



**City of Broken Arrow**  
**Minutes**  
**Planning Commission**

City of Broken Arrow  
 Council Chambers  
 220 S 1st Street  
 Broken Arrow OK  
 74012

*Chairperson Lee Whelpley*  
*Vice Chair Ricky Jones*  
*Member Fred Dorrell*  
*Member Carolyne Isbell-Carr*  
*Member Mark Jones*

**Thursday, October 26, 2017**

**5:00 PM**

**Council Chambers**

**1. Call To Order**

Meeting was called to order by Chairperson, Lee Whelpley at 5:00 p.m.

**2. Roll Call**

**Present**    4 - Mark Jones, Fred Dorrell, Ricky Jones, and Lee Whelpley  
**Absent**    1 - Carolyne Isbell-Carr

**3. Old Business**

None

**4. Consideration of Consent Agenda**

Staff Planner, Amanda Yamaguchi presented the background for the Consent Agenda Items.

Lee Whelpley asked if Item 4A, minutes, needed removed from the Consent Agenda and forwarded to the next meeting. Larry Curtis said yes, there was a technical error with minutes and the item should be continued to the next meeting.

Lee Whelpley explained the Consent Agenda and asked if anyone wished to remove any items for discussion. No one responded.

Ricky Jones requested item 4A, Minutes of October 12 be removed from Consent.

[17-2813](#)    **Approval of Planning Commission meeting minutes of October 12, 2017**

This item was removed from the Consent Agenda.

**B.    [17-2796](#)    **Approval of PT17-111, Preliminary/Conditional Final Plat, Vaquero Addition, being a replat of Lot 1, Block 1 Compton Addition II, 2 lots, 1.58 acres, CH, north of Kenosha Street, one-quarter mile west of 9th Street****

A MOTION was made by Ricky Jones to approve Consent Agenda Item 17-2796, Conditional Final Plat of Vaquero Addition, per the Staff report. The motion was seconded by Mark Jones. The motion carried the following vote:

After the vote, Mr. Whelpley said the City Council would hear this case in their

meeting of November 21, 2017, at 6:30 p.m.

**Aye: 4 - Mark Jones, Fred Dorrell, Ricky Jones, and Lee Whelpley**

## **5. Consideration of Items Removed from Consent Agenda**

### **A. [17-2813](#) Approval of Planning Commission meeting minutes of October 12, 2017**

A MOTION was made by Ricky Jones to continue the October 12, 2017 minutes to Planning Commission meeting date, November 2, 2017. The motion was seconded by Fred Dorrell.

The motion carried the following vote:

**Aye: 4 - Mark Jones, Fred Dorrell, Ricky Jones, and Lee Whelpley**

## **6. Public Hearings**

### **A. [17-2797](#) Public hearing, consideration, and possible action regarding PUD 267, QuikTrip No. 0050, 4.96 acres, CN, southwest corner of Houston Street and State Highway 51**

Jane Wyrick, Planner II, said PUD-267 is request by QuikTrip to modify the existing store located at the southwest corner of Houston and Highway 51. The 4.96-acre site zoned CN (Commercial Neighborhood) and is Level 4 in the Comprehensive Plan.

Ms. Wyrick said the project is to occur in two phases. The first phase includes expanding the parking area along the northern property boundary and constructing a new driveway along Houston Street. Because the new driveway will not meet the separation requirement of 300 feet as designated in the Zoning Ordinance, the applicant requests approval of a PUD to provide relief from that requirement. The second phase involves razing the existing store and constructing a new "Generation 3" type store. This store type will be similar to the existing store located at the northwest corner of Hillside Drive and 9<sup>th</sup> Street. This phase includes removal of the existing driveway along Houston Street, relocation of the gas pump canopy to the north side of the site, and construction of a 5,858-square-foot building.

Jane Wyrick said the applicant proposes that there be no landscape requirement within a prescribed distance of all parking spaces, that the minimum landscape area be 10 percent, and that frontage landscape include 15 shrubs per 50 feet of lot frontage. The applicant proposes keeping the existing fence along the west boundary that provides a buffer between the residential area, to the west. Should any improvements such as buildings, parking, and drive lanes be constructed within 50 feet of the residential area, one medium sized tree will be installed for every 20 feet of improvement area encroaching on the 50-foot buffer abutting the residential area.

