

**AGENDA
JENKS CITY COUNCIL
TUESDAY, AUGUST 18, 2026, 6:00 PM
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 August 04, 2026.
 - B. Approve minutes of the special meeting held on July 31, 2026.
 - C. Monthly Reports
 - D. Approve a service agreement with The Metropolitan Environmental Trust (M.E.T.) providing for public education, household hazardous waste disposal, and related services for the City of Jenks; setting terms of agreement, termination, compliance with applicable Federal, State, and local laws, and authorizing the Jenks Public Works Authority to make payment of \$22,000 within the FY 26-27 Budget to the M.E.T. for the cost of said services through June 30, 2027.
 - E. Approve request by Jenks Public Schools to use Jenks streets from 5:00 PM until 6:30 PM on 10/2/26 for the 2026 Jenks Homecoming Parade.
 - F. Approve request by Jenks Chamber of Commerce to use Jenks streets from 3:00 AM until 10:30 PM on 10/23/26 for the 2026 Symphony and Sweets event.
 - G. Approve request by Jenks Foundation to use Jenks streets from 12:00 PM until 9:00 PM on 10/30/26 for the 2026 Hometown Huddle event.
 - H. Approve request by Jenks Chamber of Commerce to use Jenks streets from 3:00 AM on 11/20/26 until 3:00 PM on 11/21/26 for the 2026 Lights On event.
 - I. Approve request by Jenks Chamber of Commerce to use Jenks streets from 3:00 AM on 11/20/26 until 5:00 PM on 11/21/26 for the 2026 Christmas Parade event.

2. Consideration and appropriate action relating to items removed from the Consent Agenda
3. Ordinance 1691, related to JZ 26-703 which is a request for a zone change from RS-1 (Residential) to RD (Residential Duplex) at 822 N Birch Pl; repealing all ordinances or parts thereof in conflict herewith; and providing for severability.
4. Ordinance 1692, related to JZ 26-702 which is a request for a zone change from AG (Agriculture) to RS-1 (Residential) at 11607 S 5th St; repealing all ordinances or parts thereof in conflict herewith; and providing for severability.
5. Ordinance 1693, related to JZ 26-704 which is a request for a zone change from AG (Agriculture) to RS-1 (Residential) at 11623 S 5th St; repealing all ordinances or parts thereof in conflict herewith; and providing for severability.
6. Ordinance 1694, amending the following articles of Chapter 16 of the Jenks City Code, known as the Jenks Unified Development Ordinance: Article 3 – Base District Specific Standards, Article 6 – Development Standards, Article 7 – Sign Standards, and Article 8 – Subdivision Standards; repealing all ordinances or parts thereof in conflict herewith; and providing for severability.
7. Emergency Clause for Ordinance 1694, making it effective immediately upon passage since the immediate operations of the provisions of the Ordinance are necessary for the preservation of public health and safety.

OTHER BUSINESS

1. City Manager's Report

ADJOURNMENT

**MINUTES
JENKS CITY COUNCIL
TUESDAY, AUGUST 4, 2026, 6:00 PM
JENKS CITY HALL, 211 NORTH ELM**

CALL TO ORDER

The Agenda for the Jenks City Council was posted on the City's website at 3:45 PM on July 31, 2026. The meeting was called to order at 06:01 PM on the above date with Mayor Cory Box presiding at Jenks City Hall.

ROLL CALL

Present

John Brown
Kevin Short
Matthew Emmons
Adam Abel
Craig Murray
Mayor Cory Box

Absent

Donna Ogez

INVOCATION

Pastor Tommy Davis of New Directions International gave the invocation.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was given.

ANIMAL WELFARE SPOTLIGHT

Jenks Animal Control showed an animal for adoption.

CITIZEN COMMENTS

None.

BUSINESS

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 July 21, 2026.
 - B. Monthly Reports
 - C. Approve a proposal for accounting consultation services from Crawford & Associates for the Fiscal year ending June 30, 2026, for the city of Jenks and its related entities for an estimated amount to \$65,000, to be paid from the FY 2027 budgets.
 - D. Approve renewal of Professional Transportation Services Contract with the Metropolitan Tulsa transit Authority for the amount of \$37,402.
 - E. Approve certification of cost in the amount of \$375 for Code Enforcement Abatement on property owned by STRUCTURECRETE LLC at 9340 S Elwood Ave, and authorize the City Clerk to demand payment within (30) days after notice to the

property owner, and authorizing the filing of a lien with the Tulsa County Treasurer's office in the event of failure to pay the same.

- F. Approve certification of cost in the amount of \$375 for Code Enforcement Abatement on property owned by STRUCTURECRETE LLC at 9402 S Elwood Ave, and authorize the City Clerk to demand payment within (30) days after notice to the property owner, and authorizing the filing of a lien with the Tulsa County Treasurer's office in the event of failure to pay the same.
- G. Approve certification of cost in the amount of \$375 for Code Enforcement Abatement on property owned by LYG HOLDINGS LLC at 1222 W "C" ST, and authorize the City Clerk to demand payment within (30) days after notice to the property owner, and authorizing the filing of a lien with the Tulsa County Treasurer's office in the event of failure to pay the same.
- H. Note in the minutes DEQ Permit No. WL000072260590 for the construction of 2,864 linear feet of six (6) inch PVC, 2,639 linear feet of eight (8) inch PVC potable water line and all appurtenances to serve the Bentley Ranch Subdivision, Tulsa County, Oklahoma.
- I. Note in the minutes DEQ Permit No. SL000072260589 for the construction of 7,331 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Bentley Ranch Subdivision, Tulsa County, Oklahoma.
- J. Note in the minutes DEQ Permit No. SL000072260333 for the construction of 1,427 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Belvedere Reserve, Tulsa County, Oklahoma.
- K. Note in the minutes DEQ Permit No. WL000072260334 for the construction of 1,533 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Belvedere Reserve, Tulsa County, Oklahoma.
- L. Note in the minutes DEQ Permit No. SL000072260554 for the construction of 7,173 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Kimberly Estates Addition, Tulsa County, Oklahoma.
- M. Note in the minutes DEQ Permit No. WL000072260555 for the construction of 4, 103 linear feet of eight (8) inch PVC, 2,802 linear feet of six (6) inch PVC, 741 linear feet of four (4) inch PVC potable water line and all appurtenances to serve the Kimberly Estates Addition, Tulsa County, Oklahoma.
- N. Note in the minutes DEQ Permit No. SL000072260558 for the construction of 5,961 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Frazier Falls Subdivision, Tulsa County, Oklahoma.
- O. Note in the minutes DEQ Permit No. WL000072260559 for the construction of 1,126 linear feet of twelve (12) inch PVC, 3,228 linear feet of eight (8) inch PVC, 2,544 linear feet of six (6) inch PVC, 515 linear feet of four (4) inch PVC potable water line and all appurtenances to serve the Frazier Falls Subdivision, Tulsa County, Oklahoma.
Kevin Short made a motion to approve Item 1. John Brown seconded the motion. A roll call vote of members was taken as follows:
Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda

Withdrawn.

3. Purchase of River Raptor XTR Rescue Boat for the Fire Department in the amount of \$89,848.49. Funding included in the FY 26-27 Capital Budget.

Fire Chief Ostrum introduced Item 3 and answered questions. Matthew Emmons made a motion to approve Item 3. Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

OTHER BUSINESS

1. City Manager's Report

City Manager Christopher Shrout gave his report and answered questions.

ADJOURNMENT

Jenks City Council adjourned at 06:21 PM.

**MINUTES
SPECIAL MEETING
JENKS CITY COUNCIL
FRIDAY, JULY 31, 2026, 12:00 PM
JENKS CITY HALL, 211 NORTH ELM**

CALL TO ORDER

The Agenda for the Jenks City Council was posted on the City's website at 12:00 PM on July 29, 2026. The meeting was called to order at 12:00 PM on the above date with Mayor Cory Box presiding at Jenks City Hall.

ROLL CALL

Present

John Brown
Kevin Short
Matthew Emmons
Adam Abel
Craig Murry
Mayor Cory Box

Absent

Donna Ogez

BUSINESS

1. Appeal of Code Enforcement Administrative Hearing decision to abate property located at 11303 S Kenosha Ave.

City Attorney Teresa Nowlin introduced Item 1 and provided a summary of the prior proceedings. She and Assistant Police Chief Melissa Brown answered questions. Steven Harris (attorney for Mr. Holland) addressed the Council, made arguments, and answered questions.

John Brown made a motion to affirm the Code Enforcement Administrative Hearing Body's decision that the property constitutes a public nuisance because it is detrimental to the health, benefit, and welfare of the public and the community, and also represents a potential fire hazard to adjacent properties and neighbors. Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

John Brown made a motion to affirm the Code Enforcement Administrative Hearing Body's decision that the structure is a dilapidated building and that the nuisances deal with the habitability of the structure along with any issues with trash, weeds, or anything surrounding the structure that need to be addressed. Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

John Brown made a motion that the property is not being used for agricultural purposes. Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

2. Appeal of Code Enforcement Administrative Hearing decision to abate property located at 550 N Elm St.

John Brown recused himself from the vote. City Attorney Teresa Nowlin introduced Item 2, provided a summary of the prior proceedings, and answered questions. The status of repairs and abatement measures were discussed. Kevin Short made a motion to remand the case back to the Code Enforcement Administrative Hearing Body.

Craig Murray seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Abstain: John Brown

Motion Carried.

3. Appeal of Code Enforcement Administrative Hearing decision to abate property located at 11507 S Elgin Ave.

City Attorney Teresa Nowlin introduced Item 3 and provided a summary of the prior proceedings. She and Assistant Police Chief Melissa Brown answered questions. Steven Harris (attorney for Mr. Holland) addressed the Council, made arguments, and answered questions.

John Brown made a motion that the Council does not find sufficient information to support that the property is being utilized for agricultural purposes. Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

John Brown made a motion to remand the case to the Code Enforcement Administrative Hearing body to work with the property owner and determine whether or not the necessary corrections have been made to revise their position that the building is dilapidated and that any code enforcement issues have been resolved.

Kevin Short seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, John Brown, Matthew Emmons, Craig Murray, Adam Abel, Kevin Short

No: None

Motion Carried.

ADJOURNMENT

Jenks City Council adjourned at 01:37 PM.



Elm Street Widening Status

(111th to 121st Street)

August 3, 2026 - August 7, 2026

Contractor: Paragon Contractors, Inc. (Tulsa, OK)

Inspection: Standard Engineering & Testing (Oklahoma City, OK)

Project Schedule:

Construction Started: January 2025

Projected Completion: February 2027

January 2025



February 2027

Contract Time Completed

Time Remaining: 6 Months

Project Cost:

Original Bid: \$9,117,017.68

Change Orders: \$51,514.14

Total: \$9,168,531.82

Billed To Date: \$4,456,749.69

\$0.00



\$9,168,531.82

Contract Cost Completed

Cost Remaining: \$4,711,782.13

Work Completed Between August 3, 2026 - August 7, 2026

- Excavation continued for the widening of the east side of Elm Street and for the pedestrian trail on the east side.
- Continued excavation and placement of Terratex fabric and aggregate base for the widening of the east side of Elm Street.
- Began excavation and installation of Waterline A on the eastside of Elm Street.
- Began excavation and fill for widening North of The Goddard School on the westside of Elm Street.

August 3, 2026 - August 7, 2026 Construction Images:



Waterline A - Installation of Waterline A between 112th and 114th on eastside of Elm Street.



Elm Street Widening (Westside) - Excavation for roadway widening on the westside of Elm north of The Goddard School. This area will be tested for compaction and stability prior to aggregate placement for roadway.

August 3, 2026 - August 7, 2026 Construction Images:

Elm Street Widening (Eastside) - Excavation prior to installation of aggregate base for roadway. Aggregate base is tested for compaction and verification of grade prior to the placement of asphalt.

Work Expected In The Upcoming Weeks:

- Continued excavation and placement of Terratex fabric and aggregate base for the widening of the east side of Elm Street.
- Continued excavation and placement of aggregate for the installation of the roadway on the east side of Island #2.
- Frame and pour curb and gutter for east side of Island #2.
- Frame and pour curb and gutter for eastside widening of Elm Street.
- Continued excavation and aggregate base installation of pedestrian trail.
- Continued installation of Waterline A on the eastside of Elm Street.

Expected Traffic Impacts Upcoming:

- Limited visibility through the work zone due to the placement of aggregate base for widening.
- Possible stoppage of traffic for the entering and exiting of construction equipment.
- Continued max speed of 25mph through the work zone to accommodate the movement of equipment and working personnel.
- Periodic stoppage of traffic due to aggregate base deliveries.
- Potential traffic shift for widening of eastside of Elm.

Register for all **City of Jenks alerts** to keep informed of construction updates and other traffic or weather conditions.

<https://www.jenks.com/374/Notify-Me>

Receive alerts by email, text, or phone call. Also access information on City of Jenks Facebook, and Instagram or NextDoor.

[Go to Jenks Alerting](#)

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[Go to Jenks Nextdoor](#)

Please direct all questions or concerns to the City of Jenks Project Information Request form:

[City of Jenks Project Information Request Form](#)





ODOT Project : 121st Street Trail Status

(Elm - Elwood)

July 20, 2026 - July 24, 2026

Contractor: Daris Contractors, LLC

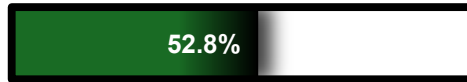
Inspection: Tetra Tech, (Tulsa, OK)

Project Schedule:

Construction Started: May 2026

Projected Completion: October 2026

May 2026



October 2026

Contract Time Completed

Time Remaining: 3 Months

Project Cost:

Original Bid: \$838,180.00

Change Orders: \$0.00

Total: \$838,180.00

Billed To Date: \$138,299.70

\$0.00



\$838,180.00

Contract Cost Completed

Cost Remaining: \$699,880.30

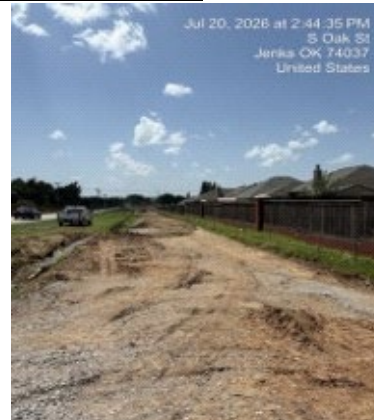
Work Completed Between July 20, 2026 - July 24, 2026:

- Completed subgrade preparation along the trail corridor from S. Elwood Ave. to S. Forest Pl.
- Installed 15-inch storm drainage pipe along Oak Street.
- Removed existing curb and gutter at multiple locations.
- Poured concrete sidewalk at S. Oak St.
- Installed ADA detectable warning panels at new pedestrian crossings.
- Placed concrete trail pavement between Fire Station 2 entry and S. Mulberry Ct.
- Removed existing skateboarding sign near Fire Station 2 entry.

July 20, 2026 - July 24, 2026 Construction Images:



West connection to existing sidewalk at S. Oak St.



Subgrade preparation between S. Elwood Ave. and S. Oak St.

July 20, 2026 - July 24, 2026 Construction Images:

East connection to existing sidewalk at S. Oak St.

Work Expected In August 2026:

- Begin install approximately 5,000–7,000 LF of trail curb.
- Complete trail curb installation from S. Elwood Ave. to S. Mulberry Ct. during the first week of August.
- Expects asphalt paving operations to begin during the second or third week of August.
- Plans to complete pedestrian ramps and install detectable warning (tactile dome) panels.
- Plans to install drainage pipe at the creek crossing near the fire station toward the end of August.

August 2026 Expected Traffic Impacts:

- Periodic lane closures near active work zones.
- Temporary pedestrian detours around sidewalk and trail construction areas.
- Short-term traffic impacts during concrete placement and drainage operations.
- Reduced speed limit within the project corridor from S. Elwood Ave. to S. Elm St.

Register for all **City of Jenks alerts** to keep informed of construction updates and other traffic or weather conditions.

