

**MINUTES
PLANNING COMMISSION
116 WEST NEEDLES
BIXBY, OKLAHOMA
Thursday, March 06, 2008 3:00 PM**

**SPECIAL-WORKSESSION MEETING
Open to the Public**

STAFF PRESENT:

Erik Enyart, AICP, City Planner

OTHERS ATTENDING:

David Skaggs, Architectural Committee representative
Kathy Welch, Leadership Bixby VI intern

CALL TO ORDER:

The Commissioners / called Committee members read through the draft ordinance Staff presented prior to the meeting.

Special-Worksession and called Committee Meeting called to order by Chair Scott Sherrill at 3:10 PM. Mr. Sherrill announced that the meeting was open to the public.

ROLL CALL:

Members Present: Larry Whiteley, Thomas Holland, Scott Sherrill, and Bill Davis
Members Absent: None

OTHER BUSINESS:

1. **Zoning Code Text Amendment** Called Committee meeting to discuss possible amendments to the Zoning Code of the City of Bixby, Oklahoma, pursuant to Oklahoma Statutes Title 11 Section 43-101 et seq. and Bixby Zoning Code/City Code Title 11 Section 11-5-3, regarding minimum development and appearance standards for mini-storage uses.
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Chair Scott Sherrill introduced the item and opened the matter for discussion. Mr. Sherrill asked Erik Enyart, in regard to Section 11-9-16.C.3.b, what was being screened. Erik Enyart and the Commission discussed screening, and Mr. Enyart indicated the original intent was to screen the buildings.

Chair Scott Sherrill asked Erik Enyart about setbacks, and Mr. Enyart stated that there were originally setbacks included, but based on the discussion in a previous meeting, he had removed them as they duplicated the setback requirements of the underlying zoning district.

Tom Holland discussed with Erik Enyart the building wall siding requirement for masonry, etc.

The Commissioners / Called Committee Members asked about RV and boat storage, and Scott Sherrill stated that he had been informed by those in the business that such businesses require really cheap land, due to the size of the buildings required and the size of the outside areas required to allow for vehicles to turn around and back out.

Tom Holland asked Erik Enyart about architectural standards, and Erik Enyart responded that the architectural standards were included in Section 11-9-16.C.3.a and .b, and in addition to that, most mini-storage developments would be along Memorial or 151st St. S., and the Corridor Appearance district requires Site Plan and building plan review and approval by the Architectural Committee, and further that his ordinance as written would require Planning Commission review and approval of a Site Plan.

David Skaggs discussed the Architectural Committee's role in reviewing new developments along Memorial Dr., but questioned if the ordinance would allow for mini-storage developments in other areas beyond the commercial districts such as Memorial Dr., and so would be out of the Architectural Committee's jurisdiction.

Tom Holland and Larry Whiteley asked Erik Enyart about the Special Exception provision which would allow mini-storage to exceed 12' in height. Scott Sherrill noted that this would allow for flexibility for allowing RVs or other large items. Mr. Holland expressed a fire-safety-related concern that increasing the height would allow for stacking of pallets or other flammable materials in greater amounts. Larry Whiteley expressed concern that the tops of the buildings would be viewable from outside the development, and indicated the tops of the buildings should not exceed the top of the screening wall. Scott Sherrill suggested this not be done, as it would be out of order to require a fence be up to 12' in height. Scott Sherrill suggested that the 12' standard may be appropriate. Erik Enyart explained that he did not know where that number 12' had come from, as he did not know enough about the industry to find this out. Mr. Enyart stated that this was designed to be flexible, and clarified with Tom Holland that 'substantive and procedural requirements for a Special Exception' simply meant that it would have to undergo the same review and meet the same tests and standards as any Special Exception. Scott Sherrill noted that this would allow the matter to be reviewed by one more board before granting approval, and noted that City staff typically reviews applications for code compliance before giving a recommendation to the Board of Adjustment, just as staff does for the Planning Commission. The Commissioners/Committee Members indicated disagreement with allowing the Board of Adjustment to make this determination. Mr. Sherrill indicated that the Special Exception provision may not be appropriate, and Erik Enyart agreed to remove Section 11-9-16.C.2.c.

David Skaggs out at 3:55 PM.

Bill Davis stated that there was evidently two (2) different opinions on this matter. Mr. Davis stated that some say it should be okay to put mini-storage in more areas, and others say there should be no changes, and some say that it would be inappropriate to make changes until the City has the manpower to enforce the new rules.

The Commissioners / Called Committee Members discussed with Erik Enyart the need for a Code Enforcement Officer, and someone who would inspect developments for Site Plan and zoning code compliance.

Chair Scott Sherrill suggested that it may be appropriate for the Commission to recommend to the City Council that they hire someone to follow up on site plan and code compliance issues during development.

Chair Scott Sherrill out at 4:12 PM.

Tom Holland noted that a previous recommendation was to include a certain percentage of [mixed use] developments be devoted to actual office development and only a certain percentage developed with mini-storage. Larry Whiteley stated that it was his recommendation that, when permitted in office districts, mini-storage only be permitted to cover a certain percentage of the development site, such as 25% or 50%, with the balance being actual office development, and that the office buildings be built first. Bill Davis voiced agreement for this recommendation. Tom Holland asked Erik Enyart how that recommendation could be incorporated, and Mr. Enyart stated that he could add it to the development and use standards, to read along the lines of, "if within a mixed use PUD, the Planning Commission shall determine the appropriate percentage to be developed with mini-storage, and the appropriate amount for office, or as the case may be, and that the office development must be developed first." The Commissioners / Committee Members indicated agreement with this suggestion.

OLD BUSINESS: None.

NEW BUSINESS: None.

ADJOURNMENT: There being no further business, the meeting was Adjourned at 4:22 PM.

APPROVED BY:

Chair

Date

City Planner/Recording Secretary