



City of Broken Arrow
Meeting Agenda
Board of Adjustment

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

Judd Hatch Chairman
Rebecca Hinkle Vice Chair
Kamara Washington Board Member
George Ghesquire Board Member
Michelle Bergwall Board Member

Monday, February 9, 2026

5:00 PM

Council Chambers

1. Call to Order

2. Roll Call

3. Consideration of Consent Agenda

- A. [26-255](#) Approval of Board of Adjustment meeting minutes of January 12, 2026

Attachments: [01.12.2026 Meeting Minutes](#)

4. Public Hearings

- A. [26-254](#) Public hearing, consideration, and possible action regarding VAR-002593-2025, Ft. Worth Apartments approximately 0.32 acres, Downtown Residential Overlay District 5, request a variance from Section V of the Downtown Residential Overlay District regulations to modify driveway width, located approximately one-fourth mile north of West Houston Street (81st Street), and one-half mile west of 9th Street (177th East Avenue)

Attachments: [2 - Aerial](#)
[3 - Ft Worth Apartments Site Plan](#)
[4 - Applicant Letter](#)

5. General Board Business

- A. [26-257](#) Election of a Chairperson for the Board of Adjustment for 2026-2027
- B. [26-258](#) Election of a Vice Chairperson for the Board of Adjustment for 2026-2027

6. Remarks, Inquiries, and/or Comments by the Board and/or Staff (No Action)

7. Adjournment

NOTICE:

- 1. IF YOU HAVE A DISABILITY AND NEED ACCOMMODATION IN ORDER TO PARTICIPATE IN THE MEETING, PLEASE CONTACT COMMUNITY DEVELOPMENT AT 918 259 8412 TO MAKE ARRANGEMENTS.**
- 2. EXHIBITS, PETITIONS, PICTURES, ETC. PRESENTED TO THE BOARD OF ADJUSTMENT MAY BE RECEIVED AND DEPOSITED IN CASE FILES TO BE MAINTAINED AT BROKEN ARROW CITY HALL.**
- 3. RINGING/SOUND ON ALL CELL PHONES AND PAGERS MUST BE TURNED OFF DURING THE MEETING.**

A paper copy of this agenda is available upon request.

POSTED this ____ day of _____, _____, at _____ a.m./p.m.

City Clerk



City of Broken Arrow

Request for Action

File #: 26-255, **Version:** 1

Broken Arrow Board of Adjustment

02-09-2026

To: Chairman and Board Members
From: Community Development Department
Title:

Background: Approval of Board of Adjustment meeting minutes of January 12, 2026
Minutes recorded for the Broken Arrow Board of Adjustment meeting.

Attachments: 01 12 2026 Board of Adjustment Minutes

Recommendation: Approve minutes of Board of Adjustment meeting held January 12, 2026.

Reviewed By: Jane Wyrick

Approved By: Rocky Henkel



City of Broken Arrow

Minutes

City Hall
220 S 1st Street
Broken Arrow, OK 74012

Board of Adjustment

Judd Hatch Chairman
Rebecca Hinkle Vice Chair
Kamara Washington Board Member
George Ghesquire Board Member
Michelle Bergwall Board Member

Monday, January 12, 2026

Time 5:00 p.m.

Council Chambers

1. Call to Order

Chairman Judd Hatch called the meeting to order at 5:00 p.m.

2. Roll Call

Present: 5 - Michelle Bergwall, George Ghesquire, Kamara Washington, Rebecca Hinkle, Judd Hatch

3. Consideration of Consent Agenda

A. 26-153 Approval of Board of Adjustment meeting minutes of January 22, 2025

B. 26-154 Approval of Board of Adjustment meeting minutes of October 13, 2025

MOTION: A motion was made by Rebecca Hinkle, seconded by George Ghesquire

Move to Approve Consent Agenda

The motion carried by the following vote:

Aye: 5 - Michelle Bergwall, George Ghesquire, Kamara Washington, Rebecca Hinkle, Judd Hatch

4. Public Hearings

A. 26-152 **Public hearing, consideration, and possible action regarding VAR-002576-2025, TFCU, approximately 1.37 acres, CG (Commercial General), request a variance from Highway Design Overlay District orientation regulations, located approximately one-third mile north of West Tucson Street (121st Street), and just east of South Aspen Avenue (145th East Avenue)**