A new, six-foot-high, masonry trash enclosure is proposed for the second phase of development, which is one foot higher than the dumpster. Sanitary sewer is provided by the City of Broken Arrow, and water service is provided by Wagoner County Rural Water District #4. There is an existing detention pond at the southwest corner of the site. The applicant is proposing to make improvements to that pond to accommodate and meter the increased runoff created by the additional site development.

Ms. Wyrick said no specific lighting is proposed for this phase; however, any lighting will conform to the standards of the Zoning Ordinance except that light standards will be allowed in utility easements. The applicant acknowledges that the property owner accepts liability and

replacement responsibilities for any damage to light poles placed in utility easements and will include a note on the site plan to that effect. No new signs are proposed as part of PUD-267. Should the applicant desire to modify site signs with the second phase of development, the signs will be subject to the limitations included in Section 5.7 of the Zoning Ordinance. The applicant may request approval of a PUD Amendment for any modifications to the requirements.

The original plat included areas with a limits of no access (LNA). Staff recommends the applicant prepare an amendment to the limits of no access for Planning Commission approval. Staff received one telephone call from a resident concerned with drainage in the area and was advised that drainage will be addressed with the engineering review of the project.

Jane Wyrick said based on the Comprehensive Plan, the location of the property, and the surrounding land uses, Staff recommends that PUD-267 be approved, subject to the conditions included in the Staff report. She said the applicant and engineer are present at this meeting.

Lee Whelpley asked the applicant to step to the podium and state their name and address, for the record.

Alan Betchan, AAB Engineering, 200 North McKinley, Sand Springs said Staff surmised what is proposed. The PUD is mainly for the access point - to bring it into conformance because of the separation points and the existing access. There is modification with the landscape screening because there is fairly substantial green space in the back of the property which is a whole separation of a lot. Most of the site will not encroach within 50 feet and will not get much closer to the residential area. If improvements are within the 50-foot buffer, it is specified that medium trees will be used with a shorter distance of space between each one. One of the concerns voiced was regarding the existing drainage, to the south, was that the pond is overgrown and filled with debris. The pond will be improved and replaced with some of the outlet structures, bringing it up to the standards of today. There will be a lot of clearing and cleaning it up.

Lee Whelpley opened the public hearing and asked if anyone wished to discuss PUD-267.

Robert Duran, 809 S. 31st Street, said voiced concerns about drainage saying, the existing pond overflows and when there is a bad rain, the water recedes in his backyard all the way up to his patio. In addition, the water will gather at the bottom of his fence and stay there rather than move down to the pond. Mr. Duran provided pictures of his flooded yard to the Commission. Mr. Duran also voiced concerns about lighting. He said the lights from vehicles at Quik Trip shine into his home and he has concerns that the proposed changes, to Quik Trip, will add even more light.

Fred Dorrell asked Mr. Duran if he tried contacting anyone regarding his concerns.

Mr. Duran said he called the City and left several messages with no return phone calls. In addition, he contacted the company, Infab, which is next to Quik Trip. He said he asked Infab to clear the area that is overgrown and has yet to see the cleanup take place. He said the growth is too much for his weed eater.

Fred Dorrell asked Mr. Duran how long the drainage issue has been going on.

Mr. Duran said the issue has been for quite some time and is ongoing. He said he filled out a complaint form with Quik Trip; however, was never contacted by Quik Trip.

Fred Dorrell reiterated that the City never replied, nor did Quik Trip.

Ricky Jones asked Mr. Duran to show the Commission where his house is on the drawing provided to the Commission. Mr. Jones then asked Michael Skates if the runoff and detention would be reviewed with the engineering plans.

Michael Skates, Director of Development Services, said he was not aware of the drainage issues presented by Mr. Duran; however, now that he has been made aware, he will have the City's code enforcement and Infab employees to look at the property. The 6-foot fence stops at the property line. He said as the project is moved forward and the design of the parking lot and any other improvements are done, a drainage study will be done and appropriate accommodations will be made for the detention pond. He said he has not seen any drawings and will coordinate with the consultant to get the problem addresses, as far as what' happening on the Quik trip property. In addition, he will have stormwater staff look at the property to see what can be done. He asked Mr. Duran to provide his name and number to City Staff and will said Staff will be contacting him.

