

**AGENDA
JENKS CITY COUNCIL
TUESDAY, APRIL 16, 2024, 6:00 P.M.
JENKS CITY HALL, 211 NORTH ELM**

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify the City Clerk's Office at (918)299-5883 or email agendas@jenksok.org.

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

ANIMAL WELFARE SPOTLIGHT

CITIZEN COMMENTS

BUSINESS

Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item (except for Item 1).

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)
 - A. Approve minutes of the regular meeting held on April 02, 2024 pg. 3
 - B. Approve Encumbrances and Expenditures pg. 7
 - C. Monthly Reports pg. 40
 - D. Accept Right-of-Way on E 131st St near the Arkansas River, per the conditions of JL 23-390. General Location: 1181 E 131st St [Hilton] pg. 43
 - E. Note in the minutes Oklahoma Department of Environmental Quality (DEQ) Permit Number WL000072240201 for the construction of 1,458 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Attic Storage of Jenks, Tulsa County, Oklahoma. pg. 52
 - F. Approve declaring certain items related to the City property at 10596 S. Elm St surplus. pg. 55
 - G. Continue consideration of Ordinance 1644, an Ordinance of the City Council of the City of Jenks, County of Tulsa, State of Oklahoma, amending City Code §§ 16-6 (Development Standards), 16-7 (Sign Standards), 16-8 (Subdivision Standards), and 16-9 (Administrative Procedures); Repealing all ordinances or parts thereof in conflict herewith; Providing for severability, until the May 07, 2024, Jenks City Council meeting. [Hilton] pg. 56
 - H. Approve Work Payment Agreement with American Electric Power/Public Service Company of Oklahoma for a second relocation of two (2) power poles at and west

of the southwest corner of the 121st Street and Elm Street intersection due to changes in the roadway plans on the Elm Street widening project (111th Street to 131st Street) in an amount not to exceed \$40,929.29; funding for the same is included in the existing FY23-24 Budget (Account Number 27-840-5393)(2020 G.O. Bond Fund - South Elm St. Widening - Roads and Bridges). pg. 123

- I. Note in the minutes Oklahoma Department of Environmental Quality (DEQ) Permit Number WL000072240053 for the construction of 343 linear feet of eight (8) inch PVC potable water line and all appurtenances to serve the Phillips Tract, Tulsa County, Oklahoma. pg. 125
2. Consideration and appropriate action relating to items removed from the Consent Agenda
3. Nomination for Kevin Paul to fill an opening on the General Obligations Bond Oversight Committee. [Cloyde] pg. 128

OTHER BUSINESS

1. City Manager's Report pg. 129
2. Committee Reports
3. Mayor's Report

ADJOURNMENT

**MINUTES
JENKS CITY COUNCIL
TUESDAY, APRIL 02, 2024, 6:00 P.M.
JENKS CITY HALL, 211 NORTH ELM**

The Agenda for the Jenks City Council was posted on the City's website at 4:46 p.m. on March 28, 2024. The meeting was called to order at 6:03 p.m. on the above date with Mayor Cory Box presiding at Jenks City Hall.

A roll call vote of members was taken as follows:

Kevin Short	Present
Matthew Emmons	Present
Donna Ogez	Present
Craig Murray	Present
John Brown	Present
Rodney Cline	Present
Mayor Cory Box	Present

Invocation was given by Pastor Tommy Davis of New Directions International

Pledge of Allegiance was given

Animal Welfare Spotlight Fred Reid presented an animal for adoption.

Public Comments Todd Palmer (101 W Main St), Sherry Bonner (112 S 1st St), and James Pierce (101 E Main St) addressed the Council.

Business

Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item (except for Item 1).

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)
 - A. Approve minutes of the special meeting held on March 12, 2024
 - B. Approve Encumbrances and Expenditures
 - C. Monthly Reports
 - D. Note in the minutes that the City Manager has approved Change Order No. 3 for the Oklahoma Aquarium Large Animal Holding Facility Project submitted by Meyers-Cherry Construction, Inc. (Broken Arrow, Oklahoma) for a Contract Time Extension of ten (10) days due to adverse weather days in January 2024. There is no cost increase request associated with this Change Order. Therefore, the contract amount for this project remains at \$7,524,136.23.

- E. Request to award mowing, weedeating and flower bed and landscaping maintenance services for the period of April 1, 2024, to June 30, 2024, to:
- Abundant Life Lawn Services in the amounts of \$33,500.00 (Account No. 50-522-5250), and \$6180 (Account No. 50-523-5250) and \$8320 (Account No. 90-919-5250), and \$28,580 (Account No. 10-561-5250).
 - MowTown Outdoors in an amount of \$18,560 (Account No. 50-522-5250), and \$10,260 (Account No. 50-523-5250) and \$4381 (Account No. 90-919-5250) and \$73,061 (Account No. 10-561-5250) and
 - Hazelwood's Lawn Services in the amounts of \$3500 (Account No. 50-522-5250), and \$420 (Account No. 10-561-5250).
- F. Funding for the same is included in the FY23-24 Budget.
- G. Approve Resolution 830, for final acceptance of 141 linear feet of 24-inch CPP storm sewer line and 180 linear feet of street pavement infrastructure associated with Aquarium Place Carriage Homes Development (South 3rd Street and East Aquarium Place).
- H. Approve Ordinance 1645, an Ordinance amending Appendix 11, Article 2, Section 1 “Definitions”; Repealing all ordinances or parts thereof in conflict herewith; and providing for severability.
- I. Approve the co-sponsorship of the Jenks America Kiwanis Club’s “Trash Bash” on Saturday, May 11, 2024 from 8:00am to 4:00pm on the former Millcreek Lumber/Tulsa County Library property on Main Street at Birch Street currently owned by the City of Jenks; providing event promotion in the public right-of-way with approval of the City Manager, the use of pre-event and day of the event tickets, equipment, labor, and any fees for the disposal or collected items and related activities to be approved by the City Manager; funding for same is included within the existing budget.
- J. Approve Preliminary Plat for 121st and Elm Complex by AAB Engineering. General Location: 121st and Elm

Donna Ogez made a motion to approve Item 1. Kevin Short seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda.
Withdrawn
3. Ordinance 1643, related to JZ 24-690, a request to rezone a tract of land to DC (Downtown Core); repealing all ordinances or parts thereof in conflict herewith; providing for severability; and declaring an emergency. General Location: 601 E Main St [Hilton] City

Planner Marcaé Hilton introduced Item 3 and answered questions. John Brown made a motion to approve Item 3. Kevin Short seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried.

4. Emergency clause for Ordinance 1643, making it effective immediately upon passage since the immediate operation of the provision of the Ordinance is necessary for the preservation of public health and safety. Craig Murray made a motion to approve Item 4. Rodney Cline seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried.

5. Ordinance 1644, an Ordinance of the City Council of the City of Jenks, County of Tulsa, State of Oklahoma, amending City Code §§ 16-6 (Development Standards), 16-7 (Sign Standards), 16-8 (Subdivision Standards), and 16-9 (Administrative Procedures); Repealing all ordinances or parts thereof in conflict herewith; Providing for severability; and declaring an emergency. [Hilton] City Planner Marcaé Hilton introduced Item 5. She, along with City Manager Christopher ShROUT and City Attorney Teresa Nowlin, answered questions. Matthew Emmons made a motion to continue Item 5 to the next scheduled meeting. Kevin Short seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried.

6. Emergency clause for Ordinance 1644, making it effective immediately upon passage since the immediate operation of the provision of the Ordinance is necessary for the preservation of public health and safety. Withdrawn

7. Ordinance 1646, an Ordinance amending the Employee Retirement System, Defined Contribution Plan for the City of Jenks, Oklahoma; Providing retirement benefits for eligible employees of the City of Jenks, Oklahoma; Providing for Participant Loans; providing for Repealer and Severability. City Manager Christopher Shrout introduced Item 7 and answered questions. Craig Murray made a motion to approve Item 7. Donna Ogez seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried.

8. Potential Executive Session for the purpose of conferring on matters pertaining to economic development, including the transfer of property or the creation of a proposal to entice a business to locate within the City of Jenks where public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business as allowed by 25 O.S. § 307(C)(11) (related to Coal Creek Village (HWY 75 and 121st St)) Kevin Short made a motion to enter into Executive Session. Rodney Clines seconded the motion. A roll call vote of members was taken as follow:

Kevin Short	Yes
Matthew Emmons	Yes
Donna Ogez	Yes
Craig Murray	Yes
John Brown	Yes
Rodney Cline	Yes
Mayor Cory Box	Yes

Motion Carried. *Council entered Executive Session at 6:45 and returned at 7:27. No votes were cast, and no other business was discussed.*

Other Business

1. City Manager's Report City Manager Christopher Shrout gave his report.
2. Committee Reports None
3. Mayor's Report Mayor gave an update.

Adjournment. The Jenks City Council adjourned at 7:32 p.m.

Cory Box, **MAYOR**

CITY CLERK

P.O.#	VENDOR #	NAME	SUMMARY	DATE	INVOICE	Page 7 of 136
DEPARTMENT: 411 FIRE SUPPRESSION						
213583	1 -2286	CONRAD FIRE EQUIPMENT INC	PIERCE CUSTOM PUMPER	4/2024	574346 03-21	1,295.73
DEPARTMENT TOTAL:						1,295.73
FUND TOTAL:						1,295.73

FUND: 33 - VISION SALES TAX

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY REPORT	2024-04-10 Jenks City Council Agenda	INVOICE	Page 8 of 136
DEPARTMENT: 750		VISION SALES TAX				
212954	1 -3761	MARQUARDT ENGINEERING PLLC ENGINEERING SERVICES	4/2024	38	03-31	9,299.50
DEPARTMENT TOTAL:						9,299.50
FUND TOTAL:						9,299.50
GRAND TOTAL:						10,595.23

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-411-5240	VEHICLE PARTS/REPAIRS	1,295.73	1,295.73
4/2024	33	5-750-5393	ROADS AND BRIDGES	9,299.50	9,299.50
GRAND TOTAL ESTIMATE:					0.00
GRAND TOTAL ACTUAL:					10,595.23
REPORT TOTAL:					10,595.23

P.O.#	VENDOR #	NAME	SUMMARY REPORT	2024-04-16 Jenks City Council Agenda	INVOICE	Page 10 of 136
DEPARTMENT: 750		VISION SALES TAX				
224724	1 -3873	TULSA ENGINEERING & PLANNIN	PROF DESIGN SVCS	4/2024	8 03-25-24	904.60
DEPARTMENT TOTAL:						904.60
FUND TOTAL:						904.60
GRAND TOTAL:						904.60

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PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	33 5-750-5393	ROADS AND BRIDGES	904.60	904.60
GRAND TOTAL ESTIMATE:				0.00
GRAND TOTAL ACTUAL:				904.60
REPORT TOTAL:				904.60

FUND: 10 - GENERAL FUND

SUMMARY REPORT

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231 GENERAL GOVERNMENT						
230139	1 -3433	ETHERFLOW	CH BITWARDEN USER LIC	4/2024	1456 04-01	51.34
230142	1 -3433	ETHERFLOW	CLOUD BACKUP SERVICE	4/2024	1455 04-01	1,037.50
230145	1 -3433	ETHERFLOW	PW-MAINT AGREEMENT	4/2024	1457 04-01	1,048.00
DEPARTMENT TOTAL:						2,136.84
DEPARTMENT: 311 UNIFORMED PATROL						
230183	1 -1542	CINTAS CORPORATION	WTR COOLER 23-24 AGREEMNT	4/2024	9265827168A 04-01	49.50
230184	1 -1542	CINTAS CORPORATION	JUL23-JUN24 WTR COOL AGRE	4/2024	9265827168 04-01	50.00
DEPARTMENT TOTAL:						99.50
DEPARTMENT: 411 FIRE SUPPRESSION						
233650	1 -2503	ALL MAINTENANCE SUPPLY INC	STATION 2 CLEANING	4/2024	00134535-02 03-19	28.45
233472	1 -2975	NORTHERN SAFETY CO INC	Q: CALIBRATION KIT 4GAS D	4/2024	233472 03-21	841.75
233651	1 -3313	AUTOZONE STORES LLC	JFD TRUCK WASH	4/2024	6377421260 03-18	31.34
DEPARTMENT TOTAL:						901.54
DEPARTMENT: 412 FIRE VOLUNTEERS						
233649	1 -3762	OKLAHOMA FIREFIGHTERS	PENSIPENSION & DEATH BENE VOL	4/2024	J.BOBO 02-20	180.00
233786	1 -3762	OKLAHOMA FIREFIGHTERS	PENSIFP PENSION & DEATH BENEFI	4/2024	T. SPURLIN 02-20	120.00
232498	1 -4130	J2 AMERICAN TEE'S LLC	T-SHIRTS JOBSHIRTS, HATS	4/2024	71499 12-22	1,507.88
DEPARTMENT TOTAL:						1,807.88
DEPARTMENT: 521 STREET MAINTENANCE						
233673	1 -1004	APAC-CENTRAL, INC	ASPHALT STREET REPAIRS	4/2024	7002019869 03-09	540.00
231127	1 -1542	CINTAS CORPORATION	Q: UNIFRM CROUCHER&LEWIS	4/2024	4185567780A 03-06	187.74
233811	1 -1712	TULSA COUNTY HIGHWAY CONSTR	SUPLIES ST SIGN MAINTENAN	4/2024	10008567 03-26	155.00
233760	1 -2527	HOME DEPOT U.S.A., INC.	SUPLIES ST MAINT	4/2024	1011376 03-26	4.81
233759	1 -3185	TROJAN TIRE & AUTOMOTIVE	NEW TIRE HOLAND TRCTOR575	4/2024	77606 03-25	25.76
230415	1 -3676	LOT MAINTENANCE OF OKLAHOMA	MAMNTHLY ST SWEEP FY23/24	4/2024	041582 03-31	1,130.00
233810	1 -3894	OTA PLATEPAY	TRNPK FEE VEHIC #485	4/2024	20742341 03-21	69.00
233761	1 -4119	WESTLAKE HARDWARE, INC	SUPPLIES STREET MAINT	4/2024	18100141 03-26	152.50
DEPARTMENT TOTAL:						2,264.81

FUND: 10 - GENERAL FUND

SUMMARY REPORT

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 522 GENERAL MAINTENANCE						
231845	1 -3302	LAMPTON WELDING SUPPLY CO	IMNTLY WELD RENT FY23-24	4/2024	0001083503 03-31	90.97
DEPARTMENT TOTAL:						90.97
DEPARTMENT: 561 PARKS & GROUNDS						
231126	1 -1542	CINTAS CORPORATION	Q: UNIFRM FOR PARK EMPL	4/2024	4185567780 03-06	236.68
233602	1 -3016	GLOBAL EQUIPMENT CO INC	Q:WATER FOUNTAIN DOG PARK	4/2024	121715179 03-28	9,078.00
233672	1 -3876	SITEONE LANDSCAPE SUPPLY	SUPLIES PARK MAINTENANCE	4/2024	139193532-001 03-1	127.77
233671	1 -3880	ALERT PLUMBING & DRAIN LLC	PLUMBING SERVICES VET PRK	4/2024	323873 03-20	1,093.00
230128	1 -3924	MOWTOWN OUTDOORS LLC	FLWR BED&LNDSCP 7/1-10/31	4/2024	11325 03-29	17,500.00
233674	1 -3968	CODY STANSELL	CROSS WALK STRIPING BIRCH	4/2024	1613 03-18	300.00
DEPARTMENT TOTAL:						28,335.45
FUND TOTAL:						35,636.99

FUND: 14 - FIRE SUPPRESSION CAPITAL

SUMMARY REPORT

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 411		FIRE SUPPRESSION				
233463	1 -2199	LEE ENTERPRISES INC	JENKS CENTRAL FIRE SATION	4/2024	84624 03-31	176.96
DEPARTMENT TOTAL:						176.96
FUND TOTAL:						176.96

FUND: 30 - STREET & ALLEY

SUMMARY REPORT

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 521		STREET MAINTENANCE				
233597	1 -1412	FENSCO, INC.	GRD RAIL RPR @ELWOOD&HAGE	4/2024	24-0329-01 03-29	2,675.00
DEPARTMENT TOTAL:						2,675.00
FUND TOTAL:						2,675.00
GRAND TOTAL:						38,488.95

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-231-5250	CONTRACTUAL SERVICES	2,085.50	
4/2024	10	5-231-5254	SUBSCRIPTIONS	51.34	
4/2024	10	5-311-5242	MATERIALS AND SUPPLIES	99.50	
4/2024	10	5-411-5242	MATERIALS AND SUPPLIES	901.54	
4/2024	10	5-412-5232	CLOTHING AND UNIFORMS	1,507.88	
4/2024	10	5-412-5270	VOLUNTEER EXPENSE	300.00	
4/2024	10	5-521-5232	CLOTHING AND UNIFORMS	187.74	
4/2024	10	5-521-5234	TRAVEL	69.00	
4/2024	10	5-521-5240	VEHICLE PARTS/REPAIRS	25.76	
4/2024	10	5-521-5242	MATERIALS AND SUPPLIES	312.31	
4/2024	10	5-521-5248	REPAIR AND MAINTENANCE	540.00	
4/2024	10	5-521-5250	CONTRACTUAL SERVICES	1,130.00	
4/2024	10	5-522-5250	CONTRACTUAL SERVICES	90.97	
4/2024	10	5-561-5232	CLOTHING AND UNIFORMS	236.68	
4/2024	10	5-561-5242	MATERIALS AND SUPPLIES	9,078.00	
4/2024	10	5-561-5248	REPAIR AND MAINTENANCE	127.77	
4/2024	10	5-561-5250	CONTRACTUAL SERVICES	18,893.00	35,636.99
4/2024	14	5-411-5392	BUILDING AND IMPROVEMENTS	176.96	176.96
4/2024	30	5-521-5393	ROADS AND BRIDGES	2,675.00	2,675.00
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		38,488.95
			REPORT TOTAL:		38,488.95

P.O.#	VENDOR #	NAME	SUMMARY	DATE	INVOICE	Page 17 of 136
2024-04-16 Jenks City Council Agenda						
DEPARTMENT: 231 GENERAL GOVERNMENT						
230327	1 -2450	JPMORGAN CHASE BANK NA	MOBILE DEVICE MGMT	3/2024	03-02-24 JAMF	164.00
DEPARTMENT TOTAL:						164.00
DEPARTMENT: 241 CITY PLANNER						
230279	1 -2450	JPMORGAN CHASE BANK NA	SIMPLIFILE FY 23-24	3/2024	02-28-24 SIMPLIFIL	279.79
DEPARTMENT TOTAL:						279.79
DEPARTMENT: 311 UNIFORMED PATROL						
231633	1 -2450	JPMORGAN CHASE BANK NA	MONTHLY AC UNIT MAINT PD	3/2024	03-15-24 LEE MECHA	77.50
DEPARTMENT TOTAL:						77.50
FUND TOTAL:						521.29
GRAND TOTAL:						521.29

Paid Unapproved

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2024	10	5-231-5254	SUBSCRIPTIONS	164.00	
3/2024	10	5-241-5256	LEGAL NOTICES	279.79	
3/2024	10	5-311-5248	REPAIR AND MAINTENANCE	77.50	521.29
GRAND TOTAL ESTIMATE:					0.00
GRAND TOTAL ACTUAL:					521.29
REPORT TOTAL:					521.29

Paid Unapproved

P.O.#	VENDOR #	NAME	SUMMARY	DATE	DESCRIPTION	AMOUNT
2024-04-16 Jenks City Council Agenda						
INVOICE						
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DEPARTMENT: 212 CITY CLERK						
233367	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS LUNCH	3/2024	02-22-24 NAPA FLAT	99.10
DEPARTMENT TOTAL:						99.10
DEPARTMENT: 311 UNIFORMED PATROL						
233170	1 -2450	JPMORGAN CHASE BANK NA	WOMEN PUBLIC SAFETY	3/2024	02-20-24 TULSA MET	75.00
233198	1 -2450	JPMORGAN CHASE BANK NA	SHIPPING	3/2024	02-21-24 UPS	83.34
233207	1 -2450	JPMORGAN CHASE BANK NA	TRAINING	3/2024	02-20-24 TULSA ME	25.00
DEPARTMENT TOTAL:						183.34
DEPARTMENT: 331 CODE ENFORCEMENT						
233208	1 -2450	JPMORGAN CHASE BANK NA	HOTEL FOR CONFERENCES	3/2024	03-01-24 DELTA HOT	634.40
DEPARTMENT TOTAL:						634.40
DEPARTMENT: 411 FIRE SUPPRESSION						
233520	1 -2450	JPMORGAN CHASE BANK NA	SUPPLIES/LUNCH MEETINGS	3/2024	02-24-24 STAPLES	273.96
233521	1 -2450	JPMORGAN CHASE BANK NA	MATTRESS PROTECTORS	3/2024	03-01-24 AMAZON	185.95
233522	1 -2450	JPMORGAN CHASE BANK NA	EMT/AEMT RECERTIFICATIONS	3/2024	03-05-24 NATIONAL	253.00
233523	1 -2450	JPMORGAN CHASE BANK NA	OFFICE SUPPLIES/BAR HOLDE	3/2024	03-06-24 EPOLICESU	584.44
233524	1 -2450	JPMORGAN CHASE BANK NA	ADMIN LUNCH/EXAMS/TRAININ	3/2024	03-05-24 DAYLIGHT	553.28
233525	1 -2450	JPMORGAN CHASE BANK NA	B-SHIFT LUNCH/DRONE REGIS	3/2024	03-11-24 GDIT FAA	299.72
233527	1 -2450	JPMORGAN CHASE BANK NA	HEADSETS/CPAT DUMMY	3/2024	02-26-24 FIRE.COM	390.94
233528	1 -2450	JPMORGAN CHASE BANK NA	SPOTLIGHT FOR DRONE	3/2024	03-07-24 SP AUTEL	129.00
DEPARTMENT TOTAL:						2,670.29
DEPARTMENT: 412 FIRE VOLUNTEERS						
233230	1 -2450	JPMORGAN CHASE BANK NA	BACKGROUND CHECKS	3/2024	02-16-24 OSBI	38.00
233526	1 -2450	JPMORGAN CHASE BANK NA	BACKGROUND CHECK	3/2024	03-01-24 OSBI	19.00
DEPARTMENT TOTAL:						57.00
FUND TOTAL:						3,644.13
GRAND TOTAL:						3,644.13

Paid Unapproved

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2024	10	5-212-5230	BUSINESS	99.10	
3/2024	10	5-311-5125	TRAINING & SCHOOLS	100.00	
3/2024	10	5-311-5258	COMMUNICATIONS	83.34	
3/2024	10	5-331-5125	TRAINING & SCHOOLS	634.40	
3/2024	10	5-411-5128	MEMBERSHIP DUES	273.00	
3/2024	10	5-411-5230	BUSINESS	870.71	
3/2024	10	5-411-5242	MATERIALS AND SUPPLIES	1,176.58	
3/2024	10	5-411-5248	REPAIR AND MAINTENANCE	350.00	
3/2024	10	5-412-5270	VOLUNTEER EXPENSE	57.00	3,644.13
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				3,644.13	
REPORT TOTAL:				3,644.13	

Paid Unapproved

P.O.# VENDOR # NAME SUMMARY 2024-04-16 Jenks City Council Agenda INVOICE Page 21 of 136

DEPARTMENT: 213		CITY TREASURER					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	52.11	
DEPARTMENT TOTAL:						52.11	
DEPARTMENT: 214		CITY ATTORNEY					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	52.11	
DEPARTMENT TOTAL:						52.11	
DEPARTMENT: 216		PERSONNEL					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	52.11	
DEPARTMENT TOTAL:						52.11	
DEPARTMENT: 218		ADMIN SUPPORT/RECORDS					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	52.11	
DEPARTMENT TOTAL:						52.11	
DEPARTMENT: 221		MUNICIPAL COURT					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	52.11	
DEPARTMENT TOTAL:						52.11	
DEPARTMENT: 231		GENERAL GOVERNMENT					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	224.06	
DEPARTMENT TOTAL:						224.06	
DEPARTMENT: 311		UNIFORMED PATROL					
233558	1 -2450	JPMORGAN CHASE BANK NA	MIC, GUN RACK, SUPPLIES	3/2024	02-27-24 AMAZON	328.37	
233559	1 -2450	JPMORGAN CHASE BANK NA	CLEANING SUPPLIES	3/2024	03-12-24 AMAZON	387.39	
233560	1 -2450	JPMORGAN CHASE BANK NA	DRONE LICENSES, GPS, SUPP	3/2024	02-26-24 GDIT	407.13	
233561	1 -2450	JPMORGAN CHASE BANK NA	PROMO CUPS, PEPPER SPRAY	3/2024	02-14-24 GALLS	729.55	
233562	1 -2450	JPMORGAN CHASE BANK NA	NOTARY RENEWAL	3/2024	03-05-24 WALKER	120.00	
233563	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS DINNER, MMBRSH	3/2024	02-27-24 FBI LEEDA	367.50	
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24 JAMF	364.76	
233569	1 -2450	JPMORGAN CHASE BANK NA	PROMO CUPS	3/2024	03-18-24 EXCITE	609.60	
233570	1 -2450	JPMORGAN CHASE BANK NA	WRENCHES/DRONE GUARD	3/2024	02-10-24 AMAZON	100.62	
233571	1 -2450	JPMORGAN CHASE BANK NA	OACP/LEEDA MEMBERSHIP	3/2024	01-25-24 OACP	1,023.81	
233572	1 -2450	JPMORGAN CHASE BANK NA	WINDSHIELD/EMT RENEWAL	3/2024	02-21-24 SAFELIT W	228.65	
233573	1 -2450	JPMORGAN CHASE BANK NA	POLICE WEEK ITEMS/LUNCH	3/2024	03-07-24 BUILDASIG	1,818.02	
233574	1 -2450	JPMORGAN CHASE BANK NA	DRONE REPAIRS/ARREST KITS	3/2024	03-11-24 MAVERICK	1,944.15	
233575	1 -2450	JPMORGAN CHASE BANK NA	HOTEL FLETC TRAINING	3/2024	03-15-24 DOUBLETRE	1,097.02	
DEPARTMENT TOTAL:						9,526.57	