Jose Jimenez, Planner II, presented Item 26-152. A public hearing concerning VAR-002576-2025, a 1.37-acre Commercial General property being developed as a Tinker Federal Credit Union branch, located approximately one-third mile north of West Tucson Street and just west of South Aspen Avenue. The applicant requests a variance from the Highway Design Overlay District orientation requirements because the site's topography, shaped by the Creek Turnpike on-ramps, limits visibility from the turnpike and makes the property primarily visible from Aspen Avenue. Staff finds that the request meets all four required variance criteria: the ordinance creates an unnecessary hardship due to unique topographical conditions; those conditions are unusual compared to nearby properties; granting the variance would not harm the public good or undermine the ordinance or the comprehensive plan; and the request represents the minimum variance necessary. Based on this analysis, staff recommends approval of the variance, and the applicant is present.

When asked to clarify whether the issue involved either a setback requirement or the Highway Design Overlay District orientation requirement, staff confirmed that it is strictly an HDOD orientation issue. Mr. Jimenez explained that developments within roughly 550 feet of the Creek Turnpike, OK-51, or another controlled-access freeway are required to orient the building toward the roadway. He noted that projects meet this requirement in different ways, such as orienting front doors toward the turnpike via a frontage road or, if the rear faces the roadway, modifying facades and signage so the building does not appear to present a blank or unfinished backside to freeway traffic.

Michael Doggett of Animus Civil Engineering LLC stated that he is the civil engineer for the Tinker Federal Credit Union project at Aspen Avenue and the Creek Turnpike and said staff accurately outlined the site's challenges. He explained that the development naturally faces east toward Aspen Avenue, where traffic flows, while orienting the building toward the Creek

Turnpike would direct it into a steep dirt embankment with little visibility and place the back of the building toward the functional development area. He noted that these topographical constraints drove the proposed orientation and concluded by offering to answer questions and respectfully requesting approval of the variance.

During the discussion, it was asked whether the project would include a new curb cut on Aspen Avenue or use an existing signalized access point. Mr. Doggett explained that there will be a single access point directly across from the Chick-fil-A entrance, designed as a right-in, right-out with a median island, and confirmed there will be no access to the Creek Turnpike. Questions were also raised about the site’s elevation relative to nearby uses, and Mr. Doggett stated that the site is generally level and comparable to the nearby fire station but remains about 15 feet lower than the turnpike frontage road. Additional questions addressed rooftop mechanical screening, with staff clarifying that city code requires parapets or screening only to match the height of the HVAC units, not to block all sightlines from elevated roadways. Board members also inquired about signage, and staff and the applicant indicated that only a small monument sign is planned, oriented toward Aspen Avenue, with no prominent building signage facing the turnpike.

MOTION: A motion was made by Michelle Bergwall, seconded by Kamara Washington **Move to Approve Item 26-152 VAR-002576-2025, TFCU, approximately 1.37 acres, CG (Commercial General), request a variance from Highway Design Overlay District orientation regulations, located approximately one-third mile north of West Tucson Street (121st Street), and just east of South Aspen Avenue (145th East Avenue)**

The motion carried by the following vote:

Aye: 5 - Michelle Bergwall, George Ghesquire, Kamara Washington, Rebecca Hinkle, Judd Hatch

5. General Board Business

6. Remarks, Inquiries, and/or Comments by the Board and/or Staff (No Action)

7. Adjournment

The meeting was adjourned at 5:12 p.m.