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[Go to Jenks Alerting](#)

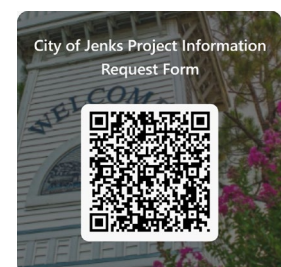
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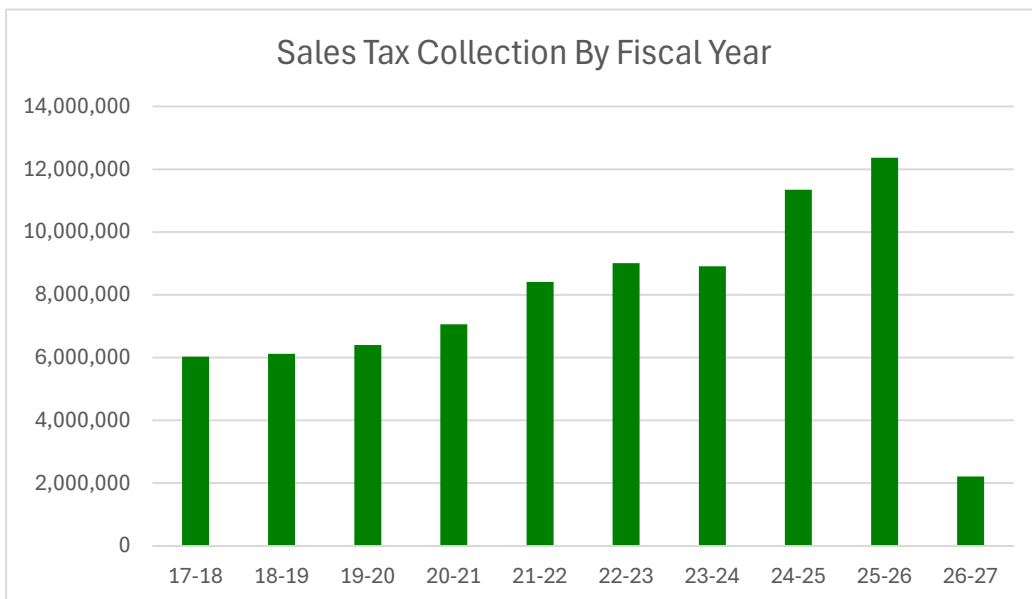
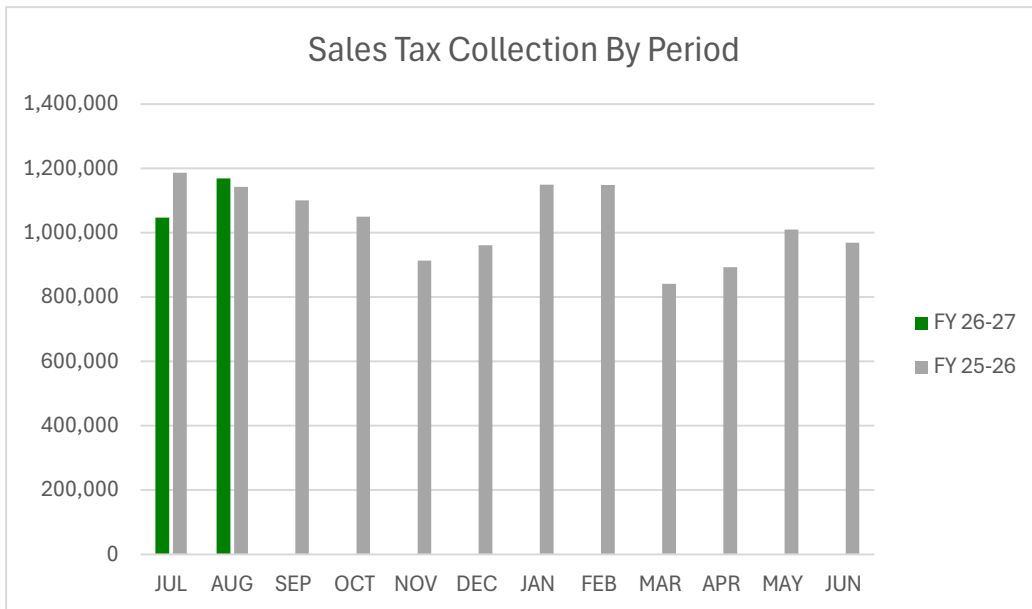




CITY OF JENKS
 211 NORTH ELM STREET • P.O. BOX 2007
 JENKS, OKLAHOMA 74037-2007
 PHONE (918) 299-5883 • FAX (918) 299-4489

I. Sales & Tobacco Tax, 2% General Fund, 1% Capital

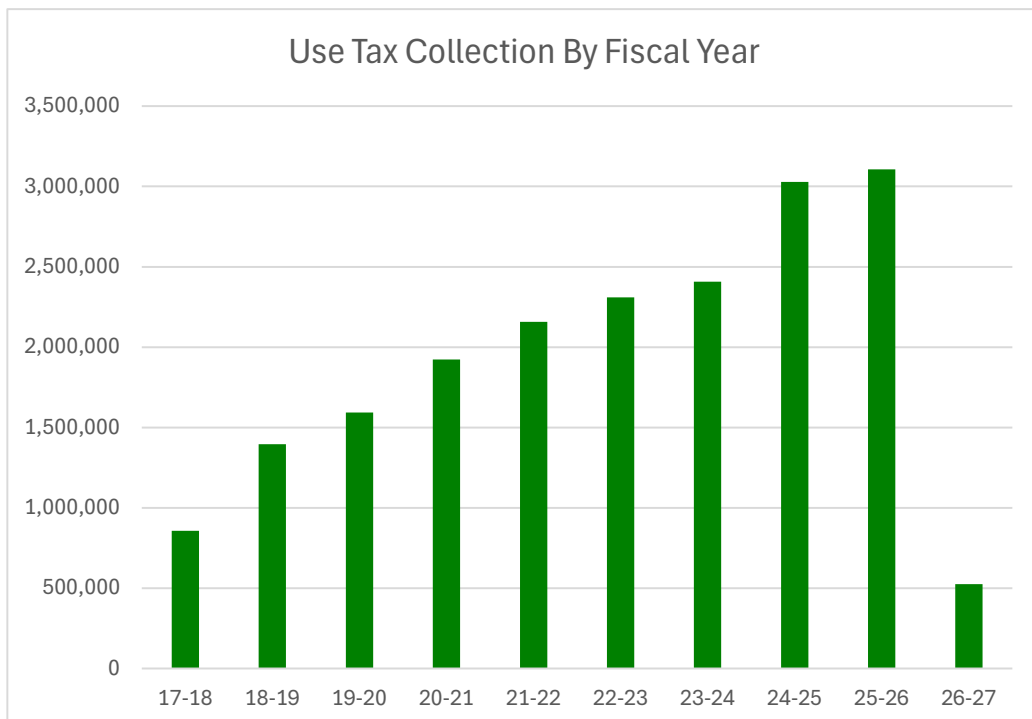
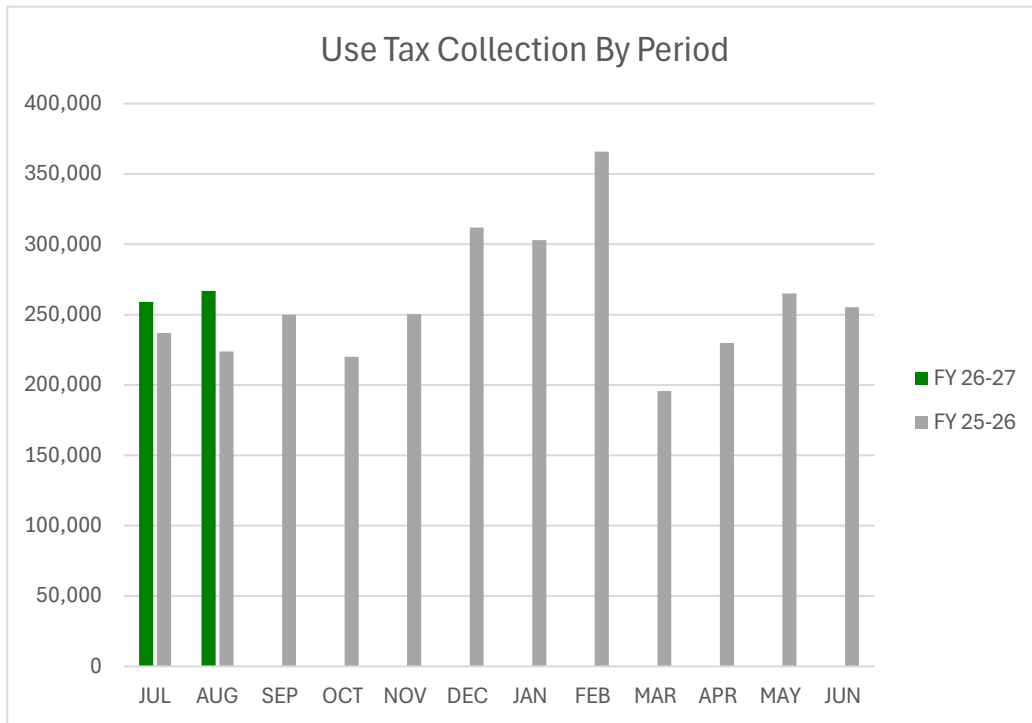
SALES & TOBACCO TAX (vs PRIOR YEAR)			
FY 26-27	FY 25-26	Difference	Percent Change
\$2,216,773	\$2,329,616	-\$112,843	-4.84%
August 2026	August 2025	Difference	Percent Change
\$1,169,386	\$1,142,663	\$26,723	2.34%



*FY 26-27 is currently reporting through two months

II. Use Tax, 2% General Fund, 1% Capital

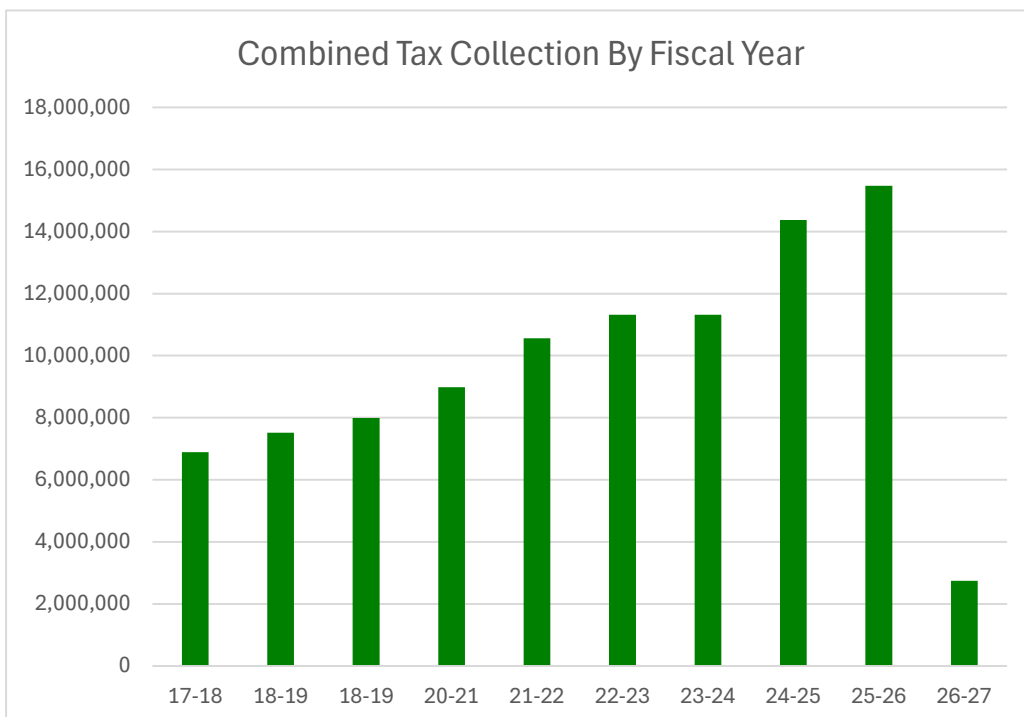
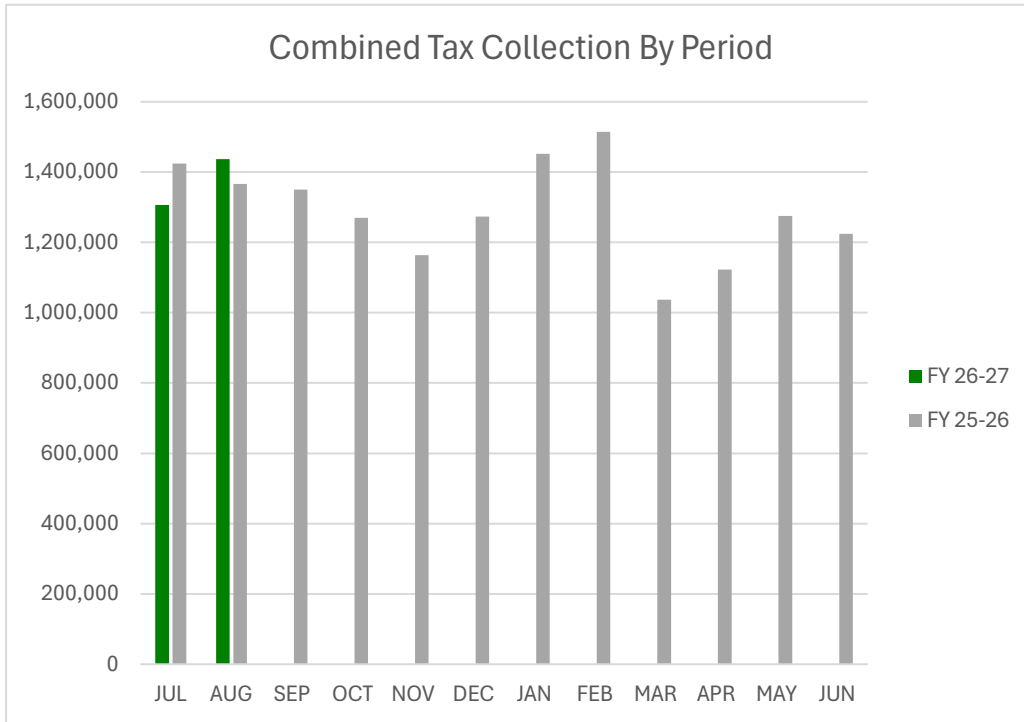
USE TAX (vs PRIOR YEAR)			
FY 26-27	FY 25-26	Difference	Percent Change
\$525,962	\$460,685	\$65,277	14.17%
August 2026	August 2025	Difference	Percent Change
\$266,920	\$223,718	\$43,202	19.31%



*FY 26-27 is currently reporting through two months

III. Combined Tax (Sales, Use, Tobacco) 2% General, 1% Capital

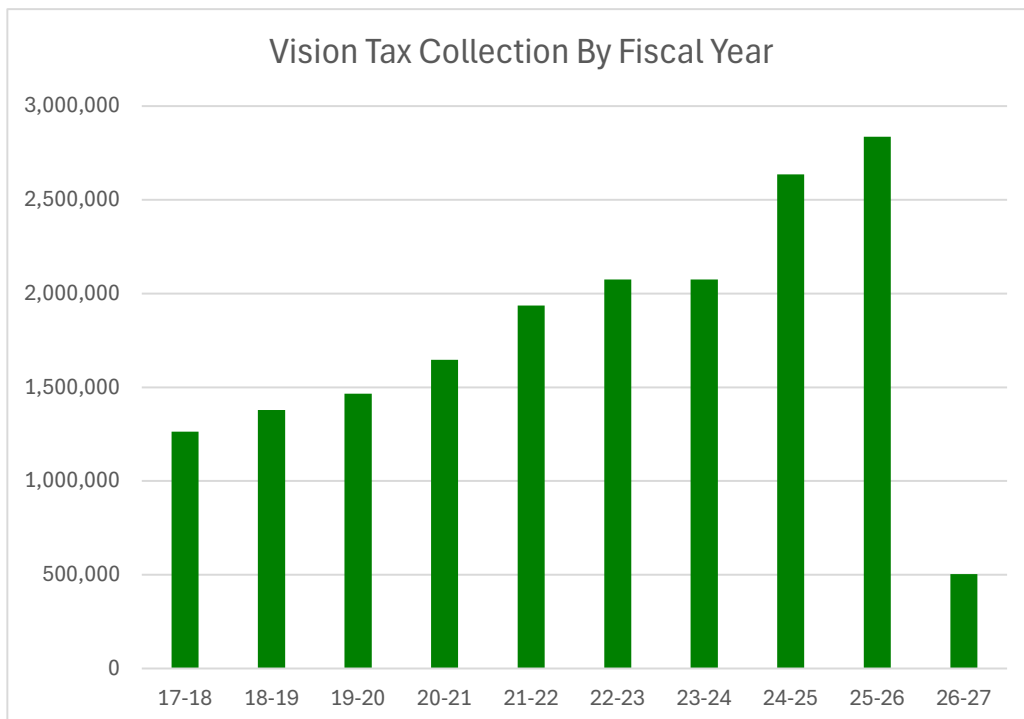
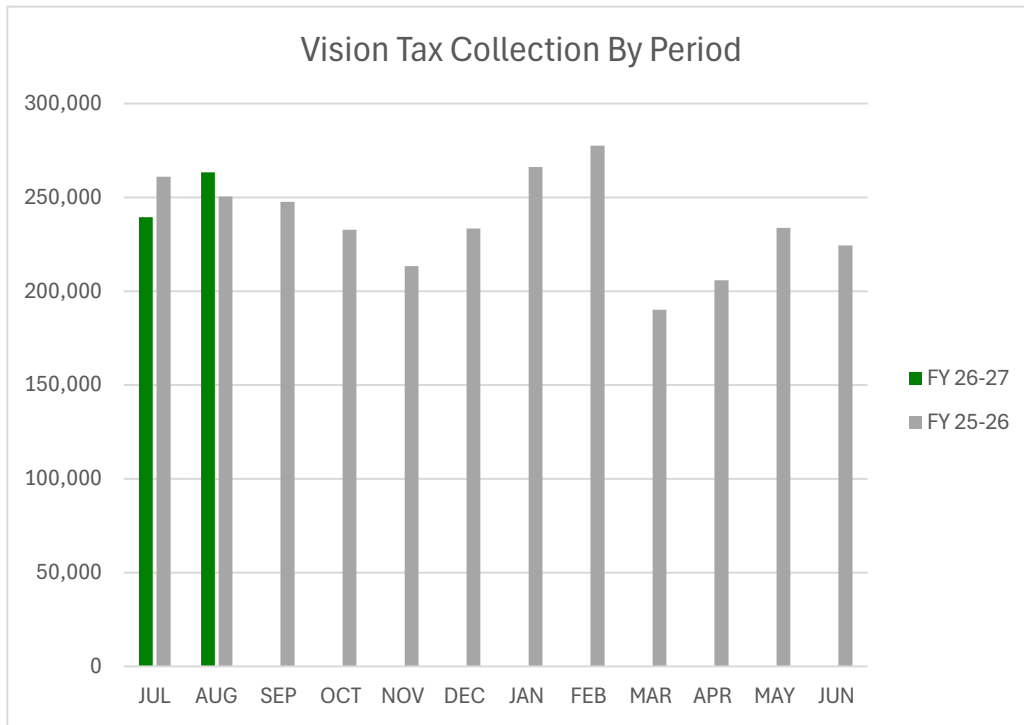
COMBINED TAX (vs PRIOR YEAR)			
FY 26-27	FY 25-26	Difference	Percent Change
\$2,742,736	\$2,790,301	-\$47,565	-1.70%
August 2026	August 2025	Difference	Percent Change
\$1,436,306	\$1,366,381	\$69,925	5.12%



