

UNOFFICIAL MINUTES UNTIL APPROVED

**MINUTES
ARCHITECTURAL COMMITTEE
6:00 PM
116 WEST NEEDLES
BIXBY, OKLAHOMA
Monday
October 15, 2007**

STAFF PRESENT:

Erik Enyart, AICP, City Planner
Deborah Forbes, Asst. City Planner

ATTENDING:

See attached Sign-in Sheet

CALL TO ORDER:

Meeting called to order by Chair Jim Powell at 6:02 PM.

ROLL CALL:

Members Present: Jim Powell, Tim Remy, Richard Altmann, and David Skaggs
Members Absent: Beverly Savage

1. Approval of Minutes for September 17, 2007

Chair Jim Powell asked to entertain a Motion on the Minutes of the September 17, 2007. A MOTION to APPROVE was made by David Skaggs and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 3:0:0

Remy arrived at 6:08 PM.

CONSENT AGENDA:

- a. Case #s 07-10-01, -02, -03, & -04** Discussion and possible action to approve a three (3) wall signs and a ground sign for Applebee's at 10525 S. Memorial Dr. in Regal Plaza.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant: Applebee's
Location: 10525 S. Memorial Dr.

Zoning: CS & PUD 40
Development Type: 3 wall signs and a ground sign
Analysis:

All four (4) signs met the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved these conforming sign permit applications and requests ratification of approval.

Altmann questioned if there going to be a message board put into the pole.

Enyart stated that there was no message sign represented with the permit application.

A MOTION to APPROVE all of Case #s 07-10-01, -02, -03, & -04, subject to there being no message boards, was made by Richard Altmann and SECONDED by David Skaggs. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

- b. Case # 07-10-06** Discussion and possible action to approve a ground sign for the Bixby Crossing development at the 13500-block of S. Memorial Dr.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant/Business: Bixby Crossing (development)
Location: 13500-block of S. Memorial Dr.
Zoning: CS & PUD 49
Development Type: Ground sign for commercial subdivision
Analysis:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved this conforming sign permit application and requests ratification of approval.

Approval should be conditioned upon compliance with the following requirement as per page 7 of the PUD, "No signage shall be constructed within Bixby Crossing until a planned unit development detail sign plan has been submitted to the Bixby Planning Commission and approved as being in compliance with the Bixby Crossing signage standards." Evidence of submittal or approval of the PUD Detailed Sign Plan has not been found in the file. Staff discovered this deficiency during the review of this application.

Powell stated he didn't have any issue with the item unless they get approval of a PUD with the PC.

Enyart stated after signing a permit he had found a technical detail that has been missed which was a requirement of the PUD to receive Detailed Sign Plan approval by the Planning Commission.

David Bross of Calude Neon of Tulsa stated that he wasn't aware of the PUD. Enyart clarified with Mr. Bross and Ted Sack regarding the PUD-imposed Detailed Sign Plan approval requirement.

A MOTION to APPROVE Case # 07-10-06 was made by Jim Powell and SECONDED by Richard Altmann subject to PUD Detailed Sign Plan approval by the Planning Commission as required by the PUD. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

- c. **Case # 07-10-08** Discussion and possible action to approve a wall sign for Cookie Advantage at 7 N. Armstrong in the Midland Addition (CBD overlay district)

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant/Business: Cookie Advantage
Location: 7 N. Armstrong
Zoning: CH & CBD overlay district
Development Type: Wall sign
Analysis:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved this conforming sign permit application and requests ratification of approval.

A MOTION to APPROVE Case # 07-10-08 was made by David Skaggs and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs.
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

- d. **Case # 07-10-09** Discussion and possible action to approve a wall sign for Geek Rescue at 13161 S. Memorial Dr.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant/Business: Geek Rescue
Location: 13161 S. Memorial Dr.
Zoning: CG

Development Type: Wall sign

Analysis:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved this conforming sign permit application and requests ratification of approval.

A MOTION to APPROVE Case # 07-10-09 was made by Tim Remy and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs.

NAY: None.

ABSTAIN: None.

MOTION CARRIED: 4:0:0

- e. **Case # 07-10-10** Discussion and possible action to approve a wall sign for Bixby Dentist at 14605 S. Memorial Dr. in the River Run shopping center.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant/Business: Bixby Dentist

Location: 14605 S. Memorial Dr.

Zoning: CS

Development Type: Wall sign

Analysis:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved this conforming sign permit application and requests ratification of approval.

A MOTION to APPROVE Case # 07-10-10 was made by Jim Powell and SECONDED by David Skaggs. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs.

NAY: None.

ABSTAIN: None.

MOTION CARRIED: 4:0:0

- f. **Case # 07-10-12** Discussion and possible action to approve a wall sign for Papa Murphy's Pizza at 11081 S. Memorial Dr.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant/Business: Papa Murphy's Pizza

Location: 11081 S. Memorial Dr.

Zoning: CS

Development Type: Wall sign

Background Information:

The application did not include information necessary for proper review; specifically, the wall width of the structure (or concerned part thereof) is required to determine conformance to maximum display surface area for a wall sign. Staff visited the site on October 09, 2007 and spoke to the contractor on site doing interior construction, who stated that the width of the unit was 20'. At 20' in width, the proposed wall sign conforms to the standards, which would require the unit, be at least 19.14 feet in width.