MOTION: A motion was made by Kamara Washington, seconded by George Ghesquire **Move to Adjourn**

The motion carried by the following vote:

Aye: 5 - Michelle Bergwall, George Ghesquire, Kamara Washington, Rebecca Hinkle, Judd Hatch



City of Broken Arrow

Request for Action

File #: 26-254, **Version:** 1

**Broken Arrow Board of Adjustment
02-09-2026**

To: Chairman and Board Members
From: Community Development Department
Title:

Public hearing, consideration, and possible action regarding VAR-002593-2025, Ft. Worth Apartments approximately 0.32 acres, Downtown Residential Overlay District 5, request a variance from Section V of the Downtown Residential Overlay District regulations to modify driveway width, located approximately one-fourth mile north of West Houston Street (81st Street), and one-half mile west of 9th Street (177th East Avenue)

Background:

Applicant: Justijn DeBruin, Wallace Design Collective

Owner: Joel Coggins

Developer: Nick Mason, Wallace Design Collective

Surveyor: N/A

Location: Located approximately one-fourth mile north of West Houston Street (81st Street), and one-half mile west of 9th Street (177th East Avenue)

Size of Tract 0.32 acres

Number of Lots: 1

Present Zoning: DROD - Area 5

Comp Plan: Level 2 - Urban Residential

VAR-002593-2025, involves 0.32 acres within DROD - Area 5, is a request to waive the Downtown Residential Overlay District (DROD) driveway width regulations, located approximately one-fourth mile north of West Houston Street (81st Street), and one-half mile west of 9th Street (177th East Avenue)

This property, currently addressed as 202 East Elgin Street, is in the process of being developed into a 15-unit multi-family flat. This property is comprised of four lots of the Original Broken Arrow Townsite. Parking regulations require that there be 1 parking space per 1 bedroom unit meaning this development would need 15 parking spaces.

For a variance to be granted, there are four conditions that must be found by the Board of Adjustment.

1. Unnecessary Hardship. The application of the ordinance to the particular piece of property would create unnecessary hardship;

Analysis:

Lots within the original townsite of Broken Arrow are narrow and long. This parcel is comprised of four original townsite lots. Nonetheless the parcel is only 14,000 square feet in size leading to a restricted amount of space for housing units and the required amount of parking.

2. Unusual Conditions. Such conditions are peculiar to the particular piece of property involved;

Analysis:

Conforming to the requirements of the DROD would necessitate the driveway to be 26' wide. And would reduce the number of parking spaces that can be placed on the property, and thus the overall number of housing units.

3. Public Good. Relief, if granted, would not cause substantial detriment to the public good, or impair the purposes and intent of the ordinance or the comprehensive plan; and.

Analysis:

The variance if granted would allow for more dense housing to be constructed in the DROD. That itself is the overall goal of the DROD. There are other existing driveways throughout the district that are various widths. A 20' driveway width at this parcel would not be any different. Structures that are considered Rowhouses are allowed a maximum of 20' for driveway width. The proposed development is a flat and so its minimum is 26' and a maximum of 30'. Aerial fire access can be achieved from an adjacent public street without overhead utilities or wires. The Fire Marshall will ensure that fire codes are met during the site plan review process.

4. Minimum Variance. The variance, if granted, would be the minimum necessary to alleviate the unnecessary hardship.

Analysis:

Granting a variance to waive the DROD driveway width would allow for the parking and driveway to be built according to the developers needs while also meeting parking requirements from the City of Broken Arrow. No other variation from the DROD is being requested in this case.