*FY 26-27 is currently reporting through two months

IV. Vision Tax (0.55% of Sales, Use & Tobacco Tax)

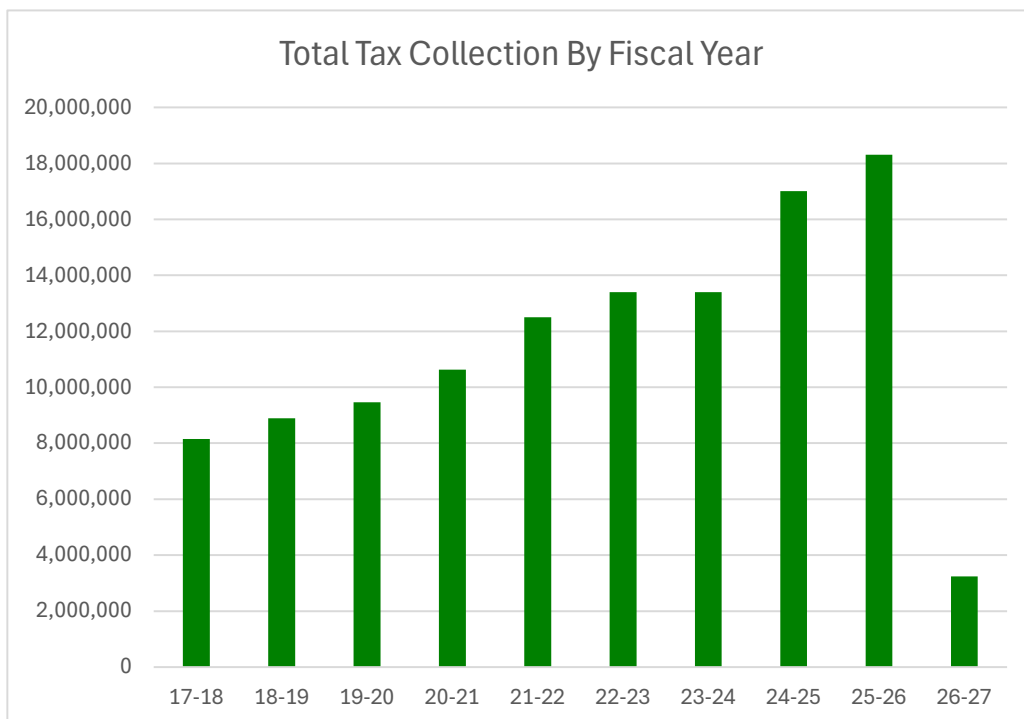
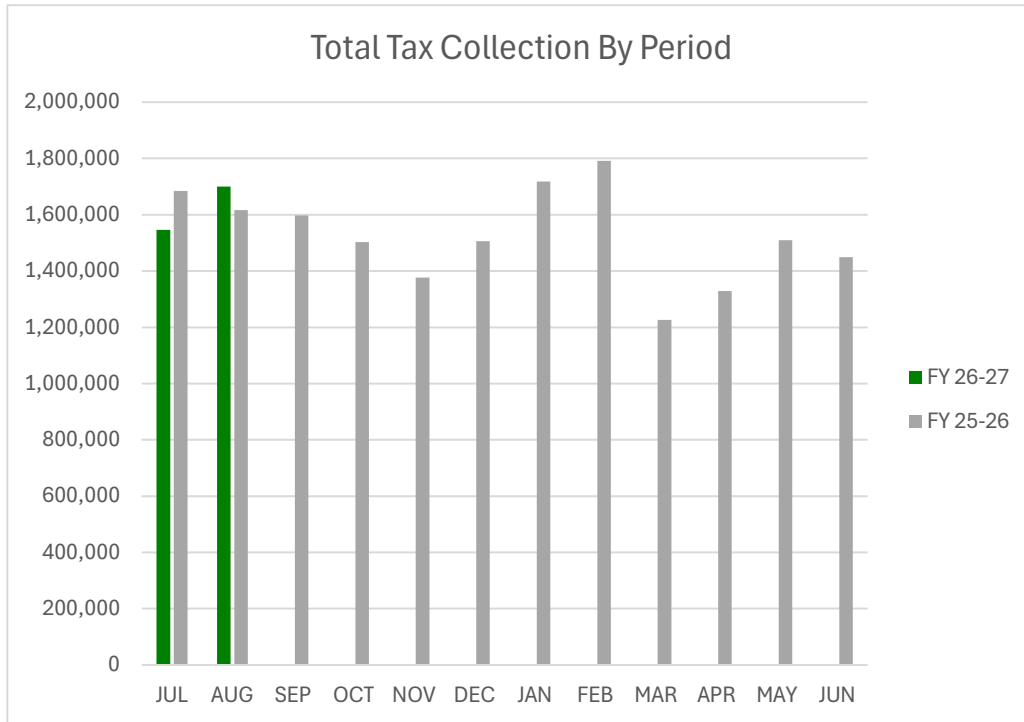
VISION TAX (vs PRIOR YEAR)			
FY 26-27	FY 25-26	Difference	Percent Change
\$502,835	\$511,555	-\$8,720	-1.70%
August 2026	August 2025	Difference	Percent Change
\$263,323	\$250,503	\$12,820	5.12%



*FY 26-27 is currently reporting through two months

V. Total Tax (Sales, Use, Tobacco and Vision)

TOTAL TAX (vs PRIOR YEAR)			
FY 26-27	FY 25-26	Difference	Percent Change
\$3,245,571	\$3,301,856	-\$56,286	-1.70%
August 2026	August 2025	Difference	Percent Change
\$1,699,629	\$1,616,884	\$82,745	5.12%



*FY 26-27 is currently reporting through two months

City of Jenks
Fund 10
Financial Position
As of 07/31/2026

	Actual FY 26-27 Jul 1 - Jun 30	Budget Year 1 FY 26-27	Budget % Earned/Used FY 26-27	Actual FY 25-26 Jul 1 - Jun 30
Gross Revenues:				
Sales Tax Collections	1,239,408.45	\$ 15,200,000.00	8%	\$ 1,404,561.40
Use Tax Collections	306,533.22	3,678,703.00	8%	280,410.95
Other Licenses & Permits	1,719.50	10,000.00	17%	200.00
Electrical Licenses	2,250.00	13,000.00	17%	2,250.00
Plumbing Licenses	2,500.00	13,000.00	19%	1,825.00
Mechanical Licenses	2,250.00	10,000.00	23%	2,750.00
Beverage Licenses	16,870.00	42,000.00	40%	4,190.00
Solicitors Licenses	140.00	2,500.00	6%	-
Sign Permits	75.00	2,500.00	3%	100.00
Electrical Permits	2,325.00	35,000.00	7%	1,823.66
Plumbing Permits	1,875.00	35,000.00	5%	(667.24)
Mechanical Permits	1,960.00	32,500.00	6%	1,973.66
Building Permits	7,196.19	200,000.00	4%	4,593.61
Fire Permits	775.00	25,000.00	3%	2,848.66
Solid Waste Revenue	4,905.71	58,000.00	8%	5,162.49
Fireworks Permits	5,990.00	7,000.00	86%	6,620.00
Inspection/Reinspection Fees	510.00	7,000.00	7%	-
Engineering Fees	5,600.00	35,000.00	16%	4,500.00
Building Permits Admin Fee	234.50	1,000.00	23%	49.58
Zoning Applications	2,700.00	15,000.00	18%	900.00
Alcoholic Beverage Tax	6,940.83	80,000.00	9%	6,703.99
Franchise Fees	88,468.77	1,450,000.00	6%	113,317.00
Event Catering	-	6,000.00	0%	1,705.99
Facility Rental	-	5,500.00	0%	1,593.75
Rental Income	1,080.00	15,000.00	7%	1,061.25
McDonald's Rental Income	-	62,000.00	0%	4,461.51
Assessment Letter	50.00	1,000.00	5%	50.00
Miscellaneous Revenue	88,981.34	150,000.00	59%	75,225.14
Municipal Court Fine	33,926.59	200,000.00	17%	21,327.39
Miscellaneous Zoning Fees	3,900.00	40,000.00	10%	1,950.00
SAFER Grant	-	425,000.00	0%	377,406.15
Gross Receipts	2,200.56	200,000.00	1%	13,328.08
Community Room Rental	180.00	1,000.00	18%	60.00
Intergovernment Revenue	-	-	-	144,760.00
Auction Sales	2,000.00	10,000.00	20%	-
Interest	3,360.30	45,000.00	7%	4,697.52
Interest on Investment	2,510.97	30,000.00	8%	2,806.08
Total Gross Revenues:	\$ 1,839,416.93	\$ 22,142,703.00	8%	\$ 2,494,545.62

Expenditures:				
City Manager	\$ 20,882.46	\$ 351,000.00	6%	\$ 20,028.18
City Clerk	13,310.07	357,200.00	4%	25,191.78
City Treasurer	22,030.93	270,500.00	8%	17,125.54
City Attorney	15,607.81	118,300.00	13%	15,722.78
Personnel	21,127.63	265,150.00	8%	20,785.90
Admin Support / Records	9,093.59	129,100.00	7%	7,794.18
Municipal Court	34,470.25	128,700.00	27%	32,670.12
General Government	138,192.58	249,500.00	55%	131,695.45
City Planner	9,941.24	132,650.00	7%	55.42
Community Development	56,086.01	132,000.00	42%	48,195.17
Uniformed Patrol	517,312.38	3,961,700.00	13%	456,159.21
Police Reserves	14,723.55	282,900.00	5%	16,156.86
Central Dispatch	41,567.63	708,300.00	6%	40,520.93
Code Enforcement	15,098.53	108,400.00	14%	5,581.95
Fire Suppression	842,447.75	4,466,250.00	19%	726,538.74
Fire Volunteers	5,792.43	98,500.00	6%	4,418.00
Protective Inspections	19,251.39	346,700.00	6%	26,171.44
Street Maintenance	127,228.34	696,500.00	18%	85,678.49
General Maintenance	501.53	43,000.00	1%	7,311.06
Parks & Grounds	268,094.10	1,033,700.00	26%	101,900.67
Animal Control	16,250.55	199,200.00	8%	20,764.30
Total Operating Expenditures:	\$ 2,209,010.75	\$ 14,079,250.00	16%	\$ 1,810,466.17
Capital Expenditures:				
Fire Volunteers	\$ 3,864.00	\$ -	-	\$ -
Small Capital Projects	-	-	-	-
Total Capital Expenditures:	\$ 3,864.00	\$ -	#DIV/0!	\$ -
Excess (deficiency) of Revenues over Expenditures:	\$ (373,457.82)	\$ 8,063,453.00	-	\$ 684,079.45
Transfers (In/Out)				
Transfers In	870,953.05	\$ 11,536,261.00	8%	\$ 949,280.19
Transfers Out	(1,558,631.13)	(20,053,811.00)	8%	(1,684,972.35)
Total Transfers:	\$ (687,678.08)	\$ (8,517,550.00)	8%	\$ (735,692.16)
Net Change in Fund Balance:	\$ (1,061,135.90)	\$ (454,097.00)	-	\$ (51,612.71)

Prepared by Rich Gerow 08/12/2026

AGREEMENT FOR THE PROVISION OF SERVICES

THIS AGREEMENT is entered into between the City of Jenks (Jenks), and The Metropolitan Environmental Trust (M.e.t.) a public trust, having ten area jurisdictions as its beneficiaries including Jenks.

I. RECITATIONS

Jenks, in conjunction with its comprehensive approach to solid waste management, desires to provide for its citizens public education concerning responsible solid waste disposal, and household hazardous waste collection.

The M.e.t. also has the expertise and the existing relationships to provide public education and to facilitate the collection of household hazardous waste on a regional basis.

The City of Tulsa, Oklahoma, has created a household pollutant collection facility (Facility) for Tulsa citizens to dispose of certain hazardous waste, which is deleterious to the environment if disposed of incorrectly. The facility is located at 4502 S. Galveston. The City of Tulsa desires to make the facility available to area jurisdictions in a manner that is beneficial to the local environment, and consistent with Oklahoma Department of Environmental Quality MS4 water permits.

In consideration of the foregoing, as well as, mutual promises and covenants contained in this agreement, the parties agree as follows:

II. PUBLIC EDUCATION

1. The M.e.t. will promote the responsible disposal of solid waste and hazardous materials through messages to the public on television, radio, newspaper and social media; speeches to civic groups; and information booths at public events. Messages will include the information concerning the proper items to place in the curbside recycling bins, promotion of green businesses located within Jenks, anti-littering campaigns, and the importance of composting to divert green waste from the public waste stream.
2. The M.e.t. will conduct a one-time event for the collection of tires, fire extinguishers, or other items not otherwise routinely collected by the M.e.t, at a regional location designed to attract citizens of Jenks.
3. The M.e.t. will conduct the Enviro Expo event, or a similar event, that promotes area businesses and organizations dedicated to recycling and environmental responsibility.

III. HOUSEHOLD HAZARDOUS WASTE COLLECTION

4. The M.e.t. will field requests via telephone or email, screen, and provide vouchers to the Tulsa Facility to hazardous household waste from citizens of Jenks.
5. Vouchers will be by the M.e.t. using the system agreed to between the M.e.t. and Tulsa. The M.e.t. will enter the name of the citizen, address, and the type of materials to be delivered. The M.e.t. will educate the citizen on the existence of a nearby recycling depot and items they can take there rather than at Tulsa's Household Pollutant Facility, including the convenience and its reduction in the weight at the HHP facility. The M.e.t. will instruct citizens to bring with them valid identification that will match the name shown on the appointment and prove residency in the area jurisdiction. The M.e.t. will instruct the citizen as to the consequences of including poundage exceeding 45 pounds, or different items than permitted by the voucher.
6. Tulsa will receive, weigh and process the materials presented at the facility by citizens that have a voucher. Tulsa reserves the right to reject any materials that do not appear as acceptable on Exhibit A. Tulsa will not receive materials from any citizen of Jenks that does not have a voucher.
7. Tulsa will charge the M.e.t. a fee for disposal of up to **45 lbs.** The Jenks citizen will be responsible for any additional fees for material exceeding 45 lbs. at a cost of **\$1.37/lb.** provided that automobile, boat and lawn equipment batteries will be accepted, but will not be included in the weight.
8. The M.e.t. will pay Tulsa for the voucher out of the funds provided to it by Jenks under this agreement.
9. Jenks authorizes the M.e.t. to make **96** vouchers for its citizens to use the Tulsa facility plus any carryover appointments from FY25/26. Additional appointments may be authorized in writing upon receiving notice and agreed to arrangement for payment from Jenks.
10. The M.e.t. will deliver to Jenks at the M.e.t. Board meeting, a monthly itemization showing the total number of vouchers. The poundage of and types of waste received, as well as the unanticipated items and excess poundage that were paid for by the citizen will be made available to Jenks upon request.

Excess Poundage, Unanticipated Products, Excess Number of Visits

11. The parties anticipate that citizens may arrive at the facility with different poundage or different products than they disclosed when obtaining the voucher. The parties also anticipate that it may have more participation than anticipated and budgeted in this agreement.
12. In the event that the citizen has materials in excess of 45 pounds excluding

batteries, Tulsa will require that the citizen pay Tulsa for the overage at the time they appear at the facility. The M.e.t. will not be responsible and will not pay for materials in excess of 45 pounds delivered by a citizen. The M.e.t. will instruct the citizen as to the consequences of including more poundage, prior to arrival at the facility.

13. If the citizen includes materials routinely accepted by the M.e.t. such as motor oil, batteries, cooking oil and grease, the M.e.t. will direct the citizen to deposit those materials at a M.e.t. recycling depot.