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P.O.#	VENDOR #	NAME	SUMMARY	DATE	ITEMS	INVOICE	Page 22 of 136
2024.04.16 Jenks City Council Agenda							
DEPARTMENT: 321		CENTRAL DISPATCH					
233563	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS DINNER, MMBRSH	3/2024	02-24-24	MCALISTER	38.35
233571	1 -2450	JPMORGAN CHASE BANK NA	OACP/LEEDA MEMBERSHIP	3/2024	03-06-24	ZANOLLI	50.51
DEPARTMENT TOTAL:							88.86
DEPARTMENT: 411		FIRE SUPPRESSION					
233544	1 -2450	JPMORGAN CHASE BANK NA	LAPTOP	3/2024	02-17-24	DELL	4,567.63
233557	1 -2450	JPMORGAN CHASE BANK NA	BUSINESS LUNCH	3/2024	03-14-24	LOS MARIA	30.00
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24	JAMF	1,109.89
DEPARTMENT TOTAL:							5,707.52
DEPARTMENT: 512		PROTECTIVE INSPECTIONS					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24	JAMF	104.22
233576	1 -2450	JPMORGAN CHASE BANK NA	REPAIR DOWNTOWN LIGHT POL	3/2024	02-07-24	WESTLAKE	48.99
DEPARTMENT TOTAL:							153.21
DEPARTMENT: 521		STREET MAINTENANCE					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24	JAMF	52.11
DEPARTMENT TOTAL:							52.11
DEPARTMENT: 561		PARKS & GROUNDS					
233564	1 -2450	JPMORGAN CHASE BANK NA	IPAD/MACBOOK MDM	3/2024	02-29-24	JAMF	156.32
DEPARTMENT TOTAL:							156.32
DEPARTMENT: 562		ANIMAL CONTROL					
233558	1 -2450	JPMORGAN CHASE BANK NA	MIC, GUN RACK, SUPPLIES	3/2024	03-04-24	WOODLAND	587.57
DEPARTMENT TOTAL:							587.57
FUND TOTAL:							16,756.77
GRAND TOTAL:							16,756.77

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G / L RECAP

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2024	10	5-213-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-214-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-216-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-218-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-221-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-231-5254	SUBSCRIPTIONS	224.06	
3/2024	10	5-311-5125	TRAINING & SCHOOLS	2,704.89	
3/2024	10	5-311-5128	MEMBERSHIP DUES	645.00	
3/2024	10	5-311-5230	BUSINESS	270.00	
3/2024	10	5-311-5232	CLOTHING AND UNIFORMS	689.19	
3/2024	10	5-311-5240	VEHICLE PARTS/REPAIRS	460.12	
3/2024	10	5-311-5242	MATERIALS AND SUPPLIES	3,667.68	
3/2024	10	5-311-5244	OFFICE SUPPLIES	44.83	
3/2024	10	5-311-5252	PROFESSIONAL SERVICES	3.00	
3/2024	10	5-311-5254	SUBSCRIPTIONS	364.76	
3/2024	10	5-311-5258	COMMUNICATIONS	67.50	
3/2024	10	5-311-5269	MISCELLANEOUS	609.60	
3/2024	10	5-321-5230	BUSINESS	38.35	
3/2024	10	5-321-5242	MATERIALS AND SUPPLIES	50.51	
3/2024	10	5-411-5230	BUSINESS	30.00	
3/2024	10	5-411-5242	MATERIALS AND SUPPLIES	4,567.63	
3/2024	10	5-411-5254	SUBSCRIPTIONS	1,109.89	
3/2024	10	5-512-5242	MATERIALS AND SUPPLIES	48.99	
3/2024	10	5-512-5254	SUBSCRIPTIONS	104.22	
3/2024	10	5-521-5254	SUBSCRIPTIONS	52.11	
3/2024	10	5-561-5254	SUBSCRIPTIONS	156.32	
3/2024	10	5-562-5252	PROFESSIONAL SERVICES	587.57	16,756.77
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				16,756.77	
REPORT TOTAL:				16,756.77	

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P.O.#	VENDOR #	NAME	SUMMARY	DATE	INVOICE	Page 24 of 136
2024.04.16 Jenks City Council Agenda						
DEPARTMENT: 213 CITY TREASURER						
233656	1 -3763	CRAWFORD & ASSOCIATES PC	FY 23 ANNL FNCL STMNTS	3/2024	33809 03-15	2,440.00
DEPARTMENT TOTAL:						2,440.00
DEPARTMENT: 311 UNIFORMED PATROL						
230190	1 -2832	ROGER SCOTT	BI MNTHLY PEST SERVICES	3/2024	03-28-24 POLICE	42.00
DEPARTMENT TOTAL:						42.00
DEPARTMENT: 411 FIRE SUPPRESSION						
230047	1 -2832	ROGER SCOTT	PEST CONTROL 2023-2024	3/2024	03-28-24 FS #1	150.00
DEPARTMENT TOTAL:						150.00
DEPARTMENT: 521 STREET MAINTENANCE						
233160	1 -1025	EAST CENTRAL ELECTRIC	ELECTRIC SERVICE 2024	3/2024	3993001 APR 24	2,620.23
DEPARTMENT TOTAL:						2,620.23
FUND TOTAL:						5,252.23
GRAND TOTAL:						5,252.23

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
3/2024	10	5-213-5250	CONTRACTUAL SERVICES	2,440.00	
3/2024	10	5-311-5254	SUBSCRIPTIONS	42.00	
3/2024	10	5-411-5250	CONTRACTUAL SERVICES	150.00	
3/2024	10	5-521-5260	UTILITIES	2,620.23	5,252.23
GRAND TOTAL ESTIMATE:					0.00
GRAND TOTAL ACTUAL:					5,252.23
REPORT TOTAL:					5,252.23

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P.O.#	VENDOR #	NAME	SUMMARY	2024-04-16	Jenks City Council Agenda	INVOICE	Page 26 of 136
DEPARTMENT: 245		COMMUNITY DEVELOPMENT					
230210	1 -4052	JARRETT MELTON	CONTRACTED SERV	10596 ELM	4/2024	APRIL 2024	1,800.00
						DEPARTMENT TOTAL:	1,800.00
						FUND TOTAL:	1,800.00

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P.O.#	VENDOR #	NAME	SUMMARY	2024-04-16	Jenks City Council Agenda	INVOICE	Page 27 of 136
DEPARTMENT: 311		UNIFORMED PATROL					
230002	1 -1112	BANCFIRST	0490091391 04-24 PR	4/2024	0490091391 04-24PR	4,194.22	
DEPARTMENT TOTAL:						4,194.22	
FUND TOTAL:						4,194.22	

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P.O.#	VENDOR #	NAME	SUMMARY	2024-04-16	Jenks City Council Agenda	INVOICE	Page 28 of 136
DEPARTMENT: 411		FIRE SUPPRESSION					
230001	1 -1112	BANCFIRST	0490091402 04-24 PR	4/2024	0490091402 04-24PR	2,175.36	
DEPARTMENT TOTAL:						2,175.36	
FUND TOTAL:						2,175.36	
GRAND TOTAL:						8,169.58	

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2024.04.16 Jenks City Council Agenda

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-245-5250	CONTRACTUAL SERVICES	1,800.00	1,800.00
4/2024	12	5-311-5396	MOTOR VEHICLES	4,194.22	4,194.22
4/2024	14	5-411-5396	MOTOR VEHICLES	2,175.36	2,175.36
GRAND TOTAL ESTIMATE:					0.00
GRAND TOTAL ACTUAL:					8,169.58
REPORT TOTAL:					8,169.58

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FUND: 10 - GENERAL FUND

SUMMARY REPORT

2024.04.16 Jenks City Council Agenda

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 311 UNIFORMED PATROL						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	5,491.07
DEPARTMENT TOTAL:						5,491.07
DEPARTMENT: 315 POLICE RESERVE						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	385.91
DEPARTMENT TOTAL:						385.91
DEPARTMENT: 411 FIRE SUPPRESSION						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	2,027.32
DEPARTMENT TOTAL:						2,027.32
DEPARTMENT: 512 PROTECTIVE INSPECTIONS						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	107.75
DEPARTMENT TOTAL:						107.75
DEPARTMENT: 521 STREET MAINTENANCE						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	531.64
DEPARTMENT TOTAL:						531.64
DEPARTMENT: 522 GENERAL MAINTENANCE						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	412.04
DEPARTMENT TOTAL:						412.04
DEPARTMENT: 561 PARKS & GROUNDS						
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	178.85
DEPARTMENT TOTAL:						178.85

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FUND: 10 - GENERAL FUND

SUMMARY REPORT

2024.04.16 Jenks City Council Agenda

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 562		ANIMAL CONTROL				
233704	1 -3312	WEX BANK-QUIKTRIP	95856801 03-23-24 FUEL	4/2024	95856801 03-23-24	189.30
DEPARTMENT TOTAL:						189.30
FUND TOTAL:						9,323.88
GRAND TOTAL:						9,323.88

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G 2024.04.16 Jenks City Council Agenda

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-311-5238	VEHICLE FUEL	5,491.07	
4/2024	10	5-315-5238	VEHICLE FUEL	385.91	
4/2024	10	5-411-5238	VEHICLE FUEL	2,027.32	
4/2024	10	5-512-5238	VEHICLE FUEL	107.75	
4/2024	10	5-521-5238	VEHICLE FUEL	531.64	
4/2024	10	5-522-5238	VEHICLE FUEL	412.04	
4/2024	10	5-561-5238	VEHICLE FUEL	178.85	
4/2024	10	5-562-5238	VEHICLE FUEL	189.30	9,323.88
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				9,323.88	
REPORT TOTAL:				9,323.88	

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P.O.#	VENDOR #	NAME	SUMMARY REPORT					INVOICE	Page 33 of 136
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DEPARTMENT: 245		COMMUNITY DEVELOPMENT							
233863	1 -1701	PUBLIC SERVICE CO. OF OKL	APRIL 2024	ELEC SERVICE	4/2024	95026510313	APR 24	1,206.40	
								DEPARTMENT TOTAL:	1,206.40
DEPARTMENT: 311		UNIFORMED PATROL							
233863	1 -1701	PUBLIC SERVICE CO. OF OKL	APRIL 2024	ELEC SERVICE	4/2024	95471419218	APR 24	285.29	
								DEPARTMENT TOTAL:	285.29
DEPARTMENT: 411		FIRE SUPPRESSION							
233863	1 -1701	PUBLIC SERVICE CO. OF OKL	APRIL 2024	ELEC SERVICE	4/2024	95471419218	APR 24	935.40	
								DEPARTMENT TOTAL:	935.40
DEPARTMENT: 521		STREET MAINTENANCE							
233864	1 -1082	PUBLIC SERVICE COMPANY OF	APRIL 2024	ELECTR SERVICE	4/2024	95013387303	APR 24	8,617.65	
								DEPARTMENT TOTAL:	8,617.65
DEPARTMENT: 561		PARKS & GROUNDS							
233864	1 -1082	PUBLIC SERVICE COMPANY OF	APRIL 2024	ELECTR SERVICE	4/2024	95116418005	APR 24	740.81	
								DEPARTMENT TOTAL:	740.81
DEPARTMENT: 562		ANIMAL CONTROL							
233863	1 -1701	PUBLIC SERVICE CO. OF OKL	APRIL 2024	ELEC SERVICE	4/2024	95323119305	APR 24	182.44	
								DEPARTMENT TOTAL:	182.44
								FUND TOTAL:	11,967.99
								GRAND TOTAL:	11,967.99

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2024.04.16 Jenks City Council Agenda

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-245-5260	UTILITIES	1,206.40	
4/2024	10	5-311-5260	UTILITIES	285.29	
4/2024	10	5-411-5260	UTILITIES	935.40	
4/2024	10	5-521-5260	UTILITIES	8,617.65	
4/2024	10	5-561-5260	UTILITIES	740.81	
4/2024	10	5-562-5260	UTILITIES	182.44	11,967.99
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				11,967.99	
REPORT TOTAL:				11,967.99	

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FUND: 61 - CITY RISK MANAGEMENT

SUMMARY REPORT

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P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 801		INS & CASH REIMB.				
233870	1 -4148	WAND NEWCO 3, INC	RRP TAHOE 23-7435 WRCK 24	4/2024	RO# 954000454 04-0	16,632.89
DEPARTMENT TOTAL:						16,632.89
FUND TOTAL:						16,632.89
GRAND TOTAL:						16,632.89

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G 2024.04.16 Jenks City Council Agenda

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	61 5-801-5250	CONTRACTUAL SERVICES	16,632.89	16,632.89
GRAND TOTAL ESTIMATE:				0.00
GRAND TOTAL ACTUAL:				16,632.89
REPORT TOTAL:				16,632.89

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P.O.#	VENDOR #	NAME	SUMMARY	DATE	INVOICE	Page 37 of 136
2024-04-16 Jenks City Council Agenda						
DEPARTMENT: 214 CITY ATTORNEY						
230029	1 -1228	WEST PUBLISHING CORPORATION	SUBSCRIPTION 2023-2024	4/2024	849961052 04-01	421.98
DEPARTMENT TOTAL:						421.98
DEPARTMENT: 245 COMMUNITY DEVELOPMENT						
232984	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE 23-24	4/2024	113503945 04-24	1,125.62
231875	1 -2101	AMERICAN WASTE CONTROL INC	TRASH SERVICE	4/2024	0006926619 04-01	282.71
DEPARTMENT TOTAL:						1,408.33
DEPARTMENT: 311 UNIFORMED PATROL						
233776	1 -1047	JENKS PUBLIC WORKS AUTHOR	APRIL 2024 WATER SERVICE	4/2024	05-0230-01 APR 24	50.01
230182	1 -1228	WEST PUBLISHING CORPORATION	INVESTIGATIVE SOFTWARE	4/2024	849948611 04-01	248.52
DEPARTMENT TOTAL:						298.53
DEPARTMENT: 411 FIRE SUPPRESSION						
233776	1 -1047	JENKS PUBLIC WORKS AUTHOR	APRIL 2024 WATER SERVICE	4/2024	05-0160-01 APR 24	241.58
230012	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE 23-24	4/2024	109782864 04-24	458.93
230018	1 -2101	AMERICAN WASTE CONTROL INC	TRASH SERVICE 23-24	4/2024	0006920707 04-01	210.40
232902	1 -2978	RICHARD MARTINEZ	PER DIEM FDIC CONF 2024	4/2024	PER DIEM 2024 FDIC	465.75
232903	1 -3015	GREG OSTRUM	PER DIEM FDIC CONFERENCE	4/2024	PER DIEM 2024 FDIC	465.75
232904	1 -3417	MATTHEW OSGOOD	PER DIEM FDIC CONF 2024	4/2024	PER DIEM 2024FDIC	465.75
232905	1 -3815	ALEX CROWDER	PER DIEM FOR FDIC CONFERE	4/2024	PER DIEM 2024 FDIC	465.75
DEPARTMENT TOTAL:						2,773.91
DEPARTMENT: 521 STREET MAINTENANCE						
230011	1 -2027	O G & E ELECTRIC SERVICES	ELECTRIC SERVICE 23-24	4/2024	128515769-7 APR 24	29.45
DEPARTMENT TOTAL:						29.45
DEPARTMENT: 561 PARKS & GROUNDS						
233776	1 -1047	JENKS PUBLIC WORKS AUTHOR	APRIL 2024 WATER SERVICE	4/2024	01-2801-00 APR 24	1,301.89
DEPARTMENT TOTAL:						1,301.89

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DEPARTMENT: 562		ANIMAL CONTROL					
233776	1 -1047	JENKS PUBLIC WORKS AUTHOR	APRIL 2024 WATER SERVICE	4/2024	05-2105-00 APR 24		56.61
230012	1 -1073	OKLAHOMA NATURAL GAS	GAS SERVICE 23-24	4/2024	251827736 04-24		165.29
DEPARTMENT TOTAL:							221.90
FUND TOTAL:							6,455.99
GRAND TOTAL:							6,455.99

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2024.04.16 Jenks City Council Agenda

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PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
4/2024	10	5-214-5254	SUBSCRIPTIONS	421.98	
4/2024	10	5-245-5250	CONTRACTUAL SERVICES	282.71	
4/2024	10	5-245-5260	UTILITIES	1,125.62	
4/2024	10	5-311-5254	SUBSCRIPTIONS	248.52	
4/2024	10	5-311-5260	UTILITIES	50.01	
4/2024	10	5-411-5125	TRAINING & SCHOOLS	1,863.00	
4/2024	10	5-411-5250	CONTRACTUAL SERVICES	210.40	
4/2024	10	5-411-5260	UTILITIES	700.51	
4/2024	10	5-521-5260	UTILITIES	29.45	
4/2024	10	5-561-5260	UTILITIES	1,301.89	
4/2024	10	5-562-5260	UTILITIES	221.90	6,455.99
GRAND TOTAL ESTIMATE:				0.00	
GRAND TOTAL ACTUAL:				6,455.99	
REPORT TOTAL:				6,455.99	

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City of Jenks
Fund 10
Financial Position
As of 03/31/2024

	Actual FY 23-24 Jul 1 - Mar 31	Budget Year 2 FY 23-24	Actual FY 22-23 Jul 1 - Mar 31
Gross Revenues:			
Sales Tax Collections	\$ 8,019,552.32	\$ 11,090,000.00	\$ 7,987,531.10
Use Tax Collections	2,183,676.31	2,880,000.00	2,072,891.07
Other Licenses & Permits	14,465.00	7,500.00	3,334.00
Electrical Licenses	7,875.00	15,000.00	8,400.00
Plumbing Licenses	8,800.00	15,000.00	10,050.00
Mechanical Licenses	4,464.50	9,800.00	5,400.00
Beverage Licenses	11,900.00	40,000.00	7,495.00
Solicitors Licenses	240.00	2,000.00	360.00
Sign Permits	4,400.00	2,000.00	1,925.00
Electrical Permits	20,231.25	30,000.00	19,911.25
Plumbing Permits	23,891.25	30,000.00	26,975.75
Mechanical Permits	16,981.25	30,000.00	18,161.25
Building Permits	69,149.42	220,000.00	74,672.43
Fire Permits	14,625.00	15,000.00	14,169.00
Solid Waste Revenue	42,085.48	58,000.00	40,791.55
Fireworks Permits	6,160.00	10,000.00	6,150.00
Inspection/Reinspection Fees	4,050.00	12,000.00	5,791.00
Engineering Fees	28,450.00	25,000.00	20,550.00
Building Permits Admin Fee	429.01	1,800.00	1,185.00
Zoning Applications	16,300.00	10,000.00	12,235.00
Alcoholic Beverage Tax	59,354.12	68,000.00	62,419.35
Franchise Fees	1,071,657.27	1,200,000.00	1,166,392.80
McDonald's Rental Income	39,960.00	53,000.00	44,400.00
Assessment Letter	600.00	1,000.00	500.00
Miscellaneous Revenue*	136,468.98	105,000.00	2,252,525.57
Municipal Court Fine	109,551.08	175,000.00	104,114.49
Miscellaneous Zoning Fees	28,867.50	40,000.00	27,920.75
Gross Receipts	106,021.52	200,000.00	196,795.11
Community Room Rental	1,240.00	1,490.00	1,100.00
Auction Sales	-	10,000.00	-
Interest	18,192.95	100,000.00	118,343.20
Interest on Investment	19,197.05	30,000.00	17,509.42
Total Gross Revenues:	\$ 12,088,836.26	\$ 16,486,590.00	\$ 14,329,999.09

Expenditures:			
City Manager	\$ 178,586.84	\$ 316,000.00	\$ 181,408.35
City Clerk	223,654.92	311,300.00	231,386.34
City Treasurer	183,108.08	235,500.00	179,583.29
City Attorney	338,997.88	69,000.00	154,992.81
Personnel	162,494.25	229,500.00	165,336.02
Admin Support / Records	60,698.47	84,400.00	62,094.02
Municipal Court	91,013.27	98,800.00	73,604.00
General Government	163,235.05	350,500.00	176,738.63
City Planner	17,665.02	103,700.00	21,023.44
Community Development	188,380.14	30,000.00	63,746.63
Uniformed Patrol	2,234,721.45	3,210,800.00	2,306,706.92
Police Reserves	129,745.52	278,100.00	155,972.28
Central Dispatch	374,001.69	655,700.00	379,991.81
Code Enforcement	51,338.74	82,100.00	59,333.73
Fire Suppression	2,406,801.56	3,398,000.00	2,355,618.19
Fire Volunteers	14,454.18	76,300.00	11,085.24
Protective Inspections	211,734.20	310,400.00	211,412.64
Street Maintenance	500,310.62	630,100.00	384,951.89
General Maintenance	20,008.62	28,500.00	13,639.89
Parks & Grounds	628,102.03	695,200.00	475,025.60
Animal Control	121,793.89	187,800.00	135,583.14
Total Operating Expenditures:	\$ 8,300,846.42	\$ 11,381,700.00	\$ 7,799,234.86
Capital Expenditures:			
Small Capital Projects	\$ 9,359.58	\$ -	\$ -
Excess (deficiency) of Revenues over Expenditures:	\$ 3,778,630.26	\$ 5,104,890.00	\$ 6,530,764.23
Transfers (In/Out)			
Transfers In	6,121,769.32	\$ 8,585,110.00	\$ 6,033,425.99
Transfer In - F.59 - Horse Ranch Purchase	-	-	-
Transfers Out	(10,260,783.81)	(14,122,900.00)	(10,110,422.17)
Total Transfers:	\$ (4,139,014.49)	\$ (5,537,790.00)	\$ (4,076,996.18)
Net Change in Fund Balance:	\$ (360,384.23)	\$ (432,900.00)	\$ 2,453,768.05

*Miscellaneous Revenue includes \$2,085,292.48 in FY22-23 from Federal ARPA funds for Coronavirus Local Fiscal Recovery.

Jenks | City Council Staff Report



To	Mayor Cory Box and City Council City Manager, Christopher Shrout
Hearing Date	March 21, 2023
Case Number	ROW-DOD 23.02
Request	Right of Way Dedication
Location	131 ST and Harvard
Applicant	Randy Shoefstall, White Surveying Coompany

Staff Report

Preparer | Marcaé Hilton

Attachments

☐ Dedication Documents

Preparer

White Surveying

Background Information

STAFF COMMENTARY | This Right of Way (ROW) Dedication was precipitated by a Lot Split Request. The UDO requires Planning Commission to approve Lot Splits and Minor Subdivisions. In this case, the applicant is in the process of selling the land and would like to close in a short window. The City of Jenks requires the additional Right of Way to be dedicated as part of the Minor Subdivision process. The ROW along 131st which is a secondary arterial has an ultimate dedication of a 100' (one-hundred foot) width.

PLANNING DATA

Request	Acceptance Right of Way Dedication
Address:	1181 E. 131st St. S
ACCT_NUM	97305730518595
LEGAL	SW SW LESS S35 THEREOF SEC 5 17 13 38.939ACS
OWNER	STRNAD, CHARLES M AND JOY
PROP_ADD	1181 E 131 ST S
TR_SEC	7305
GROSS ACRES	38.94 STR:
Zoning:	Agriculture
Use:	Homestead

Staff Evaluation & Recommendation

Evaluation |

Sec. 16-8-2. General Subdivision Standards.

(A) Land Suitability.

- (1) General Land Suitability. Land which the Planning Commission finds to be unsuitable for subdivision or because of flooding, improper drainage and erosion, adverse topography, steep slopes, or rock formations, shall not be subdivided or developed unless adequate steps are taken by the subdivider and approved by the Planning Commission to resolve the hazards created by the unsuitable land conditions.
- (2) Unsuitable Land for Subdivision. Land which the Planning Commission finds to be unsuitable for development within a proposed subdivision because of flooding, improper drainage and erosion, adverse topography, steep slopes, or rock formations, and not detrimental to the development of the subdivision, shall be set aside for uses as permitted by the Planning Commission.

(B) Zoning District Compliance. No subdivision shall be approved unless it conforms to all of the requirements of this UDO. Whenever there is a discrepancy between minimum standards or dimensions noted in this article and those contained in other chapters of this UDO, building codes or other adopted regulations, codes or ordinances, the most restrictive shall apply.

(C) Comprehensive Plan Conformance.

- (1) All proposed subdivisions shall conform to the most recently adopted Comprehensive Plan.
- (2) The arrangement, character, extent, width, grade, and location of all streets shall conform to all the elements of the Comprehensive Plan and shall be designed in accordance with sound planning and engineering principles as well as the improvement provisions outlined in this article.
- (3) Permanent Markers and Monuments.
 - (a) Permanent reference markers shall be placed at the intersection of the centerlines of rights-of-way. There shall be in each subdivision a minimum of two such monuments. If no two of the intersection monuments are within line-of-sight to each other, an additional marker shall be placed on right-of-way centerline so as to establish a straight line which can be seen line-of-sight from one end to the other. An additional such marker shall be placed at the center point of the turn-around in each cul-de-sac. These markers shall be in the form of a non-corrosive metal plate and each shall be stamped with a cross at the point of the intersection and the elevation to the tenth of a foot.
 - (b) Permanent reference markers shall be placed at each turning point in the boundary of the subdivision. These markers shall be a 24-inch long iron pipe or bar of at least one-half inch diameter, to be set in concrete.
 - (c) Permanent reference markers shall be placed at a minimum of two corners of each lot in an addition. The markers shall be at least 24 inches long and at least one-half inch in diameter made of iron pipe or bar and driven into unexcavated soil.
 - (d) Permanent reference markers shall be placed at the points of curvature and points of tangency of all inside and outside rights-of-way lines, and at the point of intersection of the outside line of a curve in street right-of-way. These markers shall be a 24-inch long iron pipe or bar of at least one-half inch diameter to be driven into unexcavated soil.
 - (e) The location of all permanent markers shall be shown on the face of the record plat.

Sec. 16-8-4. Subdivision Procedures.**(A) *Types of Subdivision of Land.***

- (1) Lot Split.
- (2) *Minor Subdivisions.*
 - (a) Lot Combination.
 - (b) Other Subdivision Corrections.
- (3) *Major Subdivisions.*
 - (a) Preliminary Plat.
 - (b) Final Plat

(B) *General Subdivision Procedures.*

- (1) *Application Submittal.*
 - (a) All land subdivision applications shall be submitted to the City Planner and be accompanied by a fee as set forth in the Master Fee Schedule.
 - (b) After the receipt of the application, the City Planner shall review the application to determine that all required information has been submitted and notify the applicant of completeness or deficiencies.
 - (c) Failure to cure the deficiencies within six months from notification of such deficiencies shall be deemed abandonment of the application without further notice from the City.
 - (d) A pre-platting conference shall be required before the submittal of any Major Subdivision application.
- (2) *City Planner Report.*
 - (a) After the determination of completeness, the subdivision application shall be reviewed by the City Planner pursuant to the criteria set forth in this article per application type.
 - (b) The City Planner shall meet with the Technical Advisory Committee as needed to review the subdivision application.
 - (c) The City Planner shall prepare and issue a report to the applicant identifying issues of concern to be addressed as well as a recommendation for approval, approval with conditions, or denial.
 - (d) The City Planner shall forward their report to the applicant for review.
- (3) *Revised Application.*
 - (a) The applicant shall revise the application as necessary based on the issues of concern identified by the City Planner in their report.
 - (b) The revised application shall be accompanied by a letter explaining how all of the issues of concern have been addressed and detailing any other changes that have been made to the application.
 - (c) The applicant shall submit the revised application to the City Planner who shall review the revised application for the purpose of ensuring that all required information has been provided and that all issues of concern have been addressed. Once it is determined that all required information has been submitted and all issues of concern addressed, the application shall be referred to the next step in the process. If the City Planner determines that the required information and/or issues of concern have not been addressed, the City Planner shall notify the applicant of such deficiencies.
 - (d) Failure to cure the deficiencies within six months from notification of such deficiencies shall be deemed abandonment of the application without further notice from the City.
- (4) *Next Steps.* Once the City Planner has determined that all required information has been submitted and all issues of concern have been addressed, the application subdivision application shall proceed to the next steps in the review process. The review procedures for lot splits are established in section 16-8-4(C), the

review procedures for Minor Subdivisions are established in section 16-8-4(D), and the review procedures for Major Subdivisions are established in section 16-8-4(E).