Lee Whelpley asked if anyone else wished to speak on PUD-267. No one responded. Lee Whelpley closed the public hearing and asked if the applicant wished to respond to the concerns.

Alan Betchan said drainage designs have been looked at for the parking expansion. He said some minor modifications will be made to the bottom of the pond and the outlet structure is being modified. He said he gets hesitant about talking about how things were built previously but knows that what is proposed for the parking expansion conforms to part of the original drainage plan and meets the requirements to bring it back to pre-development conditions.

Mr. Betchan said the concerns about headlights, the parking expansion plan proposes a fence in addition to the screening fence that runs closer to the new parking expansion. The fence will sit on a higher level of ground which will provide better screening and is an additional fence from the what is currently on the property.

Lee Whelpley asked if the pond has a spillway.

Alan Betchan said there is an outlet in the west side along the southwest corner. It is not a pipe and spillway design. The natural fall of the land is northeast to southwest and that is where the discharge leaves the site.

A MOTION was made by Fred Dorrell to approve PUD-267, per Staff recommendations. The motion was seconded by Mark Jones. The motion carried the following vote:

After the vote, Lee Whelpley said PUD-267 will be heard by City Council on November 21, 2017, at 6:30 p.m.

**Aye: 4 - Mark Jones, Fred Dorrell, Ricky Jones, and Lee Whelpley**

## 7. Appeals

None

## 8. General Commission Business

### A. [17-2803](#) **Review and discussion of proposed draft of the Downtown Residential Overlay District Design Standards and associated changes to Table 3.1-1 and Section 5.8.D of the Broken Arrow Zoning Ordinance**

Farhad Daroga, Special Projects Manager, provided an update on the Downtown Residential Overlay District Design Standards (DROD) saying there have been some minor changes to the designs standards per feedback from Stakeholders and different committees. He said the primary change is to Chapter three, the table on page 12, which is building forms. The consultants have been contacted to help amend the document and revisions will be provided to the Commission with the next 10 to 12 days.

Mr. Daroga said the Downtown Advisory Board (DAB) will review the DROD on November 14, 2017. A public hearing will occur November 16, 2017 at the Planning Commission meeting and, if approved, it will be taken to City Council December 5, 2017.

Farhad Daroga presented Table 3, building forms, and said proposed changes to the Table resulted in minor changes within the DROD document. The modifications will be made soon. The changes cause merging of Residential 'A' - single family residential and Single Family 'B' into almost a synonymous category. This is a simpler plan.

Lee Whelpley confirmed the meeting dates.

Michael Skates said the Consultant and Farhad will present a more detailed presentation of the DROD at the meetings. He said changes to the document provide more flexibility and the document will be simplified resulting in few pages. He said Staff met with the Home Builders Association and anticipate a letter of support for the DROD. In addition, Staff met with the Chamber of Commerce and Economic Development Commission and anticipate a letter of support from them as well. The DROD will help propel the downtown area for various types of housing that will support the continued improvements and commercial development along Main Street.

Michael Skates said projects currently going on along Main Street were looked at for the current zoning and referenced the DROD to see if it met the requirements of the District Standards. He said so far they have which is a good test to work out any issues. The goal is to implement the DROD January 1st and use the document. Over time it will be evaluated to see if changes need to be made and it would have to be brought back to the Planning Commission. Staff will report back to the Commission in a year to hear feedback and voice any issues or successes the DROD brings.

Lee Whelpley asked if at the November 16th meeting would require a vote. Michael Skates said yes.

Michael Skates said once the DROD goes to Council it will be for implementation and will become effective January, 2018.

Information only. No vote needed.

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

**10. Adjournment**

A MOTION was made by Fred Dorrell to adjourn at 5:30 p.m. The motion was seconded by Mark Jones. The motion carried the following vote:

**Aye: 4 - Mark Jones, Fred Dorrell, Ricky Jones, and Lee Whelpley**