



City of Broken Arrow
Minutes
Downtown Advisory Board

City of Broken Arrow
Council Chambers
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 Johnnie Parks
Member Patsy Terry

Tuesday, September 12, 2017

4:15 PM

Council Chambers

1. Call to Order

2. Roll Call

Present 6 - Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, Amy Leet, and Ernest Redwine

Absent 3 - Mike Barron, Michelle Bergwall, and Kelley Rash

3. Consideration of Consent Agenda

A. [17-2504](#) Approval of Broken Arrow Downtown Advisory Board Meeting Minutes of June 13, 2017

A motion was made by Patsy Terry, seconded by Amy Leet, to approve the June 13, 2017 DAB Minutes. The motion carried by the following vote:

Aye: 4 - Amy Leet, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 3 - Mike Barron, Michelle Bergwall, and Kelley Rash

Abstain: 2 - Greg Graham, and Johnnie Parks

B. [17-2572](#) Approval of Broken Arrow Downtown Advisory Board Meeting Minutes of August 8, 2017

Kelley Rash arrived at the meeting.

A motion was made by Greg Graham, seconded by Lee Whelpley to approve the minutes from the August 8, 2017 DAB meeting. The motion carried by the following vote:

Aye: 7 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

4. Consideration of Items Removed from Consent Agenda

None

5. General Board Business

A. [17-2662](#) Presentation and possible approval of an exterior renovation of Sander's Barber Shop located at 111 E Commercial Street, east of the southeast corner of Main Street and Commercial Street

Amanda Yamaguchi presented the case, saying Sharon Petrik, the applicant, wanted to remodel of Sander's Barber Shop, located at 111 E. Commercial Street. She explained the modifications proposed and showed the types of materials to be used. The owner wants to do the lower level in a gray colored stucco, with cement board or Hardie board to the above storefront, replacing the existing shingles. New energy efficient windows are also proposed. The existing upstairs apartment will receive new paint and laminant flooring. The property is zoned DM (Downtown Mixed Use), and is an existing non-conforming structure. Section 5.8C4 of the Zoning Ordinance, specifies brick shall be the primary materials. Due to the age of the structure and the overhang of the upper level, adding brick to the upper portion could create a safety hazard. Section 8.2a states that non-conforming structures can remain as long as the non-conformance factors are not increased. The stucco and hardie board are considered to be masonry materials, and staff feel this will not increase the non-conformance of the property. Staff recommends approval.

Amy Leet asked how this case conforms to the new Downtown Residential Overlay District (DROD) for downtown. Since the DROD is for residential uses, this does not apply to this commercial development.

The owner, Mrs. Petric, advised the improvements will be done on all sides of the structure.

A motion was made by Lee Whelpley, seconded by Patsy Terry, to approve Case 17-2662, the exterior renovation of Sander's Barber Shop, located at 111 E. Commercial Street. The motion carried by the following vote:

Aye: 7 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

B. [17-2518](#) Consideration and possible approval of a façade renovation for the proposed STG Gelateria located at 217 S. Main Street, City of Broken Arrow

Larry Curtis presented the case, saying Ross Properties provided plans to the city for 217 S. Main Street. This building will have a dark wood exterior. City staff and the Chamber have reviewed the plans and are recommending approval of the full wood

exterior. Mr. Curtis noted this case was brought before the DAB last month, but due to no quorum, it had to be forwarded to this meeting. Due to time constraints, this project was permitted and allowed to proceed as a tenant finish. Amy Leet asked if they were changing the facade and Ernest Redwine said no and this case was being heard after-the-fact.

Lee Whelpley, expressed concern if someone in the future wanted to put in pink facade, what would happen. Greg Graham said previous plan says it must be complimentary, so using something like pink would not be allowed. Lee Whelpley said he was concerned about setting a president. Ernest Redwine was concerned there was no red brick.

Larry Curtis advised staff has reviewed these types of applications in the past. The Zoning Ordinance says all new construction shall have brick as the primary use. Since the ordinance doesn't clarify the definition of new construction, staff needs to clarify the ordinance and look to the Downtown Advisory Board (DAB), Planning Commission, and City Council for guidance.