(C) *Lot Splits.*

(D) *Minor Subdivisions.*

(1) *Purpose.* A Minor Subdivision is a subdivision in which any of the following conditions exist:

- (a) Subdivisions resulting in more than three but less than six lots and the entire property to be subdivided is ten acres or less,
- (b) Subdivision solely for the creation of public right-of-way or other public tracts,
- (c) Consolidation (such as a lot combination or lot tie) of two or more lots on a filed final plat into fewer lots,
- (d) Lot line or boundary adjustments to a filed final plat, or
- (e) Correction of errors or omissions on a filed final plat, such as legal description errors, typographical and mapping errors, lot identification errors, and surveyor corrections.

(2) *Minor Subdivision Review Criteria.*

- (a) *Comprehensive Plan Alignment.* The Minor Subdivision is consistent with the goals, objectives, and policies set forth in the Comprehensive Plan and other adopted plans and policy documents of the City.
- (b) *UDO Compliance.* The Minor Subdivision is consistent with the provisions of the UDO and the governing district.
- (c) *Lot Characteristics.*

- ☐ Lot dimensions and area shall either conform with the requirements of this UDO or a Variance of such requirements must be obtained from the Board of Adjustment.
- ☐ Where public water and/or public sanitary sewer is not available, appropriate tests shall be conducted by the health department or its assigns to determine the proposed lots suitability for a private sewage disposal device. Each proposed lot shall meet the minimum standards of the health department.

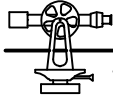
(3) *Easements.* Where a Minor Subdivision will result in a lot having inadequate access to utility easements, dedication of easements will be required in accordance with the requirements of the City Planner and the Planning Commission.

(4) *Access and Streets.*

- (a) Where a tract to be split is controlled by non-access provisions, no lot shall be approved where such provision will preclude access for said lot.
- (b) The splitting of land shall provide each lot with access to a public street or highway, so that the convenience of the lot owner or user is assured.
- (c) Where land to be split contains, within its boundaries, areas designated for street right-of-way on the Jenks City-County Major Street and Highway Plan, the split shall not be approved where street rights-of-way fail to conform to said plan except, upon a finding that:
 - ☐ All utilities are in place and the additional right-of-way is not required for utility placement and,
 - ☐ The public has, by virtue of statutory easement suitable roadway dedication, right-of-way sufficient to allow the placement of pavement of a width necessary to meet the standards of the street plan for the particular street involved.

(5) *Action by the Planning Commission.* The Planning Commission shall evaluate the proposed Minor Subdivision, and after consideration of the City Planner report shall approve, approve with modifications, or deny the Minor Subdivision based on the applicable review criteria and in accordance with applicable state law.

Recommendation | *Staff recommends acceptance of Mutual Access Easement Dedication.*



WHITE SURVEYING COMPANY

• 9936 EAST 55TH PLACE TULSA, OKLAHOMA 74146 • (918) 663-6924

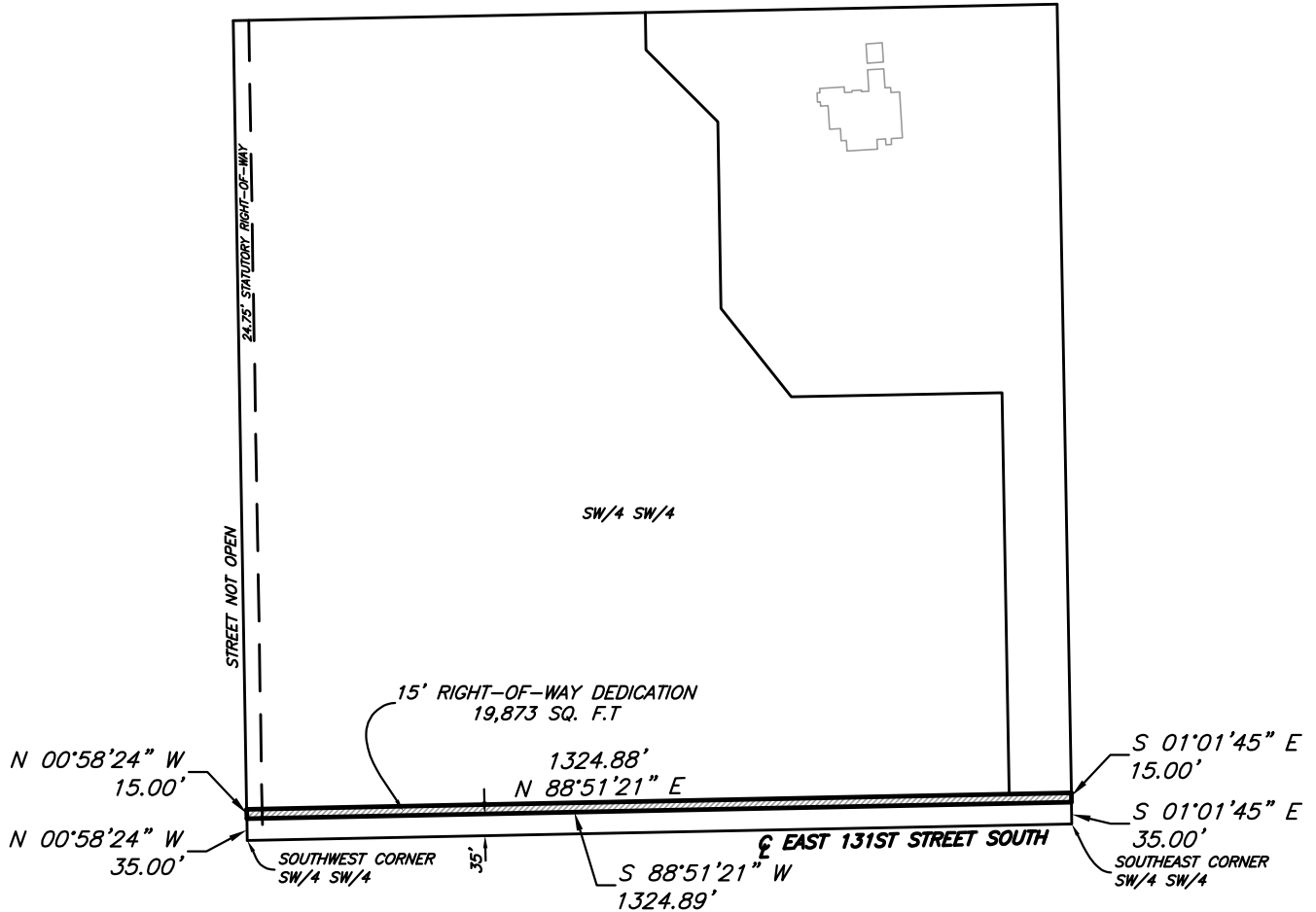
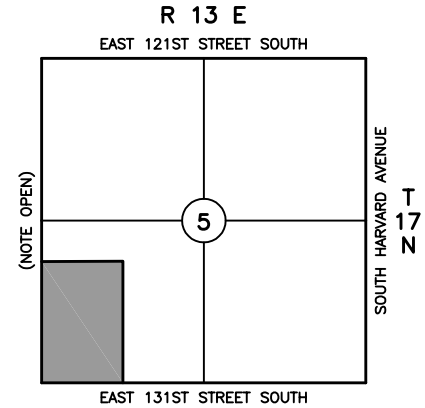


1"=300'

RIGHT-OF-WAY DEDICATION

GENERAL NOTES

THE BEARINGS SHOWN HEREON ARE BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM NAD 83 (2011) AND THE EAST LINE OF THE SW/4 SW/4 OF SECTION 5, TOWNSHIP 17 NORTH, RANGE 13 EAST BEING S 01°01'45" E.



WHITE SURVEYING COMPANY
CERTIFICATE OF AUTHORIZATION
NO. CA1098

BY: DATE: 3/15/23
REGISTERED PROFESSIONAL LAND
SURVEYOR OKLAHOMA NO. 1676

SHEET 1 OF 2

RIGHT-OF-WAY DEDICATION

KNOWN ALL MEN BY THESE PRESENTS:

That the undersigned, **Charles M. Strnad and Joy Strnad, husband and wife**, hereinafter called Grantor, in consideration of the special benefits to the remainder of the tract, the sufficiency of which is hereby acknowledged, does hereby grant, bargain, transfer and convey to the CITY OF JENKS, hereinafter called City, its successors and assigns, a perpetual RIGHT-OF-WAY DEDICATION described as:

LEGAL DESCRIPTION-15' RIGHT-OF-WAY DEDICATION

EXHIBIT"A"

The Grantor, in consideration of mutual benefits and other valuable consideration, does hereby dedicate to the City for roadway, drainage, utility location and all related appurtenances thereto.

IN WITNESS WHEREOF, the said Grantor(s) has/have executed this document on this ____ day of March, 2023.

Charles M. Strnad

Joy Strnad

Before me, the undersigned, a Notary Public within and for said County and State on this ____ day of March, 2023, personally appeared Charles M. Strnad and Joy Strnad, husband and wife, to me known to be the identical persons within and foregoing instrument as the free and voluntary act and deed of said (Charles M. Strnad and Joy Strnad) for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

My Commission Expires:

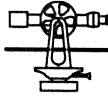
Notary Public

ACCEPTED BY: _____

City of Jenks

Date

Page 1 of 2



WHITE SURVEYING COMPANY

• 9936 EAST 55TH PLACE TULSA, OKLAHOMA 74146 • (918) 663-6924

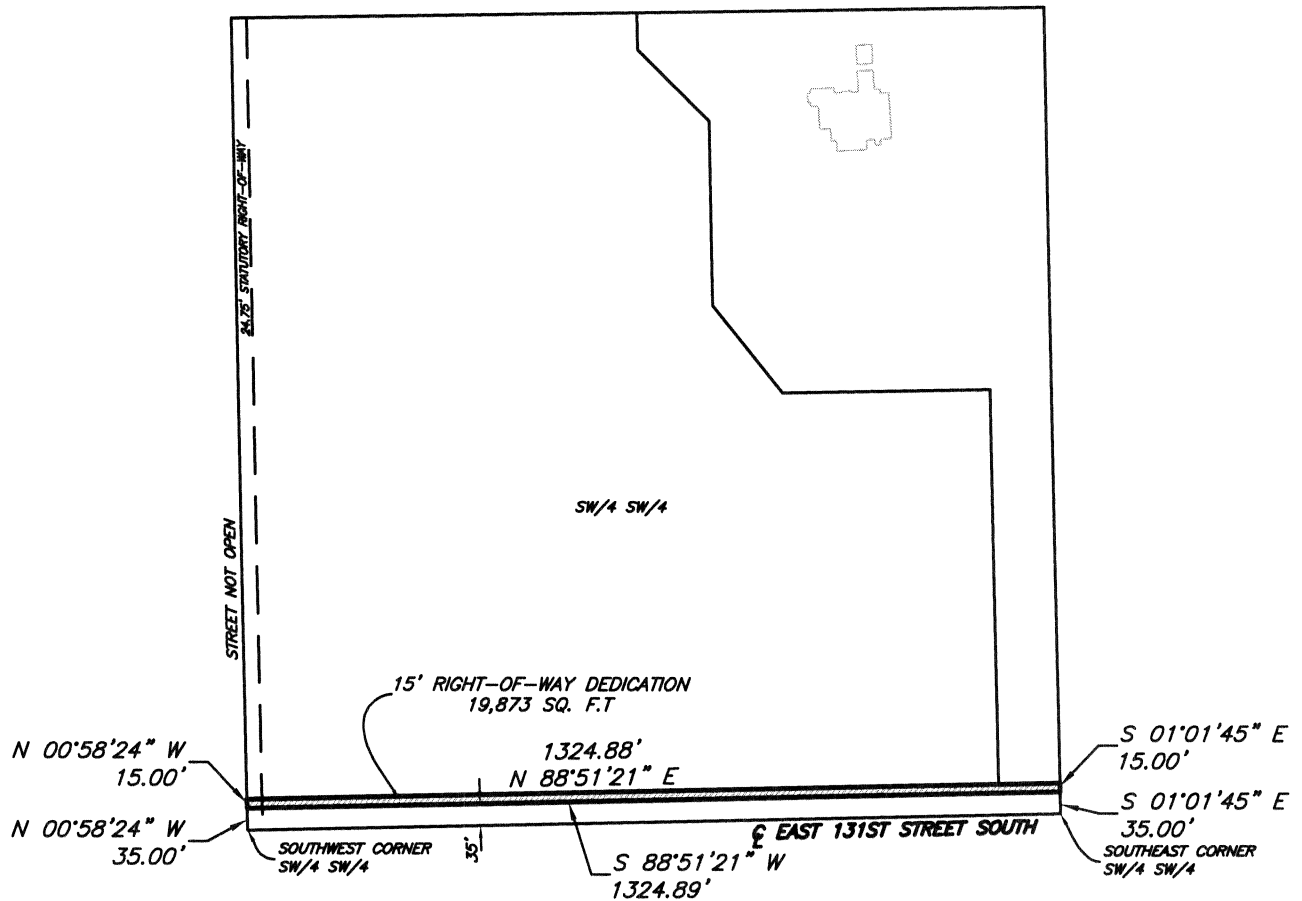
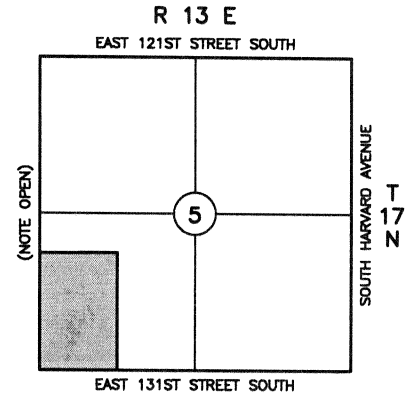


1"=300'

RIGHT-OF-WAY DEDICATION

GENERAL NOTES

THE BEARINGS SHOWN HEREON ARE BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM NAD 83 (2011) AND THE EAST LINE OF THE SW/4 SW/4 OF SECTION 5, TOWNSHIP 17 NORTH, RANGE 13 EAST BEING S 01°01'45" E.



WHITE SURVEYING COMPANY
CERTIFICATE OF AUTHORIZATION
NO. CA1098

BY: Randy K. Shoefstall DATE: 3/15/23
REGISTERED PROFESSIONAL LAND
SURVEYOR OKLAHOMA NO. 1676

SHEET 1 OF 2

Exhibit "A"

Page 2 of 2

PARENT TRACT LEGAL DESCRIPTION: GWD 1992005814 BK: 5376 PG: 191

15' RIGHT-OF-WAY DEDICATION LEGAL DESCRIPTION:

The North 15.00 feet of the South 50.00 feet of the Southwest Quarter of the Southwest Quarter (SW/4 SW/4), Section 5, Township 17 North, Range 13 East, Tulsa County, State of Oklahoma, according to the U.S. Government Survey thereof.

Scott A. Thompson
Executive Director

Kevin Stitt
Governor

March 27, 2024

Mr. Christopher Shrout, City Manager
City of Jenks
P.O. Box 2007 (211 N. Elm)
Jenks, Oklahoma 74037

Re: Permit No. WL000072240201
Attic Storage of Jenks Potable Water Line Extension
Facility No. 3007201

Dear Mr. Shrout:

Enclosed is Permit No. WL000072240201 for the construction of 1,458 linear feet of eight (8) inch PVC, 40 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Attic Storage of Jenks, Tulsa County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on March 27, 2024. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Jenks, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,



Qusay Kabariti, P.E.
Construction Permit Section
Water Quality Division

QK/RC/md

Enclosure

c: Debbie Nichols, Regional Manager, DEQ
TULSA DEQ OFFICE
Justin P Morgan, P.E., Tanner Consulting LLC

PERMIT No. WL000072240201

WATER LINES

FACILITY No. 3007201

PERMIT TO CONSTRUCT

March 27, 2024

Pursuant to O.S. 27A 2-6-304, the City of Jenks is hereby granted this Tier I Permit to construct 1,458 linear feet of eight (8) inch PVC, 40 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Attic Storage of Jenks, located in Section 7, T-17-N, R-13-E, Tulsa County, Oklahoma, in accordance with the plans approved March 27, 2024.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) This water line provides adequate fire flow in accordance with the 2009 International Fire Code through the approved hydraulic analysis. The fire flow provided is 2,250 gpm.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with Public Water Supply Construction Standards [OAC 252:626-19-2].
- 7) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

Scott A. Thompson
Executive Director



Kevin Stitt
Governor

PERMIT No. WL000072240201

WATER LINES

FACILITY No. 3007201

PERMIT TO CONSTRUCT

- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 13) That water lines shall be located at least fifteen (15) feet from all parts of septic tanks and absorption fields, or other sewage treatment and disposal systems.
- 14) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 15) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division



CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

Memorandum

To: Mayor & Members of Council
From: Brandon Macy
Date: March 28, 2024
Re: **Surplus Auction Items**

The City plans to auction off various items from the Ranch property. Below is list of items that are requested to be considered surplus, to proceed with renovations of the property.

It is requested that the items attached are declared surplus with the intent of being sold in accordance with Section 7-2-6 and 7 of the Jenks City Code.

Item	Quantity
Basketball court flooring	~4200 sqft
Netting	134 linear feet
Big Cone Hoops King	6
“No Shoes on Gym Floor” Sign	3
Wall mounted basketball goal	1
Large portable basketball goal	1
Mounted scoreboard	1
Shoot-a-way ball return “The Gun”	1
Portable basketball holder	1
Total Gym Elevate Jump machine	1
Protective gym floor square mats	~112
Outdoor batting cage	1
Elite Defender (game mesh equipment)	1
Sklz D-Man (game mesh equipment)	1
Basket of small balls, cones, etc.	1
Metal stationary basketball holder	2
Basketballs	61
Dodgeball	1
Soccer balls	3
Mesh ball bag	1
ICE floor buffer	1

ORDINANCE NO. 1644

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JENKS, COUNTY OF TULSA, STATE OF OKLAHOMA, AMENDING CITY CODE §§ 16-6 (DEVELOPMENT STANDARDS), 16-7 (SIGN STANDARDS), 16-8 (SUBDIVISION STANDARDS), AND 16-9 (ADMINISTRATIVE PROCEDURES); REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

.....

WHEREAS, the City of Jenks has identified areas of the Unified Development Ordinance that require updating to meet current best practices and to better align with City goals; and

WHEREAS, a public hearing on said zone change was held by the Jenks Planning Commission on March 21, 2024, and a public hearing on said zone change was held by the Jenks City Council on April 02, 2024, and due consideration has been given to any public comments; and

WHEREAS, the City Council of the City of Jenks, Oklahoma finds that the changes promote the health, safety, or general welfare of the Jenks community and that the same is necessary and expedient.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF JENKS CITY, OKLAHOMA, AS FOLLOWS:

SECTION I. Chapter 16 Article 6 – Development Standards shall be amended as follows:

Section 16-6-8 – Flood Damage Prevention

Section 16-6-8(F)(1) shall be amended as to read as follows:

The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Tulsa County, Oklahoma and Incorporated Areas" dated May 2, 2019, with accompanying Flood Insurance Rate Map (FIRM) are hereby referenced to be effective on October 16, 2012 and before, along with any future revisions thereof that are individually adopted by the Jenks City Council are hereby adopted by reference and declared to be a part of this section.

Section 16-6-8(M)(1) shall be amended to read as follows:

Residential construction. New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in section 16-9-5 is satisfied.

(a) The minimum development criteria for projects outside the levee and within the boundaries of the Arkansas River Floodplain (100 year and 500 year), but not within the river channel or floodway:

(I) Single Family Residential developments are not allowed in this area.

(II) Multifamily Residential developments are allowed in this area if, at a minimum, the lowest floor of the structure is built at a height eight (8) feet above the base flood elevation.

Section 16-6-8(M)(5)(C) shall be amended to read as follows:

Meet the permit requirements of section 16-9-5, and the elevation and anchoring requirements for "manufactured homes" in subsection (M)(4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions

Section 16-6-8(N)(2) shall be amended to read as follows:

All proposals for the development of subdivisions shall meet development permit requirements of section[s] 16-6-8(G) and 16-9-5 and the provisions of this section

SECTION II. Chapter 16 Article 7 – Sign Standards shall be amended as follows:

Section 16-7-4 – Permitted Sign Types

Table 16-7-4 – Permitted Sign Types by District – Note 3 – shall be amended to read as follows:

Sign spacing requirements are found in the Oklahoma Department of Transportation “Outdoor Advertising Brochure,” billboards may be placed along United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes only.

Section 16-7-5 – Permitted Sign Standards

Section 16-7-5(3)(a) shall be amended to read as follows:

A minimum distance of 1,000 linear feet shall be required between billboard signs. The separation requirement shall apply to the side of the roadway the sign is located upon.

SECTION III. Chapter 16 Article 8 – Subdivision Standards, shall be amended as follows:

Section 16-8-2(C)(4)(A)(I-III) shall be repealed and replaced with the following:

(I) NORTH - SOUTH STREETS

Avenue: A North-South road longer than 500 feet.

Drive: A curvilinear road primarily oriented north/south.

Terrace: A minor avenue

Loop: A short avenue that begins and circles back to terminate on a North-South avenue.

(II) EAST- WEST STREETS

Street: An East-West road longer than 500 feet.

Lane: A curvilinear road primarily oriented east/west.

Circle: A short street that begins and circles back to terminate on an East-West Street.

Place: A minor street.

(III) OTHER DESIGNATIONS

Boulevard: A local road divided by a median.

Court: A cul-de-sac.

Highway: A designated state or federal highway.

Interstate: A road of the highest order, characterized by limited access and wide right-of-way.

SECTION IV. Chapter 16 Article 9 – Administrative Procedures

Section 16-9-5 – Floodplain Development Permit

Section 16-9-5(B)(4) shall be amended to read as follows:

A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of section 16-6-8(M),

Section 16-9-10 – Floodplain Variances

Section 16-9-10(C) shall be amended to read as follows:

Variances For New Construction. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in sections 16-9-10 (C) has been fully considered.

SECTION V. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby expressly repealed.

SECTION VI. If any section, sentence, clause or phrase of this ordinance or any part thereof is for any reason found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance or any part thereof.

Approved this ____ day of _____ 2023

CITY OF JENKS, OKLAHOMA

MAYOR

SECTION VII. Since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, welfare and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage by the City Council.

Emergency Clause approved separately this ____ day of _____ 2023.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

ATTACHMENT TO 04.16.24 UDO EDITS
See Page 5 of 23 and 12 of 23

- CODE OF ORDINANCES
 Chapter 16 - UNIFIED DEVELOPMENT ORDINANCE
 ARTICLE 7. SIGN STANDARDS

ARTICLE 7. SIGN STANDARDS

Sec. 16-7-1. Purpose and Intent.

- (A) *Purpose.* The purpose of this article is to set out regulations for the erection and maintenance of signs visible from the public right-of-way while preserving the right of free speech and expression.
- (B) *Scope.* The regulations of [this] article shall provide a balanced and fair legal framework for design, construction, and placement of signs that:
- (1) Promotes the safety of persons and property by ensuring that signs do not create a hazard by:
 - (a) Collapsing, catching fire, or otherwise decaying,
 - (b) Confusing or distracting motorists, or
 - (c) Impairing drivers' ability to see pedestrians, obstacles, or other vehicles, or to read traffic signs.
 - (2) Promotes the efficient communication of messages, and ensures that persons exposed to signs:
 - (a) Are not overwhelmed by the number of messages presented, and
 - (b) Are able to exercise freedom of choice to observe or ignore said messages according to the observer's purpose.
 - (3) Protects the public welfare and enhances the appearance and economic value of the community by protecting scenic views and avoiding sign clutter that can compromise the character, quality, and viability of commercial corridors,
 - (4) Ensures that signs are compatible with their surroundings, and prevents the construction of signs that are a nuisance to occupants of adjacent and contiguous property due to brightness, reflectivity, bulk, or height,
 - (5) Promotes the use of signs that are aesthetically pleasing, of appropriate scale, and integrated with the built environment, in order to meet the objectives related to the quality and character of development set forth in the Comprehensive Plan of the City of Jenks,
 - (6) Enhances property values and business opportunities,
 - (7) Assists in wayfinding, and
 - (8) Provides fair and consistent permitting and enforcement.
- (C) *Authority.* The City Council finds that:
- (1) This article advances important and substantial governmental interests,
 - (2) The regulations set out in this article are unrelated to the suppression of constitutionally-protected free expression and do not involve the content of protected messages which may be displayed on signs, nor do they involve the viewpoint of individual speakers,
 - (3) The incidental restriction on the freedom of speech is no greater than is essential to the furtherance of the interests protected by this article, and

- (4) Certain types of speech are not protected by the First Amendment due to the harm that they cause to individuals or the community, and speech that is harmful to minors may be prohibited in places that are accessible to minors.
- (5) Any Planned Unit Development ordinance or Specific Use approved prior to the adoption of this UDO which references compliance with the City of Jenks Zoning Code shall meet the applicable sign standards of this UDO.

(D) *General Findings of Fact.* The City Council finds that:

- (1) The ability to display signs of reasonable size and dimensions is vital to the health and sustainability of many businesses, and the display of signs with noncommercial messages is a traditional component of the freedom of speech, but the constitutional guarantee of free speech may be limited by appropriate and constrained regulation that is unrelated to the expression itself,
- (2) The City has an important and substantial interest in preventing sign clutter (which is the proliferation of signs of increasing size and dimensions as a result of competition among property owners for the attention of passing motorists), because sign clutter degrades the character of the community, makes the community a less attractive place for commerce and private investment, and dilutes or obscures messages displayed along the City's streets by creating visual confusion and aesthetic blight,
- (3) Sign clutter can be prevented by regulations that balance the legitimate needs of individual property owners to convey their commercial and noncommercial messages against the comparable needs of adjacent and nearby property owners and the interest of the community as a whole in providing for a high-quality community character,
- (4) Temporary signs that are not constructed of weather-resistant materials are often damaged or destroyed by wind, rain, and sun, and after such damage or destruction, degrade the aesthetics of the City's streets if they are not removed,
- (5) The City has an important and substantial interest in keeping its rights-of-way clear of obstructions and litter,
- (6) The City has an important and substantial interest in protecting the health of its tree canopy, which contributes to the character and value of the community, and
- (7) The uncontrolled use of billboard signs and their location, density, size, shape, motion, illumination, and demand for attention can be injurious to the purposes of this UDO, and destructive to community character and property values, and that, as such, restrictions on the display of off-premises commercial messages are necessary and desirable.