IV. PAYMENT

14. Jenks will pay the M.e.t. a total of **\$22,020** payable in two equal installments due on **September 1, 2026**, and **January 15, 2027**, upon receipt of invoices from the M.e.t. showing the duties performed and the amount due. In the event that Jenks authorizes vouchers at the Tulsa Facility in excess of the number agreed to above, Jenks will pay the M.e.t. in advance or in a mutually agreed upon manner for an additional number of vouchers at the rate of **\$62** per appointment. Unused vouchers shall roll over to the next contract year.

V. TERM

15. The term of this Agreement shall commence on **July 1, 2026**, and conclude on **June 30, 2027**. This agreement may be renewed for a period equal to the initial term upon written agreement to the extension, signed by both parties. In no event shall an extension term be longer in duration than 1 year.

VI. TERMINATION

16. This agreement may be terminated by either party for cause after notice and an opportunity has been given to present reasons why such action should not be taken. Grounds constituting cause include but are not limited to, failure to comply with the provisions of this agreement, any applicable laws, ordinances or material regulations or guidelines; one party has been unduly dilatory in executing its duties under this agreement; or non-payment. In the event of termination, the M.e.t. shall be entitled to payment for otherwise valid and allowable obligations incurred in good faith prior to notice of termination. The M.e.t. shall make all necessary efforts to mitigate the damages caused by the termination.

17. Neither forbearance nor payment by either party shall constitute waiver of any remedies for any default or breach that exists then or occurs later.

VII. DISCLAIMER OF AGENCY

18. In the performance of this agreement, the parties shall be deemed to be and shall be independent contractors and, as such, neither shall be entitled to any benefits

applicable to employees of the other. Neither party is authorized or empowered to act for the other for any purpose and shall not on behalf of the other enter into any contract, warranty and/or representation as to any matter. Neither shall be bound by the acts or conduct of the other except as expressly set out in this agreement.

VIII. AMENDMENT

19. This agreement may be amended only in writing signed by all parties.

IX. SEVERABILITY

20. If any provision under this agreement, or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

IX. ENTIRETY OF THE AGREEMENT & VENUE

21. This Agreement sets forth the entire understanding of the parties and supersedes any oral agreements. The terms of this agreement shall be interpreted and construed under the laws of the State of Oklahoma.

THIS AGREEMENT may be executed in several counterparts, each of which shall be deemed the original, but all of which shall constitute one and the same instrument.

City of Jenks

The M.e.t.

(title)
Attest:

(title)
Attest:

Clerk

Secretary

Date:_____
(seal)

Date:_____

Approved as to form:

Approved as to form:

Attorney

Attorney

Exhibit A – Accepted and Non Accepted Household Hazardous Waste

The waste list below is to be accepted by Tulsa from outside jurisdictions through services provided by The M.e.t.

- Fluorescent and CFL Light Bulbs
- Oil Based Paints and Paint Thinner
- Latex Paint
- Flammable Liquids
- Lawn Chemicals
- Automotive Fluids
- Cooking Oil/Grease
- Aerosols
- Household and Car Batteries
- Household Cleaners
- Pool Chemicals

The listed wastes below are not accepted by Tulsa.

- Industrial or Commercially Generated Waste (including non-hazardous waste)
- Medical or Biomedical Waste
- Asbestos
- Food or Organic Waste
- Radioactive Material
- Ammunition/Explosives
- Electronics
- Tires
- Compressed Gas Cylinders
- Unknown Materials or Substances

Special Event Recommendation

Event title: 2026 Homecoming Parade

Proposed date(s): 10/2/26

Description: 2026 Homecoming Parade

After reviewing the special event application:

- ☒ Recommend the event be approved by City Council.
- ☐ Not recommend the event be approved by City Council.

Comments:

Going back to the ORIGINAL homecoming parade route. Main Street parking closed off overnight for safety of pedestrians

Birch from F to B closed - B Street Closed from Birch to west of Date-Date closed from B to Main- Main Closed from Date to 3rd

Access west from A to Elm when able- Band to continue passed filed into the school lot

Floats cant be taller than 12 foot and will not be able to go down Main if they are



8/11/26

Assistant Chief Melissa Brown, Special Event Chair

Date

After reviewing the recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:

Chris Shrout, City Manager

Date

Print

Special Event Application - Submission #11717

Date Submitted: 6/28/2026



Assistant Chief Brown
PO Box 2007
211 N Elm St Jenks OK, 74037
918-299-6311
mbrown@jenksok.org

Special Event Applications are required for events held on public property, within a public right-of-way or easement, or for any event that requires the use of public resources. This application is mandatory for all such events within the City of Jenks and must be submitted at least **90 days** prior to the event (exceptions may be granted under special or unusual circumstances).

There is no fee for a Non-Profit Special Event Application. **For-profit Special Event Applications require a \$250 fee, which must be paid prior to approval.**

The point of contact during the application process is Assistant Chief Melissa Brown, whose contact information is listed above. She will be happy to answer questions and provide guidance to ensure that your application packet is complete and includes all required documentation.

Once the completed application packet has been accepted, it will be forwarded to the Special Event Committee for review. The Committee will then provide its recommendation to the City Council, who will vote to approve or deny the event.

You are welcome to attend the City Council meeting at which your event is scheduled for review. Meeting agendas are posted at the City of Jenks City Hall, located at 211 N. Elm, and are also available online at www.jenks.com.

Approval of a Special Event Application does not constitute City sponsorship. The applicant is responsible for all extraordinary costs associated with the event, including but not limited to required City personnel and services, approved barricades, directional signage, adequate cleanup, additional permits, and any damages to City property or facilities.

Applicants are responsible for knowing and complying with all applicable City ordinances and regulations, including (but not limited to) curfew ordinances, county/city public health regulations, police safety requirements, and insurance coverage requirements.

Approval of a Special Event Application does not replace or eliminate the need for obtaining any additional required permits such as zoning, health, alcohol and beer, tent, amusement, or park permits.

Event Title*

Jenks High School Homecoming Parade

Event Description*

Homecoming parade for Jenks High School

Date of Event*

10/2/2026

Event Location (Include Site & Street Maps)*

From JHS Aquatic Center and surrounding parking lots; south on Birch Street; west on B Street over railroad tracks; south on Date Street; east on Main Street; north on 3rd Street; west on B Street back to JHS Campus.

Total Anticipated Attendance (Participants, staff, vendors, crowd, etc.)*

We anticipate approximately 100 entries consisting of vehicles, trailers, and walking groups and crowds in excess of 1000 people.

Diagram/Map*

PROPOSED.png

Event Organizer*

Jenks High School AVID

Email Address*

stephen.tillinghast@jenksps.org

Primary Contact*

Stephen Tillinghast

Primary Phone*

918-430-4340

Secondary Contact

Eric Fox

Secondary Phone

918-406-9459

Primary Mailing Address*

205 East B Street

City*

Jenks

State*

OK

Zip Code*

74037

Agency Status*

- ☐ Profit
☐ Non-Profit
☒ Fundraiser/What Cause

Fundraiser/What Cause (Please Specify)

JHS AVID College Readiness Program

TIMELINE OF EVENT**Street Closing (for setup)****Date***

10/2/2026

Time*

05:15 PM

Event Start**Date ***

10/2/2026

Time*

05:30 PM

Event End**Date***

10/2/2026

Time*

06:30 PM

Street Opening**Date***

10/2/2026

Time*

06:30 PM

Street(s) requested to be closed*

B Street from Birch to Date; Date from B Street to Main Street; Main Street from Date to 3rd Street; 3rd Street from Main Street to B Street; B Street from 3rd Street to Birch Street

Attach diagram/Maps as appropriate

Medical First Aid On-Site?**

- ☒ Yes
☐ No

If yes, please describe

JPS District Police will coordinate with City of Jenks personnel

Security On-Site?**

- ☒ Yes
☐ No

If yes, please describe

JPS District Police will coordinate with City of Jenks personnel

Volunteers for Traffic Control?*

- ☒ Yes
☐ No

If yes, please describe

JPS District Police will coordinate with City of Jenks personnel and JPS volunteers will work staging areas

Is Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Parking lots around JPS campus and participants will enter parking lots off of F Street and Birch Street

Is Disabled Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Parking lots around JPS campus

Will There Be Sound Amplification or Lights?*

- ☐ Yes
☒ No

If yes, please describe**Restrooms On-Site?***

- ☒ Yes
☐ No

If yes, please describe

Restrooms at JPS and Central Park

Describe your plan for cleanup and removal of waste*

Trash should be limited to central campus where trash receptacles are available

Additional Responsibilities**Open Air Event***

- ☒ Yes
☐ No

Private Property *

- ☒ Yes
☐ No

Owner of Property/Contact

Jenks Public Schools

Phone

918-299-4415

Non-City Public Property*

- ☐ Yes
☒ No

Owner of Property/Contact**Phone****City of Jenks Property***

- ☒ Yes
☐ No

Explain

City streets, sidewalks and central park

Alcohol/Beer*

OK ABLE License Required

- ☐ Yes
☒ No

Explain**Food Sales***

- ☐ Yes
☒ No

Number of Food Vendors**Tents***

- ☐ Yes
☒ No

Tent Sizes/Locations

Attach map

Banners/Signs needed?*

- ☐ Yes
☒ No

Explain**Special Permits Needed***

- ☐ Yes
☒ No

Explain**Appropriate Zoning***

- ☐ Yes
☒ No

Explain**Venue Insurance***

- ☒ Yes
☐ No

Agency Contact

Tedford Insurance

Phone

918-299-2345

EXTRAORDINARY USES*

- | | | |
|---|---|--|
| ☐ Animals | ☒ Road Closures | ☐ Tents/Temp Structures |
| ☐ Firearms | ☐ Cooking | ☐ Aircraft |
| ☐ Explosives/Fireworks | ☐ Alcoholic Beverages Served | ☐ Other |

Please specify if other chosen

1. Describe your organization and its purpose.*

JHS AVID is a high school organization for students in grades 9-12 who are focused on preparing for entry and success in college and career fields after graduation. The AVID club represents more than 250 students who are taking college pre courses to help make their dreams of postsecondary success a reality.

2. Describe your experience managing similar events and/or activities.*

Jenks High School AVID has proudly sponsored the Homecoming Parade since 2016. As the new Director of Student Activities, Stephen Tillinghast will serve as the primary liaison with the City of Jenks and oversee the planning and coordination of the event. While this will be his first year managing the Homecoming Parade, he will be supported by an experienced team. Assistant Principal Eric Fox, who has served at Jenks High School since 1995, has been the lead administrator for the parade since its inception and has coordinated numerous school and community events in partnership with the City of Jenks, district personnel, and public safety agencies. AVID Site Coordinator Sydnie Ritze will continue coordinating parade-day operations on campus and will be assisted by her husband, Oklahoma Highway Patrol Trooper Jamie Ritze, whose expertise contributes to the safe and efficient execution of the event. Together, this leadership team combines fresh leadership with years of institutional knowledge and strong community partnerships to ensure a successful Homecoming Parade.

3. What is the purpose of the event?*

The annual homecoming parade is not just a school event but a true community gathering. It is part of what give the city of Jenks and the school district the hometown feel and appeal. Participants include a wide variety of students from JHS and other schools in the district as well as community teams. It truly showcases JPS as a big school with many involvement opportunities with the small town pride. The images showcase what is special about our community and our district and are shared on a variety of social media and marketing platforms. It is also a wonderful opportunity for our community's first responders to be seen and supported as they interact with participants and spectators.

4. Summarize your event.*

The Homecoming Parade will begin at 5:30 p.m., with the Jenks High School Band leading the procession from the intersection of Birch Street and B Street. The band and cheerleaders will begin assembling at approximately 5:20 p.m.

Approximately 100 parade entries will stage in the Jenks Aquatic Center parking lot and the north parking lots along F Street. As the parade begins, entries will proceed to the starting point at Birch Street and B Street.

Due to the continued growth of the Homecoming Parade, we are requesting a return to the previous parade route by extending the western portion of the route to Date Street. With nearly 100 entries anticipated this year, the additional distance will better accommodate the length of the parade and help prevent the lead entries from catching up to the final entries as the route progresses. The extended route will also provide additional space for parade participants and spectators, creating a more enjoyable viewing experience and allowing better access for emergency responders if needed. In previous years, EMSA has responded to spectators experiencing medical issues along the route, and the additional space will help ensure first responders can safely and efficiently access those situations.

The parade route will begin at Birch Street and B Street, travel west to Date Street, continue south to Main Street, proceed east along Main Street to 3rd Street, and then turn north. At B Street, parade entries will return to the original staging area. The Jenks Middle School Band will be the final parade entry, joining the route at Birch Street and Main Street, signifying the conclusion of the parade. Based on previous years, the final entry returns to the staging area approximately one hour after the parade begins.

We are also requesting that parking be prohibited on both sides of Main Street from the railroad tracks to 3rd Street during the parade. When vehicles are parked along the street, spectators—particularly children—are forced closer to the travel lane, increasing safety concerns around moving floats and vehicles. This parking restriction has proven successful during the Jenks Christmas Parade by providing a safer viewing area, improving visibility for spectators, and creating a safer environment for both participants and attendees.

5. Has an event like this been held before? By whom?*

Although this will be my first year serving as the primary coordinator for the Jenks Homecoming Parade, I am building on a long-standing tradition of successful event management. The parade has been a part of Jenks Public Schools since before Assistant Principal Eric Fox joined the district in 1993, though its exact origin is unknown. Dr. Fox has been actively involved in planning and supporting the parade for many years and has served as the primary administrative contact since the Jenks High School AVID program assumed responsibility for the event in 2016. Prior to AVID, the parade was coordinated by DECA, Student Council, and the Air Force JROTC program. As I assume responsibility for coordinating the parade, I will work closely with Mr. Fox, whose decades of experience and institutional knowledge will provide valuable guidance, along with AVID Site Coordinator Sydnie Ritze and our community partners, to ensure the event continues to be safe, well-organized, and successful.

6. How will you notify affected residents, businesses, churches or schools?*

Due to the longevity of the event, participants reach out to JHS staff frequently. We also send information out via school communication mediums and social media platforms. The City of Jenks social media team has also published information on the parade in the past.

9. What is your advertising plan?*

We will send information out via school communication mediums and social media platforms. The City of Jenks social media team has also published information on the parade in the past.

10. How many people will be needed to staff the event?*

We will be using staff members from Jenks Public Schools and volunteers from JHS around campus to direct participants to staging locations and get entries out of the parking lots and into the route. Last year we had around 30 volunteers on campus for that support. We also have leveraged the coordination between JPS District Police and City of Jenks personnel.

11. List all the organizations that will provide staff for the event (include numbers).*

Stephen Tillinghast
JHS Director of Student Activities
918-299-4415 (work)
918-430-4340 (cell)

Dr. Eric Fox
JHS Assistant Principal
918-299-4415 (work)
918-406-9459 (cell)

JPS District Police Chief Timothy Stone and staff along with City of Jenks personnel

12. List any special equipment needed and the organization that will provide it.*

Road closure signs from City of Jenks, Check in areas/tables and megaphones from JHS AVID and traffic cones from JPS District Police.

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and

2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that Agency and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Stephen A. Tillinghast

Print Name*

Stephen Tillinghast

Date*

6/27/2026

Route To: Jenks Police Department, Attn: Assistant Chief Melissa Brown, P. O. Box 2007, Jenks, OK 74037, email: mbrown@jenksok.org

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor*

Jenks High School AVID

hereinafter referred to as "APPLICANT"

Address of Applicant*

205 East B Street

City

Jenks

State

OK

Zip Code

74037

The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on

Date*

10/2/2026

Between the hours of*

05:15 PM

—

06:30 PM

Event described as*

Jenks High School Homecoming Parade

That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.

That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.

Date*

6/27/2026

Name of Sponsoring Organization*

Jenks High School

Electronic Signature Agreement

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☒ I agree.