Analysis:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: "That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda."

Therefore, Staff approved this conforming sign permit application and requests ratification of approval.

A MOTION to APPROVE Case # 07-10-12 was made by David Skaggs and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs.
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

2. **Case # 07-10-05** Discussion and possible action to approve a ground sign for Self Storage Depot at the 13500-block of S. Memorial Dr. in Bixby Crossing.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

Applicant: Self Storage Depot

Location: – 13500-block of S. Memorial Dr.
– Lot 3, Block 1, Bixby Crossing

Zoning: CS, RD, & PUD 49

Development Type: Sign permit for a 25' tall ground sign with LED readerboard.

Analysis:

The proposed ground sign would exceed the maximum display surface area as per 11-9-21.D.3, due to the available frontage of the lot being a narrow 50.62 feet. However, PUD 49 provides "One ground sign shall be permitted for each lot having frontage on South Memorial Drive or East 136th Street with a maximum of 160 square feet of display surface area and 25 feet in height." The main sign area will have 130.5 square feet of display surface area, and the LED readerboard sign area will have 23.0625 square feet, which together equal 153.6 square feet. Therefore, the sign conforms to applicable Zoning as for height, display surface area, and other such bulk and area standards.

As described in detail in the report for AC-07-09-01, Staff does not believe that LED signs can withstand the "All signs shall be of constant light. No flashing or intermittent type of lighted signs are allowed" prohibition of Bixby Zoning Code Section 11-9-21.C.2, due to the necessary function of the LED technology. However, the Architectural Committee has previously and recently approved LED signs, including for Sonic Drive In (05/21/2007) and Audio Video Connections, LLC (09/17/2007). The Committee should consider precedent in rendering a determination and taking final action.

If approved by the Architectural Committee, approval should be conditioned upon compliance with the following requirement as per page 7 of the PUD, "No signage shall be constructed within Bixby Crossing until a planned unit development detail sign plan has been submitted to the Bixby

Planning Commission and approved as being in compliance with the Bixby Crossing signage standards.” Evidence of submittal or approval of the Detailed Sign Plan has not been found in the file. Staff discovered this deficiency during the review of this application.

David Bross of Calude Neon of Tulsa stated that he could provide studies that show that the lighting at night keeps the drivers more alert and aware of their surroundings.

Powell stated that the LED signs need to have a dimmer put on from dusk to dawn to keep the intensity of the light to a minimum.

After further discussion, Jim Powell made a MOTION to APPROVE Case # 07-10-05 with the following Conditions of Approval:

1. Subject to PUD Detailed Sign Plan approval by the Planning Commission as required by the PUD, and
2. Subject to the use of a LED lighting dimmer to be used at night.

David Bross made a remark about the dimmer requirement. The Committee asked if he would have any difficulty in implementing the requirement, and Mr. Bross replied, “If it is available, we can get it.”

The Motion was SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE:	Powell, Remy, Altmann, & Skaggs.
NAY:	None.
ABSTAIN:	None.
MOTION CARRIED:	4:0:0

3. **Case # 07-10-07** Discussion and possible action to approve building plans for Jiffy Lube at 11800 S. Memorial Dr. in North Heights Addition.

Enyart stated no action was necessary as this item had previously been approved in April, 2007. Jim Powell and Tim Remy confirmed that it was approved in April. Mr. Enyart noted that he did not have a copy of the Minutes of the April meeting, and would need them from the previous recording secretary. Mr. Enyart noted that the property had not yet been platted, as required by the PUD, but this was an issue for another board.

4. **Case # 07-10-11** Discussion and possible action to approve a wall sign for The Eye Center South Tulsa at 12345 S. Memorial Dr. in Boardwalk on Memorial.
5. **Case # 07-10-13** Discussion and possible action to approve a wall sign on an approved building-attached-archway for The Eye Center South Tulsa at 12345 S. Memorial Dr. in Boardwalk on Memorial.

Chair Jim Powell introduced Agenda Items 4 and 5 and called on Erik Enyart for the staff report and recommendation. Mr. Enyart noted that the PUD restrictions would prevent the two (2) signs from conforming to the applicable Zoning, and recommended both items be Tabled pending PUD Minor Amendment as requested by Applicant and recommended by Staff.

A MOTION to Table Case #s 07-10-11 and 07-10-13 was made by Jim Powell and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs.
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

Old Business:

Skaggs inquired as to the status of the Ali Farooqui case denied earlier this year, and again recently.

Powell discussed with the Committee getting code enforcement program information from a community in Indiana and putting together code enforcement program recommendations for City Council.

Altmann suggested getting with all other board members for a meeting to discuss the possible code enforcement program or set up a date and time to meet. Powell suggested staying after the meeting for the Planning Commission meeting.

Enyart stated he had made contact with the City of Bixby website administrator and provided the approved minutes of all the City's boards, commissions, and committees for posting on the website, as requested by the Committee.

New Business: None

Adjournment:

A MOTION to ADJOURN was made by David Skaggs and SECONDED by Richard Altmann. Roll was called:

ROLL CALL:

AYE: Powell, Remy, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

Meeting adjourned at 6:50 PM.

Approved _____

Date _____