(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-7-2. Limit on Sign Area.

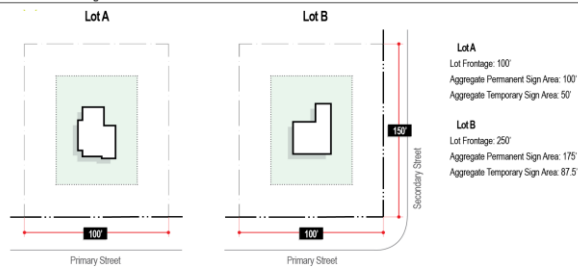
- (A) Reserved.
- (B) *Temporary Sign Area Limit.* Each lot shall be allowed aggregate temporary sign area equal to one-half square foot of sign area per linear foot of lot frontage.
- (C) *Premises Having Frontage on More Than One Dedicated Street.* Premises having frontage on more than one dedicated street will be allowed an additional one-half square foot of aggregate sign area for each lineal foot of the secondary lot frontage; however additional sign area shall only be displayed on the secondary frontage.

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(Supp. No. 6)

- (D) *Irregularly Shaped Lots.* Irregularly shaped lots with minimal lot frontage, relative to more typically shaped lots in the district, may petition for additional aggregate sign area through the Comprehensive Sign Plan process as detailed in section 16-7-9.

Figure 7.1: Limit on Sign Area



(Ord. No. 1581, § II, 4-5-2022; Ord. No. 1624, § V, 10-17-2023)

Sec. 16-7-3. Sign Measurement.

- (A) *Sign Height.* Sign height shall be measured by the total distance between the highest point on the sign to the average elevation of the ground upon which the sign supports are placed, except when the sign supports rest upon a berm or other area elevated above the surrounding ground or when the sign supports rest upon a ditch or other area lower than the surrounding ground. In such cases, the elevation of the centerline of the adjacent roadway shall be considered as the ground level.

Figure 7.2: Sign Height Measurement



- (B) *Sign Area.* Unless otherwise defined, sign area is determined by the total area enclosed by a continuous perimeter along the edges of a sign, including any frame or border. The area of a sign composed of individually-affixed letters is determined by the total area of the smallest geometric shape enclosing the copy. A maximum of two geometric shapes may be utilized. The calculation for a double-faced sign shall be the area of one face only.

Figure 7.3: Sign Area Measurement



(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-7-4. Permitted Sign Types.

The following key is to be used in the interpretation of Table 16-7-4.

- (A) *Permitted Sign Types.* Sign types marked as "P" in the table shall be permitted subject to all applicable regulations of this UDO and only after the issuance of a Sign Permit as detailed in section 16-9-3(F).
- (B) *Allowed Sign Types.* Sign types marked as "A" in the table shall be allowed subject to all applicable regulations of this UDO.
- (C) *Prohibited Sign Types.* A blank space in the table indicates that a sign type is not allowed in the respective zoning district.
- (D) *Unlisted Sign Types.* Sign types that are not included in Table 16-7-4 shall be considered prohibited.

Table 16-7-4: Permitted Sign Types by District												
Sign Type	District											
	R Districts	AG	OL	OM	LC	CS	CG	DC	DT	RTC	IL	IM
Permanent Signs												
Wall Sign	P (1)	P (1)	P	P	P	P	P	P	P	P	P	P
Single-Tenant Monument Sign	P (1)(2)	P (1)	P	P	P	P	P			P	P	P
Multi-Tenant Monument Sign			P	P	P	P	P			P	P	P
Post Sign, Permanent								P	P			
Pole/Pylon Sign						P (3)	P (3)				P (3)	P (3)
Awning/Canopy Sign	P (1)	P (1)	P	P	P	P	P	P	P	P	P	P
Blade Sign			P	P	P	P	P	P	P	P	P	P
Window Sign, Permanent			P	P	P	P	P	P	P	P	P	P
Billboard Sign						P (3)	P (3)				P (3)	P (3)
Temporary Signs												

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Wall-Mounted Banner Sign	P (1)	P (1)	P	P	P	P	P	P	P	P	P	P
Ground-Mounted Banner Sign	P (1)	P (1)	P	P	P	P	P			P	P	P
Feather Sign						P	P				P	P
Window Sign, Temporary			P	P	P	P	P	P	P	P	P	P
Post Sign, Temporary	A	A	A	A	A	A	A	A	A	A	A	A
Yard Sign	A	A	A	A	A	A	A				A	A
Notes:												
(1) Sign shall be permitted for nonresidential, mixed use, or multifamily developments only.												
(2) Sign shall be permitted at entryways or gateways to subdivisions or neighborhoods only.												
(3) Sign <u>spacing requirements are found in the Oklahoma Department of Transportation "Outdoor Advertising Brochure,"</u> <u>billboards may be placed along</u> United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes only.												

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(Ord. No. 1581 , § II, 4-5-2022; Ord. No. 1624 , § V(Att. D), 10-17-2023)

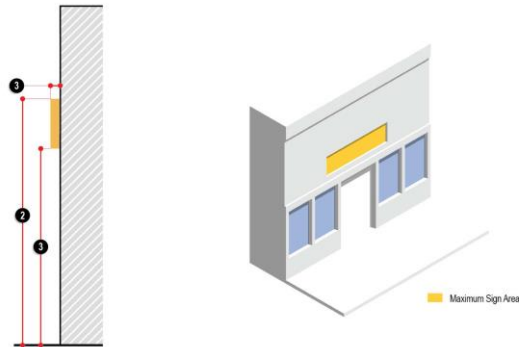
Sec. 16-7-5. Permanent Sign Standards.**(A) Wall Signs.****(1) Sign Area.**

- The maximum sign area of wall signs in the R, OL, LC, and DC Districts shall not exceed five percent of the total area of the face of the wall to which the sign is to be affixed.
- The maximum sign area of wall signs in the OM, CS, RTC, and IL Districts shall not exceed ten percent of the total area of the face of the wall to which the sign is to be affixed.
- The maximum sign area of wall signs in the CG and IM Districts shall not exceed 15 percent of the total area of the face of the wall to which the sign is to be affixed.

(2) Sign Height. No wall sign shall protrude above the highest roofline or the top of the parapet wall or mansard roof.**(3) Projection.**

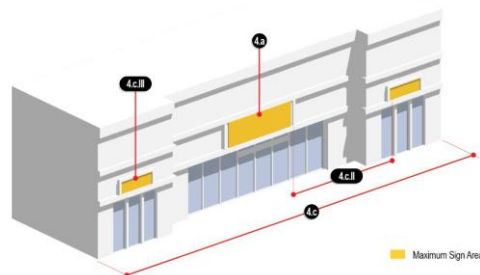
- A wall sign shall not extend more than six inches from the wall of the building or structure to which it is attached.
- A wall sign shall maintain a minimum vertical clearance of ten feet from grade.

Figure 7.4: Wall Sign Area, Height, and Projection

(4) *Number of Signs.*

- (a) Single tenant buildings shall be permitted a total of two wall signs; however only one wall sign shall be displayed on any single building façade.
- (b) Multi-tenant buildings shall be permitted one wall sign per unit.
- (c) A maximum of two secondary wall signs may be authorized for buildings with lineal frontage in excess of 75 feet by the City Planner provided such additional signage is:
 - (I) In keeping with the overall design and architecture of the building,
 - (II) A minimum of 20 feet from the primary wall sign and other secondary wall signs,
 - (III) A maximum of fifty (50) percent of the size of the primary wall sign,
 - (IV) Less visually prominent on the site than the building's primary wall sign, and
 - (V) The total area of all primary and secondary wall signs does not exceed the maximum wall sign area as established in section 16-7-5(A)(1).

Figure 7.5: Secondary Wall Signs



- (5) *Sign Copy.* If the sign copy utilized on a wall sign is either individually affixed letters, raceway letters, applied vinyl, or printed, etched, or otherwise incorporated directly on the sign's backing plate, the City Planner may approve an increase in sign area up to an additional five percent of the total area of the

face of the wall to which the sign is to be affixed. Box/cabinet signs shall be prohibited in the Downtown Commercial District.

(6) *Other Provisions.*

- (a) No wall sign shall cover any architectural features (architectural features shall include but not be limited to, pediment, cornice, belt course, pier, windows, pilaster, roof, decorative stone or inlay, kick plate/bulkhead, raised or colored brick pattern, and corbel) of the building to which it is affixed.
- (b) No wall sign shall be affixed to HVAC screening, elevator overrun, or other structures protruding from the roof of the principal building, excluding architectural features that are an integral part of the principal building.

(B) *Single-Tenant Monument Signs.*

(1) *Sign Area.*

- (a) The maximum sign area of single-tenant monument signs in the AG, R, OL, and LC, Districts shall not exceed 15 square feet.
- (b) The maximum sign area of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed 30 square feet.
- (c) The maximum sign area of single-tenant monument signs in the CG and IM Districts shall not exceed 45 square feet.

(2) *Sign Height.*

- (a) The maximum sign height of single-tenant monument signs in the R, OL, and LC Districts shall not exceed five feet.
- (b) The maximum sign height of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed seven feet.
- (c) The maximum sign height of single-tenant monument signs in the CG and IM Districts shall not exceed ten feet.

(3) *Number of Signs.* A maximum of one single-tenant monument sign shall be permitted per lot frontage.

(4) *Location.* Single-tenant monument signs shall comply with the following locational standards.

- (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
- (b) Shall not block points of ingress or egress;
- (c) Shall not be placed in any sidewalk or pedestrian circulation system, and
- (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.

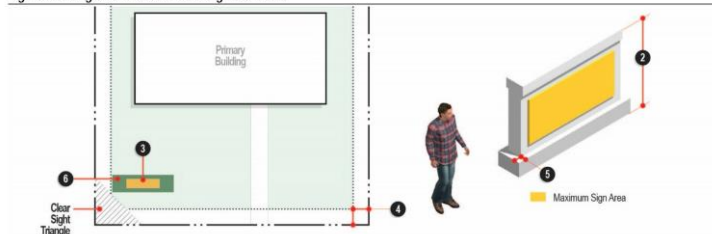
(5) *Sign Base.* The base of single-tenant monument sign, including all structural components, shall extend horizontally from the sign face a minimum of ten percent and a maximum of 25 percent of the width of the sign face. The base of single-tenant monument signs shall be constructed from masonry, stone, or similar high-quality materials in keeping with the materials and design of the principal building of the lot.

(6) *Landscape Requirement.* All single-tenant monument signs shall be required to plant and maintain a landscape area at the base of the sign. The minimum area of the landscape area shall be equal to half of the square footage of the sign area of the associated sign. Landscape areas shall be planted with one shrub or native grass per every three square feet of required landscape area.

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- (7) *Other Provisions.* A single-tenant monument sign shall not be permitted on a lot frontage with an existing monument sign or pole/pylon sign.

Figure 7.6: Single-Tenant Monument Sign Standards



(C) *Multi-Tenant Monument Signs.*

(1) *Sign Area.*

- The maximum sign area of multi-tenant monument signs in the R, OL, and LC Districts shall not exceed 30 square feet.
- The maximum sign area of multi-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed 60 square feet.
- The maximum sign area of multi-tenant monument signs in the CG and IM Districts shall not exceed 90 square feet.

(2) *Sign Height.*

- The maximum sign height of multi-tenant monument signs in the R, OL, and LC Districts shall not exceed ten feet.
- The maximum sign height of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed 14 feet.
- The maximum sign height of single-tenant monument signs in the CG and IM Districts shall not exceed 20 feet.

(3) *Number of Signs.* A maximum of one multi-tenant monument sign shall be permitted per lot frontage.

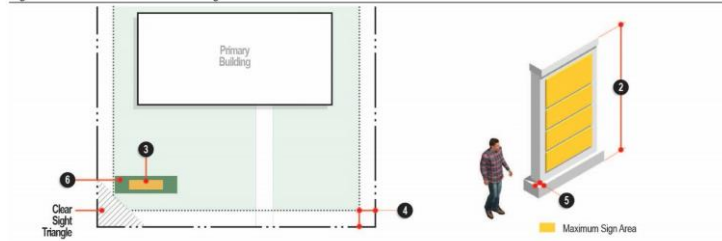
(4) *Location.* Multi-tenant monument signs shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements; shall not block points of ingress or egress; be placed in any sidewalk or pedestrian circulation system and shall not be located in a clear sight triangle as detailed in section 16-6-6.

(5) *Sign Base.* The base of multi-tenant monument signs, including all structural components, shall extend horizontally from the sign face a minimum of ten percent and a maximum of 25 percent of the width of the sign face. The base of single-tenant monument signs shall be constructed from masonry, stone, or similar high-quality materials in keeping with the materials and design of the principal building of the lot.

(6) *Landscape Requirement.* All multi-tenant monument signs shall be required to plant and maintain a landscape area at the base of the sign. The minimum area of the landscape area shall be equal to half of the square footage of the sign area of the associated sign. Landscape areas shall be planted with one shrub or native grass per every three square feet.

- (7) *Other Provisions.* A multi-tenant monument sign shall not be permitted on a lot frontage with an existing monument sign or pole/pylon sign.

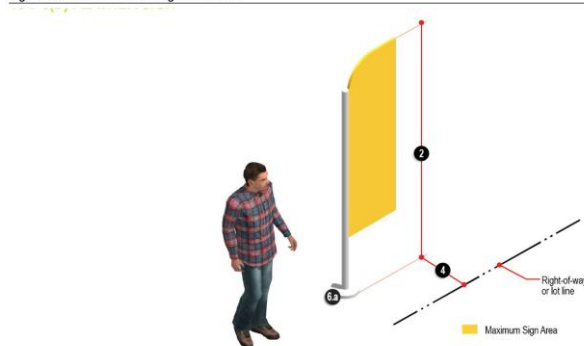
Figure 7.7: Multi-Tenant Monument Sign Standards



(D) *Post Sign, Permanent.*

- (1) *Sign Area.* The maximum sign area of a permanent post sign shall not exceed six square feet.
- (2) *Sign Height.* The maximum height of a permanent post sign shall not exceed six feet.
- (3) *Number of Signs.* A maximum of one permanent post sign shall be allowed per lot frontage.
- (4) *Location.* Permanent post signs shall meet the following locational requirements.
 - (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system, and
 - (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (5) *Other Provisions.*
 - (a) Permanent post signs shall be securely anchored into the ground or secured in a portable base designed for such function.
 - (b) Permanent Post signs shall be maintained in good condition and shall not sag, lie on the ground, be torn, or otherwise kept in a disorderly state.

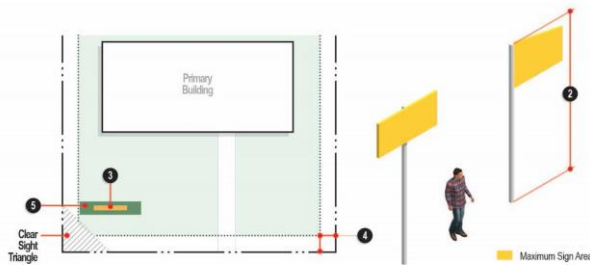
Figure 7.8: Permanent Post Sign Standards



(E) *Pole/Pylon Signs.*

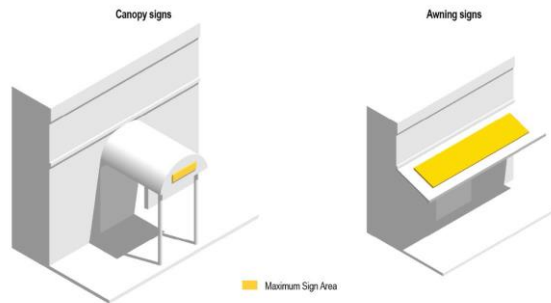
- (1) *Sign Area.* The sign area of pole/pylon signs shall not exceed 30 square feet in any district.
- (2) *Sign Height.* The sign height of pole/pylon signs shall not exceed 40 feet in any district.
- (3) *Number of Signs.* A maximum of one pole/pylon sign shall be permitted per lot.
- (4) *Location.* Pole/Pylon signs shall comply with the following locational standards.
 - (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system; and
 - (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (5) *Landscape Requirement.* All pole/pylon signs shall be required to plant and maintain a landscape area at the base of the sign. The minimum area of the landscape area shall be equal to the square footage of the sign area of the associated sign. Landscape areas shall be planted with one shrub or native grass per every three square feet.
- (6) *Other Provisions.* A pole/pylon sign shall not be permitted on a lot frontage with an existing monument sign or pole/pylon sign.

Figure 7.9: Pole/Pylon Sign Standards

(F) *Awning/Canopy Signs.*

- (1) *Sign Area.* The maximum sign area of awning/canopy signs shall be 50 percent of the face of the awning or canopy upon which the sign shall be printed or affixed. The area of the awning or canopy sign shall count towards the maximum amount of sign area permitted for wall signs as detailed in section 16-7-5(A)(1).
- (2) *Other Provisions.* Awning/canopy signs shall only be permitted on awnings/canopies extending above ground floor entrances or windows.

Figure 7.10: Awning-Canopy Sign Standards

(G) *Blade/Projecting Signs.*(1) *Sign Area.*

- (a) The maximum permitted sign area of blade signs shall be four square feet.
- (b) The maximum permitted sign area of "special" projecting blade sign shall be 35 square feet.

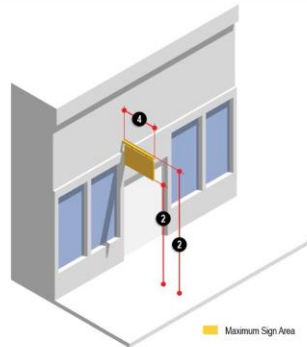
(2) *Height.*

- (a) Blade signs shall not extend above the roofline of the building to which it is attached, or a maximum of 12 feet, whichever is less, and shall maintain a minimum vertical clearance of ten feet.
- (b) "Special" projecting blade signs shall not exceed the height of the parapet or wall to which it is attached by more than 25 percent and shall maintain a minimum vertical clearance of ten feet.

(3) *Number of Signs.* A maximum of one blade sign shall be permitted per ground floor nonresidential tenant space. A blade sign may be displayed on the same building frontage as a wall or an awning or canopy sign, and "special" projecting blade sign.(4) *Projection.* Blade signs shall horizontally project a maximum of four feet from the mean elevation of the building to which it is attached or with staff recommendation and approval of Planning Commission. "Special" projecting blade signs shall not be continuously attached to the surface of the wall.(5) *Other Provisions.*

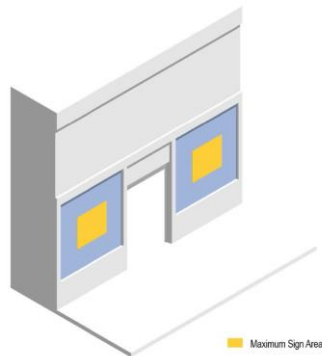
- (a) Blade signs shall not be internally illuminated. "Special" projecting signs may incorporate neon, staff may require approval from Planning Commission for other requests. Cabinet signs are prohibited within the Downtown Core (DC) and the Riverfront Tourist Commercial (RTC).
- (b) Blade signs may encroach upon, extend, or project over a public right-of-way or easement. The property owner may be required to provide a release or hold harmless to the City prior to issuing permits for any such signs.

Figure 7.11: Blade Sign Standards

(H) *Window Signs, Permanent.*

- (1) *Sign Area.* The maximum permitted sign area of a permanent window sign shall be 25 percent of the square footage of the individual window on which the sign shall be located. Permanent window sign area shall be counted in aggregate with temporary window sign area.

Figure 7.12: Permanent Window Sign Standards

(I) *Billboard Signs.*

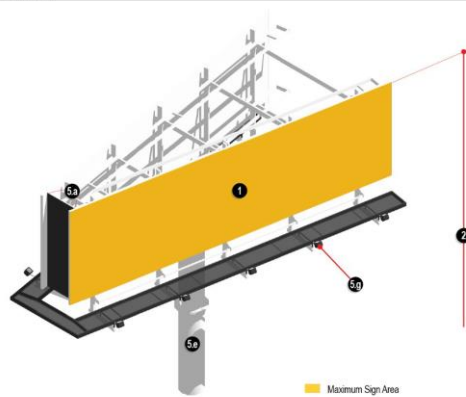
- (1) *Sign Area.* The maximum sign area of billboard signs shall not exceed 14 feet by 48 feet and may include an additional three foot by 48 foot marquee located at the base of the sign face.
- (2) *Sign Height.* The maximum height of billboard signs shall not exceed 50 feet.
- (3) *Sign Separation.*
 - (a) A minimum distance of 1,000 linear feet shall be required between billboard signs. The separation requirement shall apply to the side of the roadway the sign is located upon.

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-
- (b) Billboard signs shall maintain a minimum separation of 50 feet from any monument sign or pole/pylon sign. The separation requirement shall be measured in a straight line from the nearest point on the sign to the nearest point of any monument sign or pole/pylon sign.
 - (4) *Location.*
 - (a) No billboard sign shall be located within 300 feet of a public park. The setback requirement shall be measured in a straight line from the nearest point on the sign to the nearest point on the property of the park.
 - (b) Billboard signs, if visible from an R district or if visible from a designated residential development area, shall be setback from such district or area a minimum linear distance equal to the area of the billboard sign. The setback requirement shall be measured in a straight line from the nearest point on a sign to the nearest point of an R district or residential development area boundary line.
 - (c) No portion of a billboard sign shall be located within ten feet of a freeway right-of-way. The setback requirement shall be measured in a straight line from the nearest point on a sign to the nearest point of the freeway right-of-way boundary line.
 - (d) No billboard sign shall be permitted to be located upon or constructed within a required landscape zone, off-street parking area, or off-street loading area, nor to otherwise obstruct vehicular or pedestrian access or circulation, or pose any other hazard to motor vehicle traffic exiting, entering, or traveling within the site on which the sign is located.
 - (5) *Other Provisions.*
 - (a) No billboard sign shall contain more than two sides, and only one side shall be included in the computation of display surface area. The two sides shall face in opposite directions. "Opposite" shall, in addition to its ordinary meaning, include V-shaped signs when the angle of separation of the display surfaces does not exceed 30 degrees.
 - (b) A billboard sign shall be oriented to be primarily visible from the freeway.
 - (c) No billboard sign shall contain flashing, blinking, or traveling lights or reflective glitter.
 - (d) Cutouts or extensions shall be permitted, in addition to the display surface area permitted in this section, so long as the cutouts or extensions do not exceed 15 percent of the display surface area.
 - (e) No billboard sign shall be supported by more than one post or column unless required by site engineering considerations and is certified as such by a registered professional engineer.
 - (f) Billboard signs which have animation, revolving or rotating components or movement shall be prohibited.
 - (g) Illumination on the face of billboard signs shall not exceed 70 foot candles measured at a two-foot distance.
 - (h) Any illumination shall be by constant light.
 - (i) Billboard signs may include electronic message boards for a maximum of 100 percent of the permitted sign area subject to compliance with all standards of section 16-7-7(B).

Figure 7.13: Billboard Sign Standards



(Ord. No. 1581 , § II, 4-5-2022; Ord. No. 1624 , § V, 10-17-2023)

Sec. 16-7-6. Temporary Sign Standards.

(A) *General Standards for Permitted Temporary Signs.*

- (1) *Concurrent Display.* A maximum of two permitted temporary signs, as permitted per district, may be displayed on a lot concurrently.
- (2) *Display Period.*
 - (a) The permitted display period of a permitted temporary sign shall be a maximum of 30 days.
 - (b) A total of three nonconcurrent display periods shall be permitted per single-tenant building or unit of a multitenant building per calendar year.
 - (c) Nonconcurrent display periods shall be separated by a minimum of 30 days.

(B) *Wall-Mounted Banner Signs.*

- (1) *Sign Area.*
 - (a) The maximum sign area of wall-mounted banner signs in the R, OL, LC, and DC Districts shall not exceed two and one-half percent of the total area of the face of the wall to which the sign is to be affixed.
 - (b) The maximum sign area of wall-mounted banner signs in the OM, CS, RTC, and IL Districts shall not exceed five percent of the total area of the face of the wall to which the sign is to be affixed.
 - (c) The maximum sign area of wall-mounted banner signs in the CG and IM Districts shall not exceed seven and one-half percent of the total area of the face of the wall to which the sign is to be affixed.
- (2) *Sign Height.* No wall-mounted banner sign shall protrude above the highest roofline or above the top of the parapet wall or mansard roof.
- (3) *Number of Signs.* A maximum of one wall-mounted banner sign shall be permitted per lot frontage of a single-tenant building or unit of a multi-tenant building.

- (4) *Location.* Wall-mounted banner signs shall be affixed to a building.
- (5) *Projection.* Wall-mounted banner signs shall be affixed flat against the building to which they are mounted.

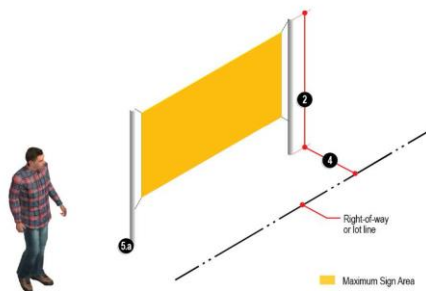
Figure 7.14: Wall Mounted Banner Sign Standards



(C) *Ground-Mounted Banner Signs.*

- (1) *Sign Area.* The maximum sign area of a ground-mounted banner sign shall not exceed 32 square feet.
- (2) *Sign Height.* The maximum height of a ground-mounted banner sign shall not exceed six feet.
- (3) *Number of Signs.* A maximum of one ground-mounted banner sign shall be permitted per lot frontage.
- (4) *Location.* Ground-mounted banner signs shall meet the following locational requirements.
 - (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system, and
 - (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (5) *Other Provisions.*
 - (a) Ground-mounted banner signs shall be securely anchored into the ground or secured in a portable base designed for such function.
 - (b) Ground-mounted banner signs shall be maintained in good condition and shall not sag, lie on the ground, be torn, or otherwise kept in a disorderly state.

Figure 7.15: Ground Mounted Banner Sign Standards

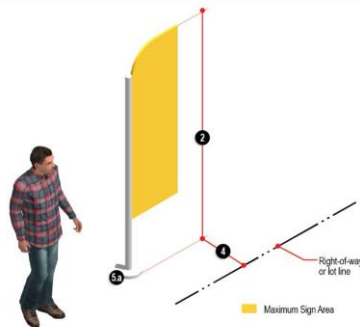


(D) *Feather Sign.*

- (1) *Sign Area.* The maximum sign area of feather signs shall not exceed 16 square feet.