Electronic Signature

Stephen A. Tillinghast

Print Name*

Stephen Tillinghast

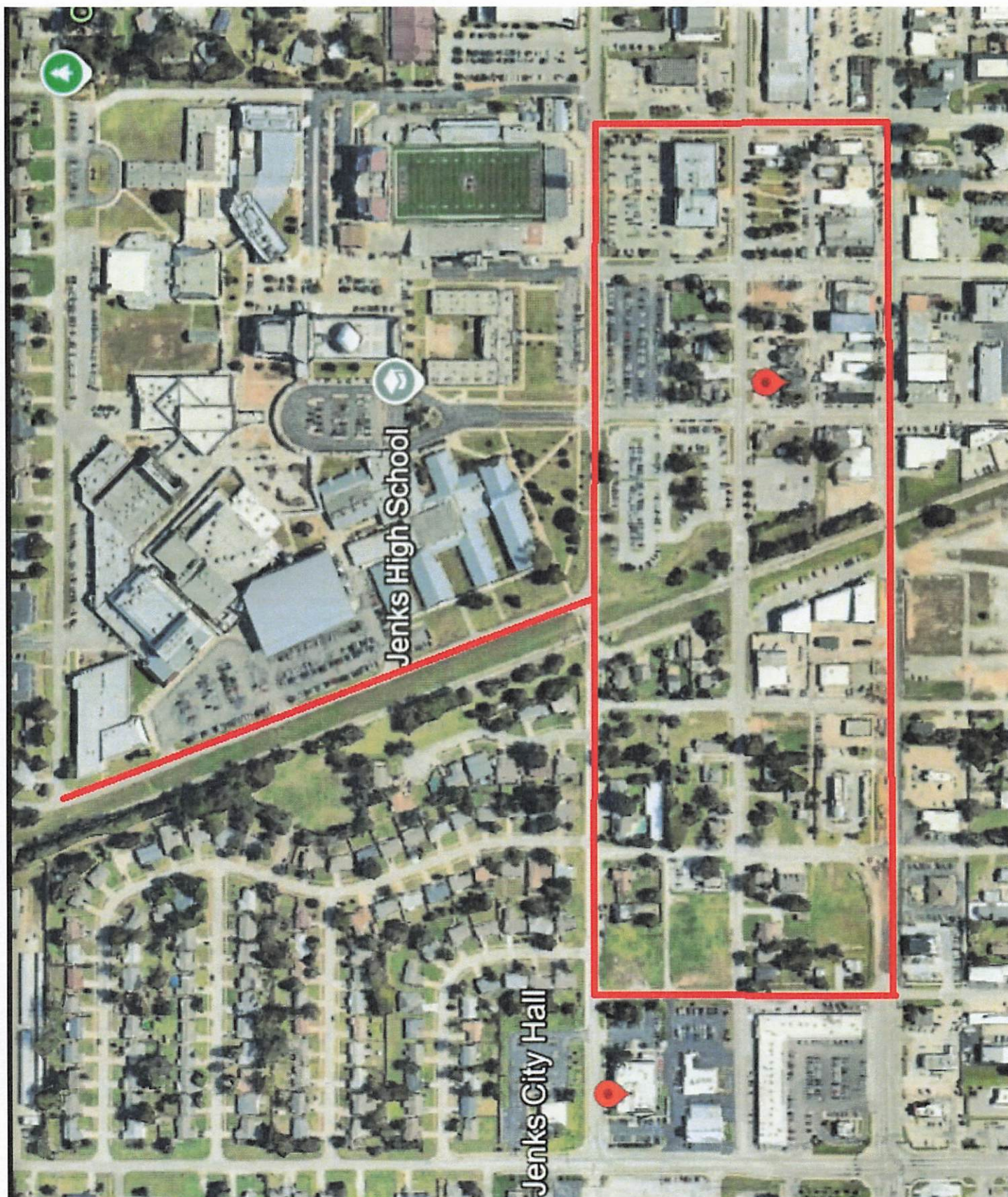
Phone Number*

918-430-4340

Witness Signature

For Office Use





Special Event Recommendation

Event title: 2026 Symphony and Sweets

Proposed date(s): 10/23/26

Description: Jenks Orchestra and dessert vendors in the Commons

After reviewing the special event application:

- ☒ Recommend the event be approved by City Council.
- ☐ Not recommend the event be approved by City Council.

Comments:

West end of Commons parking lot blocked for vendor setup for event.
2nd Street closed from alley north to A Street.
Alley south of Commons closed
south lane of A street closed during event.



Assistant Chief Melissa Brown, Special Event Chair

8/11/26

Date

After reviewing the recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:

Chris Shrout, City Manager

Date

Print

Special Event Application - Submission #11728

Date Submitted: 6/30/2026



Assistant Chief Brown
PO Box 2007
211 N Elm St Jenks OK, 74037
918-299-6311
mbrown@jenksok.org

Special Event Applications are required for events held on public property, within a public right-of-way or easement, or for any event that requires the use of public resources. This application is mandatory for all such events within the City of Jenks and must be submitted at least **90 days** prior to the event (exceptions may be granted under special or unusual circumstances).

There is no fee for a Non-Profit Special Event Application. **For-profit Special Event Applications require a \$250 fee, which must be paid prior to approval.**

The point of contact during the application process is Assistant Chief Melissa Brown, whose contact information is listed above. She will be happy to answer questions and provide guidance to ensure that your application packet is complete and includes all required documentation.

Once the completed application packet has been accepted, it will be forwarded to the Special Event Committee for review. The Committee will then provide its recommendation to the City Council, who will vote to approve or deny the event.

You are welcome to attend the City Council meeting at which your event is scheduled for review. Meeting agendas are posted at the City of Jenks City Hall, located at 211 N. Elm, and are also available online at www.jenks.com.

Approval of a Special Event Application does not constitute City sponsorship. The applicant is responsible for all extraordinary costs associated with the event, including but not limited to required City personnel and services, approved barricades, directional signage, adequate cleanup, additional permits, and any damages to City property or facilities.

Applicants are responsible for knowing and complying with all applicable City ordinances and regulations, including (but not limited to) curfew ordinances, county/city public health regulations, police safety requirements, and insurance coverage requirements.

Approval of a Special Event Application does not replace or eliminate the need for obtaining any additional required permits such as zoning, health, alcohol and beer, tent, amusement, or park permits.

Event Title*

Symphony and Sweets

Event Description*

Join us for a great time at Symphony and Sweets. This evening event will be hosted at the Jenks Downtown Commons on Friday, October 23rd from 6:30 - 8:30 p.m. This year's Symphony & Sweets will feature symphonic music by the Jenks High School Orchestra! Indulge in sweet treats from local vendors while enjoying music under the stars. This family-friendly event, Symphony & Sweets, is free and open to the entire community. Be sure to bring your blankets and lawn chairs for an awesome night out.

Date of Event*

10/23/2026

Event Location (Include Site & Street Maps)*

Downtown Jenks

Total Anticipated Attendance (Participants, staff, vendors, crowd, etc.)*

1,000+

Diagram/Map*Downtown Commons -Event
Maps.pdf**Event Organizer***

Jenks Chamber of Commerce / Oklahoma Aquarium

Email Address*

maggie.ragsdale@jenkschamber.com

Primary Contact*

Maggie Ragsdale

Primary Phone*

9182995005

Secondary Contact

Angie Atkins

Secondary Phone**Primary Mailing Address***

PO Box 902

City*

Jenks

State*

Oklahoma

Zip Code*

74037

Agency Status*

- ☐ Profit
☒ Non-Profit
☐ Fundraiser/What Cause

Fundraiser/What Cause (Please Specify)

Community / Tourism Event

TIMELINE OF EVENT**Street Closing (for setup)****Date***

10/23/2026

Time*

03:00 AM

Event Start**Date ***

10/23/2026

Time*

06:30 PM

Event End**Date***

10/23/2026

Time*

08:30 PM

Street Opening**Date***

10/23/2026

Time*

10:30 PM

Street(s) requested to be closed*

A St, Alley by Commons, 2nd Street in front of Commons, and 3rd Street behind Commons

Attach diagram/Maps as appropriate

Medical First Aid On-Site?*

- ☐ Yes
☒ No

If yes, please describe**Security On-Site?***

- ☐ Yes
☒ No

If yes, please describe

Volunteers for Traffic Control?*

- ☐ Yes
☒ No

If yes, please describe**Is Parking Available?***

- ☒ Yes
☐ No

If yes, please describe

Surrounding public parking

Is Disabled Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Surrounding public parking

Will There Be Sound Amplification or Lights?*

- ☒ Yes
☐ No

If yes, please describe

Sound system and lights to be provided by vendor

Restrooms On-Site?*

- ☒ Yes
☐ No

If yes, please describe

At Your Service to provide rented restroom unit

Describe your plan for cleanup and removal of waste*

Removal of waste by Jenks Chamber staff and Jenks Public Works is available and applicable

Additional Responsibilities**Open Air Event***

- ☒ Yes
☐ No

Private Property *

- ☐ Yes
☒ No

Owner of Property/Contact**Phone**

9182995005

Non-City Public Property*

- ☐ Yes
☒ No

Owner of Property/Contact**Phone****City of Jenks Property***

- ☒ Yes
☐ No

Explain

Commons Park

Alcohol/Beer*

OK ABLE License Required

- ☐ Yes
☒ No

Explain**Food Sales***

- ☒ Yes
☐ No

Number of Food Vendors

10 or less

Tents*

- ☒ Yes
☐ No

Tent Sizes/Locations

10x10

Attach map

Banners/Signs needed?*

- ☒ Yes
☐ No

Explain

Chamber to provide

Special Permits Needed*

- ☐ Yes
☒ No

Explain**Appropriate Zoning***

- ☐ Yes
☒ No

Explain**Venue Insurance***

- ☒ Yes
☒ No

Agency Contact**Phone**

Craig Bowman State Farm Insurance

9182995005

EXTRAORDINARY USES*

- | | | |
|---|---|---|
| ☐ Animals | ☒ Road Closures | ☒ Tents/Temp Structures |
| ☐ Firearms | ☐ Cooking | ☐ Aircraft |
| ☐ Explosives/Fireworks | ☐ Alcoholic Beverages Served | ☐ Other |

Please specify if other chosen

1. Describe your organization and its purpose.*

The mission of the Jenks Chamber is to promote and enhance the economic vitality of life for businesses and the Jenks community.

2. Describe your experience managing similar events and/or activities.*

Jenks Chamber is responsible for multiple yearly events including traditional Lights On, Sharks in the Park, and Food Truck Festival

3. What is the purpose of the event?*

Celebrate the community and highlight the incredible work of the Jenks Public Schools music program

4. Summarize your event.*

An evening of live music provided by JPS, food, fun, and community involvement

5. Has an event like this been held before? By whom?*

Yes, by JPS and in conjunction with the Jenks Chamber of Commerce

6. How will you notify affected residents, businesses, churches or schools?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

9. What is your advertising plan?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

10. How many people will be needed to staff the event?*

10+

11. List all the organizations that will provide staff for the event (include numbers).*

Jenks Chamber of Commerce, Discover Jenks, Jenks Public Schools, volunteers

12. List any special equipment needed and the organization that will provide it.*

Electricity at Commons

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and

2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that Agency and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie R. Ragsdale

Print Name*

Maggie R. Ragsdale

Date*

6/30/2026

Route To: Jenks Police Department, Attn: Assistant Chief Melissa Brown, P. O. Box 2007, Jenks, OK 74037, email: mbrown@jenksok.org

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor*

Maggie Ragsdale

hereinafter referred to as "APPLICANT"

Address of Applicant*

161 S Riverfront Dr

City

Jenks

State

Oklahoma

Zip Code

74037-5659

The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on

Date*

10/23/2026

Between the hours of*

06:30 PM

—

08:30 PM

Event described as*

Symphony and Sweets

That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.

That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.

Date*

6/30/2026

Name of Sponsoring Organization*

Jenks Chamber of Commerce

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie Ragsdale

Print Name*

Maggie Ragsdale

Phone Number*

9182995005

Witness Signature

For Office Use



Symphony
SWEETS

dumpster
(behind
garage)

Stage

E A St

E A Street

E A St

Downtown
Commons Jenks

- | | | | | | |
|---|---|---|----|----|----|
| 1 | 3 | 4 | 5 | 6 | 12 |
| 7 | 8 | 9 | 10 | 11 | |



2nd St.

Special Event Recommendation

Event title: 2026 Hometown Huddle

Proposed date(s): 10/30/26

Description: 2026 Hometown Huddle- food trucks, vendors and school clubs

After reviewing the special event application:

- ☒ Recommend the event be approved by City Council.
- ☐ Not recommend the event be approved by City Council.

Comments:

Commons- parking, alley and park being utilized
2nd Street closed Main to B Street
A Street Closed from west of 3rd to west of 2nd
B Street Closed from east of 1st to 3rd



Assistant Chief Melissa Brown, Special Event Chair

8/11/26

Date

After reviewing the recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:

Chris Shrout, City Manager

Date

Melissa Brown

From: noreply@civicplus.com
Sent: Friday, June 12, 2026 12:27 PM
To: Megan Taylor; Melissa Brown
Subject: Online Form Submittal: Special Event Application

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Special Event Application

Special Event Application Instructions

Assistant Chief Brown
PO Box 2007
211 N Elm St Jenks OK, 74037
918-299-6311
mbrown@jenksok.org

Special Event Applications are required for events held on public property, within a public right-of-way or easement, or for any event that requires the use of public resources. This application is mandatory for all such events within the City of Jenks and must be submitted at least **90 days** prior to the event (exceptions may be granted under special or unusual circumstances).

There is no fee for a Non-Profit Special Event Application. **For-profit Special Event Applications require a \$250 fee, which must be paid prior to approval.**

The point of contact during the application process is Assistant Chief Melissa Brown, whose contact information is listed above. She will be happy to answer questions and provide guidance to ensure that your application packet is complete and includes all required documentation.

Once the completed application packet has been accepted, it will be forwarded to the Special Event Committee for review. The Committee will then provide its recommendation to the City Council, who will vote to approve or deny the event.

You are welcome to attend the City Council meeting at which your event is scheduled for review. Meeting agendas are posted at the City of Jenks City Hall, located at 211 N. Elm, and are also available online at www.jenks.com.

Approval of a Special Event Application does not constitute City sponsorship. The applicant is responsible for all extraordinary costs associated with the event, including but not limited to required City personnel and services, approved barricades, directional signage, adequate cleanup, additional permits, and any damages to City property or facilities.

Applicants are responsible for knowing and complying with all applicable City ordinances and regulations, including (but not limited to) curfew ordinances, county/city public health regulations, police safety requirements, and insurance coverage requirements.

Approval of a Special Event Application does not replace or eliminate the need for obtaining any additional required permits such as zoning, health, alcohol and beer, tent, amusement, or park permits.

Application

Event and Event Organizer Information

Event Title	Hometown Huddle Jenks Foundation
Event Description	Hometown Huddle - Food trucks vendors and school clubs
Date of Event	10/30/2026
Event Location (Include Site & Street Maps)	Downtown Commons Area
Total Anticipated Attendance (Participants, staff, vendors, crowd, etc.)	1000+
Diagram/Map	Map.png

Event Organizer	Jenks Foundation
Email Address	rachel.ranney@jenksps.org
Primary Contact	Rachel Ranney
Primary Phone	918-691-7224
Secondary Contact	<i>Field not completed.</i>
Secondary Phone	<i>Field not completed.</i>
Primary Mailing Address	PO Box 595
City	Jenks
State	OK
Zip Code	74132
Agency Status	Non-Profit
Fundraiser/What Cause (Please Specify)	Jenks Public Schools Foundation

(Section Break)

TIMELINE OF EVENT

Street Closing (for setup)

Date 10/30/2026

Time 12:00 PM

Event Start

Date 10/30/2026

Time 5:00 PM

Event End

Date 10/30/2026

Time 7:00 PM

Street Opening

Date 10/30/2026

Time	9:00 PM
Street(s) requested to be closed	Jenks B street and A street
(Section Break)	
Event Coordination & Consideration	
Medical First Aid On-Site?	Yes
If yes, please describe	Jenks Police
Security On-Site?	Yes
If yes, please describe	Jenks Police
Volunteers for Traffic Control?	Yes
If yes, please describe	Jenks Police
Is Parking Available?	No
If yes, please describe	<i>Field not completed.</i>
Is Disabled Parking Available?	No
If yes, please describe	<i>Field not completed.</i>
Will There Be Sound Amplification or Lights?	Yes
If yes, please describe	Inside the commons area and the Jenks Band
Restrooms On-Site?	No
If yes, please describe	<i>Field not completed.</i>
Describe your plan for cleanup and removal of waste	Jenks Facilities
(Section Break)	

Additional Responsibilities

Open Air Event	Yes
Private Property	Yes
Owner of Property/Contact	Jenks Public Schools
Phone	918-299-4411
Non-City Public Property	No
Owner of Property/Contact	<i>Field not completed.</i>
Phone	<i>Field not completed.</i>
City of Jenks Property	Yes
Explain	Downtown Jenks and Commons area
Alcohol/Beer	No
Explain	<i>Field not completed.</i>
Food Sales	Yes
Number of Food Vendors	10+ possible food trucks
Tents	Yes
Tent Sizes/Locations	school organizations
Banners/Signs needed?	Yes
Explain	banners will be hung downtown Jenks and in the commons area
Special Permits Needed	Yes
Explain	The streets need to close from 12pm-9pm
Appropriate Zoning	Yes
Explain	The streets need to close from 12pm-9pm
Venue Insurance	Yes
Agency Contact	Tedford Insurance

Phone (918) 299-2345

EXTRAORDINARY USES Road Closures

Please specify if other chosen *Field not completed.*

(Section Break)

Event Overview

- | | |
|---|--|
| 1. Describe your organization and its purpose. | Jenks Foundation is a non-profit organization supporting academic programs for the district |
| 2. Describe your experience managing similar events and/or activities. | Successful |
| 3. What is the purpose of the event? | To support school organizations inside of Jenks Public Schools |
| 4. Summarize your event. | All groups organizations and community come together before a home football game to support their groups |
| 5. Has an event like this been held before? By whom? | Yes. Jenks Foundation |
| 6. How will you notify affected residents, businesses, churches or schools? | Social Media |
| 9. What is your advertising plan? | social media, banners hung downtown Jenks main street |
| 10. How many people will be needed to staff the event? | Every organization will have a representative |
| 11. List all the organizations that will provide staff for the event (include numbers). | 30+ and business and food trucks |

12. List any special equipment needed and the organization that will provide it.

Jenks Police to help secure the area and street closings

Affidavit of Application

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

- 1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and
- 2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that Agency and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement	I agree.
--------------------------------	----------

Electronic Signature	Rachel Ranney
----------------------	---------------

Print Name	r
------------	---

Date	6/12/2026
------	-----------

Route To: Jenks Police Department, Attn: Assistant Chief Melissa Brown, P. O. Box 2007, Jenks, OK 74037, email: mbrown@jenksok.org

Hold Harmless Agreement

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor	Hometown Huddle Jenks Public Schools Foundation
Address of Applicant	205 E B St, Jenks
City	Jenks
State	OK
Zip Code	74037
The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on	
Date	10/30/2026
Between the hours of	12:00 PM - 9:00 PM
Event described as	Hometown Huddle - Jenks Public School Event
That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.	
That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.	
Date	6/12/2026
Name of Sponsoring Organization	Jenks Public School Foundation
Electronic Signature Agreement	I agree.
Electronic Signature	Rachel Ranney
Print Name	Rachel Ranney
Phone Number	9186917224
Witness Signature	Liz Flake

Email not displaying correctly? [View it in your browser.](#)





Special Event Recommendation

Event title: 2026 Lights On

Proposed date(s): 11/20/26

Description: 2026 Lights On

After reviewing the special event application:

- ☒ Recommend the event be approved by City Council.
- ☐ Not recommend the event be approved by City Council.

