



**City of Broken Arrow**  
**Minutes**  
**Downtown Advisory Board**

City Hall  
220 S 1st Street  
Broken Arrow OK  
74012

*Chairperson Ernest Redwine*  
*Vice Chair Lee Whelpley*  
*Member Mike Barron*  
*Member Michelle Bergwall*  
*Member Greg Graham*  
*Member Kelley Rash*  
*Member Scott Eudey*  
*Member Patsy Terry*  
*Member Amy Leet*

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**Tuesday, January 10, 2017**

**Time 4:15 p.m.**

**Council Chambers**

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**1. Call to Order**

Chairperson Ernest Redwine called the meeting to order at approximately 4:15 p.m.

**2. Roll Call**

**Present: 6 -** Amy Leet, Greg Graham, Patsy Terry, Scott Eudey, Lee Whelpley and Ernest Redwine

**3. Consideration of Consent Agenda**

Chairperson Ernest Redwine asked if there were any items to remove from the Consent Agenda. There being none, he asked for a motion.

MOTION: A motion was made by Greg Graham, seconded by Lee Whelpley.

**Move to approve the Consent Agenda**

The motion carried by the following vote:

**Aye: 6 -** Amy Leet, Greg Graham, Patsy Terry, Scott Eudey, Lee Whelpley and Ernest Redwine

**A. 17-1624**      **Approval of the Broken Arrow Downtown Advisory Board Meeting Minutes of November 8, 2016**

**B. 17-1627**      **Approval of the Broken Arrow Downtown Advisory Board Meeting Minutes of December 13, 2016**

**4. Consideration of Items Removed from Consent Agenda**

There were no items removed from the Consent Agenda. No action was required or taken.

## 5. General Board Business

### A. 17-1623 **Consideration and possible approval for a new detached garage, located at 218 E. El Paso Street, between Second Street and Third Street, Lots 17, 18, and the west 12 feet Lot 19, Block 57, Original Township of Broken Arrow**

Development Services Director, Michael Skates presented this item. City staff worked with Dan Merkey to discuss the opportunity to build a detached garage on his property. Mr. Skates stated the lot combo would be going to the Planning Commission Thursday, January 12, 2017. At that time, if the Planning Commission approves Mr. Merkey's request, Mr. Merkey can proceed with the detached garage. Mr. Skates stated the design of the detached garage is in conformance of the properties adjacent to this location. Mr. Merkey intends to have electric on the existing house meter at a later time. Chairperson Ernest Redwine inquired about the regulation that says a percentage of garage doors facing the street shall comprise no more than 40% of the total length of a dwelling façade. Mr. Redwine asked if it applied in this situation. Mr. Skates stated it does not apply in this instance as the main concern was to join the two properties. Additional landscaping will be added in the future.

MOTION: A motion was made by Scott Eudey, seconded by Greg Graham.

**Move to approve a request for a detached garage at 218 E. El Paso Street, as presented.**

The motion carried by the following vote:

**Aye: 6 -**

Amy Leet, Greg Graham, Patsy Terry, Scott Eudey, Lee Whelpley and Ernest Redwine.

### B. 17-1622 **Presentation and discussion of 2017 Comprehensive Plan updates**

Development Services Director, Michael Skates presented the 2017 Comprehensive Plan update. The Comprehensive Plan is a master plan that guides development with the City of Broken Arrow. The last update to the Comprehensive Plan was completed in 1997 and a partial amendment was completed in June 2003. City Staff thoroughly reviewed the Comprehensive Plan in 2016 and have identified items to be included in the future Comprehensive Plan updates. Current technology updates may be included in future updates. City Staff has identified a timeline with the next step to prepare a proposal with the City of Broken Arrow Engineering Department to advertise February 2017 to hire a consultant to assist with the Comprehensive Plan update.

Member Lee Whelpley inquired if the Comprehensive Plan is a 20-year plan. Mr. Skates confirmed that the City's Comprehensive Plan is a 20-year plan. Projects within the plan have been separated into segments to allow for funding of projects to be completed over several fiscal budgets. Mr. Skates stated the update process may take up to three years to complete. The proposed update would essentially be in place from years 2020 to 2040.

Chairperson Ernest Redwine inquired about an update regarding the overlay district. Member Greg Graham inquired how the residential overlay fits into the Comprehensive Plan update discussion. Mr. Skates stated there are no new updates regarding the overlay district at this time. Mr. Skates stated the City's Special Projects Manager is currently working on updating this information and will present to the Downtown Advisory Board at a later date.

MOTION: Informational only, no action taken.

- C.      17-1625      **Introduction of Cody Mosley, the Executive Director, Community and Retail Development, for the Broken Arrow Chamber of Commerce**  
Economic Development Coordinator, Norman Stephens introduced Cody Mosely to the Downtown Advisory Board. Mr. Mosely greeted the Downtown Advisory Board and thanked the Board for volunteering in their board positions. Mr. Mosely stated he has met with City Staff and is excited about the growth of the Rose District.

MOTION: Informational only, no action required

**6. Remarks and Inquiries by Governing Body Members and Staff**

None

**7. Adjournment**

The meeting adjourned at approximately 4:47 p.m.

MOTION: A motion was made by Amy Leet, seconded by Greg Graham.

**Move to adjourn**

The motion carried by the following vote:

**Aye:      6 -**      Amy Leet, Greg Graham, Patsy Terry, Scott Eudey, Lee Whelpley and Ernest Redwine.

Attest:

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Chairman

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City Clerk