Attachments: Case map
 Aerial
 Site Plan
 Applicant Letter

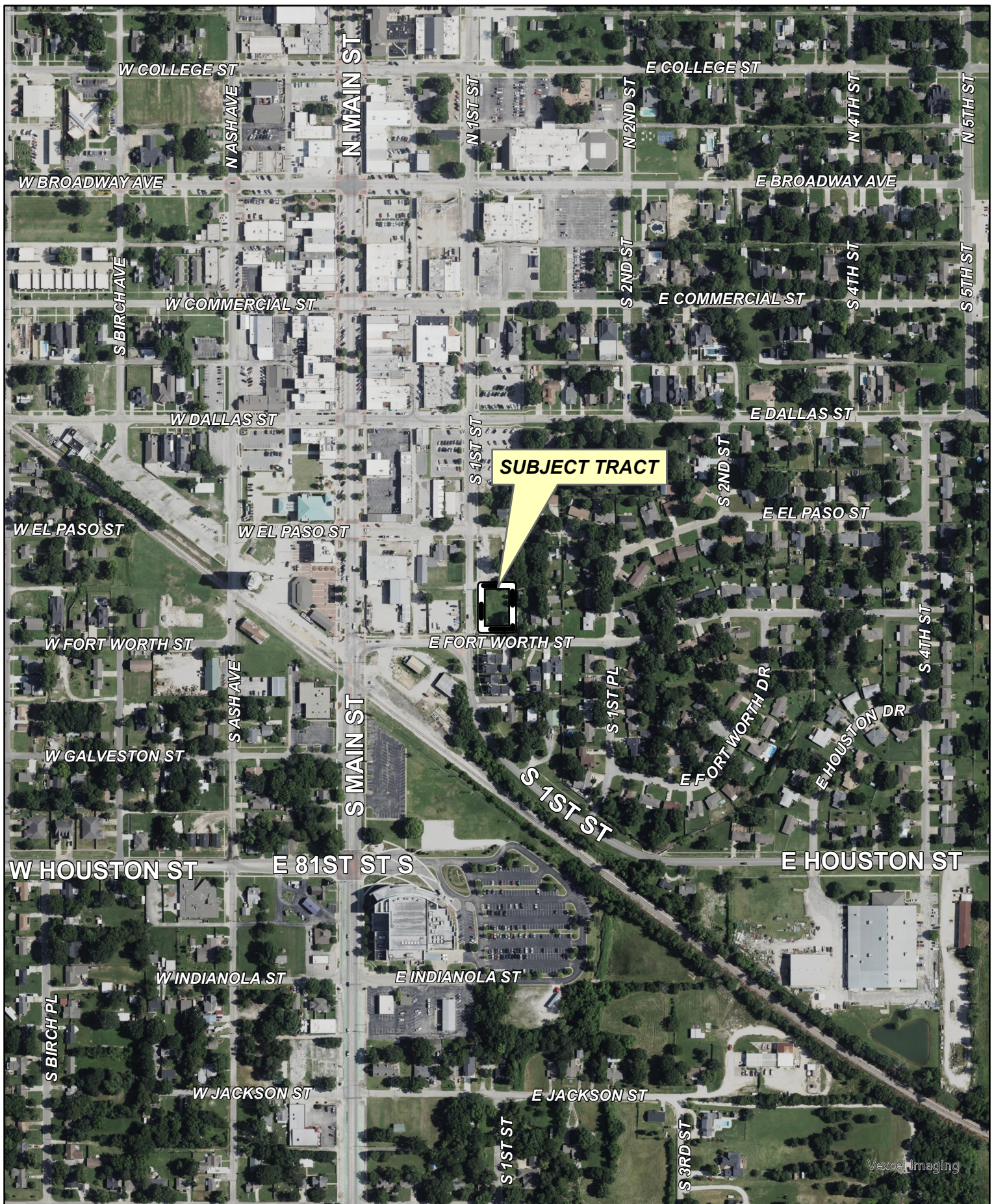
Recommendation:

By State law and by the City of Broken Arrow Zoning Ordinance, for a variance to be granted, all four criteria listed above must be met. In Staff's opinion, the request for a variance to reduce the minimum driveway width of the Downtown Residential Overlay District (DROD) meets the four conditions for the Board to grant a variance. Therefore, Staff recommends that VAR-002593-2025 be approved.

Reviewed by: Jane Wyrick

Approved by: Rocky Henkel

JAJ



Note: Graphic overlays may not precisely align with physical features on the ground.
Aerial Photo Date: 2024



Subject
Tract

VAR-002593-2025

0 100 200 400
Feet

11 18-14



December 15, 2025

Jose Jimenez Rubio
City of Broken Arrow
JJimenezRubio@brokenarrowok.gov

Subject: Fort Worth Apartments- Drive Width Variance
Wallace Project No. 2540142

Mr. Rubio:

The project site is located at 202 E. Fort Worth Street, located at the northeast corner of South 1st Street and East Fort Worth Street. This narrative is submitted in support of a request for a variance from the City of Broken Arrow Downtown Residential Overlay District (DROD) Design Standards. Specifically, the property owner is requesting a reduction in the required driveway width from the prescribed 26 feet to 20 feet. The request is associated with a proposed multi-family residential infill development on a 17,500-square-foot site. The intent is to develop a 3-story, 15-unit apartment complex.