- (2) *Sign Height.* The maximum height of a feather sign shall not exceed eight feet.
- (3) *Number of Signs.* A maximum of one feather sign shall be permitted per 25 feet of linear lot frontage.
- (4) *Sign Separation.* Each feather sign shall be separated from another feather sign by at least 25 feet.
- (5) *Location.* Feather signs shall meet the following locational requirements.
 - (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system, and shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (6) *Other Provisions.*
 - (a) Feather signs shall be securely anchored into the ground or secured in a portable base designed for such function.
 - (b) Feather signs shall be maintained in good condition and shall not sag, lie on the ground, be torn, or otherwise kept in a disorderly state.

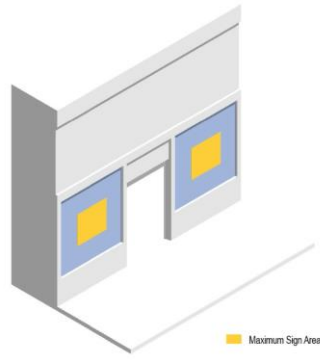
Figure 7.16: Feather Sign Standards



(E) *Window Sign, Temporary.*

- (1) *Sign Area.* The maximum sign area of a temporary window sign shall be 30 percent of the square footage of the individual window on which the sign shall be located. Temporary window sign area shall be counted in aggregate with permanent window sign area.

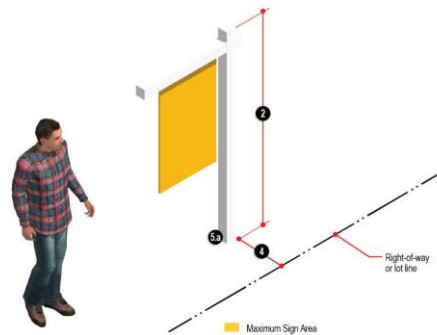
Figure 7.17: Temporary Window Sign Standards



(F) *Post Signs, Temporary.*

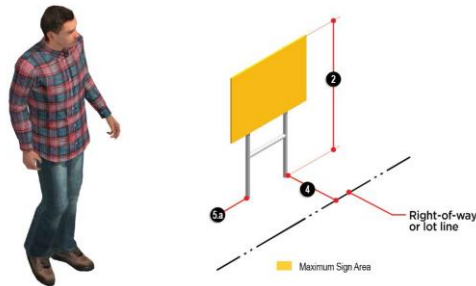
- (1) *Sign Area.* The maximum sign area of a temporary post sign shall not exceed six square feet.
- (2) *Sign Height.* The maximum height of a temporary post sign shall not exceed six feet.
- (3) *Number of Signs.* A maximum of one temporary post sign shall be allowed per lot frontage.
- (4) *Location.* Temporary post signs shall meet the following locational requirements.
 - (a) Shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system, and
 - (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (5) *Other Provisions.*
 - (a) Temporary post signs shall be securely anchored into the ground or secured in a portable base designed for such function.
 - (b) Temporary post signs shall be maintained in good condition and shall not sag, lie on the ground, be torn, or otherwise kept in a disorderly state.

Figure 7.18: Temporary Post Sign Standards

(G) *Yard Signs.*

- (1) *Sign Area.* The maximum sign area of a yard sign shall not exceed four square feet.
- (2) *Sign Height.* The maximum height of a yard sign shall not exceed three and one-half feet.
- (3) *Number of Signs.*
 - (a) A maximum of two yard signs may be displayed concurrently for a period of 30 consecutive days.
 - (b) An unlimited number of yard signs may be displayed concurrently for a period of 48 hours.
- (4) *Location.* Yard signs shall meet the following locational criteria.
 - (a) Yard signs shall be located a minimum of five feet from all property lines, rights-of-way, and utility easements;
 - (b) Shall not block points of ingress or egress;
 - (c) Shall not be placed in any sidewalk or pedestrian circulation system, and
 - (d) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
- (5) *Other Provisions.*
 - (a) Yard signs shall be securely anchored into the ground or secured in a portable base designed for such function.
 - (b) Yard signs shall be maintained in good condition and shall not sag, lie on the ground, be torn, or otherwise kept in a disorderly state.
 - (c) Yard signs in residential districts displayed for a period of 48 hours or less shall be exempt from the requirements of this section.

Figure 7.19: Yard Sign Standards



(Ord. No. 1581, § II, 4-5-2022; Ord. No. 1624, § V, 10-17-2023)

Sec. 16-7-7. General Sign Standards.

(A) *Illumination.*

- (1) *Location and Design of Light Source.* Whenever an external artificial light source is used for a sign, such source shall be located, shielded, and directed so as not to be directly visible from any public street or private residence. No receptacle or device housing a permitted light source for a sign shall protrude more than 12 inches from the face of the sign or building to which it is attached except if such light source is ground-mounted, locked in place, and cannot be redirected.
- (2) *Level of Illumination.* In no event shall the illumination of any sign, resulting from any internal or external artificial light source, exceed the outdoor lighting standards established in section 16-6-7. All artificial illumination shall be so designed, located, shielded, and directed as to prevent the casting of glare or direct light upon adjacent property or streets.
- (3) *Signs Adjacent to Residential Areas.* Any illuminated sign located on a lot abutting or across a street from, and visible from, any residentially zoned area shall not be illuminated between the hours of ten 10:00 p.m. and 7:00 a.m. except that such sign may remain illuminated during such time as the activity to which the sign pertains is open for business so long as such sign is not a public or private nuisance.

(B) *Electronic Message Boards.* Single-tenant and multi-tenant monument signs, pole/pylon signs, and billboard signs may incorporate electronic message boards in accordance with the following.

- (1) Streaming video and audio prohibited except during times when a special event permit has been issued for activities on or adjacent to the location of the sign through a Staff Administrative Process.
- (2) Each message must be displayed for a minimum of eight seconds.
- (3) Change of message must be accomplished in two seconds.
- (4) Change of message must occur simultaneously on the entire sign.
- (5) No flashing, dimming, or brightening may occur except to accommodate a message change.
- (6) Electronic message boards must contain a default mechanism that freezes an image in case of malfunction.
- (7) Electronic message boards shall automatically adjust intensity of display based on natural ambient light conditions. No such sign shall display an illuminative brightness exceeding 500 NITs at any time

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between one-half hour after sunset until one-half hour before sunrise or 6,500 NITs between one-half hour before sunrise until one-half hour after sunset.

- (8) Electronic message boards shall be able to display multicolor high quality images based on display size. Multi-color display shall be able to show a minimum of 281 trillion color shades.
- (9) Electronic message boards shall comply with Table 16-7-7(B)(9).

Table 16-7-7(B)(9): Resolution to Size Matrix	
Size of Electronic Message Board	Maximum Pixel Size
10 sqft—25 sqft	10 mm
26 sqft—75 sqft	16 mm
76 sqft—125 sqft	19 mm
126 sq ft and larger	23 mm

- (10) Electronic message boards shall be turned off between the hours of 10:00 p.m. and 7:00 a.m. Monday through Friday and 2:00 a.m. and 8:00 a.m. on Saturday and Sunday when located within 300 feet of a residential lot.
- (11) Operators must be able to respond to a malfunction or safety issue within one hour of notification.
- (12) Applications shall be reviewed by the City Engineer and determined that the sign placement does not interfere with traffic control devices within 300 feet of the sign or traffic circulation upon roadways, if determination is not approved by City Engineer a report from a traffic engineer certifying that the proposed sign does not interfere with the design characteristics of the traffic circulation and traffic control devices shall be required.

(C) *Visibility Standards.* All signs shall comply with the visibility standards established in section 16-6-6.

(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-7-8. Prohibited Signs and Content.

(A) *Prohibited Signs.* The following sign types shall be prohibited in all zoning districts:

- (1) Roof Signs,
- (2) Outline Lighting,
- (3) Signs with flashing lights,
- (4) Snipe Signs,
- (5) Pennants,
- (6) Streamers,
- (7) Spinners,
- (8) Propellers,
- (9) Inflatable Shapes, and
- (10) Signs which encroach on the public right-of-way.

(B) *Prohibited Content.*

- (1) The following content is prohibited without reference to the viewpoint of the individual speaker:

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- (a) Text or graphics of an indecent or immoral nature and harmful to minors,
 - (b) Text or graphics that advertise unlawful activity,
 - (c) Text or graphics that are obscene, fighting words, defamation, incitement to imminent lawless action, or true threats, or
 - (d) Text or graphics that present a clear and present danger due to their potential confusion with traffic control signs or signs that provide public safety information (for example, signs that use the words "Stop," "Yield," "Caution," or "Danger," or comparable words, phrases, symbols, or characters in such a manner as to imply a safety hazard that does not exist).
- (2) The narrow classifications of content that are prohibited by this subsection are either not protected by the United States or Oklahoma Constitutions, or are offered limited protection that is outweighed by the substantial governmental interests in protecting the public safety and welfare. It is the intent of the City Council that each paragraph of this Subsection be individually severable in the event that a court of competent jurisdiction were to hold one or more of them to be inconsistent with the United States or Oklahoma Constitutions.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-7-9. Comprehensive Sign Plan.

- (A) *Intent.* The intent of the comprehensive sign program is to set forth a theme as to the placement, lettering style, color, materials, mounting method, and other related design considerations of signs.
- (B) *Applicability.* Any building or development on an irregularly shaped lot may elect to submit a comprehensive sign plan to receive additional aggregate sign area beyond the maximum established in section 16-7-2. After the approval of a comprehensive sign plan, no permanent sign shall be erected, placed, or maintained except in conformance with the Comprehensive Sign Plan.
- (C) *Conditions.* The City Planner may attach conditions, requirements, or standards necessary to assure that the signs covered by the Comprehensive Sign Plan will not be materially detrimental to persons or property in the vicinity. In making its determination, the City Planner shall not base any condition on the content of a sign.
- (D) *Evaluation Criteria.*
 - (1) *Placement.* All signs shall be placed where they are visible and legible. Factors to be considered include the location of a sign relative to traffic movement and access points, site features, other structures, and orientation relative to viewing distances and viewing angles. Wall Signs may be approved on building walls other than the wall of a unit of a multi-tenant building in which some units have little or no visibility from the street.
 - (2) *Quantity.* The number of signs that may be approved within any development shall be sufficient to provide necessary facilitation of internal circulation of vehicular and pedestrian traffic and wayfinding for safety of the occupants of vehicles and pedestrians. Factors to be considered shall be those that impact safety considerations such as the size of the development and the number of development sub-areas.
 - (3) *Size.* All signs shall be no larger than necessary for visibility and legibility but in no instance shall the sign area or sign height exceed the maximum established per sign type per district. Factors to be considered in determining appropriate size include topography, volume, and speed of traffic, viewing distances and angles, proximity to adjacent uses, and placement of display.

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- (E) *Application.* A comprehensive sign plan shall be submitted on a form established by the City Planner. The application shall contain the following information as well as all other information required by the City Planner to ensure compliance with the comprehensive sign plan evaluation criteria.
- (1) Name, address, and telephone number of the applicant.
 - (2) Location of building, structure, or lot to which or upon which the comprehensive sign plan shall apply.
 - (3) Name of person, firm, corporation, or association developing the comprehensive sign plan.
 - (4) Written consent of the owner or lessee of the building, structure, or land to which the proposed comprehensive sign plan is applicable.
 - (5) Scale drawing of all signs included in the comprehensive sign plan indicating the dimensions, the materials to be used, the type of illumination, if any, and the method of construction and attachment. Said drawings shall be drawn at a scale no smaller than one-eighth inch equals one foot and shall be prepared, signed, and sealed by a registered professional engineer when required by the City Engineer.
 - (6) A scale drawing indicating the location and position of all signs included in the comprehensive sign plan in relation to nearby buildings or structures. Said drawing shall be at a scale no smaller than one inch equals 50 feet.
- (F) *Review and Action.* The City Planner shall review the comprehensive sign plan application and approve, approve with conditions, or deny the application based on the evaluation criteria. A written decision including the findings on the evaluation criteria shall be rendered to the applicant.
- (G) *Appeals.* Any applicant who receives a notice of denial from the City Planner may, within 30 days after receipt of such decision, appeal such decision to the Board of Adjustment by filing a written notice of appeal with the City Planner with an explanation as to why said decision was not warranted according to the applicant.
- (1) *Criteria.* The Board of Adjustment shall find that the City Planner misapplied or erroneously interpreted one of the evaluation criteria in item (D) of this section to determine that the denial decision was not warranted. A written decision including the findings on the evaluation criteria shall be rendered to the applicant.
- (H) *Amendments to Comprehensive Sign Plans.*
- (1) *Minor Amendments.* Minor amendments may be approved by the City Planner and shall include any change in the site plan or design details of an approved Comprehensive Sign Plan which is consistent with the standards and conditions applied to the Plan. A minor amendment shall not:
 - (a) Increase the sign area or sign height of any sign,
 - (b) Allow for additional signs to be erected, constructed, and/or displayed,
 - (c) Replace an approved sign type with another sign type, including electronic message boards, and
 - (d) Alter the square footage of associated landscape areas.
 - (2) *Major Amendments.* Major amendments shall require the resubmittal of a Comprehensive Sign Plan application and shall include any change in the site plan or design details of an approved Comprehensive Sign Plan which is not consistent with the standards and conditions applied to the Plan and not considered a minor amendment.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-7-10. Safety, Maintenance, and Abandonment.

- (A) Every sign and all parts thereof, including framework, supports, background, anchors and wiring systems shall be constructed and maintained in compliance with the applicable codes of the City.
- (B) All signs, together with all supports, braces, guys, and anchors shall be kept in proper repair in accordance with the provisions of this UDO. When not galvanized or constructed of approved corrosion resistive, noncombustible materials, signs shall be painted when necessary, to prevent corrosion, rust, peeling paint, and excessive fading. Failure of owners to keep signs maintained in good mechanical and visual repair shall be deemed a violation of this UDO.
- (C) It shall be the duty and responsibility of the owner or lessee of every sign to maintain the immediate premises occupied by the sign in a clean condition, free of rubbish. Any landscaping surrounding the sign shall be kept trimmed and in good repair. If the landscaping installed at the time of sign approval dies, said landscaping shall be replaced immediately or as soon as weather permits.
- (D) Every existing sign shall be subject to an inspection whenever the City Planner deems it necessary. In the event an inspection demonstrates that repairs, and/or maintenance is necessary, the sign owner shall be notified and required to complete said repairs and/or maintenance within 30 days of notification. The City Planner is authorized to grant one 30-day extension, if, upon written request, it is deemed necessary due to extenuating circumstances.
- (E) If the City Planner shall find that any sign is unsafe or insecure, or is a threat to the public safety, or was, after the adoption of this UDO constructed, erected, or maintained in violation of the provisions of this title, he or she shall give written notice per the provisions of this UDO. Such notice shall specify the manner in which the sign is unsafe or in violation of this UDO.
- (F) Sign copy shall be removed and in the case of a wall sign, the building façade shall be repaired, by the owner or lessee of the premises upon which the sign is located when the use which the sign is associated is no longer conducted on the premises. The sign copy shall be removed within 30 days of when the use ceases to operate. If the owner or lessee fails to remove the sign copy, the City Planner shall give the owner 30 days written notice to remove it. Failure to comply with the notice shall be deemed a violation of this UDO.

(Ord. No. 1581 , § II, 4-5-2022)

- CODE OF ORDINANCES
Chapter 16 - UNIFIED DEVELOPMENT ORDINANCE
ARTICLE 8. SUBDIVISION STANDARDS

ARTICLE 8. SUBDIVISION STANDARDS

Sec. 16-8-1. Purpose.

The purpose of this article is:

- (A) To establish reasonable rules and regulations governing the subdivision, development and platting of land, the preparation of plats, the location and extension of streets and highways, the installation of utilities and the provision of necessary public grounds for parks, playgrounds and public open space,
- (B) To promote and protect the public health, safety and general welfare, to conserve, protect and enhance property values and to secure the efficient use of land,
- (C) To discourage scattered development beyond existing public utilities and to facilitate the adequate provision of public improvements,
- (D) To assure the development of land for optimum use with necessary protection against deterioration and obsolescence,
- (E) To limit and control the pollution of the environment that can be caused by inadequate or incomplete urban development,
- (F) To provide common grounds of understanding and a sound working relationship between the City and the subdivider, and
- (G) To implement the goals and objectives of the Comprehensive Plan.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-2. General Subdivision Standards.

- (A) *Land Suitability.*
 - (1) *General Land Suitability.* Land which the Planning Commission finds to be unsuitable for subdivision or because of flooding, improper drainage and erosion, adverse topography, steep slopes, or rock formations, shall not be subdivided or developed unless adequate steps are taken by the subdivider and approved by the Planning Commission to resolve the hazards created by the unsuitable land conditions.
 - (2) *Unsuitable Land for Subdivision.* Land which the Planning Commission finds to be unsuitable for development within a proposed subdivision because of flooding, improper drainage and erosion, adverse topography, steep slopes, or rock formations, and not detrimental to the development of the subdivision, shall be set aside for uses as permitted by the Planning Commission.
- (B) *Zoning District Compliance.* No subdivision shall be approved unless it conforms to all of the requirements of this UDO. Whenever there is a discrepancy between minimum standards or dimensions noted in this article and those contained in other chapters of this UDO, building codes or other adopted regulations, codes or ordinances, the most restrictive shall apply.
- (C) *Comprehensive Plan Conformance.*
 - (1) All proposed subdivisions shall conform to the most recently adopted Comprehensive Plan.

- (2) The arrangement, character, extent, width, grade, and location of all streets shall conform to all the elements of the Comprehensive Plan and shall be designed in accordance with sound planning and engineering principles as well as the improvement provisions outlined in this article.
- (3) *Permanent Markers and Monuments.*
- (a) Permanent reference markers shall be placed at the intersection of the centerlines of rights-of-way. There shall be in each subdivision a minimum of two such monuments. If no two of the intersection monuments are within line-of-sight to each other, an additional marker shall be placed on right-of-way centerline so as to establish a straight line which can be seen line-of-sight from one end to the other. An additional such marker shall be placed at the center point of the turn-around in each cul-de-sac. These markers shall be in the form of a non-corrosive metal plate and each shall be stamped with a cross at the point of the intersection and the elevation to the tenth of a foot.
 - (b) Permanent reference markers shall be placed at each turning point in the boundary of the subdivision. These markers shall be a 24-inch long iron pipe or bar of at least one-half inch diameter, to be set in concrete.
 - (c) Permanent reference markers shall be placed at a minimum of two corners of each lot in an addition. The markers shall be at least 24 inches long and at least one-half inch in diameter made of iron pipe or bar and driven into unexcavated soil.
 - (d) Permanent reference markers shall be placed at the points of curvature and points of tangency of all inside and outside rights-of-way lines, and at the point of intersection of the outside line of a curve in street right-of-way. These markers shall be a 24-inch long iron pipe or bar of at least one-half inch diameter to be driven into unexcavated soil.
 - (e) The location of all permanent markers shall be shown on the face of the record plat.
- (4) *Street Designations and Names.*
- (a) *Street Designations.* When the applicable conditions are met, the following designations shall be used for all streets:
 - (I) **NORTH - SOUTH STREETS**
Avenue: A North-South road longer than 500 feet.
Drive: A curvilinear road primarily oriented north/south.
Terrace: A minor avenue
Loop: A short avenue that begins and circles back to terminate on a North-South avenue.
 - (II) **EAST- WEST STREETS**
Street: An East-West road longer than 500 feet.
Lane: A curvilinear road primarily oriented east/west.
Circle: A short street that begins and circles back to terminate on an East-West Street.
Place: A minor street.
 - (III) **OTHER DESIGNATIONS**
Boulevard: A local road divided by a median.
Court: A cul-de-sac.
Highway: A designated state or federal highway.
Interstate: A road of the highest order, characterized by limited access and wide right-of-way.
 - (b) *Street Names.*
 - (I) Street names shall meet the naming convention established by the City Engineer and shall not:

Deleted: of more than 500 feet in length

Deleted: of less or equal to 500 feet in length

- (i) Exceed 14 characters in length, excluding street-type designation,
 - (ii) Contain hyphens, apostrophes or other non-letter characters,
 - (iii) Exceed two words in length, excluding street-type designation,
 - (iv) Contain directional prefixes or suffixes (i.e., north, south, east, and west),
 - (v) Be phonetically similar to other street names in the City of Jenks (i.e., Shadow - Chateau, Parakeet - Park Heat, Grade - Grate),
 - (vi) Have the same name but different street type designation (i.e. Willow Drive - Willow Court), or
 - (vii) Duplicate facilities or geographic locations (i.e. Basketball Court, Bowling Alley).
- (II) Street names within a subdivision shall have a consistent theme (i.e. tree species, names of artists, bird species).

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-3. General Design Standards.

- (A) *Design Criteria Manual.* The City Engineer is authorized to develop, adopt, and amend from time to time, Engineering and Design Standards for the design, installation, and construction of public utilities. All subdivisions and the installation of all public utilities within any development shall comply with the requirements established in the Engineering Design Criteria, as amended from time to time.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-4. Subdivision Procedures.

- (A) *Types of Subdivision of Land.*

- (1) Lot Split.
- (2) *Minor Subdivisions.*
 - (a) Lot Combination.
 - (b) Other Subdivision Corrections.
- (3) *Major Subdivisions.*
 - (a) Preliminary Plat.
 - (b) Final Plat

- (B) *General Subdivision Procedures.*

- (1) *Application Submittal.*
 - (a) All land subdivision applications shall be submitted to the City Planner and be accompanied by a fee as set forth in the Master Fee Schedule.
 - (b) After the receipt of the application, the City Planner shall review the application to determine that all required information has been submitted and notify the applicant of completeness or deficiencies.

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- (c) Failure to cure the deficiencies within six months from notification of such deficiencies shall be deemed abandonment of the application without further notice from the City.
 - (d) A pre-platting conference shall be required before the submittal of any Major Subdivision application.
 - (2) *City Planner Report.*
 - (a) After the determination of completeness, the subdivision application shall be reviewed by the City Planner pursuant to the criteria set forth in this article per application type.
 - (b) The City Planner shall meet with the Technical Advisory Committee as needed to review the subdivision application.
 - (c) The City Planner shall prepare and issue a report to the applicant identifying issues of concern to be addressed as well as a recommendation for approval, approval with conditions, or denial.
 - (d) The City Planner shall forward their report to the applicant for review.
 - (3) *Revised Application.*
 - (a) The applicant shall revise the application as necessary based on the issues of concern identified by the City Planner in their report.
 - (b) The revised application shall be accompanied by a letter explaining how all of the issues of concern have been addressed and detailing any other changes that have been made to the application.
 - (c) The applicant shall submit the revised application to the City Planner who shall review the revised application for the purpose of ensuring that all required information has been provided and that all issues of concern have been addressed. Once it is determined that all required information has been submitted and all issues of concern addressed, the application shall be referred to the next step in the process. If the City Planner determines that the required information and/or issues of concern have not been addressed, the City Planner shall notify the applicant of such deficiencies.
 - (d) Failure to cure the deficiencies within six months from notification of such deficiencies shall be deemed abandonment of the application without further notice from the City.
 - (4) *Next Steps.* Once the City Planner has determined that all required information has been submitted and all issues of concern have been addressed, the application subdivision application shall proceed to the next steps in the review process. The review procedures for lot splits are established in section 16-8-4(C), the review procedures for Minor Subdivisions are established in section 16-8-4(D), and the review procedures for Major Subdivisions are established in section 16-8-4(E).
 - (C) *Lot Splits.* Subdivisions containing three or fewer lots defined as "lot splits" in these regulations, may be excepted by City Council from all or part of the procedural provisions applicable for Major or Minor Subdivisions. The number of lots for purposes of determination of status as a lot split shall be counted cumulatively from the date of adoption of these regulations with respect to each parcel, provided that for the preservation of the spirit of these regulations, any and all parcels that have been similarly divided upon review of the Planning Commission under the provisions of previous subdivision regulations shall be counted into the cumulative total for the determination of eligibility for consideration of a request for treatment as a lot split.
 - (1) *Lot Split Review Requirements.*
 - ☐ Lot split application is complete.
 - ☐ Lot split fees paid.

- ☐ Scaled drawing of lot split(s) provided.
- ☐ Drawing shows all existing and proposed lot lines.
- ☐ Drawing shows adjacent streets and street widths.
- ☐ Drawing shows existing access limitations.
- ☐ Drawing shows a north arrow and map scale.
- ☐ Lot dimensions and area either conform with UDO requirements of Variance of zoning code requirements have been obtained by Jenks Board of Adjustment.
- ☐ Public water and/or sanitary sewer is not available (appropriate tests shall be conducted by health department of its assigns to determine the proposed lots' suitability for a private sewer disposal device).
- ☐ If the lot split results in inadequate access to utility easements, dedication of easement has been provided.
- ☐ If the lot split results in inadequate access to public street, dedication of right-of-way has been provided.

(2) *Procedure.*

- (a) *Application for Lots Splits.* Applications for lots splits shall include a scaled drawing showing:
- ☐ All existing and proposed lot lines,
 - ☐ All existing buildings, and
 - ☐ All improvements and their distances from lot lines, adjacent streets and street widths, existing access limitations,
 - ☐ A north arrow, and map scale.
- (b) *City Action on Lot Splits.* The City Planner, upon receiving a lot split application shall visually inspect the tract being split, notify the Planning Commission of the proposed lot split, review the proposed lot split in regard to the requirements of this UDO, prepare a recommendation concerning the proposed lot split and submit the matter for Planning Commission review and approval. If the lot split is approved by the Planning Commission and if a conveyance of interest of the created parcels is presented, the "Lot Split Approval Stamp" shall be affixed to the instrument of the transfer of interest and signed by the City Planner. Should the Planning Commission recommend that a lot split proposal be denied, the applicant may appeal to the Board of Adjustment for relief. Such appeal shall be by written petition and shall be accompanied by a fee as prescribed by ordinance.

(3) *Approval Guidelines.* Approval or denial of lot splits shall be based on the following conditions:

- (a) *Lot Characteristics.*
- ☐ Lot dimensions and area shall either conform with UDO requirements or a Variance must be obtained from the Board of Adjustment.
 - ☐ Where public water and/or public sanitary sewer is not available, appropriate tests shall be conducted by the health department or its assigns to determine the proposed lots suitability for a private sewage disposal device. Each proposed lot shall meet the minimum standards of the health department.

- (b) *Easements.* Where a lot split will result in a lot having inadequate access to utility easements, dedication of easements will be required in accordance with the requirements of the Planning Commission.
- (c) *Access and Streets.*
 - ☐ Where a tract to be split is controlled by non-access provisions, no lot shall be approved where such provision will preclude access for said lot.
 - ☐ The splitting of land shall provide each lot with access to a public street or highway, so that the convenience of the lot owner or user is assured.
 - ☐ Where land to be split contains, within its boundaries, areas designated for street right-of-way on the Jenks City-County Major Street and Highway Plan, the split shall not be approved where street rights-of-way fail to conform to said plan except, upon a finding that:
 - (i) All utilities are in place and the additional right-of-way is not required for utility placement and,
 - (ii) The public has, by virtue of statutory easement suitable roadway dedication, right-of-way sufficient to allow the placement of pavement of a width necessary to meet the standards of the street plan for the particular street involved.