Comments:

Main closed from Birch to 3rd
1st Closed from Hive to A Street
2nd Closed from BancFirst drive to A Street
Alley of Commons closed



Assistant Chief Melissa Brown, Special Event Chair

8/11/26
Date

After reviewing the recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:

Chris Shrout, City Manager

Date

Print

Special Event Application - Submission #11738

Date Submitted: 7/1/2026



Assistant Chief Brown
PO Box 2007
211 N Elm St Jenks OK, 74037
918-299-6311
mbrown@jenksok.org

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There is no fee for a Non-Profit Special Event Application. **For-profit Special Event Applications require a \$250 fee, which must be paid prior to approval.**

The point of contact during the application process is Assistant Chief Melissa Brown, whose contact information is listed above. She will be happy to answer questions and provide guidance to ensure that your application packet is complete and includes all required documentation.

Once the completed application packet has been accepted, it will be forwarded to the Special Event Committee for review. The Committee will then provide its recommendation to the City Council, who will vote to approve or deny the event.

You are welcome to attend the City Council meeting at which your event is scheduled for review. Meeting agendas are posted at the City of Jenks City Hall, located at 211 N. Elm, and are also available online at www.jenks.com.

Approval of a Special Event Application does not constitute City sponsorship. The applicant is responsible for all extraordinary costs associated with the event, including but not limited to required City personnel and services, approved barricades, directional signage, adequate cleanup, additional permits, and any damages to City property or facilities.

Applicants are responsible for knowing and complying with all applicable City ordinances and regulations, including (but not limited to) curfew ordinances, county/city public health regulations, police safety requirements, and insurance coverage requirements.

Approval of a Special Event Application does not replace or eliminate the need for obtaining any additional required permits such as zoning, health, alcohol and beer, tent, amusement, or park permits.

Event Title*

Lights On! 2026

Event Description*

The Jenks Chamber of Commerce will host 2026 Lights On! Christmas celebration, located in Downtown Jenks, on Friday, Nov. 20th. This event is free of charge and the public is invited to attend from 5-7:30 p.m. On Jenks Main Street, attendees can enjoy attractions including a visit to see Santa Claus, a variety of local vendors, live entertainment provided by the Jenks High School Trojanners, and other local talent. News on 6 Meteorologist Travis Meyer will emcee the evening and will countdown to the ceremonial turning on of the Main Street lights. The countdown for Lights On! will begin shortly after 6 p.m.

Date of Event*

11/20/2026

Event Location (Include Site & Street Maps)*

Downtown Jenks

**Total Anticipated Attendance
(Participants, staff, vendors, crowd,
etc.)***

3000

Diagram/Map*

Parade Route.png

Event Organizer*

Jenks Chamber of Commerce / Oklahoma Aquarium

Email Address*

maggie.ragsdale@jenkschamber.com

Primary Contact*

Maggie Ragsdale

Primary Phone*

9182995005

Secondary Contact

Angie Atkins

Secondary Phone**Primary Mailing Address***

PO Box 902

City*

Jenks

State*

Oklahoma

Zip Code*

74037

Agency Status*

- ☐ Profit
☒ Non-Profit
☐ Fundraiser/What Cause

Fundraiser/What Cause (Please Specify)

Community / Tourism Event

TIMELINE OF EVENT**Street Closing (for setup)****Date***

11/20/2026

Time*

03:00 AM

Event Start**Date ***

11/20/2026

Time*

05:00 PM

Event End**Date***

11/20/2026

Time*

07:30 PM

Street Opening**Date***

11/21/2026

Time*

03:00 PM

Street(s) requested to be closed*

Assistant Chief Brown to confirm route and street closures for 2026

Attach diagram/Maps as appropriate

Medical First Aid On-Site?*

- ☐ Yes
☒ No

If yes, please describe

Surrounding public parking

Security On-Site?*

- ☐ Yes
☒ No

If yes, please describe

Surrounding public parking

Volunteers for Traffic Control?*

- ☐ Yes
☒ No

If yes, please describe

Sound system and lights to be provided by vendor

Is Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Public parking surrounding

Is Disabled Parking Available?*

- ☒ Yes
☒ No

If yes, please describe

Public parking surrounding

Will There Be Sound Amplification or Lights?*

- ☒ Yes
☐ No

If yes, please describe

Sound system and lights accompanying vendors

Restrooms On-Site?*

- ☒ Yes
☐ No

If yes, please describe

At Your Service to provide rented restroom unit

Describe your plan for cleanup and removal of waste*

Removal of waste by Jenks Chamber staff and Jenks Public Works is available and applicable

Additional Responsibilities

Open Air Event*

- ☒ Yes
☐ No

Private Property *

- ☐ Yes
☒ No

Owner of Property/Contact

Phone

Non-City Public Property*

- ☐ Yes
☒ No

Owner of Property/Contact**Phone****City of Jenks Property***

- ☒ Yes
☐ No

Explain

Downtown Jenks

Alcohol/Beer*

OK ABLE License Required

- ☐ Yes
☒ No

Explain**Food Sales***

- ☒ Yes
☐ No

Number of Food Vendors

20 or less

Tents*

- ☒ Yes
☐ No

Tent Sizes/Locations

10x10

Attach map

Banners/Signs needed?*

- ☒ Yes
☐ No

Explain

Chamber to provide

Special Permits Needed*

- ☒ Yes
☐ No

Explain

Special event permit

Appropriate Zoning*

- ☒ Yes
☐ No

Explain

Community development / tourism events

Venue Insurance*

- ☒ Yes
☐ No

Agency Contact

Craig Bowman State Farm Insurance

Phone

918-299-0945

EXTRAORDINARY USES*

- | | | |
|---|---|---|
| ☒ Animals | ☒ Road Closures | ☒ Tents/Temp Structures |
| ☐ Firearms | ☒ Cooking | ☐ Aircraft |
| ☐ Explosives/Fireworks | ☐ Alcoholic Beverages Served | ☐ Other |

Please specify if other chosen

1. Describe your organization and its purpose.*

The mission of the Jenks Chamber is to promote and enhance the economic vitality of life for businesses and the Jenks community.

2. Describe your experience managing similar events and/or activities.*

Jenks Chamber is responsible for multiple yearly events including traditional Lights On, Sharks in the Park, and Food Truck Festival

3. What is the purpose of the event?*

Celebrate the community and kick off the Christmas season

4. Summarize your event.*

The Jenks Chamber of Commerce will host 2026 Lights On! Christmas celebration, located in Downtown Jenks, on Friday, Nov. 20th. This event is free of charge and the public is invited to attend from 5-7:30 p.m.

On Jenks Main Street, attendees can enjoy attractions including a visit to see Santa Claus, a variety of local vendors, live entertainment provided by the Jenks High School Trojanners, and other local talent.

News on 6 Meteorologist Travis Meyer will emcee the evening and will countdown to the ceremonial turning on of the Main Street lights. The countdown for Lights On! will begin shortly after 6 p.m.

5. Has an event like this been held before? By whom?*

Yes, by the Jenks Chamber of Commerce

6. How will you notify affected residents, businesses, churches or schools?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

9. What is your advertising plan?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

10. How many people will be needed to staff the event?*

10+

11. List all the organizations that will provide staff for the event (include numbers).*

Jenks Chamber (4 staff members + interns)

Volunteers

JPD

JFD

COJ

12. List any special equipment needed and the organization that will provide it.*

N/A

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and

2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that Agency and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie R. Ragsdale

Print Name*

Maggie R. Ragsdale

Date*

7/1/2026

Route To: Jenks Police Department, Attn: Assistant Chief Melissa Brown, P. O. Box 2007, Jenks, OK 74037, email: mbrown@jenksok.org

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor*

Jenks Chamber of Commerce / Discover Jenks

hereinafter referred to as "APPLICANT"

Address of Applicant*

161 S Riverfront Dr

City

Jenks

State

Oklahoma

Zip Code

74037-5659

The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on

Date*

11/20/2026

Between the hours of*

05:00 PM

—

07:30 PM

Event described as*

Lights On! 2026

That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.

That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.

Date*

7/1/2026

Name of Sponsoring Organization*

Jenks Chamber of Commerce

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie Ragsdale

Print Name*

Maggie Ragsdale

Phone Number*

9182995005

Witness Signature

For Office Use



Special Event Recommendation

Event title: 2026 Christmas Parade

Proposed date(s): 11/21/26

Description: 2026 Christmas Parade

After reviewing the special event application:

- ☒ Recommend the event be approved by City Council.
- ☐ Not recommend the event be approved by City Council.

Comments:

Main closed from Birch to 3rd
1st Closed from Hive to A Street
2nd Closed from BancFirst drive to A Street
Alley of Commons closed



Assistant Chief Melissa Brown, Special Event Chair

8/11/26
Date

After reviewing the recommendation:

- ☐ Accept as submitted and approve it to be presented to City Council
- ☐ Accept with the following modifications before it is presented to City Council
- ☐ Reject the recommendation

Comments:

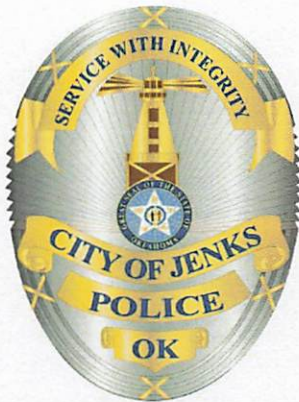
Chris Shrout, City Manager

Date

Print

Special Event Application - Submission #11739

Date Submitted: 7/1/2026



Assistant Chief Brown
PO Box 2007
211 N Elm St Jenks OK, 74037
918-299-6311
mbrown@jenksok.org

Special Event Applications are required for events held on public property, within a public right-of-way or easement, or for any event that requires the use of public resources. This application is mandatory for all such events within the City of Jenks and must be submitted at least **90 days** prior to the event (exceptions may be granted under special or unusual circumstances).

There is no fee for a Non-Profit Special Event Application. **For-profit Special Event Applications require a \$250 fee, which must be paid prior to approval.**

The point of contact during the application process is Assistant Chief Melissa Brown, whose contact information is listed above. She will be happy to answer questions and provide guidance to ensure that your application packet is complete and includes all required documentation.

Once the completed application packet has been accepted, it will be forwarded to the Special Event Committee for review. The Committee will then provide its recommendation to the City Council, who will vote to approve or deny the event.

You are welcome to attend the City Council meeting at which your event is scheduled for review. Meeting agendas are posted at the City of Jenks City Hall, located at 211 N. Elm, and are also available online at www.jenks.com.

Approval of a Special Event Application does not constitute City sponsorship. The applicant is responsible for all extraordinary costs associated with the event, including but not limited to required City personnel and services, approved barricades, directional signage, adequate cleanup, additional permits, and any damages to City property or facilities.

Applicants are responsible for knowing and complying with all applicable City ordinances and regulations, including (but not limited to) curfew ordinances, county/city public health regulations, police safety requirements, and insurance coverage requirements.

Approval of a Special Event Application does not replace or eliminate the need for obtaining any additional required permits such as zoning, health, alcohol and beer, tent, amusement, or park permits.

Event Title*

2026 Jenks Christmas Parade

Event Description*

This family-friendly event is the perfect way to celebrate the season and share the holiday spirit in Jenks! Whether you're a local business, school group, nonprofit, or community organization, this is a wonderful opportunity to celebrate, give back, and connect with thousands of residents and visitors. We invite you to register today and help us make this year's parade the most magical yet! Discover Jenks Hometown Holidays is a community-wide celebration of the season, featuring Christmas in the Commons and the beloved Jenks Christmas Parade. This year we are adding something new with a holiday trolley that will connect visitors and residents to popular destinations around town, making it even easier to Discover Jenks!

Date of Event*

11/21/2026

Event Location (Include Site & Street Maps)*

Downtown Jenks

Total Anticipated Attendance (Participants, staff, vendors, crowd, etc.)*

3000+

Diagram/Map*

Parade Route.png

Event Organizer*

Jenks Chamber of Commerce / Oklahoma Aquarium

Email Address*

maggie.ragsdale@jenkschamber.com

Primary Contact*

Maggie Ragsdale

Primary Phone*

9182995005

Secondary Contact

Angie Atkins

Secondary Phone**Primary Mailing Address***

PO Box 902

City*

Jenks

State*

Oklahoma

Zip Code*

74037

Agency Status*

☐ Profit

☒ Non-Profit

☐ Fundraiser/What
Cause

Fundraiser/What Cause (Please Specify)

Community / Tourism Event

TIMELINE OF EVENT

Street Closing (for setup)

Date*

11/20/2026

Time*

03:00 AM

Event Start

Date *

11/21/2026

Time*

10:00 AM

Event End

Date*

11/21/2026

Time*

02:00 PM

Street Opening

Date*

11/21/2026

Time*

05:00 PM

Street(s) requested to be closed*

Assistant Chief Brown to confirm route and street closures for 2026

Attach diagram/Maps as appropriate

Medical First Aid On-Site?*

☐ Yes

☒ No

If yes, please describe

Security On-Site?*

- ☐ Yes
☒ No

If yes, please describe

Volunteers for Traffic Control?*

- ☐ Yes
☒ No

If yes, please describe

Is Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Public parking surrounding

Is Disabled Parking Available?*

- ☒ Yes
☐ No

If yes, please describe

Public parking surrounding

Will There Be Sound Amplification or Lights?*

- ☒ Yes
☐ No

If yes, please describe

Potentially, yes

Restrooms On-Site?*

- ☒ Yes
☐ No

If yes, please describe

At Your Service to provide rented restroom unit

Describe your plan for cleanup and removal of waste*

Removal of waste by Jenks Chamber staff and Jenks Public Works is available and applicable

Additional Responsibilities

Open Air Event*

- ☒ Yes
☐ No

Private Property *

☐ Yes
☒ No

Owner of Property/Contact

Phone

Non-City Public Property*

☐ Yes
☒ No

Owner of Property/Contact

Phone

City of Jenks Property*

☒ Yes
☐ No

Explain

Downtown Jenks

Alcohol/Beer*

OK ABLE License Required

☐ Yes
☒ No

Explain

Food Sales*

☒ Yes
☐ No

Number of Food Vendors

10+

Tents*

☒ Yes
☐ No

Tent Sizes/Locations

10X10

Attach map

Banners/Signs needed?*

☒ Yes
☐ No

Explain

Chamber to provide

Special Permits Needed*

☒ Yes
☐ No

Explain

Special event permit

Appropriate Zoning*

☒ Yes
☐ No

Explain

Community development / tourism events

Venue Insurance*

☒ Yes

☐ No

Agency Contact

Craig Bowman State Farm Insurance

Phone

9182990945

EXTRAORDINARY USES*

☒ Animals	☒ Road Closures	☒ Tents/Temp Structures
☐ Firearms	☐ Cooking	☐ Aircraft
☐ Explosives/Fireworks	☐ Alcoholic Beverages Served	☐ Other

Please specify if other chosen

1. Describe your organization and its purpose.*

The mission of the Jenks Chamber is to promote and enhance the economic vitality of life for businesses and the Jenks community.

2. Describe your experience managing similar events and/or activities.*

Jenks Chamber is responsible for multiple yearly events including traditional Lights On, Sharks in the Park, and Food Truck Festival

3. What is the purpose of the event?*

Celebrate the community and kick off the christmas season

4. Summarize your event.*

This family-friendly event is the perfect way to celebrate the season and share the holiday spirit in Jenks! Whether you're a local business, school group, nonprofit, or community organization, this is a wonderful opportunity to celebrate, give back, and connect with thousands of residents and visitors. We invite you to register today and help us make this year's parade the most magical yet!

Discover Jenks Hometown Holidays is a community-wide celebration of the season, featuring Christmas in the Commons and the beloved Jenks Christmas Parade. This year we are adding something new with a holiday trolley that will connect visitors and residents to popular destinations around town, making it even easier to Discover Jenks!

5. Has an event like this been held before? By whom?*

Yes, by the Jenks Chamber of Commerce

6. How will you notify affected residents, businesses, churches or schools?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

9. What is your advertising plan?*

Flyers will be distributed to downtown merchants, social media posts as well as notification at City Council meetings, chamber calendar, etc.