He said an attempt was made to bring this case to the Downtown Advisory Board prior to construction completion, but there was no quorum. He said it was no one's fault, but businesses have timelines they need to meet and a decision was made to approve the plans and allow construction to commence. Members were advised the case had been approved by the architectural committee.

Lee Whelpley suggested a future agenda item to revisit this facade issue. Board members discussed the fact that if a case has been reviewed by the architectural committee and city staff, why would it have to be brought before the DAB? Mr. Curtis said since this case was on the agenda last month, and there was no quorum, it was required to bring it back to DAB, even though the construction moved forward.

A motion was made by Amy Leet, seconded by Greg Graham, that case 17-2518 be approved. The motion carried by the following vote:

Aye: 6 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, and Lee Whelpley

Nay: 1 - Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

C. [17-2515](#) Consideration and possible approval of a façade renovation at 107-109 W. Commercial Street, City of Broken Arrow

Larry Curtis presented the case saying the applicant, Mike Hammons, with MHP, on behalf of the property owner, Russell Peterson, wanted to replace wood structure facade and overhang with brick veneer siding, and a black canvas awning. Mr. Hammons met with staff in June. The property is in compliance with the city Zoning Code. A demolition permit has been issued, and this case was continued from last month and the brick facade already being installed.

A motion was made by Lee Whelpley, seconded by Patsy Terry, that case 17-2515, exterior renovations to the property located at 217 S. Main Street, be approved. The motion carried by the following vote:

Aye: 7 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

D. [17-2508](#) Consideration, discussion and possible approval for a new single family residences, located at 311 E Commercial Street, Lots 1, 2 & the east 30 feet of lot 3, Block 27, College Addition to Broken Arrow

Amanda Yamaguchi presented the case including a floor plan, site plan, and elevation drawings for 311 E. Commercial Street. This property is generally located one-quarter mile north of Houston Street and west of Main Street and includes lots 1, 2 and part 3, of Block 27, the College Addition, and is zoned is R-3. The structure will be 2,965 square feet and two stories in height. The warranty deed indicates the lots have been combined and the proposed structure meets all setback requirements

The Zoning Ordinance requires new residential structures must be compatible with other residences on the block and this proposed structure appears to meet those requirements. Due to a lack of quorum at the last DAB meeting, the construction permit has already been issued, but the applicant was advised that DAB approval must be obtained prior to issuance of the Certificate of Occupancy. Staff is recommending approval subject to a minimum 4 foot sidewalk either be installed or money placed in escrow.

Larry Curtis said the house, as a whole, is in compliance with new overlay district. However, the alleyway could be an issue. The overlay encourages access from the alleyway, but this driveway accesses directly onto Commercial Street instead of via the alleyway. Ms. Yamaguchi stated the property does have access from both Commercial Street as well as the alleyway.

A motion was made by Johnnie Parks, seconded by Lee Whelpley, that case 17-2508 be approved. The motion carried by the following vote:

Aye: 7 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

E. [17-2510](#) Presentation by the Broken Arrow Chamber of Commerce concerning Rose District Business Development and Promotions

No one from the Chamber of Commerce was present to present the case and Larry Curtis requested the item be stricken from agenda.

A motion was made by Amy Leet to strike this presentation from the agenda.

After a second by Johnnie Parks, the motion carried with the following vote:

Aye: 7 - Kelley Rash, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, Amy Leet, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

- F. [17-2509](#) Presentation and discussion concerning a certain Economic Development Agreement by and among the Broken Arrow Economic Development authority, the City of Broken Arrow, Oklahoma, and Milestone Capital, L.L.C.**

No one from the Chamber of Commerce was present to present the case and Larry Curtis requested the item be stricken from agenda.

A motion was made by Amy Leet to strike this presentation from the agenda. After a second by Johnnie Parks, the motion carried with the following vote:

Aye: 7 - Kelley Rash, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, Amy Leet, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall

6. Remarks and quires by Governing Body Members and Staff

Greg Graham requested the board revisit the Downtown Master Plan for consideration of increasing the standards of that plan.

7. Adjournment

A motion was made by Johnnie Parks, seconded by Patsy Terry, that this meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Johnnie Parks, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Michelle Bergwall