(D) *Minor Subdivisions.*

- (1) *Purpose.* A Minor Subdivision is a subdivision in which any of the following conditions exist:
 - (a) Subdivisions resulting in more than three but less than six lots and the entire property to be subdivided is ten acres or less,
 - (b) Subdivision solely for the creation of public right-of-way or other public tracts,
 - (c) Consolidation (such as a lot combination or lot tie) of two or more lots on a filed final plat into fewer lots,
 - (d) Lot line or boundary adjustments to a filed final plat, or
 - (e) Correction of errors or omissions on a filed final plat, such as legal description errors, typographical and mapping errors, lot identification errors, and surveyor corrections.
- (2) *Minor Subdivision Review Criteria.*
 - (a) *Comprehensive Plan Alignment.* The Minor Subdivision is consistent with the goals, objectives, and policies set forth in the Comprehensive Plan and other adopted plans and policy documents of the City.
 - (b) *UDO Compliance.* The Minor Subdivision is consistent with the provisions of the UDO and the governing district.
 - (c) *Lot Characteristics.*
 - ☐ Lot dimensions and area shall either conform with the requirements of this UDO or a Variance of such requirements must be obtained from the Board of Adjustment.
 - ☐ Where public water and/or public sanitary sewer is not available, appropriate tests shall be conducted by the health department or its assigns to determine the proposed lots suitability for a private sewage disposal device. Each proposed lot shall meet the minimum standards of the health department.

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- (3) *Easements.* Where a Minor Subdivision will result in a lot having inadequate access to utility easements, dedication of easements will be required in accordance with the requirements of the City Planner and the Planning Commission.
 - (4) *Access and Streets.*
 - (a) Where a tract to be split is controlled by non-access provisions, no lot shall be approved where such provision will preclude access for said lot.
 - (b) The splitting of land shall provide each lot with access to a public street or highway, so that the convenience of the lot owner or user is assured.
 - (c) Where land to be split contains, within its boundaries, areas designated for street right-of-way on the Jenks City-County Major Street and Highway Plan, the split shall not be approved where street rights-of-way fail to conform to said plan except, upon a finding that:
 - ☐ All utilities are in place and the additional right-of-way is not required for utility placement and,
 - ☐ The public has, by virtue of statutory easement suitable roadway dedication, right-of-way sufficient to allow the placement of pavement of a width necessary to meet the standards of the street plan for the particular street involved.
 - (5) *Action by the Planning Commission.* The Planning Commission shall evaluate the proposed Minor Subdivision, and after consideration of the City Planner report shall approve, approve with modifications, or deny the Minor Subdivision based on the applicable review criteria and in accordance with applicable state law.

(E) *Major Subdivisions.*

- (1) *Purpose.* A Major Subdivision is a subdivision which does not meet the criteria for a Minor Subdivision as detailed in section 16-8-4(D)(1).
- (2) *Major Subdivision Review Criteria.*
 - (a) *Comprehensive Plan Alignment.* The Major Subdivision is consistent with the goals, objectives, and policies set forth in the Comprehensive Plan and other adopted plans and policy documents of the City.
 - (b) *UDO Compliance.* The Major Subdivision is consistent with the provisions of the UDO and the governing district.
- (3) *Platting Requirement.* For any land which has been rezoned upon application, no building permit shall be issued until that portion of the tract on which the permit is sought has been included within a subdivision plat or replat, as the case may be, submitted to the Planning Commission for their review and recommendation, approved by the City Council, and filed of record in the office of the County Clerk where the property is situated.
- (4) *Preplatting Conference.* The purpose of the preplatting conference is two-fold, as described in this subsection.
 - (a) The conference provides the City the opportunity to describe the community's vision to the applicant.
 - (b) The conference gives the applicant an opportunity to discuss their development plans, explain how the plans will further the community's vision, and obtain input and direction from staff. The Planning Commission and City Council may be involved early in the process. The ultimate goal of this process is to help the applicant develop a plan that fosters the community's vision, while minimizing the cost to the applicant.

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- (c) **Preplatting Conference.** The mandatory discussion is for following:
- ☐ Lot dimensions and area conform with UDO requirements and Comprehensive Plan,
 - ☐ General topography of the tract,
 - ☐ Existing adjoining developments,
 - ☐ Existing streams, floodplains, and storm drainage (if any),
 - ☐ Existing public and private utilities and easements,
 - ☐ Proposed land use (i.e. residential, commercial, parks, schools, drainage detention facilities).
 - ☐ Proposed layout of streets, lots and blocks,
 - ☐ Proposed subdivision name,
 - ☐ Name, address and telephone of tract landowner and subdivider,
 - ☐ Any other pertinent information, including a statement or a layout describing or depicting how proposed utilities are to be handled.
- (5) **Preliminary Plat.** The purpose of the preliminary plat application is to provide the City with an overall plan for the proposed development.
- (a) **Preliminary Plat Review Requirements.** The preliminary plat shall show or be accompanied by the following:
- ☐ The name and address of the owner or owners of the land to be subdivided, the name and address of the subdivider if other than the owner and the name and address of the land surveyor,
 - ☐ The date of preparation of the plat, north arrow, and scale (written and graphic presentation),
 - ☐ Key or location map showing location of subdivisions within the mile section,
 - ☐ An accurate legal description of the property,
 - ☐ The location and dimensions of all boundary lines of the proposed subdivision to the nearest one-hundredth foot,
 - ☐ The names of all adjacent subdivisions and the names, locations and widths of all existing and proposed streets, easements, drainage ways and other public ways, adjacent to the property,
 - ☐ The locations and widths of easements of all oil, gas and petroleum products pipelines and of existing utilities on or adjacent to the property,
 - ☐ The location and description of all existing structures, water bodies and watercourses,
 - ☐ The areas subject to flooding based upon the regulatory flood plain boundary,
 - ☐ The names, locations and widths of all proposed streets, confirm types of streets and compliance with section 16-8-8,
 - ☐ The location and dimension of all proposed streets, drainage ways, pedestrian ways, bike paths, parks, playgrounds, public ways, or other public or private reservations,
 - ☐ All proposed lots progressively numbered and building setback lines,
 - ☐ Blocks progressively numbered,
 - ☐ A topographic map of the subdivided area with contour lines having two-foot contour intervals based on United States Coastal and Geodetic Survey datum,

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- ☐ Any other information as may be deemed by the Planning Commission as reasonably necessary for the full and proper consideration of the proposed subdivision,
 - ☐ Conforms to Subdivision Regulations for design and layout,
 - ☐ Connects with current and anticipated future abutting development(s),
 - ☐ Lot dimensions and shapes facilitate private use and infrastructure placement,
 - ☐ Takes advantage of existing environmental features of the property,
 - ☐ *Underground Mines.* The subdivider shall locate mines under a proposed subdivision and designate the location of the same on the subdivision plat. The location of the mines shall be based upon information and/or techniques which have been approved in advance by the City Engineer which are reasonably calculated to accurately locate mines and their depths.
- (i) The City Engineer may recommend that the City Council prohibit the erection of structures over the mine locations if the mines cannot be collapsed and the material compacted to City Engineer specifications or if, because of the shallow depth of the mine or its size, the mine would have the potential for cave-in. Appropriate building setbacks may be required upon the lots. The City Engineer may require other conditions to be met by the subdivider, based upon the location of the mines and any subsurface investigation reports, which would assist in preventing cave-ins under areas upon which structures may be erected.
- (ii) The City Engineer may require that any streets or utility easements which may be dedicated to the City of Jenks or the public, either not be located over mines, or the mines collapsed and compacted to City Engineer Specifications, or additional bonding requirements imposed upon the subdivider to repair or reroute streets or utility easements in the event of cave-ins under the same.
- (iii) All mine entrances shall be sealed and closed to the specifications of the City Engineer.
- (b) *Additional Engineering Review Items:*
- ☐ Are all lots serviced with public street access?
 - ☐ Are off-site access requirements and/or Limits of Access (LA/LNA) shown for driveways and streets onto an arterial street?
 - ☐ Is there conformity to INCOG's published Major Street and Highway Plan, including street names and connections to existing and/or future street?
 - ☐ Are all lots serviced with water and are adequate easements dedicated for water?
 - ☐ Are all lots serviced with sanitary sewer and are adequate easements dedicated for sanitary sewer?
 - ☐ Is the detention area identified as a separate area within the plat? It may consist of one or more platted lots, a separate block, or it may be identified as a reserve area.
 - ☐ Does the plat provide an accessway at least 20 feet wide to the required detention area? Access may be provided by frontage on a dedicated public street to the detention area.
 - ☐ If the detention facility is approved by the City to serve areas outside the subdivision in which it is located, have the additional areas been specifically identified in the dedication?
 - ☐ Does the ownership and maintenance responsibility for detention facility remain with the private sector if the facility is an integral usable part of the development? In all other cases, the detention facility will be dedicated to the public and the public will be responsible for the maintenance thereof. In the event the detention facility, as a result of drainageway

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improvements, becomes unnecessary, the facility by action of the City of Jenks shall revert to the person firm or corporation making such dedication or his heirs, successor or assignees.

- (c) *Recommendation by the Planning Commission.* The Planning Commission shall evaluate the proposed Major Subdivision preliminary plat, and after consideration of the City Planner report, make a recommendation to the City Council to approve, approve with modifications, or deny the Major Subdivision preliminary plat based on the applicable review criteria. The Planning Commission shall transmit a report containing its recommendation to approve, approve with modifications, or deny the Major Subdivision preliminary plat to the City Council.
- (d) *Action by City Council.* The City Council shall evaluate the proposed Major Subdivision preliminary plat, and after consideration of the Planning Commission's recommendation, the City Planner report, and the applicable review criteria, may approve, approve with modifications, or deny the Major Subdivision preliminary plat in accordance with applicable state law.
- (6) *Final Plat.* The purpose of the final plat application is to complete the Major Subdivision of land consistent with the approved Preliminary Plat.
 - (a) *Final Plat Review Requirements.* The final plat shall contain the following:
 - ☐ The plat title which shall include the name of the subdivision, "An addition to the City of Jenks, Tulsa County, Oklahoma," the section, township, and range in which the addition is located, and an accurate legal description of the property.
 - ☐ The location and description of all section corners and permanent survey monuments in or near the tract, to at least one of which the subdivision shall be referenced.
 - ☐ The date of preparation of the plat, the scale which shall be written and graphically presented and north arrow.
 - ☐ The name and address of the owner(s) of land to be platted, the name and address of the subdivider if other than the owner and the name and address of the land surveyor.
 - ☐ The key or location map showing in a small scale including: the subdivision location, other subdivisions in the area, and major streets in the area.
 - ☐ The size in acres and total number of lots in the subdivision.
 - ☐ The names and boundaries of abutting subdivisions or boundaries of abutting properties if not platted.
 - ☐ Required dimensions shall be in feet and decimals thereof and in degrees and minutes, as follows:
 - (i) The radii, arcs, points of tangency, points of intersection and central angles for curvilinear streets and radii for all property returns,
 - (ii) The boundary lines of the land being subdivided fully dimensioned,
 - (iii) The boundary lines and widths of all proposed streets and alley fully dimensioned,
 - (iv) Lines of all proposed lots fully dimensioned, except where a lot line meets a street line at a right angle, the angle or bearing value may be omitted,
 - (v) The boundary lines of any property which is offered for dedication to public use fully dimensioned by lengths and bearings with the area marked as to its intended public use,
 - (vi) The locations of easements for public utilities and building setback lines with dimensions and widths and clearly identified,

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- (vii) Easements, if already of record, shall be shown as above with dimensions to locate it with respect to the subdivision,
 - ☐ **Blocks.** Blocks progressively numbered and all lots within such blocks progressively numbered,
 - (i) The location of the base line and base line monuments,
 - (ii) Any other information as may be deemed by the City Council as reasonably necessary for the full and proper consideration of the proposed subdivision,
 - (iii) Conforms to Subdivision Regulations for design and lay-out,
 - (iv) Minimizes likely development cost for Owner's development goals,
 - (v) Connects with current and anticipated future abutting development(s),
 - (vi) Lot dimensions and shapes facilitate private use and infrastructure placement,
 - (vii) Takes advantage of existing environmental features of the property.
 - ☐ **Additional Engineering Checklist Items:** See section (5)(b).
 - (b) *Record Plat Document Review Requirements.*
 - ☐ Marginal lines, standard certificates and approval forms may be printed or legibly stamped on the plat with permanent opaque black ink.
 - ☐ The following certifications shall be shown on the record plat:
 - (i) The owner's(s') certificate and dedication of all public ways, parks, public facilities and easements.
 - (ii) The certificate for release of mortgage for land dedicated to the public.
 - (iii) Reference to any separate instruments which directly affect the land being subdivided, including restrictive covenants filed in the office of the County Clerk.
 - (iv) The certificate of the City Council approving the plat and accepting dedications of public ways, public lands and easements.
 - (v) The certificate by as bonded abstractor, attorney, or title insurance company of the last grantees of record owning the entire interest in the property being subdivided plus holders of mortgages and liens filed of record.
 - (vi) The certificate of notice of the platting of the property to the holders of mortgages and liens against the property.
 - (vii) The certificate by the County Treasurer that all land taxes have been paid on the property.
 - (c) *Review and Recommendation by Planning Commission.* After the determination of completeness by the City Planner, the Major Subdivision final plat application shall be reviewed by the Planning Commission to ensure the application conforms to the approved preliminary plat, addresses all conditions of approval required by the City Council as part of the preliminary plat approval, and meets all applicable review criteria. Based on their review, the Planning Commission shall recommend that City Council approve or deny the final plat.
 - (d) *Review and Approval by City Council.* After the review and recommendation by the Planning Commission, the Major Subdivision final plat application shall be reviewed by the City Council to ensure the application conforms to the approved preliminary plat, addresses all conditions of approval required as part of the preliminary plat approval, and meets all applicable review

criteria. Based upon their review, and the Planning Commission's recommendation to approve or deny, City Council shall approve or deny the final plat.

- (e) *Correction of Deficiencies and Abandonment.* If denied, the City Council shall report the deficiencies to the applicant. The applicant shall have six months from the date of notification of the deficiencies to correct the deficiencies; otherwise, the Major Subdivision final plat will be considered abandoned without further notice from the City.
- (7) *Time Limit.* The required improvements shall be completed within two years from the approval of the record plat by the City Council unless extended by the City Council for cause.
- (8) *Vacated Plats.* The vacation of a plat by District Court action or by written instrument as provided by Title 11 O.S. § 42-101 et seq., shall remove the obligation to construct required improvements.
- (9) *Platting Waiver.* The City Council, pursuant to their exclusive jurisdiction of subdivision plats, may remove the platting requirement upon a determination that the above-stated purposes have been achieved by the previous platting or could not be achieved by a plat or replat.

(Ord. No. 1581 , § II, 4-5-2022; Ord. No. 1624 , § VI, 10-17-2023)

Sec. 16-8-5. Infrastructure Acceptance Requirements.

- (A) *Construction or Installation.* Following the approval of the construction plans by the City Engineer, the subdivider shall complete in a manner satisfactory with the City Engineer all required improvements and said improvements shall be free and clear of all liens, claims and encumbrances. No building construction shall be permitted on any lot to or on which improvements have not been completed in accordance with the provisions of these regulations and no municipal utility service will be furnished to such lot. A maximum of 15 percent of associated building permits may be issued prior to the completion and acceptance of required improvements, as approved by designated City staff if the subdivider shall guarantee to complete all improvements required by these regulations and other ordinances in a manner satisfactory to the City Engineer. To secure this surety, the subdivider shall provide, subject to the approval of the designated City staff, one of the following guarantees:
 - (1) *Commercial Surety Performance and Payment Bond.* The subdivider shall be required to obtain a security bond from a surety bonding company authorized to do business in the State of Oklahoma. The bond shall be filed with the City Clerk and shall be payable to the City of Jenks. The amount of the bond shall be a 100 percent surety and sufficient to cover one and one-half times the entire cost, as estimated by the subdivider and approved by the City Engineer, of installing all specified improvements. The duration of the bond shall be until such time as the improvements are accepted by the City in accordance with this section.
 - (2) *Cash Escrow Account.* The subdivider shall deposit cash, or other instrument readily convertible into cash at face value, either with the City, or in escrow with a bank. The use of any instrument other than cash, and, in the case of an escrow account, the bank with which the funds are to be deposited, shall be subject to the approval of the City Council. The amount of the deposit shall be at least equal to one and one-half time[s] the cost, as estimated by the subdivider and approved by the City Engineer, of installing all required improvements. The subdivider shall also file with the City Clerk an agreement between the financial bank and himself guaranteeing the following:
 - (a) That the funds of said escrow account shall be held in trust until released by the City Council when the obligation is complete, and may not be used or pledged by the subdivider as security in any other matter during that period; and,

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(Supp. No. 6)

(b) That in the case of a failure, as determined by the City Council, on the part of the subdivider to complete said improvements, then the bank shall immediately make the funds in said account available to the City for use in the completion of those improvements.

(3) In those cases where improvement guarantees have been made under this section, the amount of the guarantee may be reduced in proportion to improvements completed and accepted by the City in compliance with this section. In no case, however, shall the guarantee be reduced to less than 15 percent of the original guaranteed amount.

(B) *Inspection and Certification.*

(1) The City Engineer, or other knowledgeable official of the City of Jenks, shall inspect the construction of the required improvements for defects. Upon completion of the improvements, the City Engineer shall enter into the official record of the City of Jenks, a statement either certifying that the improvements have been completed in accordance with the City of Jenks Design Criteria and Technical Specifications or that the improvements are defective, listing the defects.

(2) Upon completion of the improvements, the subdivider and his engineer shall enter into the official record of the City of Jenks "as built construction plans" and a statement stipulating the following:

- (a) That all required improvements are complete.
- (b) That these improvements are in compliance with these regulations and the City of Jenks Design Criteria and Technical Specifications.
- (c) That the subdivider knows of no defects in the improvements.
- (d) That these improvements are free and clear of any encumbrance or lien (except development loans).

(3) The City Council may, at its discretion, accept any portion of the required improvements, provided that all statements specified above have been received for that portion of the improvements and that "as built plans" have been submitted.

(4) City Council shall declare whatever security has been pledged as a guarantee to be forfeited if any portion of the required improvements shall fail to be accepted for dedication as outlined above within the allocated time period (two years from the date of record plat approve), either for reasons of incompleteness or for reason of substandard construction. Where the Council is not already in possession of said guarantee, it shall immediately take the actions necessary to obtain it. Upon receipt of these securities, the Council shall use them, or the proceeds from their sale, to finance the completion of subject improvements or the rebuilding of such improvements to the proper specifications. Any unused portion of these securities shall be returned to the subdivider, bonding company, or crediting institution, as is appropriate.

(C) *Maintenance Bond.* Regardless of the guarantee chosen by the subdivider to secure the contract, prior to acceptance of required improvements by the City Council, the subdivider shall be required to obtain a maintenance bond from a surety bonding company authorized to do business in the State of Oklahoma. The bond shall be filed with the City Clerk and shall be payable to the City. The amount of the bond shall be equal to 50 percent of the entire cost of materials for all water lines, sewer lines, paving, grading and drainage improvements. The duration of the maintenance bond shall be one year from the date of acceptance of said improvements by City Council.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-6. Maintenance and Supervision.

- (A) Where a subdivision contains sewers, sewage treatment facilities, water supply systems, parks and grounds held in common, or other physical facilities necessary or desirable for the welfare of the area, or that are of common use or benefit which are not or cannot be satisfactorily maintained by an existing public agency, provision shall be made for a Property Owner Association (POA) or other mechanism which is acceptable to the City for the proper and continuous operation, maintenance, and supervision of such facilities. Maintenance shall include perimeter screening, mowing and landscaping along arterial streets. Membership dues in the POA shall be set which are appropriate to the maintenance requirements. It shall be mandatory that all property owners in the subdivision become members of the POA. A copy of the agreements providing for the proper and continuous operation, maintenance and supervision of such facilities shall be presented to the Planning Commission at the time of final platting and shall be filed of record with the plat of the land thereof.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-7. Circulation and Connectivity.

- (A) *Major Street and Highway Plan.*

(1) *Conformity.*

- (a) The street layout in any development shall conform to the arrangement, width, and location of public streets indicated on the INCOG Major Street and Highway plan. Whenever a tract of land included within a proposed subdivision includes any part of the arterial or collector systems as designated on the INCOG Major Street and Highway plan, the subdivider shall be required to dedicate and plat the arterial or collector right-of-way. The City Engineer shall determine the necessary improvements to arterial or collector rights-of-way to protect public health, safety, and welfare.
- (b) Developments that embrace only one side of an existing or planned arterial or collector right-of-way will only be required to dedicate and plat additional right-of-way for that portion of street with which the development has frontage. The City Engineer shall determine the necessary improvements to arterial or collector rights-of-way to protect public health, safety, and welfare.

(2) *Street Stubs.*

- (a) In new developments, the subdivider is required to terminate streets as stubs at the outer perimeter boundaries of the development based on the criteria below. If the street in question meets at least two of the criteria, then the street must be built to an appropriate collector street standard:
- (I) The street intersects directly with any street designated as an arterial street and provides access to an area with an overall density of ten dwelling units per acre or provides access to more than 150 dwelling units.
- (II) The street by its general configuration, in relationship to the existing development of the area, serves any collector function.
- (III) The street extends into an undeveloped area in such a manner as to serve any future collector function.
- (IV) The street serves as the primary access to a significant nonresidential, institutional, or recreational land as well as an access to a residential area of 20 or more acres.

- (b) Street stubs shall be clearly demarcated and identified for future street extension by street signage.
- (c) All stub streets shall conform to the City's adopted version of the International Fire Code.
- (3) *Street Standard.* In new developments, new streets not identified on the INCOG Major Street and Highway Plan must be built to an appropriate collector street standard if they meet any of the following criteria:
 - (a) The street intersects directly with an arterial street and provides access to an area with an overall density of ten dwelling units per acre or provides access to more than 150 dwelling units.
 - (b) The street by its general configuration, in relationship to the existing development of the area, in effect serves a collector function.
 - (c) The street extends into an undeveloped area in such a manner as to serve a future collector function.
 - (d) The street serves as the primary access to a significant nonresidential, institutional, or recreational land, as well as an access to a residential area of 20 or more acres.

- (B) *Right-of-Way Widths.* The minimum right-of-way widths of proposed streets shall be as detailed in Table 16-8-7(B).

Table 16-8-7(B): Minimum Right-of-Way Widths	
Type of Street	Minimum Right-of-Way Widths
Freeway or Expressway	As required by the ODOT
Primary Arterial	120 feet
Secondary Arterial	100 feet
Commercial (CBD) Collector	80 feet
Minor Industrial Street	70 feet
Residential Collector	60 feet
Minor Residential Street	50 feet
Minor Street Cul-de-sac Radius	50 feet

- (C) *Paving Widths.* The minimum paving widths from curb face shall be as detailed in Table 16-8-7(C).

Table 16-8-7(C): Minimum Paving Widths	
Type of Street	Minimum Paving Width
Freeway or Expressway	As required by the ODOT
Primary Arterial	6 12-foot lanes (72 feet)
Secondary Arterial	4 12-foot lanes (48 feet)
Commercial (CBD) Collector	2 12-foot lanes (24 feet) + parking if any
Minor Industrial Street	40 feet
Residential Collector	36 feet
Minor Residential Street	26 feet
Service Street	32 feet

- (D) *Private Street Entrance Requirements.*

- (1) All private street entrances shall be on arterial or collector streets only.

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- (2) All private street entrances (at the gate) shall have entrance and exit lanes, with lanes being at least 14 feet wide.
 - (3) The call box shall be a minimum of three car lengths (60 feet) from the ultimate curb of the adjacent arterial street.
 - (4) All private street exits on arterial streets shall have two lanes for outbound traffic and one lane for inbound traffic.
 - (5) Pedestrian access shall be provided near the main entrance and be shown on the site plan.
 - (6) If private street entrances have a structure (or cover) over the driving lane, the vertical clearance shall be at least 14 feet.
 - (7) Gates for gated communities shall be shown in the site plan and set back as follows.
 - (a) Forty feet from the edge of the paving to the keypad.
 - (b) Forty feet from the keypad to the gate.
 - (8) Private streets intersecting with any public street shall have a turn-around before the gate entrance that provides 38-foot minimum from the entrance face of curb on the control panel island to the face of curb on the outside of the exit lane. The turn-around shall provide space between control panel-island and gate or gate-island for at least a full size passenger vehicle to make the turn-around in one fluid motion.
 - (9) Access to all emergency and service delivery vehicles shall be guaranteed at all entrances by the homeowners association. These vehicles include, but are not limited to, the following agencies: Police, Fire, Ambulance, Street/Stormwater, Utilities and General Services, refuse pickup, mail delivery, municipal and county inspections (code) departments, other municipal and government agencies, utility companies (electric, gas, telephone, cable TV, water, sewer), etc. The Subdivider and the homeowners association shall provide insurance indemnification for any loss to any government vehicles.
 - (10) All current security codes, passwords/numbers and devices necessary to allow instant access shall comply with the requirements set out by the City of Jenks public safety officials.
- (E) *Traffic Impact Analysis (TIA).*
- (1) *Purpose.*
 - (a) TIAs are used to evaluate whether the scale of subdivision, whether commercial or residential, is appropriate for a particular site and what improvements may be necessary, on and off the site, to provide safe and efficient access and traffic flow. TIA is an essential part of the subdivision review process to assist subdividers and the City in making land use decisions involving subdivisions.
 - (b) As a specialized study that evaluates the effects of a subdivision's traffic on the surrounding transportation infrastructure, the TIA helps identify where the subdivision may have a significant impact on safety, traffic, and transportation operations, and provides a means for the subdivider and City to mitigate these impacts.
 - (2) *Threshold.* A subdivider is required to provide a TIA and is responsible for all associated costs in the following instances:
 - (a) If the nature of the proposed subdivision is such that the number of trips it can be expected to generate equals or exceeds 150 new peak hour trips, or
 - (b) When the City Engineer determines:

- (I) That traffic generated by the proposed subdivision will substantially impact an intersection or a roadway segment already identified as operating at a failing level of service (LOS),
- (II) That traffic generated by the proposed subdivision may create a hazard to public safety, or
- (III) That traffic generated by the proposed subdivision will substantially change the off-site transportation system or connections to it.