10. How many people will be needed to staff the event?*

10+

11. List all the organizations that will provide staff for the event (include numbers).*

Chamber (4 staff + interns)

Volunteers

JPD

JFD

COJ

12. List any special equipment needed and the organization that will provide it.*

N/A

Affidavit of Applicant

City personnel and services, approved barricades and directional signage will be required for street closings, traffic/crowd control, and security. The Event Organizer has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park/Public Safety requirements. Further, the Event Organizer is responsible for:

1) Providing evidence of public liability coverage in a sum of not less than \$1,000,000 (one million) dollars, including property damage coverage of not less than \$100,000 (one hundred thousand) dollars before the event date or within ten days of Council approval, whichever comes first, and

2) Notifying businesses in the affected areas two weeks prior to the event.

Failure to comply with these requirements may result in additional fees and denial of subsequent applications by the Event Organizer. An application approval does not imply City sponsorship. Review the cover letter for further information in reference to Special Events.

I certify the information contained in the foregoing application is true and correct to the best of my knowledge and belief, and that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event.

I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that Agency and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Jenks.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie R. Ragsdale

Print Name*

Date*

Maggie R. Ragsdale

7/1/2026

Route To: Jenks Police Department, Attn: Assistant Chief Melissa Brown, P. O. Box 2007, Jenks, OK 74037, email: mbrown@jenksok.org

City of Jenks & Related Entities Hold Harmless Agreement

Name of Event Sponsor*

Jenks Chamber of Commerce / Discover Jenks

hereinafter referred to as "APPLICANT"

Address of Applicant*

161 S Riverfront Dr, Suite 112

City

State

Zip Code

Jenks

Oklahoma

74037

The APPLICANT has made an application to use certain property, streets, sidewalks, or easements under the ownership or control of the City of Jenks, Oklahoma, or its related public trust entities e.g. the Jenks Public Works Authority and the Jenks Aquarium Authority d/b/a the Oklahoma Aquarium, hereinafter collectively referred to as "CITY", for a special event to be held on

Date*

Between the hours of*

7/1/2026

10:00 AM

—

02:00 PM

Event described as*

Jenks Christmas Parade

That APPLICANT warrants that any participating agencies selected or employed by APPLICANT for the special event carry public liability and property damage insurance.

That in consideration of CITY granting APPLICANT approval for the special event above described, APPLICANT agrees to hold CITY, its officers, agents and employees harmless and indemnify the same from any claims which could be asserted by APPLICANT, its invitees, agents or employees, for damages, personal injury or death which occurred as a result of said special event which was not caused by the deliberate or grossly negligent acts or acts of CITY's officers, agents or employees.

Date*

7/1/2026

Name of Sponsoring Organization*

Jenks Chamber of Commerce / Discover Jenks

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Maggie Ragsdale

Print Name*

Maggie Ragsdale

Phone Number*

9182995005

Witness Signature

For Office Use



To	Mayor Box, Vice Mayor Brown and City Council Christopher Shrout, City Manager
Hearing Date	August 18, 2026
Case Number	JZ 26-703
Location	822 N Birch Pl W
Request	<i>Recommendation of a rezoning from RS-1 (Residential Single Family) to RD (Residential Duplex)</i>

Staff Report

Preparer | Karl Fritschen/MH

Attachments	Preparer
Public Notice	INCOG & City Clerk
Legal	Tim Walterbach, Walterbach Custom Homes

Background Information

PLANNING COMMISSION SUMMARY

PC Regularly Scheduled Meeting: August 6, 2026, approved (5- 1- 0) with the applicant committing to limit the structures to 2-stories. Since this is straight zoning, limiting the number of stories would be a deed of dedication requirement.

STAFF COMMENTARY

City of Jenks has received a rezoning request from Tim Walterbach for a 0.81-acre tract located at 822 N. Birch Pl. W. The property is in the shape of an elongated triangle, making it a challenging site to develop. Along the west boundary lies the Union Pacific Railroad tracks while low density single-family uses abut the site on the remaining boundaries. The applicant proposes constructing duplex units, the number of structures will be determined by the zoning code. He is requesting a zoning change from Residential Single-Family (RS-1) to Residential Duplex (RD). According to Table 16-3-1 (A) Bulk and Area Standards under RD zoning the maximum number of units the site could accommodate would be 10.2 units. Given the shape of the parcel, buffering, platting, and fire department requirements this unit count will likely be even less.

As an infill lot surrounded by existing development, this proposed project would provide alternative housing as opposed to traditional single-family homes and high-density multi-family complexes. The Jenks Horizon Plan designates this area for high-intensity single-family uses, explicitly listing duplexes

as a recommended housing type. Consequently, the proposed RD zoning directly supports the goals of the Horizon Plan. Sanitary sewer service is available along the eastern boundary of the property. Water service will require a connection to an existing main near J Street, approximately 270 feet north of the site.

All statutory public notice requirements have been satisfied, including direct mailings to nearby property owners, newspaper publication, and physical sign placement on the subject property.

REQUEST	RD (Residential Duplex)
ZONING	RS-1 (Residential Single Family)
LOCATION	822 N BIRCH PL W
OWNER	ACACIA PROPERTIES LLC
SUBDIVISION	Unplatted
STR	SECTION 19, TOWNSHIP 18, RANGE 13
Parcel #	98319831935900
COUNCIL WARD	1

Staff Evaluation & Recommendation

EVALUATION

The request meets the intent of the Comprehensive Plan and Land Use Map. If the rezoning is approved, the project must still comply with all standard Unified Development Ordinance (UDO) requirements, including platting, civil engineering drawings, and site/landscape plan reviews. The design standards for duplexes are listed in Figure 1. The request meets the intent of the Comprehensive Plan and Land Use Plan, follows a pattern of transitional intensity, is in keeping with the surrounding uses, and does not appear to adversely impact the neighborhood.

RECOMMENDATION

Staff recommends approval of the rezoning request to RD (Residential Duplex District).

ARTICLE 3. BASE DISTRICT SPECIFIC STANDARDS

Sec. 16-3-1. Bulk and Dimensional Standards.

(A) Table 16-3-1(A) addresses the requirements applicable to development or use of a lot in a residential zoning district.

Table 16-3-1(A): Residential District Bulk and Dimensional Standards									
Standard	RE	RS1	RS2	RS3	RD	RTH	RM1	RM2	RM3
Lot Standards (Minimum)									
Lot Area (sqft)	24,000	10,000	8,000	5,000	6,900	6,900	6,000	6,000	20,000
Lot Area/DU (sqft)	24,000	10,000	8,000	5,000	3,450	2,300	2,000	1,500	1,000
Lot Width (ft)	150	70	55	45	60	60	60	50	100
Yard Setbacks (Minimum)									
Front (ft)	35	35	20 (3)	20 (3)	20	15	10	10	10
Exterior Side (ft)	35	35	15 (3)	15 (3)	20	15	10	10	10
Interior Side (ft)	15	15 (1)	5	5	10 (2)	10 (2)	10 (2)	10 (2)	10 (2)
Rear (ft)	25	25	20	20	20	20	10	10	10
Building Standards (Maximum)									
Height (ft)	35	35	35	35	35	35	40	45	45
Impervious Surface Coverage	20%	35%	40%	60%	40%	60%	70%	70%	70%
Notes									
(1) The cumulative interior side yard setback shall be 15 feet. No interior side yard setback shall be less than 5 feet.									
(2) If a parti-wall exists, the interior side yard setback shall be 0 feet.									
(3) Garages shall be setback a minimum of 25 feet from the front property line.									

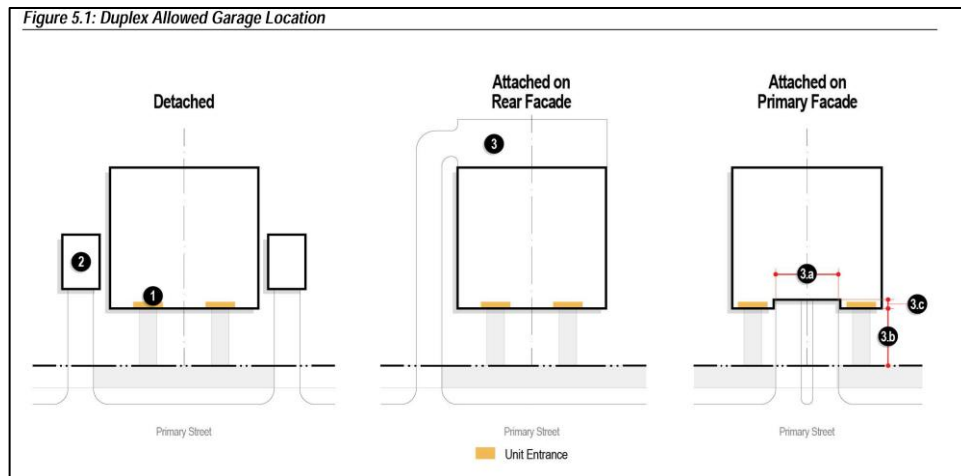


Figure 1 - Bulk and Dimensional Table and RD Design Standards from UDO



Figure 2 - Aerial Image



Figure 3 – Oblique View Looking South

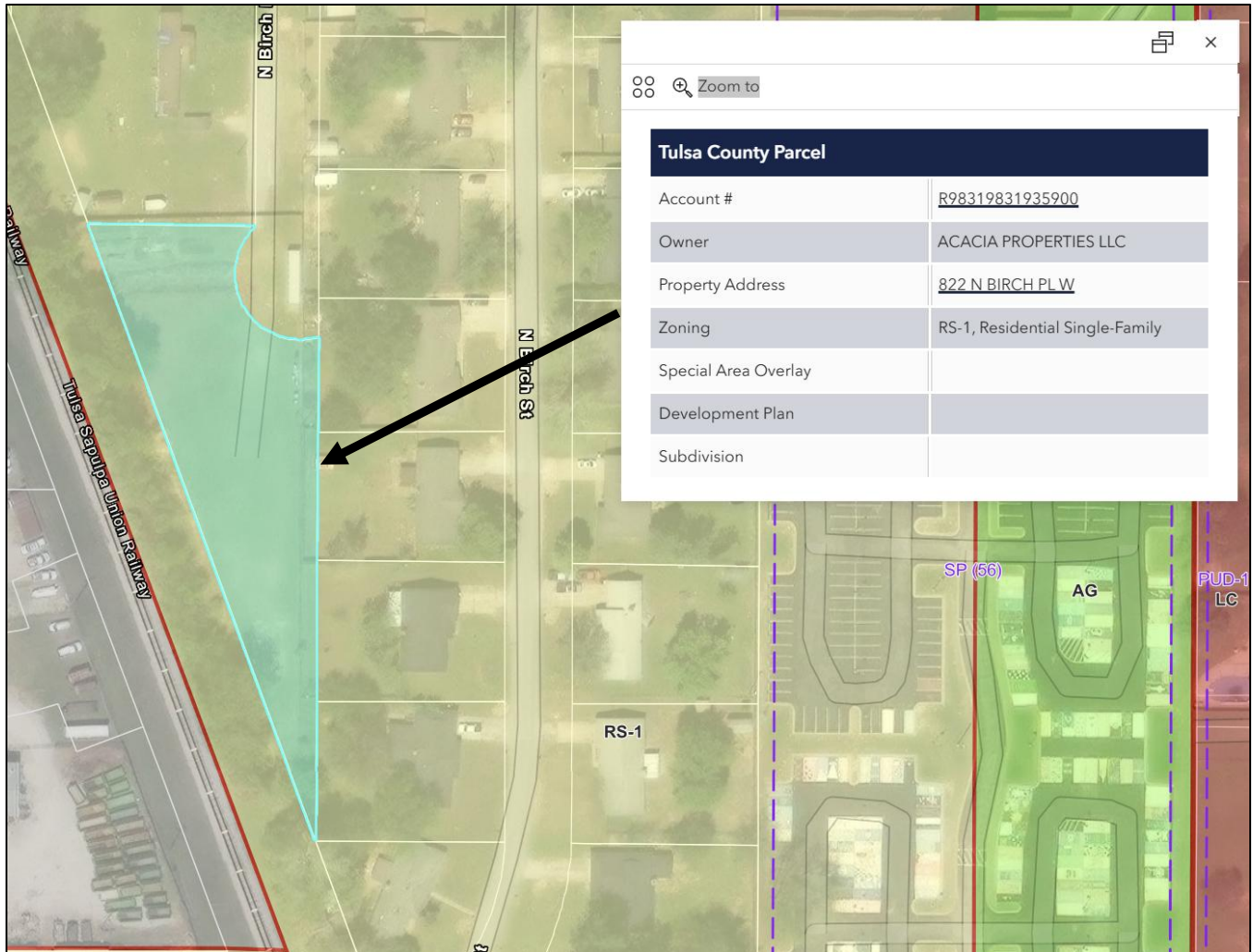


Figure 4 – INCOG Location/Zoning Map

Surrounding Zoning:

- North: RS-1 (Residential-Single-Family)
- East: RS-1 (Residential-Single-Family)
- West: RS-1/IL (Residential Singel Family and Industrial Light)
- South: RS-1 (Residential-Single-Family)

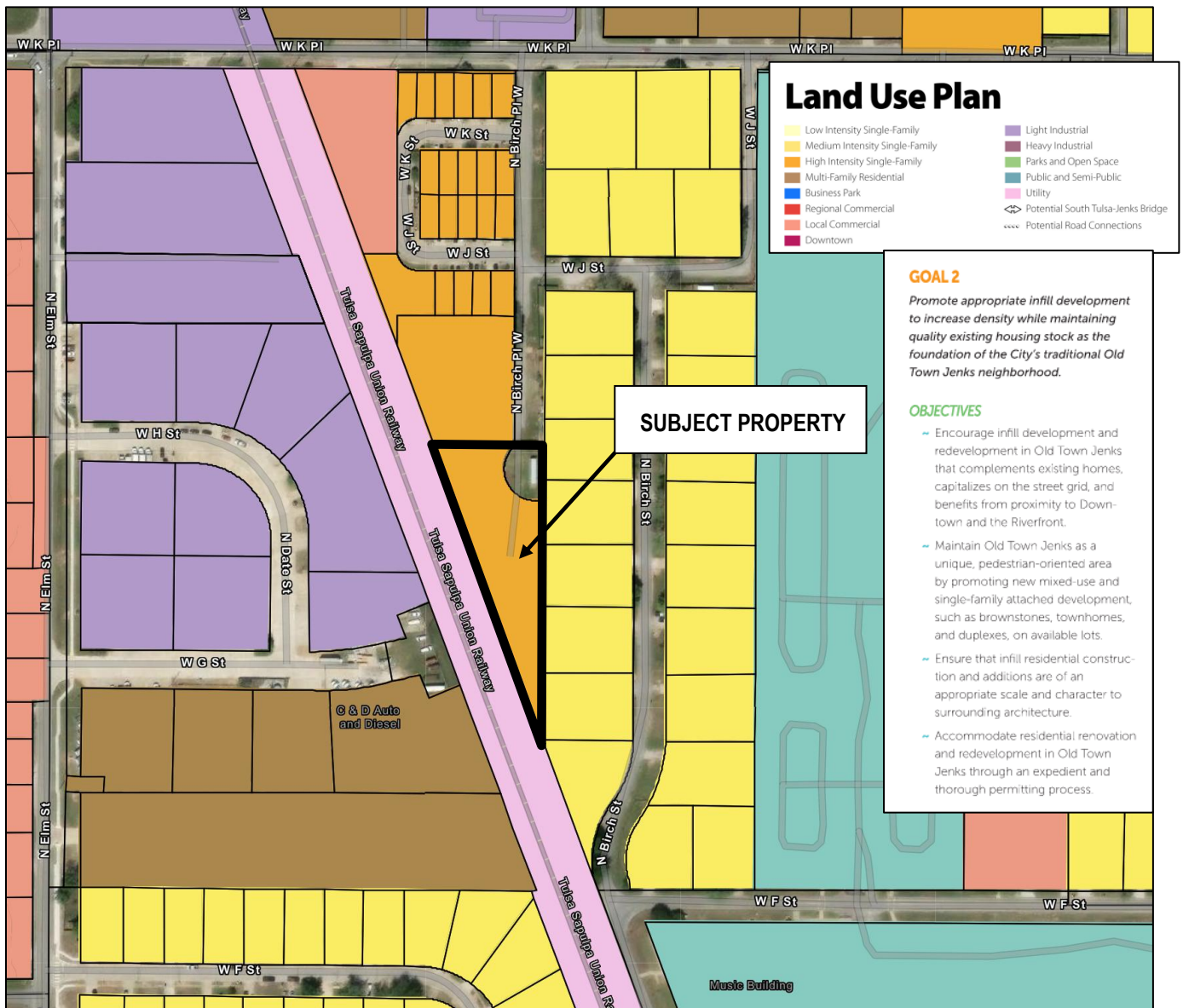


Figure 5 – Jenks Horizon Land Use Plan Map



HIGH INTENSITY SINGLE-FAMILY

The high intensity single-family land use designation includes areas that should have a combination of single-family detached homes, duplexes, brownstones, and limited intensity multifamily buildings integrated in a seamless and complementary manner. These neighborhoods should be comprised of small lots that average six to ten homes per acre. The City should promote the development of this land use type in areas near higher intensity multi-family and nonresidential uses.

