they wish and that shifting from multifamily to single-family zoning is generally a positive outcome for surrounding neighbors.

MOTION: A motion was made by Jaylee Klempa, seconded by Jonathan Townsend
Move to Approve Item 25-1639 BAZ-002485-2025 (Rezoning), Snyder Rezone, approximately 21.81 acres, RMF (Residential multifamily) and PUD-340 to RSP (Single-family residential - Preservation), located 1/8th of a mile south of Tucson Street (121st Street) and west of Elm Place (161st E Ave)

The motion carried by the following vote:

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

C. 25-1640 **Public hearing, consideration, and possible action regarding BAZ-002505-2025 (Rezoning), Arrow Forge, 99.52 acres, AG (Agricultural) to IL (Industrial Light), located one-half mile north of Tucson Street (121st Street), located on the south of Florence Street (111st Street), and ¼ mile east of Olive Ave (129th E Avenue)**

Jose Jimenez, Planner II, presented Item 25-1640. BAZ002505-2025 is a public hearing and action request to rezone 99.52 acres south of Florence Street and east of Olive from Agricultural (AG) to Industrial Light (IL) to support development of the Arrow Forge Innovation District. The project aligns with Broken Arrow voters' 2018 GO Bond commitment to build the infrastructure needed for an innovation district intended to attract advanced manufacturing and technology jobs, provide competitive wages, and strengthen the future workforce.

Surrounding properties include single-family residential, vacant land, agricultural uses, and public school property to the north; agrarian land to the east; vacant commercial-heavy and agricultural land across the Creek Turnpike to the south; and vacant agricultural land to the west. Portions of the site lie within the 100-year floodplain, and both water and sewer service are available.

Because the zoning request is consistent with the Comprehensive Plan amendment previously

approved (COMP 002424-2025), city infrastructure commitments, and the planned innovation district, staff recommends approval of the rezoning, subject to platting.

It was clarified that the whole 99.52-acre tract is being rezoned to IL for now to enable development of the innovation district, but the entire area is not intended to remain IL long-term; future development phases will come back with more tailored zoning. When asked whether a recent sign ordinance change affected this property, staff clarified that the signage update applied to the Events Park area, not this site. A question was then raised about whether the economic impact—such as projected job creation or private investment—could be quantified. It was noted that Mr. Jimenez could not provide those details himself, and staff from the Economic Development Authority were present to address them.

Amber Miller, Broken Arrow Economic Development Authority, explained that the Arrow Forge Innovation District has secured a prospective anchor tenant. This existing Broken Arrow company plans to expand on-site. The project would retain 110 high-wage jobs and add 50 more positions at or above the Tulsa County average wage while constructing a light-industrial, 50,000-square-foot aerospace components facility. The operation would be clean, low-traffic, and capable of doubling in size in the future. The company is expected to invest roughly \$10 million in capital improvements, with potential higher costs depending on construction conditions.

MOTION: A motion was made by Jonathan Townsend, seconded by Jaylee Klempa
Move to Approve Item 25-1640 BAZ-002505-2025 (Rezoning), Arrow Forge, 99.52 acres, AG (Agricultural) to IL (Industrial Light), located one-half mile north of Tucson Street (121st Street), located on the south of Florence Street (111st Street), and ¼ mile east of Olive Ave (129th E Avenue)

The motion carried by the following vote:

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

- D. 25-1642 **Public hearing, consideration, and possible action regarding BAZ-002491-2025 (Rezoning), Broken Arrow Meeting House, 8.01 acres, AG (Agricultural) to ON (Office Neighborhood), located at the southwest corner of the intersection of Florence Street (111th Street) and Aspen Avenue (145th E Avenue)**

Jane Wyrick, Planning and Development Manager, presented Item 25-1642. The request seeks to rezone 8.01 acres at the southwest corner of Florence (111th) and Aspen from Agricultural to Office Neighborhood to allow development of a place of worship. Surrounding properties are largely vacant agricultural land with areas of floodplain, and single-family homes lie to the west. A small portion of the site's southeast corner falls within the 100-year floodplain, and city water and sewer are available. Staff recommends approval contingent upon the property being platted, although the applicant disagrees with the platting requirement.

David Frohling, GHN Architects & Engineers, the applicant, clarified that they will, in fact, plat the property. Although early discussions during the pre-development meeting created confusion about whether platting was required, the project manager confirmed that the owner now agrees to proceed with it. Commissioners noted that platting is essential because it allows the City to identify easements and other necessary site elements. With the applicant's agreement to plat, there were no remaining objections.

MOTION: A motion was made by Jason Coan, seconded by Jaylee Klempa
Move to Approve Item 25-1642 BAZ-002491-2025 (Rezoning), Broken Arrow Meeting House, 8.01 acres, AG (Agricultural) to ON (Office Neighborhood), located at the southwest corner of the intersection of Florence Street (111th Street) and Aspen Avenue (145th E Avenue)

The motion carried by the following vote:

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

7. Appeals -NONE

8. General Commission Business - NONE

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

Staff reported that the wireless tower site has unusual conditions since it sits within an existing parking area, so it does not require landscaping beyond basic screening, which will be handled with fencing. Commissioners were satisfied as long as the installation looked appropriate and met city standards.

A broader discussion followed about landscape plans, including when they come before the Planning Commission and when staff handles them administratively. Staff explained that site plans for PUDs usually require Planning Commission review if the PUD specifically calls for

it. Still, other projects may be approved administratively unless a deviation or waiver is requested. Commissioners noted that sometimes built landscapes differ from what they recall seeing, prompting concern about whether plans were reviewed or correctly enforced. Staff acknowledged that older inspections may not have consistently identified landscape issues, but emphasized that inspectors are now paying closer attention.

They also clarified that administrative adjustments are allowed for narrowly defined situations, while anything outside that list must come back to the Commission. Commissioners discussed the importance of ensuring landscaping is installed as approved, maintaining Broken Arrow's Tree City USA standards, and possibly requesting landscape plans for specific projects when there is community concern. Staff confirmed that final inspections should catch missing plantings and committed to coordinating with inspectors as needed.

10. Adjournment

The meeting was adjourned at 6:16 p.m.

MOTION: A motion was made by Robert Goranson, seconded by Jonathan Townsend
Move to Adjourn

The motion carried by the following vote:

Aye: 4 -

Jonathan Townsend, Jaylee Klempa, Jason Coan, Robert Goranson