(F) *Vehicular Connectivity.*

(1) *General Street Layout.*

- (a) In general, streets should be designed and located so that they relate to the topography, preserve natural features such as streams and tree growth, and provide adequate public safety and convenience for motorists, cyclists, and pedestrians alike.
- (b) The proposed street layout shall also be coordinated with the existing street system of the surrounding area. Where a through street or a series of streets establishes a connection between two public streets, such street shall be a public street.

(2) *Continuation of Adjoining Street Systems.* Vehicular connections from adjacent property (street stub-outs) must be utilized unless the City Planner or City Engineer deems the connection impractical due to topographic conditions, environmental constraints, property shape or property accessibility.

(3) *Border Streets.*

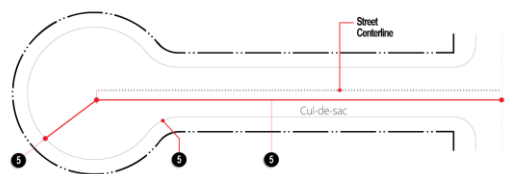
- (a) Where a plat borders or contains a railroad right-of-way, drainage way, open space area or limited access highway right-of-way, the City Council may require a service or access street parallel to and on each side of such right-of-way or areas.
- (b) Whenever a plat borders or contains an existing or proposed arterial street, the City Council may require service streets, deep lots or other treatment as may be necessary for adequate protection of residential properties and to separate through and local traffic.

(4) *Through Traffic.*

- (a) Minor streets shall be planned so as to discourage their use by non-local traffic.
- (b) Residential collector streets shall be planned so as to discourage their use by nonresidential traffic.

(5) *Cul-de-sacs.* Cul-de-sacs shall not exceed 500 feet in length, measured from the entrance to the center of the turn-around, shall have a turn-around radius at the property line of not less than 50 feet and shall have a curb radius of not less than 40 feet.

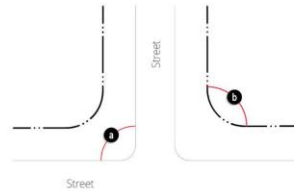
Figure 8.1: Cul-de-sacs



- (6) *Base Line.* The subdivider shall form a base line from which future surveys are to be made. The point or points where the base line may be found shall be distinguished on the plat or map.
- (7) *Intersections.*

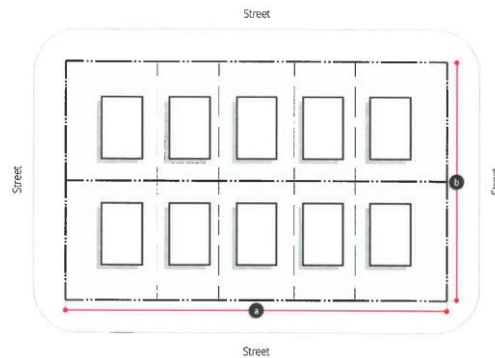
- (a) Streets shall be designed to intersect at right angles.
- (b) Property lines at minor street intersections shall be rounded with a minimum radius of 25 feet. Property lines at street intersections involving major streets and highways shall be rounded with a minimum radius of 30 feet.

Figure 8.2: Intersections



- (8) *Half Streets*. The dedication of half streets shall not be permitted.
- (9) *Dead End Streets*. Dead end streets shall not be permitted except where same will be eventually extended in adjacent unplatted areas. Such temporary dead-end streets shall terminate with a turn-around.
- (10) *Blocks*.
 - (a) *Length*.
 - (I) Blocks in residential subdivisions shall not exceed 800 feet in length.
 - (II) Blocks in nonresidential subdivisions shall not exceed 1,320 feet in length.
 - (b) *Width*. Blocks shall have sufficient width to provide for two tiers of lots of appropriate depth, except on the boundaries of a proposed subdivision, or where required to separate and discourage through traffic between residential subdivisions and nonresidential subdivisions.

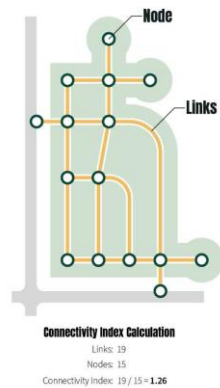
Figure 8.3: Blocks



- (11) *Connectivity Index*. A connectivity index shall be used to determine the adequacy of street layout design. A connectivity index is calculated as the ratio of the number of street links (road sections between intersections) in the subdivision street layout divided by the number of street nodes

(intersections and cul-de-sac heads). Streets within a subdivision shall have a minimum connectivity index measurement of one and two-tenths.

Figure 8.4: Connectivity Index Calculation



(G) *Light Pole Layout.*

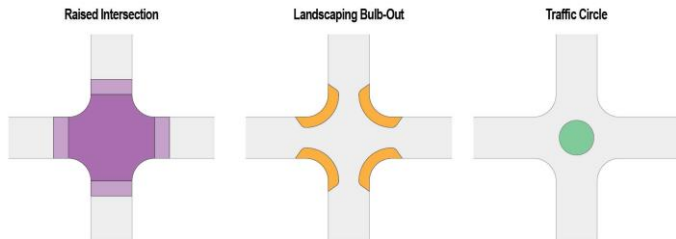
- (1) Light poles shall be located within the dedicated right-of-way.
- (2) Each intersection shall have a light on one of the corners.
- (3) Mid-block light poles shall be located near the mid-point locations on blocks 600 to 800 feet in length. For blocks 900 feet or longer, light poles shall be located at a minimum distance of every 300 feet.
- (4) Cul-de-sac shall have a light pole if the street length is at least 300 feet.
- (5) A light pole layout plan for the subdivision shall comply with the above spacing requirements and be provided to the City Engineer for approval at least one week in advance of a meeting with the Technical Advisory Committee, in which the plat will be reviewed.
- (6) Upon approval by the City Engineer, the City Engineer will submit the light pole layout plan to the appropriate electrical utility provider.

(Ord. No. 1581 , § II, 4-5-2022; Ord. No. 1624 , § VI, 10-17-2023)

Sec. 16-8-8. Street Design Standards.

- (A) *Traffic Calming Devices.* The use of traffic calming devices such as raised intersections, landscaping bulb-outs, and traffic circles are encouraged as alternatives to conventional traffic control measures.

Figure 8.5: Traffic Calming Devices



- (B) *Street Markers and Traffic Control Signs.* All street markers and traffic control signs posted in accordance with the Manual of Uniform Traffic Control Devices shall be installed by the subdivider prior to the issuance of any certificates of occupancy for any building on that street.
- (C) *Sidewalk.*
- (1) A sidewalk with a minimum width of five feet shall be required on both sides of all streets.
 - (2) If the parkway is utilized as a rain garden, the sidewalk shall be a minimum of three inches higher than the height of the curb.
- (D) *Street Verge.* A street verge with a minimum width of five feet shall be located between the back of curb and the sidewalk along both sides of all streets. Street verges shall be planted with turf grass or utilized as a rain garden.
- (E) *Landscape Strip.* A landscape strip with a minimum width of five feet shall be located between the sidewalk and the property line along both sides of all streets. Landscape strips shall be planted with either street trees or utilized as a rain garden as detailed below.
- (1) *Street Trees.*
 - (a) A minimum of one canopy tree shall be planted every 40 feet.
 - (b) Where overhead utility line conflicts are present, a minimum of one understory tree shall be planted every 20 feet.
 - (c) The spacing of street trees shall take into consideration local conditions and clear vision triangles.
 - (2) *Rain Garden.* Requirements for street trees may be waived if the landscape strip is designed as a rain garden as approved by the City Engineer.
- (F) *Utility Location.* Utilities shall be located in the street verge along both sides of all streets.
- (G) *On-Street Parking.*
- (1) On-street parking shall be parallel.
 - (2) On-street parking spaces shall have the following minimum dimensions:
 - (a) Width: Eight feet.
 - (b) Length: Twenty-three feet.
 - (3) On-street parking spaces shall be delineated with striping with a minimum width of four inches.
 - (4) The surfacing material of on-street parking spaces shall be textured to visually delineate parking spaces from drive aisles.

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(H) *Medians.*

- (1) Medians shall be improved with a mountable curb with a minimum height of nine inches and a gutter with a minimum width of nine inches.
- (2) Medians shall taper to a minimum of four feet at intersections.
- (3) The minimum width of medians shall be as established per street type in Table 16-8-8(H).

Table 16-8-8(H): Minimum Median Width	
Type of Street	Minimum Median Width
Freeway or Expressway	As required by the ODOT
Primary Arterial	16 feet
Secondary Arterial	16 feet
Commercial (CBD) Collector	10 feet
Minor Industrial Street	10 feet
Residential Collector	8 feet
Minor Residential Street	n/a

(I) *Median Landscaping.*

- (1) Medians that are equal to or less than ten feet wide shall be planted with a minimum of 15 shrubs or native grasses every 50 linear feet.
- (2) Medians that are greater than ten feet wide shall be planted with a minimum of one canopy tree and 15 shrubs or native grasses every 50 linear feet.

(J) *Bicycle Facilities.*

- (1) Bicycle lanes, with a minimum width of four feet.
- (2) Shared bicycle and vehicle lanes and bike lanes shall be delineated in accordance with NACTO standards.

(K) *Required Street Design Elements.* Required street design elements shall be as established per street type in Table 16-8-8 (K). A "•" indicates a required element. If options are provided for a street type, the City Engineer shall determine which option is required.

Table 16-8-8(K): Required Street Design Elements							
Type of Street	Required Street Design Element						
	Sidewalk	Street Verge	Landscape Strip	On-Street Parking	Median	Bicycle Lane	Shared Bicycle & Vehicle Lane
Freeway or Expressway	As required by the ODOT						
Primary Arterial	•	•	•		•	•	
Secondary Arterial	•	•	•		•	•	
Commercial (CBD) Collector Option 1	•	•	•	•			•
Commercial (CBD) Collector Option 2	•	•	•		•	•	
Minor Industrial Street Option 1	•	•	•	•			•

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Minor Industrial Street Option 2	•	•	•		•	•	
Residential Collector Option 1	•	•	•	•			•
Residential Collector Option 2	•	•	•		•	•	
Minor Residential Street	•	•	•				

Figure 8.6: Primary Arterial Design Standards

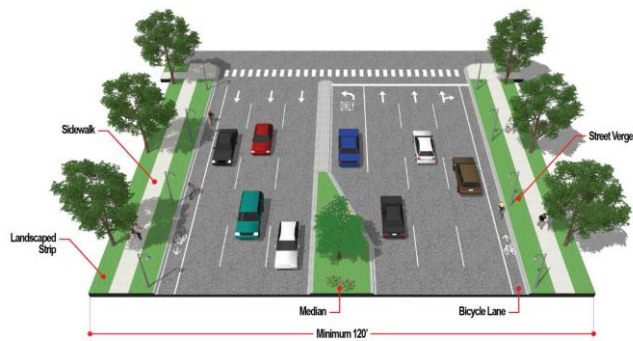


Figure 8.7: Secondary Arterial Design Standards

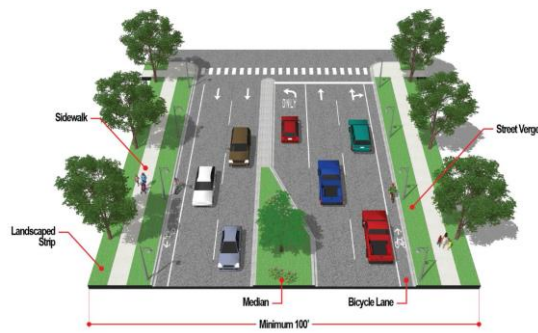


Figure 8.8: Commercial (CBD) Collector Option 1 Design Standards

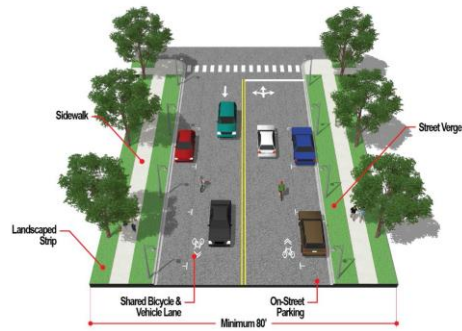


Figure 8.9: Commercial (CBD) Collector Option 2 Design Standards

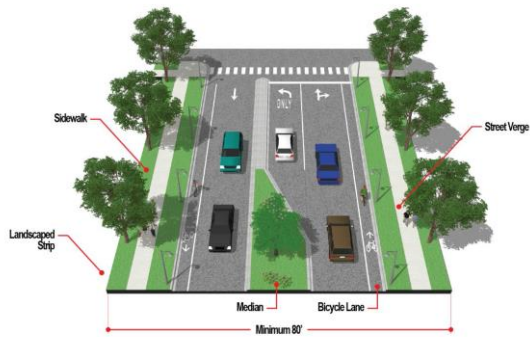


Figure 8.10: Minor Industrial Street Option 1 Design Standards

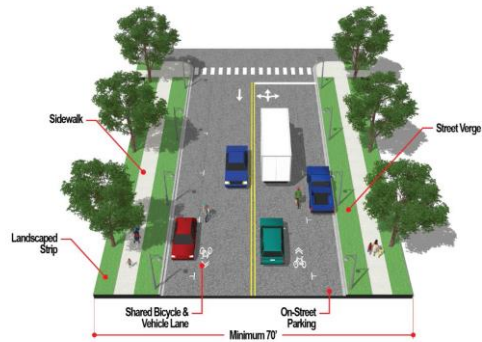


Figure 8.11: Minor Industrial Street Option 2 Design Standards

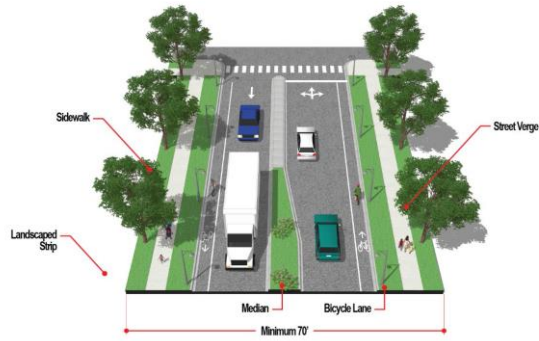


Figure 8.12: Residential Collector Option 1 Design Standards

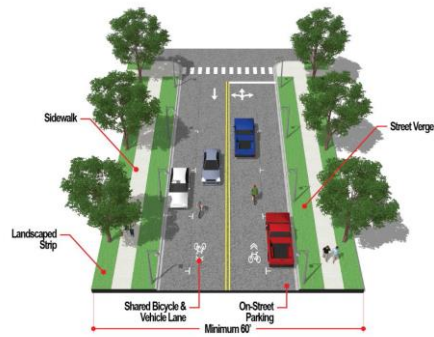


Figure 8.13: Residential Collector Option 2 Design Standards

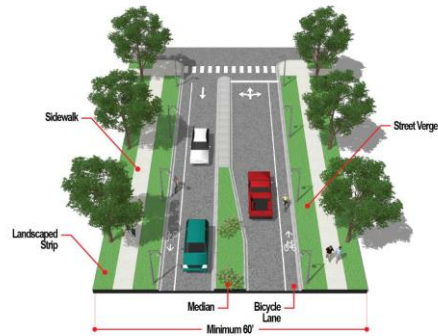
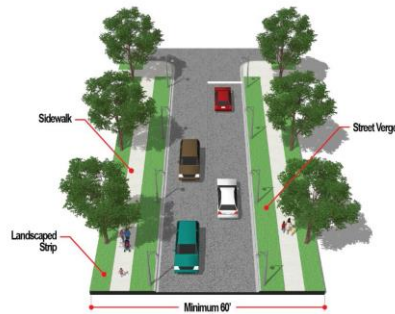


Figure 8.14: Minor Residential Street Design Standards

(L) *Alleys.*

- (1) *Commercial and Industrial.* Alleys may be required by City Council in commercial and industrial zoned properties to provide service access, off-street loading and unloading, parking and access for police and firefighting services. Alleys serving commercial and industrial zoned properties shall not be less than 30 feet in width of right-of-way.
- (2) *Residential.* Alleys are encouraged in residentially zoned properties and when provided shall be not less than 20 feet in width of right-of-way.
- (3) *Alignment.* Horizontal changes in alignment shall be gradual and at intersection corners shall have a radius of 20 feet to permit safe vehicular turning movements.
- (4) *Dead End.* Dead end alleys shall be avoided where possible, but where unavoidable, as determined by the City Engineer and City of Jenks Public Safety, shall be provided with an adequate vehicle turn-around at the terminus as deemed appropriate by the City Engineer and City of Jenks Public Safety.
- (5) *Obstructions.* No obstructions shall be permitted in areas reserved for alleys.

(M) *Access.*

- (1) Each lot, tract, or parcel shall be provided with access to a public street, approved private street, or highway.
- (2) Non-access provisions controlling ingress and egress to streets may be required by City Council to assure traffic safety and to relieve congestion at intersections.
- (3) The minimum distance between access points are as specified in Table 16-8-8(M) unless otherwise approved by the City Engineer.

Table 16-8-8(M): Access Separation Requirements	
Type of Street	Minimum Distance Between Access Points
Freeway or Expressway	As limited by ODOT
Primary Arterial	600 feet
Secondary Arterial	300 feet
Commercial (CBD) Collector	No access limits
Minor Industrial Street	No access limits
Residential Collector	No access limits
Minor Residential Street	No access limits

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(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-9. Cluster Development.

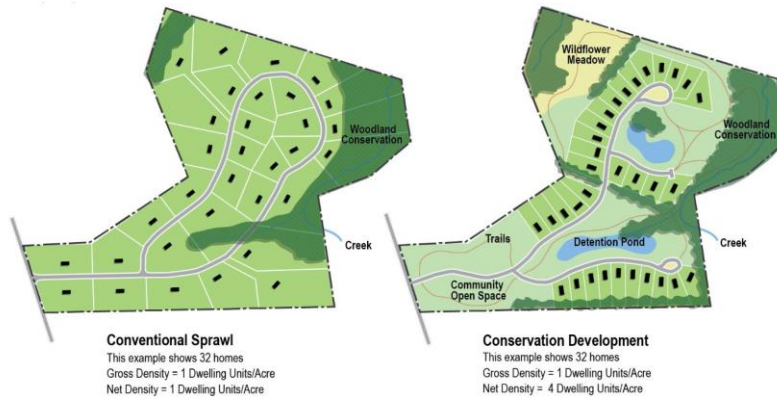
Cluster development is allowed in residential subdivisions in the RS1, RS2, RS3, and RD districts to encourage and accommodate, in a unified project, creative and imaginative approaches to development that preserve sensitive natural areas.

- (A) *Resources to be Conserved.* To qualify for cluster development any land located in a special flood hazard area, as determined by the Federal Emergency Management Agency, shall be placed in a conservation easement.
- (B) *Maximum Density per Acre.* The gross density of a cluster development shall not exceed the maximum dwelling units per acre detailed in Table 16-8-9(B).

Table 16-8-9(B): Maximum Density per Acre	
District	Maximum Density
RS1	4.5 dwelling units/acre
RS2	5.5 dwelling units/acre
RS3	9 dwelling units/acre
RD	12 dwelling units/acre

- (C) *Maximum Dimensional Standards Reduction.* The dimensional standards established in Table 16-3-1(A) may be reduced by 30 percent or by the cumulative total land area to be placed in a conservation easement, whichever is less.
- (D) *Density Bonus.* The maximum gross density per acre, per district may be exceeded by a maximum of 30 percent if a minimum of one of the following sensitive natural areas are placed in a conservation easement. The maximum allowed density bonus shall be as determined by the City Council and shall be directly tied to the amount of land area placed in a conservation easement.
 - (1) Wetlands,
 - (2) Native landscapes,
 - (3) Mature tree stands,
 - (4) Prime farmland,
 - (5) Critical habitat, and/or
 - (6) Other as approved by the City Planner.

Figure 8.15: Cluster Development

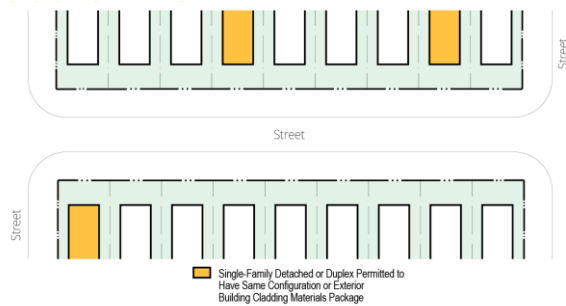


(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-8-10. Anti-Monotony Standards.

No single-family detached house or duplex in a residential subdivision in the RS1, RS2, RS3, or RD districts shall have the same configuration or exterior building cladding materials package, excluding roof materials, as any other single family detached house or duplex within three houses on either of the subject property or on any of the five single-family detached houses or duplexes directly across the street from the subject property. These standards shall not supersede private covenants.

Figure 8.16: Anti-Monotony Standards



(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-8-11. Parkland Provision.

Residential subdivisions with a dwelling unit density greater than one unit per acre shall be required to provide, improve, and privately maintain parkland or pay a fee in lieu to the City of Jenks in accordance with the standards established in this section.

(A) *Private Parkland Provision.*

- (1) Five and one-half acres of parkland shall be provided per every 1,000 persons projected to occupy the fully developed subdivision. To determine the number of persons projected to occupy the fully developed subdivision the subdivider shall submit a projected persons study based on occupancy data of similar housing types in subdivisions in communities approved by the City Planner.
- (2) Parkland shall be located outside of special flood hazard areas, wetlands, and areas of steep slope, and shall not be used for on site stormwater management or other utility functions. Parkland may be located within reserve areas as approved by the City Planner and City Engineer.
- (3) All areas to be reserved for private parkland shall be indicated on the preliminary plat in order that it may be determined that the requirements of this Subsection have been met.

(B) *Private Parkland Improvement.* Private parkland shall be graded, seeded, and improved with curb, gutter, sidewalks, and recreational equipment. The subdivider shall be required to spend a minimum of \$2,251.00 per acre on private parkland improvements.

(C) *Private Parkland Maintenance.* A homeowner's association or similar legal entity shall be established and responsible for the maintenance of the private parkland in perpetuity.

(D) *Fee in Lieu.* The City Council may require a subdivider to pay a fee in lieu of providing and improving parkland. The fee for the provision of parkland shall be calculated by multiplying the fair market value of land in the City of Jenks at the time of preliminary plat approval with the number of acres of required parkland dedication detailed in subsection (A) above. The fee for the improvement of parkland shall be the per acre cost detailed in subsection (B) above.

(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-8-12. Easements.

(A) *Types of Easements.*

(1) *Utility Easements.*

- (a) On individual lots, where alleys are not provided, City Council may require easements of a minimum width of 11 feet along each rear lot line and of a minimum width of ten feet along each side lot line as recommended by the Technical Advisory Committee for public and private utilities.
- (b) Easements of a minimum width of 17.5 feet shall be required along the perimeter of a subdivision for public and private utilities.

(2) *Drainage Easements.* City Council may require drainage easements as recommended by the City Engineer. All drainage easements for facilities shall be of such dimensions so as to allow equipment access for construction and maintenance of the facility.

(3) *Fence Easement.* City Council may require easements of ten feet along the perimeter of the fence, inclusive of any utility easement. The purpose shall be for the repair of subdivision perimeter fencing.

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- (4) *Sign Easement.* City Council may require an easement of an adequate size to accommodate the placement of a subdivision entry sign and any appurtenant components and to allow for the repair and maintenance of such features.
 - (5) *Landscape Easement.* City Council may require easements to accommodate landscape features. The width of the required easement shall depend on the transition zone type required depending on the adjacent land use as specified in section 16-6-3(F)(2).
 - (6) *Cross Access Easement.* City Council may require easements of an adequate width to accommodate vehicular cross access maneuvering lanes as specified in section 16-6-1(D)(2).
 - (7) *Conservation Easement.* City Council may require easements of an adequate size to accommodate natural resources to be conserved in cluster developments as specified in section 16-8-9.
 - (8) *Parkland Easement.* City Council may require easements of an adequate size to accommodate the parkland required per number of subdivision residents as specified in section 16-8-11(A).
 - (B) *Easement and Public Right-of-Way Closure.* City Council may by ordinance close to the public use any public way or easement whenever deemed necessary or expedient.
 - (1) *Procedure.*
 - (a) The City of Jenks shall give written notice of any proposed closing of a public way or easement to any holder of a franchise or others determined by the governing body to have a special right or privilege granted by ordinance or legislative enactment to use the public way or easement at least 30 days prior to the passage of any ordinance providing for closing of a public way or easement.
 - (b) The City of Jenks shall retain the right to reopen the public way or easement without expense to the City. The public way or easement may be reopened under the following circumstances:
 - (I) Whenever City Council deems it necessary, or
 - (II) An application of the property owners owning more than one-half in area of the property abutting the public way or easement previously closed is filed with the governing body.
 - (c) Closing of the public way or easement shall not affect the right to maintain, repair, reconstruct, operate, or remove utility, public service corporation, or transmission company facilities of service therein, nor shall a closing affect private ways existing by operation of law unless released in writing executed by the owners thereof.
 - (2) *Easement and Public Right-of-Way Vacation.* Applicants should notify City in their application whether they intend to seek judicial vacation of the easement or public way. City Council may consent to an easement or public way vacation if there is no present or future reason to reopen or use the public way or easement as a public way or easement.
 - (a) Upon approval of the closure, the owner of any real estate to which any public way or easement, or any part thereof, has heretofore reverted or may hereafter revert by closing may commence an action to vacate the easement or public way in Tulsa County District Court pursuant to state statute.

(Ord. No. 1581 , § II, 4-5-2022)

Sec. 16-8-13. Floodplain Areas and Flood Damage Prevention.