The DROD is intended to encourage increased residential density, mixed-use development, and commercial activity in order to activate and strengthen the downtown area, as outlined in the Downtown Master Plan. A significant challenge in achieving these objectives is that much of the land in and around downtown Broken Arrow was historically platted into small lots intended for single-family residential use. These legacy lot configurations create bulk and area constraints that complicate compliance with contemporary development standards. Within these limitations, the proposed project seeks to meet both the intent of the DROD and applicable code requirements. Due to the constrained site area, the sole variance requested is a reduction in driveway width for a one-way drive to 20 feet, which is the minimum required width for angled parking.

It is important to note that several existing parking facilities in the immediate vicinity operate successfully with driveway widths less than 26 feet for one-way circulation, including sites at El Paso Street and Main Street, as well as the northeast, southeast, and southwest corners of Dallas Avenue and South 1st Street. In addition, fire access has been coordinated with the City Fire Marshal, who has confirmed that adequate emergency access can be provided from the adjacent public streets, thereby eliminating the need for a fire lane within the proposed driveway.

The site presents a unique hardship in that its narrow configuration and small lot size, a result of historical platting patterns, impose inherent physical constraints. These conditions make it impractical to provide a standard-width driveway without compromising other essential site elements, such as usable open space and landscaping.

The requested variance represents the minimum relief necessary to allow reasonable development of the property. A 20-foot driveway width is sufficient to accommodate safe vehicular ingress and egress and complies with established standards for angled parking layouts, as proposed.

Granting the requested relief would not be detrimental to the public good, nor would it impair the intent or purpose of the DROD, the zoning ordinance, or the Comprehensive Plan. Rather, the proposed development advances the goals and objectives of the City's adopted downtown planning documents by providing compatible, high-quality residential infill.

Finally, the proposed development is consistent with the character and scale of the surrounding area. The reduced driveway width reflects the smaller, historic development pattern of the Rose District and contributes to enhanced walkability and visual quality, in alignment with the Broken Arrow Comprehensive Plan.

For the reasons outlined above, the requested variance represents a reasonable and minimal adjustment to the DROD Design Standards that allows the property to be developed in a manner consistent with the City's downtown planning goals. The reduced driveway width is appropriate given the site's unique constraints, has precedent in the surrounding area, and maintains safe vehicle access without compromising public safety or neighborhood character. Approval of this request will enable a compatible, context-sensitive infill development that supports the long-term vision for the Rose District and downtown Broken Arrow.

Sincerely,

Justin DeBruin, AICP

Wallace Design Collective



City of Broken Arrow

Request for Action

File #: 26-257, **Version:** 1

**Broken Arrow Board of Adjustment
02-09-2026**

To: Chairman and Board Members
From: Community Development Department
Title:

Election of a Chairperson for the Board of Adjustment for 2026-2027

Background:

Pursuant to the Board of Adjustment bylaws, the Board selects a Chairperson and a Vice-Chairperson annually. If only one person is nominated, a motion will be made to appoint the person nominated to serve as Chairperson. If more than one nomination is made for either position, each nomination will be voted on and a motion will then be made to appoint the person nominated.

The Chair or Vice Chairperson may request nominations and the members can nominate and vote accordingly. Appointment will be effective immediately. Officer appointments are for a one-year term.

Attachments: None

Recommendation: Elect a Chairperson.

Reviewed By: Jane Wyrick

Approved By: Rocky Henkel



City of Broken Arrow

Request for Action

File #: 26-258, **Version:** 1

**Broken Arrow Board of Adjustment
02-09-2026**

To: Chairman and Board Members
From: Community Development Department
Title:

Election of a Vice Chairperson for the Board of Adjustment for 2026-2027

Background:

Pursuant to the Board of Adjustment bylaws, the Board selects a Chairperson and a Vice-Chairperson annually. If only one person is nominated, a motion will be made to appoint the person nominated to serve as Vice Chairperson. If more than one nomination is made for either position, each nomination will be voted on and a motion will then be made to appoint the person nominated.

The Chair or Vice Chairperson may request nominations and the members can nominate and vote accordingly. Appointment will be effective immediately. Officer appointments are for a one-year term.

Attachments: None

Recommendation: Elect a Vice Chairperson.

Reviewed By: Jane Wyrick

Approved By: Rocky Henkel