- (A) *Floodplain Areas.* Areas identified by the Federal Emergency Management Agency as floodplains shall not be subdivided into lots, tracts, or parcels unless:

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- (1) Improvements are made to the City Engineer's and Building Inspector's requirements to render such land safe for residential or other use.
 - (2) The intended use of the land is permitted by City ordinance or permitted by an approved Special Exception or Variance as outlined by this UDO.
- (B) *Flood Damage Prevention.* All subdivisions shall be designed to minimize flood losses and shall conform to the Flood Damage Prevention regulations contained in section 16-6-8 of this UDO.
- (C) *Low Impact Development.* Some of the existing natural site features typically protected through the use of Low Impact Development (LID) techniques are wetlands, floodplains, forested areas, hillsides, riparian corridors and existing soils. There are a variety of LID design alternatives that allow professionals in the land development field the flexibility to implement LID stormwater design elements. The various LID practices can be used alone or in series to maximize benefits to the site. In most cases, some type of structural drainage systems will also be required to be implemented in conjunction with LID element.
- (1) *Objectives.* The objectives of this section are.
 - (a) To establish criteria by which an LID strategy can be measured and implemented through use of the criteria in the LID chapter of the Design Criteria Manual.
 - (b) To strive to maintain and restore natural rainwater absorption and infiltration processes,
 - (c) To strive to maintain pre-development hydrologic conditions,
 - (d) To filter pollutants from stormwater runoff thereby improving water quality and positively impacting the region's ponds, rivers, lakes, streams and groundwater,
 - (e) To reduce stormwater runoff intensity and velocity,
 - (f) To preserve riparian banks and beds, and reduce sedimentation that impairs water quality,
 - (g) To promote the widespread use of LID practices integrated with conventional stormwater engineering,
 - (h) To protect the safety and welfare of citizens, property owners, and businesses by minimizing the negative impacts of stormwater discharge from land development.
 - (2) *LID Principles.*
 - (a) Define and locate critical resource areas during the project planning stage, such as; wetlands, riparian zones and soils with infiltration capacities.
 - (b) Minimize impervious surfaces such as streets, driveways and parking areas.
 - (c) Minimize direct connection of impervious areas which convey runoff directly to wetlands or water courses.
 - (d) Attenuate stormwater flow through a diverse system of collection and infiltration.
 - (3) *Applicability.*
 - (a) *Development Approval.* The Design Criteria Manual provides guidelines and criteria for implementing LID design principles for a development and contains maintenance requirements for LID elements. The standards and guidelines in the Design Criteria Manual shall apply in all cases where a subdivider chooses to utilize LID to obtain Administrative, Planning Commission or City Council approval for their project.
 - (b) *Engineering Approval.* The City Engineer, or their designee, will administer this chapter and shall be responsible for final approval of all LID systems and structures. With the approval of the City Engineer, LID systems and structures may be implemented.

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(4) *LID Site Design Strategies.*

- (a) *Definition.* For the purposes of this chapter Low Impact Development (LID) is a stormwater management strategy concerned with maintaining, restoring or replicating the natural hydrologic functions of a site, where possible, by employing a variety and combination of natural and built features that reduce the volume and velocity of stormwater runoff, filter out its pollutants, and facilitate the infiltration of water into the ground.
- (b) *Site Design Strategies.* Generally, site design strategies will address the arrangement of buildings, roads, parking areas, and other features, and the conveyance of stormwater runoff across the site. LID site design strategies are intended to complement the natural and built environment while minimizing the generation of runoff. Site design strategies should address some or all of the following considerations:
 - (I) Necessary grading and land disturbance should be designed to encourage sheet flow and lengthen stormwater flow paths.
 - (II) Natural drainage divides should be maintained to keep flow paths dispersed.
 - (III) Areas of impervious surfaces should be separated and stormwater should be conveyed across vegetated areas. This assists runoff filtration and encourages infiltration.
 - (IV) Distribute small-scale LID strategies across the development site in order to maximize benefits.
 - (V) To the maximum extent possible, treat pollutant loads where they are generated.
 - (VI) Preserve naturally vegetated areas and soil types that slow runoff, filter pollutants and facilitate infiltration.
 - (VII) LID systems and structures should be integrated into the natural and built landscape with attention to flow paths, infiltration areas and the use of appropriate native plant materials.
- (c) *Site Design Elements.* In addition to water quality impacts, LID site design elements when successfully implemented, perform three necessary functions; filtration and infiltration, capture and re-use and reductions in impervious surfaces.

(5) *Maintenance of LID Systems and Structures.*

- (a) *Removal and Modification of LID Systems and Structures.* LID systems and structures may only be modified or removed with the approval of the City Engineer, who shall determine the LID system or structure does not function as a part of the stormwater management system. The applicant may be required to provide supporting data and calculations that justify the removal of the LID systems or structures.
- (b) *Exemptions from Maintenance Agreements and Inspections.* LID systems and structures that are not designed as part of a development and are instead utilized on a site by site basis (i.e., use of a rain barrel at a single family home, or individual rain gardens or filter strips on a site) shall not be required to submit a formal maintenance and inspection agreement, unless the function of the LID system or structure is found to be essential to accommodating the stormwater needs of the property or surrounding properties by the City Engineer.

(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-6-8. Flood Damage Prevention.

- (A) *Statutory Authorization.* The Legislature of the State of Oklahoma has in (statutes) 82 O.S., §§ 1601—1620 delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the City of Jenks, Oklahoma, City Council does ordain as is set out in the provisions of this section.
- (B) *Findings of Fact.*
- (1) The flood hazard areas of the City of Jenks are subject to periodic inundation that results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.
 - (2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.
- (C) *Statement of Purpose.* It is the purpose of this section to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:
- (1) Protect human life and health,
 - (2) Minimize expenditure of public money for costly flood control projects,
 - (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public,
 - (4) Minimize prolonged business interruptions,
 - (5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains,
 - (6) Help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize future flood blight areas, and
 - (7) Ensure that potential buyers are notified that property is in a flood area.
- (D) *Methods of Reducing Flood Loss.* In order to accomplish its purposes, this section uses the following methods:
- (1) Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities,
 - (2) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction,
 - (3) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters,
 - (4) Control filling, grading, dredging and other development which may increase flood damage, and
 - (5) Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters, or which may increase flood hazards to other lands.
- (E) *Lands to Which This Section Applies.* This Section shall apply to all areas of special flood hazard within the jurisdiction of the City of Jenks, Oklahoma.

(F) *Basis For Establishing the Areas of Special Flood Hazard.*

- (1) The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Tulsa County, Oklahoma and Incorporated Areas" dated [May 2, 2019](#), with accompanying Flood Insurance Rate Map (FIRM) are hereby referenced to be effective on [October 16, 2012](#) and before, along with any future revisions thereof that are individually adopted by the Jenks City Council are hereby adopted by reference and declared to be a part of this section.
- (2) That all provisions of the flood management regulations of Section 60.3(d) of the National Flood Insurance Program (44 CFR 59 et seq.) as amended are hereby incorporated by reference and will determine standards for development unless existing Jenks ordinances or state requirements impose a higher standard, in which event the higher or restrictive standard shall apply.

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(G) *Establishment of Development Permit.* A development permit shall be required to ensure conformance with the provisions of this article.(H) *Compliance.* No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this section and other applicable regulations.(I) *Abrogation and Greater Restrictions.* This section is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this section and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.(J) *Interpretation.* In the interpretation and application of this section, all provisions shall be:

- (1) Considered as minimum requirements,
- (2) Liberally construed in favor of the governing body, and
- (3) Deemed neither to limit nor repeal any other powers granted under State statutes.

(K) *Warning and Disclaimer of Liability.* The degree of flood protection required by this section is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by manmade or natural causes. This Section does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This Section shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this section or any administrative decision lawfully made hereunder.(L) *General Standards.* In all areas of special flood hazards, the following provisions are required for all new construction and substantial improvements:

- (1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy,
- (2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage,
- (3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage,
- (4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding,

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- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system,
- (6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters, and
- (7) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
- (M) *Specific Standards.* In all areas of special flood hazards where base flood elevation data has been provided as set forth in section 16-6-8(F) or 16-6-8(N)(3), the following provisions are required:
- (1) *Residential construction.* New construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in section 16-9-5 is satisfied.
- (a) The minimum development criteria for projects outside the levee and within the boundaries of the Arkansas River Floodplain (100 year and 500 year), but not within the river channel or floodway:
- (i) Single Family Residential developments are not allowed in this area.
- (ii) Multifamily Residential developments are allowed in this area if, at a minimum, the lowest floor of the structure is built at a height eight (8) feet above the base flood elevation.
- (2) *Nonresidential construction.*
- (a) New construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is water-tight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
- (b) A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection.
- (c) The Floodplain Administrator shall maintain records of all certifications including the specific elevation (in relation to mean sea level) to which any structure is floodproofed.
- (d) The minimum development criteria for projects outside the levee and within the boundaries of the Arkansas River Floodplain, but not within the river channel or floodway:
- (i) All structures shall be built at a height one foot above the 1986 flood event (approximately 350-year floodplain or,
- (ii) A 306,000 cfs release from Keystone Dam along with the requirement for zero rise to the 100-year floodplain allowing the same conveyance for floodwaters.
- (3) *Enclosures.* New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:
- (a) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided,

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- (b) The bottom of all openings shall be no higher than one foot above grade, and
- (c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(4) *Manufactured Homes.*

- (a) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices, which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.
- (b) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites that are:
 - (I) In an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.
- (c) Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of this subsection be elevated so that either:
 - (I) The lowest floor of the manufactured home is at the base flood elevation; or
 - (II) Placed on reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement support the manufactured home chassis.

(5) *Recreational Vehicles.* Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:

- (a) Be on the site for fewer than 180 consecutive days,
- (b) Be fully licensed and ready for highway use, or
- (c) Meet the permit requirements of section [16-9-5](#), and the elevation and anchoring requirements for "manufactured homes" in subsection (M)(4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

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(N) *Standards For Subdivision Proposals.*

- (1) All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with section 16-6-8(B), (C), and (D).
- (2) All proposals for the development of subdivisions shall meet development permit requirements of section[s] 16-6-8(G) and 16-9-[5](#) and the provisions of this section.
- (3) Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or five acres, whichever is lesser, if not otherwise provided pursuant to section 16-6-8(F).
- (4) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.

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- (5) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

(O) *Standards For Areas of Shallow Flooding.*

- (1) Located within the areas of special flood hazard established in section 16-6-8(F), are areas designated as shallow flooding. These areas have special flood hazards associated with base flood depths of one to three feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and where velocity flows may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:
- (a) All new construction and substantial improvements of residential structures have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified).
 - (b) All new construction and substantial improvements of nonresidential structures:
 - (I) Have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified), or
 - (II) Together with attendant utility and sanitary facilities be designed so that below the base flood level the structure is water-tight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.
 - (c) A registered professional engineer or architect shall submit a certification to the Floodplain Administrator that the standards of this section are satisfied.
 - (d) Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide floodwaters around and away from proposed structures.

(P) *Floodways.*

- (1) Floodways located within areas of special flood hazard established in section 16-6-8(F), are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters that carry debris, potential projectiles and erosion potential, the following provisions shall apply:
- (a) Encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
 - (b) If subsection (1)(a) of this section is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of this section 16-6-8.
 - (c) Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a conditional FIRM and floodway revision through FEMA.

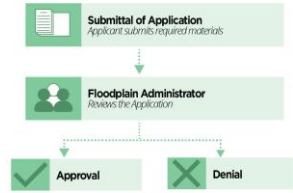
(Ord. No. 1581, § II, 4-5-2022)

Sec. 16-9-5. Floodplain Development Permit.

- (A) *Authority.* The City Engineer is hereby designated as the Floodplain Administrator. An application for a Floodplain Development Permit shall be presented to the Floodplain Administrator on forms furnished by the City. The Floodplain Administrator shall be responsible for approving or denying a Floodplain Development Permit application.
- (B) *Application Requirements.* The following information is required for any Floodplain Development Permit application:
- (1) A plan drawn to scale showing the location, dimensions, elevation, and location in relation to special flood hazard areas of:
 - (a) Proposed landscape alterations.
 - (b) Existing and proposed structures including manufactured homes.
 - (2) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures,
 - (3) Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed,
 - (4) A certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of section 16-6-8(M).
 - (5) Elevation certificate with all applicable information completed as required,
 - (6) Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.
- (C) *Development Permit Review Criteria.* Approval or denial of a Floodplain Development Permit by the Floodplain Administrator shall be based on the following factors:
- (1) The risk of danger to life and property due to flooding or erosion damage,
 - (2) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner,
 - (3) The danger that materials may be swept onto other lands to the injury of others,
 - (4) The compatibility of the proposed use with existing and anticipated development,
 - (5) The safety of access to the property in times of flood for ordinary and emergency vehicles,
 - (6) The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems,
 - (7) The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site,
 - (8) The necessity to the facility of a waterfront location, where applicable,
 - (9) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use, and
 - (10) The relationship of the proposed use to the comprehensive plan.

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Figure 9.1: Floodplain Development Permit Process.



ATTACHMENT TO 04.16.24 UDO EDITS

See Page 1 of 2.

Sec. 16-9-10. Floodplain Variances.

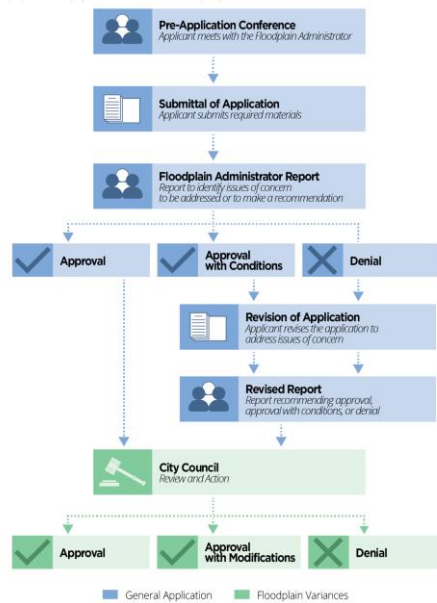
- (A) *Authority and Purpose.* The City Council shall act as the Appeal Board and shall hear and render judgment on requests for variances from the requirements of section 16-6-8. The Appeal Board shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of floodplain regulation and permits.
- (B) *Procedure.*
- (1) An appeal shall be in writing in care of the City Clerk and filed within 30 days of the decision or determination appealed from.
 - (2) Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision in a court of competent jurisdiction.
 - (3) The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report Variances to the Federal Emergency Management Agency (FEMA) upon request.
- (C) *Variances For New Construction.* Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in sections 16-9-10 (C) has been fully considered.
- (D) *Exception For National Register of Historic Places.* Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the state inventory of historic places, without regard to the procedures set forth in the remainder of this article.
- (E) *Variances For Historic Structures.* Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as an historic structure and the Variance is the minimum necessary to preserve the historic character and design of the structure.
- (F) *Conditional Approval.* Upon consideration of the factors noted above and the intent of this article, the Appeal Board may attach such conditions to the granting of Variances as it deems necessary to further the purpose and objectives of this article and section 16-6-8(C).
- (G) *Variances Within Floodways Prohibited.* Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result. If a Variance is granted for construction within a floodway, it shall only be upon approval of the City Council and in compliance with all requirements of the City Engineer.
- (H) *Criteria.* The Appeal Board shall grant a flood damage prevention Variance only upon finding that the following criteria are satisfied:
- (1) A determination that failure to grant the Variance would result in exceptional hardship to the applicant, and
 - (2) A determination that the granting of a Variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - (3) Variances shall only be issued upon a determination that the Variance is the minimum necessary, considering the flood hazard, to afford relief.
 - (4) The structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

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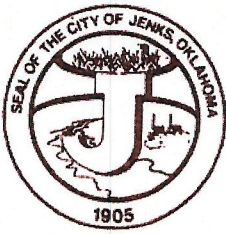
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- (5) Monetary hardship, including financial loss, shall not be considered an exceptional hardship and shall not be considered sufficient grounds for granting a Variance.
- (I) Any applicant receiving a variance shall be notified in writing that the structure permitted with the lowest floor elevation constructed below the base flood elevation, the cost of flood insurance will be commensurate with the increased risk resulting from the lowest floor elevation constructed below the BFE.

Figure 9.6: Floodplain Variance Process



(Ord. No. 1581, § II, 4-5-2022)



CITY OF JENKS
211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

MEMORANDUM

To: **Chris Shrout, City Manager**
F. Robert Carr, Jr., P.E., Assistant City Manager

From: **Christian J. Cloyde, P. E., CFM, City Engineer** 

Date: **April 16, 2024**

Subject: **American Electric Power/Public Service Company of Oklahoma (AEP/PSO)**
Work Payment Agreement – Elm Street Project

On May 2016, the City of Jenks entered into a Professional Engineering Services contract with Marquardt Engineering PLLC. for the Elm Street widening (111th to 131st Street) project. This project includes widening Elm Street to 5 lanes from 111th Street to 131st Street. This also includes improvements to 111th Street, 116th Street, 121st Street, and 131st Street Intersections. Rights-of-Way Acquisition has been completed and the utility relocation phase of this project is over halfway finished.

AEP/PSO moved power poles for the north mile (from north of 111th Street to the south side of 121st Street) prior to the end of 2023. In early 2024, right turn lanes were added to the design of the east and west legs of the 121st Street and Elm Street intersection in order to reduce congestion on 121st Street. The power poles on the southwest corner of this intersection were moved earlier based on the previous design. The new design for the additional turn lane for eastbound traffic creates a conflict with two (2) of the power poles that were recently moved. Therefore, AEP/PSO has provided a Work Payment Agreement to fund the removal of the two poles in conflict with the new roadway alignment replacing them with three poles that will avoid the conflict (see attachment). The cost of this modification is not to exceed \$40,929.29.

Staff requests approval of a Work Payment Agreement with American Electric Power/Public Service Company of Oklahoma for a second relocation of two (2) power poles at and west of the southwest corner of the 121st Street and Elm Street intersection due to changes in the roadway plans on the Elm Street widening project (111th Street to 131st Street) in an amount not to exceed \$40,929.29; funding for the same is included in the existing FY23-24 Budget (Account Number 27-840-5393)(2020 G.O. Bond Fund – South Elm St. Widening – Roads and Bridges).

Attachments:
AEP/PSO Work Payment Agreement

2024.04.16 Jenks City Council Agenda

City of Jenks, Oklahoma, a municipal corporation, upon execution of this agreement by the Mayor of the City of Jenks, request and authorize

American Electric Power/Public Service Company of Oklahoma to perform the following work for the:

City of Jenks is adding turn lanes to 121st St at the intersection of Elm St & 121st St. Pole relocation work at the intersection has already been completed and two poles with the wire connected to them now conflict with a planned turn lane. This work pay is for the cost of relocating two poles at and west of the SW intersection corner and the wire connected to them, due to the change in the road project plans. They will be replaced with three poles and new wire connecting to them.

It is agreed that the actual cost of work, estimated \$34,107.74 , but **NOT TO EXCEED** \$40,929.29 will be paid by the **City of Jenks** whose mailing address is 211 N. Elm St., Jenks, OK 74037.

Dated this 26th day of March, 2024

ATTEST:

City Clerk

City Engineer _____ BY: _____
Mayor _____

Accepted this _____ day of _____, 2024.

Company: Public Service Co. of Oklahoma

Attest:

Anthony Ressel
Anthony Ressel
PSO Design Engineer

Approved as to form:

City Attorney

Approved By:


Lonny Hicks
Customer Design Supervisor



K Petersen

February 14, 2024

Mr. Christopher Shrout, City Manager
City of Jenks
P.O. Box 2007 (211 N. Elm)
Jenks, Oklahoma 74037

Re: Permit No. WL000072240053
Phillips Tract Potable Water Line Extension
Facility No. 3007201

Dear Mr. Shrout:

Enclosed is Permit No. WL000072240053 for the construction of 343 linear feet of eight (8) inch PVC potable water line and all appurtenances to serve the Phillips Tract, Tulsa County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on February 14, 2024. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Jenks, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,



Qusay Kabariti, P.E.
Construction Permit Section
Water Quality Division

QK/RC/md

Enclosure

c: Debbie Nichols, Regional Manager, DEQ
TULSA DEQ OFFICE
Melvin E. Phillips, P.E., Wallace Design Collective

PERMIT No. WL000072240053

WATER LINES

FACILITY No. 3007201

PERMIT TO CONSTRUCT

February 14, 2024

Pursuant to O.S. 27A 2-6-304, the City of Jenks is hereby granted this Tier I Permit to construct 343 linear feet of eight (8) inch PVC potable water line and all appurtenances to serve the Phillips Tract, located in Section 25, T18-N, R-12-E, Tulsa County, Oklahoma, in accordance with the plans approved February 14, 2024.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) This water line provides adequate fire flow in accordance with the 2009 International Fire Code through the approved hydraulic analysis. The fire flow provided is 2,000 gpm.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with Public Water Supply Construction Standards [OAC 252:626-19-2].
- 7) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

PERMIT No. WL000072240053

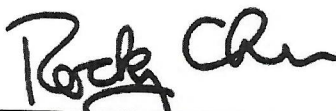
WATER LINES

FACILITY No. 3007201

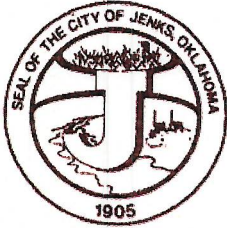
PERMIT TO CONSTRUCT

- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 13) That water lines shall be located at least fifteen (15) feet from all parts of septic tanks and absorption fields, or other sewage treatment and disposal systems.
- 14) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 15) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.



Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division



CITY OF JENKS
211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

MEMORANDUM

To: **Chris Shrout, City Manager**
F. Robert Carr, Jr., P.E., Assistant City Manager

From: **Christian J. Cloyde, P.E., CFM - City Engineer** 

Date: **March 26, 2024**

Subject: **Nomination for Membership on the G.O. Bond Oversight Committee**

On August 15, 2023, a member of the General Obligation (G.O.) Bond Oversight Committee resigned from the committee as he was sworn in as the new City Councilor for Ward 2. Matthew Emmons was appointed to the committee on March 22, 2022 and the City is very appreciative of his voluntary service from 2022 to 2023.

Staff reached out to Kevin Paul after expressing his willingness to serve on one of the City's volunteer committees. Kevin Paul lives in Councilor Cline's Ward (Ward 4). Kevin has been a credit banker for 25 years. He has worked at both large and small institutions and he is currently the Chief Credit Officer at First Oklahoma Bank in Jenks. His education is Finance/Accounting and has a Masters in Banking. He was born and raised in Tulsa and his family owns a small business there (46 years in business). He has lived in Jenks since 2019 with his wife and two daughters. He is an entrepreneur outside his regular job. He owns several pieces of commercial real estate (2 in Jenks) and he also has a Wellness Clinic and a CrossFit Gym. His hope is to one day semi retire from banking and run these businesses full-time. Mostly, Kevin wanted to express, "I have a strong passion for small businesses and development and I see the great potential Jenks has and would love to be involved in whatever way I can to see it reach its full potential. I have also wanted to get involved in local government and learn and help." Mayor Box is in favor of nominating Kevin Paul for the G.O. Bond Oversight Committee.

Staff requests approval of the nomination for Kevin Paul to fill an opening on the G.O. Bond Oversight Committee.



JENKS POLICE DEPARTMENT

918-299-6311
918-556-7498 (fax)
www.jenks.com

211 N Elm ST
PO Box 2007
Jenks, OK 74037

4/3/2024-4/9/2024

Patrol

- There were 51 traffic stops, 7 motor vehicle accidents, 5 arrests, 337 calls for service, and 42 reports taken during this reporting period.
- 5 Domestic Assault and Battery
- 4 Mental Health Call
- 2 Burglary (1st, 2nd, 3rd, residential and business)
- 2 Fraud
- 7 Larceny
- 1 Vandalism
- 3 Rape
- 1 Child Endangerment
- 1 Kidnapping
- 1 Shooting

Detective Division

- 3 Affidavits to Tulsa County DA
- 2 Search Warrant
- Forensic Interview
- 2 Crime Scene Investigated (shooting, kidnapping)

Events Attended

- Women In Buisness Confrence
- Yorktown Annual Meeting
- Animal Control Class Project
- 2 Chamber Luncheons
- Aqaurium Run
- Dog Adioption Event Aquarium Run



Drone Divison- Aqarium Run





Animal Welfare



At Large:	8	Animal Bite:	0
Missing:	1	Adoption Inquiry:	0
Assist Other Agency:	0	Barking Dog:	0
Dead Animal Pickup:	1	Livestock All:	0
Other:	3	Trap:	0
Vicious Animal:	0	Welfare/Cruelty:	0
Wildlife:	2		
Other Calls Not In SOMS:			
1 email re: the dog at large near Station 2			
1 email re: wanting to surrender dog			

Code Enforcement

2 Certified letters mailed to record owner.

1 case closed..

Code Enforcement assisting JPD's Records Supervisor in scanning documents.

Trash and Debris

- 2063 E. 136th Pl... – Report of trash and debris on empty lot in Torrey Lakes. Certified letter mailed to record owner, Chris Burton Homes.





- 1039 W. D St. – Door hanger issued for trash and debris at curb on March 14, 2024. Trash moved from curb to driveway. Certified letter mailed to record owner.



JENKS | PLANNING UPDATE



4/10/2024

TO Christopher Shrout, City Manager
Robert Carr, Assistant City Manager
City Council, Planning Commission, Board of Adjustment

SUBJECT Update from Planning Department

FROM Marcaé Hilton, City Planner

Planning Summary

Preparer | Marcaé Hilton

VOTE KEY	VOTE	DATE OF HEARING
APPROVED	A	
CONTINUED	C	
DENIED	D	
WITHDRAWN	W	
GOVERNING BODY/CASE	VOTE	DATE
FEBRUARY PLANNING ITEMS		
PLANNING COMMISSION		FEBRUARY 22, 2024
PRELIMINARY PLAT	A	RAW DEVELOPMENT RIVERFRONT WALLACE ENGINEERING
PRELIMINARY PLAT (121 & ELM)	C	SINGLE-FAMILY & MIX 121 ST & ELM ALAN BETCHAN, AAB
MARCH PLANNING ITEMS		
PLANNING COMMISSION		MARCH 21, 2024 (CITY COUNCIL APRIL 02, 2024)
PRELIMINARY PLAT	A	121ST AND ELM COMPLEX AAB ENGINEERING 121ST AND ELM
JZ 24-690	A	ZONE CHANGE TO DC (DOWNTOWN CORE) 601 E MAIN ROBERT BUTLER
UDO UPDATES	A WITH CONDITIONS	ARTICLE 7 (SIGN STANDARDS), ARTICLE 8 (SUBDIVISION REGULATIONS), AND ARTICLE 9 (ADMINISTRATIVE STANDARDS) CONTINUED AT CC TO NEXT HEARING
APRIL PLANNING ITEMS		
JL-24-394		LOT SPLIT KARL FRITSCHEN WALLACE ENG. 10502 S GUM
PRELIMINARY PLAT		FRAZIER MEADOWS II ROBERT BELL 131 ST AND HARVARD
PRELIMINARY PLAT		RIVERFRONT SOUTH CENTRE (PUD 110) WALLACE 91 ST & RIVER
JL 24-395	NEW APP	LOT SPLIT KARIE BROWN 938 W C STREET
SITE PLAN	REVIEW	GREG HELMS COJ ST PARKING LOT 208 N ELM
JL 24-393	INCOMPLETE	MITCH RAY LOT COMBINATION 7153 W 115TH ST S
SITE PLAN	REVIEW	GREG HELMS FIRE STATION 208 N ELM
CUP (CONDITIONAL USE PERMIT)	REVIEW	SUSANNE JONES HOME BASED BUSINESS
CUP (CONDITIONAL USE PERMIT)	REVIEW	ANABEL LOZANO HOME BASED BUSINESS
TUP (TEMPORARY USE PERMIT)	REVIEW	COURTNEY RAKESTRAW JAKES FIREWORKS MORE INFORMATION
TUP (TEMPORARY USE PERMIT)	APPROVED	MIKELYN CANTU 4.20 EVENT VILLAGE ON MAIN