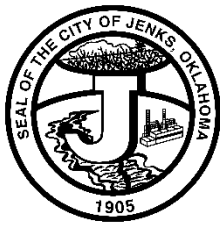
GOAL 2

Promote appropriate infill development to increase density while maintaining quality existing housing stock as the foundation of the City's traditional Old Town Jenks neighborhood.

OBJECTIVES

- ~ Encourage infill development and redevelopment in Old Town Jenks that complements existing homes, capitalizes on the street grid, and benefits from proximity to Downtown and the Riverfront.
- ~ Maintain Old Town Jenks as a unique, pedestrian-oriented area by promoting new mixed-use and single-family attached development, such as brownstones, townhomes, and duplexes, on available lots.
- ~ Ensure that infill residential construction and additions are of an appropriate scale and character to surrounding architecture.
- ~ Accommodate residential renovation and redevelopment in Old Town Jenks through an expedient and thorough permitting process.

Figure 6 – Jenks Horizon Land Use Plan Excerpts



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

**NOTICE OF A PUBLIC HEARING
LOCATED IN THE CITY OF JENKS, OKLAHOMA**

Case Number: JZ 26-703

Request: Zone Change

Request by Tim Walterbach for a zone change from RS-1 (Residential) to RD (Residential Duplex)

Legal Description: A tract of land located in the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Nineteen (19), Township Eighteen (18) North, Range Thirteen (13) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows:
Commencing at a point 737.70 feet East and 616.78 feet South of the Northwest Corner of said Section 19; thence South 63°26' West a distance of 0.00 feet to a point; thence around a curve to the left, having a radius of 50.00 feet and a central angle of 180 degrees, a distance of 157.08 feet to a point; thence South a distance of 381.62 feet to a point, said point being on the Easterly right-of-way line of the Midland Valley Railroad; thence Northwesterly along the Easterly right-of-way line of the Midland Valley Railroad a distance of 504.88 feet to a point; thence East a distance of 128.01 feet to the Point of Beginning.

General Location: 822 N Birch Pl

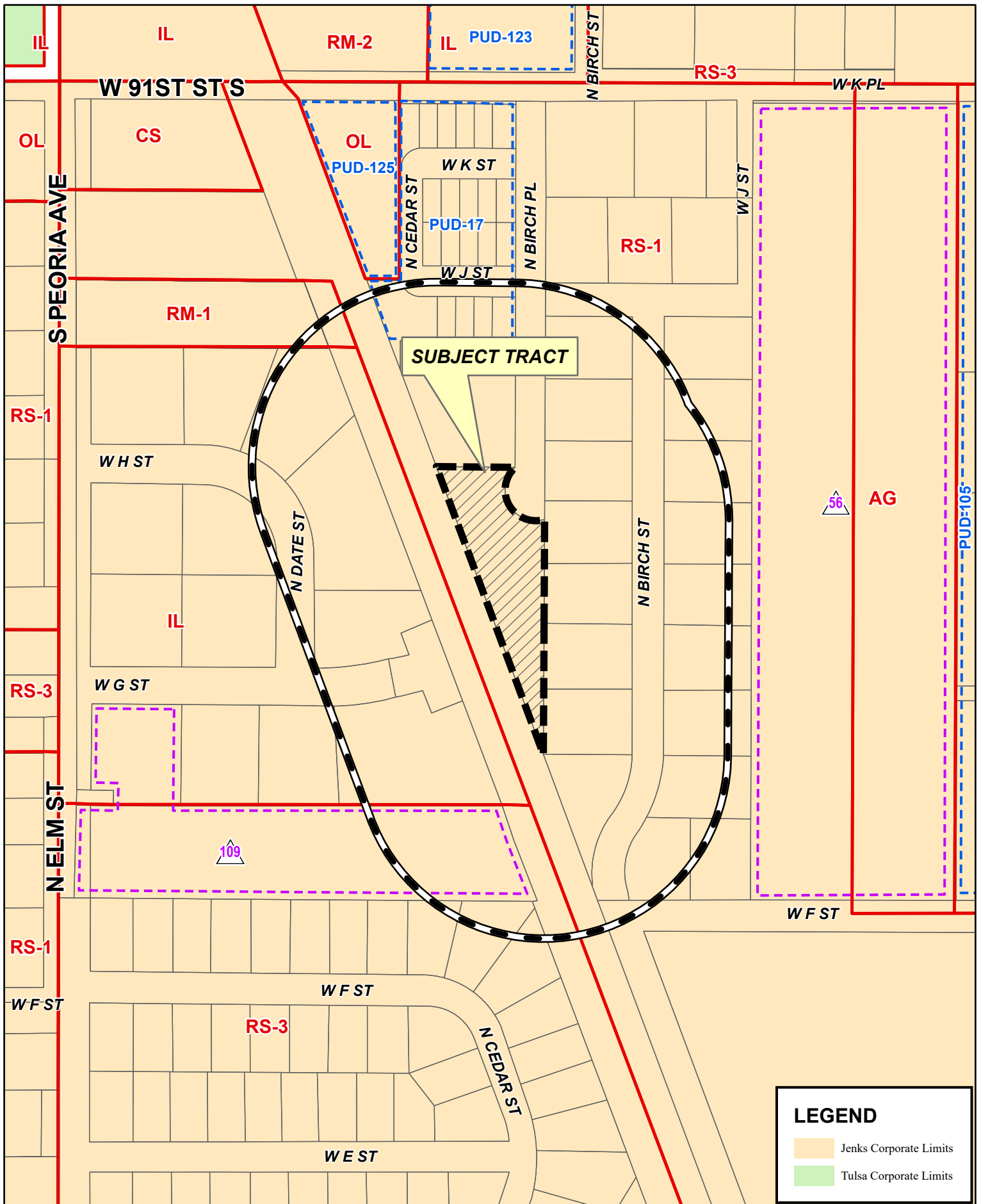
Hearing Date: 06 August 2026 at 6 p.m.

Location: Jenks City Hall, 211 N Elm St, Jenks, OK 74037

All persons interested in this matter may appear at these hearings and present their objections to or arguments for any of the above matters.

Dated at Jenks Oklahoma on 25 June 2026.

Marcae Hilton, Secretary
Jenks Planning Commission



LEGEND

- Jenks Corporate Limits
- Tulsa Corporate Limits



2 STORY DUPLEX

1,800 SQ. FT.

3 BEDROOMS | 3 BATHROOMS

TOTAL LIVING AREA: 1,800 SQ. FT.

FIRST FLOOR: 1,090 SQ. FT.

SECOND FLOOR: 710 SQ. FT.

TOTAL: 1,800 SQ. FT.

FEATURES

- 3 Bedrooms (1 Upstairs)
- 3 Full Bathrooms
- Open Living Room with 18' Ceiling
- Loft / Second Living Upstairs
- Large Kitchen with Island & Walk-In Pantry
- Master Suite Downstairs
- Laundry Room
- Storage Under Stairs
- Covered Front Porch
- Covered Rear Patio
- 2 Car Garage

ROOM SIZES

- LIVING ROOM
- KITCHEN
- DINING
- MASTER BEDROOM
- MASTER CLOSET
- BEDROOM #2
- BEDROOM #3 (UP)
- LOFT / LIVING (UP)



OR
T.

SECOND FLOOR
710 SQ. FT.



SPECS

TOTAL	1,800
STORIES	2
BEDROOMS	3
BATHROOMS	3
GARAGE	2 CAR
WIDTH	32'-0"
DEPTH	34'-0"
ROOF	8:12

**ORDINANCE NO. 1691
(JZ 26-703)**

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF JENKS, OKLAHOMA, CHANGING THE UNDERLYING ZONING OF THE DESCRIBED PROPERTY FROM RS-1 (RESIDENTIAL) TO RD (RESIDENTIAL DUPLEX); REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

.....

WHEREAS, the owner of certain real property has petitioned for the zone change of a parcel of land to Residential Duplex; and

WHEREAS, a public hearing on said zone change was held by the Jenks Planning Commission on August 06, 2026, and the Jenks City Council heard additional public comments on August 18, 2026, and due consideration has been given to any public comments; and

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

SECTION I. JZ 25-703 is hereby approved rezoning the following described property to RD (Residential Duplex):

A tract of land located in the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Nineteen (19), Township Eighteen (18) North, Range Thirteen (13) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows:

Commencing at a point 737.70 feet East and 616.78 feet South of the Northwest Corner of said Section 19; thence South 63°26' West a distance of 0.00 feet to a point; thence around a curve to the left, having a radius of 50.00 feet and a central angle of 180 degrees, a distance of 157.08 feet to a point; thence South a distance of 381.62 feet to a point, said point being on the Easterly right-of-way line of the Midland Valley Railroad; thence Northwesterly along the Easterly right-of-way line of the Midland Valley Railroad a distance of 504.88 feet to a point; thence East a distance of 128.01 feet to the Point of Beginning.

The zoning map and zoning district of the City of Jenks is hereby amended to rezone the above legal description to RD (Residential Duplex).

General Location: 822 N Birch St

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

SECTION III. 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 _____ 2026

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

To	Mayor Box, Vice Mayor Brown and City Council Christopher Shrout, City Manager
Hearing Date	August 18, 2026
Case Number	JZ 26-702/704
Location	11607 S 5 th Street and 11623 S 5 th Street
Request	<i>Recommendation of a rezoning from AG (Agriculture) to RS-1 (Residential Single Family)</i>

Staff Report

Preparer | Karl Fritschen/MH

Attachments

Preparer

Public Notice

INCOG & City Clerk

Legal

Robert Bell, Bell Land Use LLC

Background Information

PLANNING COMMISSION SUMMARY

PC Regularly Scheduled Meeting: August 6, 2026, approved (5-0-0) with no conditions.

STAFF COMMENTARY

City of Jenks received two rezoning requests from Robert Bell, Bell Land Use LLC requesting a zoning change from Agriculture (AG) to Residential Single-Family Low-Density District (RS-1).

JZ 26-702

The applicant requests a rezoning for a 0.69-acre tract located at 11607 S. 5th Street, which currently contains an existing single-family residence. Legally described as part of Lot 1, Block 6, Revised Plat of Oakwood Estates, the property has retained its original Agriculture (AG) zoning since annexation. The proposed transition to Residential Single-Family Low-Density District (RS-1) zoning is necessary to keep the lot conforming following an approved lot split (Case JL 26-421). This lot split involves an abutting, triangular remnant piece of land directly to the north.

The Planning Commission approved both the lot split and this associated rezoning. Following the split, the applicant will combine the remnant triangular piece—which will retain its AG zoning—with Spain Ranch, the larger parcel directly to the east. This reconfiguration allows the applicant to enhance the aesthetic appeal of the event center entrance and provides the necessary acreage to reconfigure their driveway to the east.

The rezoning request aligns with the "Horizon Jenks Comprehensive Plan," which designates this property for medium-intensity, single-family residential uses. All statutory public notifications—including direct mailers to neighboring property owners, newspaper publications, and on-site signage—have been successfully completed. Following final zoning approval, the lot split and combination will be executed, and the applicant will submit the deeds to be stamped and filed with Tulsa County.

REQUESTED ZONING	RS-1 (Residential Single-Family Low-Density District)
CURRENT ZONING	AG (Agriculture)
LOCATION	11607 S 5 TH STREET AND
OWNER	SPAIN, MICHAEL GENE & CYNTHIA A
SUBDIVISION	Part of Lot 1, Block 6, Revised Plat of Oakwood Estates
STR	SECTION 31, TOWNSHIP 18, RANGE 13
Parcel #	R56110833114310
COUNCIL WARD	3

JZ 26-704

The second request seeks to rezone a 0.72-acre tract located at 11623 S. 5th Street, which contains an existing single-family residence. Legally described as part of Lot 3, Block 6, Revised Plat of Oakwood Estates, the property has retained its original Agriculture (AG) zoning since annexation. Shifting to Residential Single-Family Low-Density District (RS-1) zoning is necessary to keep the lot conforming following an associated lot split (Case JL 26-420). This split involves a rectangular piece of land directly to the north. The Planning Commission has approved both the lot split and this associated rezoning. The applicant intends to merge the northern rectangular remnant—which will remain zoned AG—into Spain Ranch, the larger parcel to the east. This merger will allow the applicant to manage and maintain the creek feeding their eastern pond, and the land will not be used for property access. To secure its future function, the City may require this rectangular piece to be recorded as a utility and drainage easement.

The rezoning request aligns with the "Horizon Jenks Comprehensive Plan," which designates this property for medium-intensity, single-family residential uses. All statutory public notifications—including direct mailers to neighboring property owners, newspaper publications, and on-site signage—have been successfully completed. Following final zoning approval, the lot split and combination will be executed, and the applicant will submit the deeds to be stamped and filed with Tulsa County.

REQUEST	RS-1 (Residential Single Family)
ZONING	AG (Agriculture)
LOCATION	11623 S 5 TH STREET
OWNER	TETON AIR LLC
SUBDIVISION	Lot 3, Block 6, Revised Plat of Oakwood Estates
STR	SECTION 31, TOWNSHIP 18, RANGE 13
Parcel #	R56110833114330
COUNCIL WARD	3

JZ 26-702 Legal Description
11607 S 5th Street, Jenks, OK 74037

A TRACT OF LAND THAT IS PART OF LOT ONE (1), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 6;

THENCE NORTH 88°43'51" EAST 181.78 FEET TO THE EAST LINE OF SAID LOT 1;

THENCE SOUTH 01°04'06" EAST ALONG SAID EAST LINE 170.85 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1;

THENCE SOUTH 88°43'51" WEST ALONG THE SOUTH LINE THEREOF 186.20 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1;

THENCE NORTHERLY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 340.00 FEET, AN ARC LENGTH OF 172.78 FEET, A CHORD BEARING OF NORTH 00°24'46" EAST AND A CHORD LENGTH OF 170.93 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 30,186.7 SQ. FEET OR 0.69 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 1 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

**JZ 26-704 Legal Description
11623 S. 5th ST. E., JENKS, OK 74037**

LEGAL DESCRIPTION

A TRACT OF LAND THAT IS PART OF LOT THREE (3), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 3406, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3, BLOCK 6;

THENCE SOUTH 09°40'45" EAST ALONG THE WEST LINE THEREOF 70.76 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 88°43'55" EAST 190.54 FEET TO THE EAST LINE OF SAID LOT 3;

THENCE SOUTH 06°07'39" WEST 191.59 FEET TO THE SOUTH LINE OF SAID LOT 3;

THENCE SOUTH 88°43'55" WEST ALONG SAID SOUTH LINE 144.61 FEET TO THE SOUTHWEST CORNER OF SAID LOT 3;

THENCE ALONG CURVE TO THE LEFT HAVING A RADIUS OF 385.00 FEET, AN ARC LENGTH OF 72.25 FEET, A CHORD BEARING OF NORTH 04°18'11" WEST AND A CHORD LENGTH OF 72.14 FEET;

THENCE NORTH 09°40'45" WEST 119.24 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 31,354.4 SQ. FEET OR 0.72 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 3 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

Staff Evaluation & Recommendation

Evaluation The request meets the intent of the Comprehensive Plan and Land Use Map and conforms to the RS-1 bulk and area standards of the Unified Development Ordinance (UDO). The rezoning request is in keeping with the surrounding uses and does not appear to adversely impact the neighborhood.

Recommendation | Staff recommends approval of the rezoning request JZ 26-702 and JZ 26-704 to RS-1 (Residential Single-Family Low-Density District).

Sec. 16-3-1. Bulk and Dimensional Standards.

(A) Table 16-3-1(A) addresses the requirements applicable to development or use of a lot in a residential zoning district.

Table 16-3-1(A): Residential District Bulk and Dimensional Standards									
Standard	RE	RS1	RS2	RS3	RD	RTH	RM1	RM2	RM3
Lot Standards (Minimum)									
Lot Area (sqft)	24,000	10,000	8,000	5,000	6,900	6,900	6,000	6,000	20,000
Lot Area/DU (sqft)	24,000	10,000	8,000	5,000	3,450	2,300	2,000	1,500	1,000
Lot Width (ft)	150	70	55	45	60	60	60	50	100
Yard Setbacks (Minimum)									
Front (ft)	35	35	20 (3)	20 (3)	20	15	10	10	10
Exterior Side (ft)	35	35	15 (3)	15 (3)	20	15	10	10	10
Interior Side (ft)	15	15 (1)	5	5	10 (2)	10 (2)	10 (2)	10 (2)	10 (2)
Rear (ft)	25	25	20	20	20	20	10	10	10
Building Standards (Maximum)									
Height (ft)	35	35	35	35	35	35	40	45	45
Impervious Surface Coverage	20%	35%	40%	60%	40%	60%	70%	70%	70%
Notes									
(1) The cumulative interior side yard setback shall be 15 feet. No interior side yard setback shall be less than 5 feet.									
(2) If a parti-wall exists, the interior side yard setback shall be 0 feet.									
(3) Garages shall be setback a minimum of 25 feet from the front property line.									

Figure 1 – Bulk and Dimensional Table from UDO



Figure 2a - Aerial Image, [JZ 26-702](#)

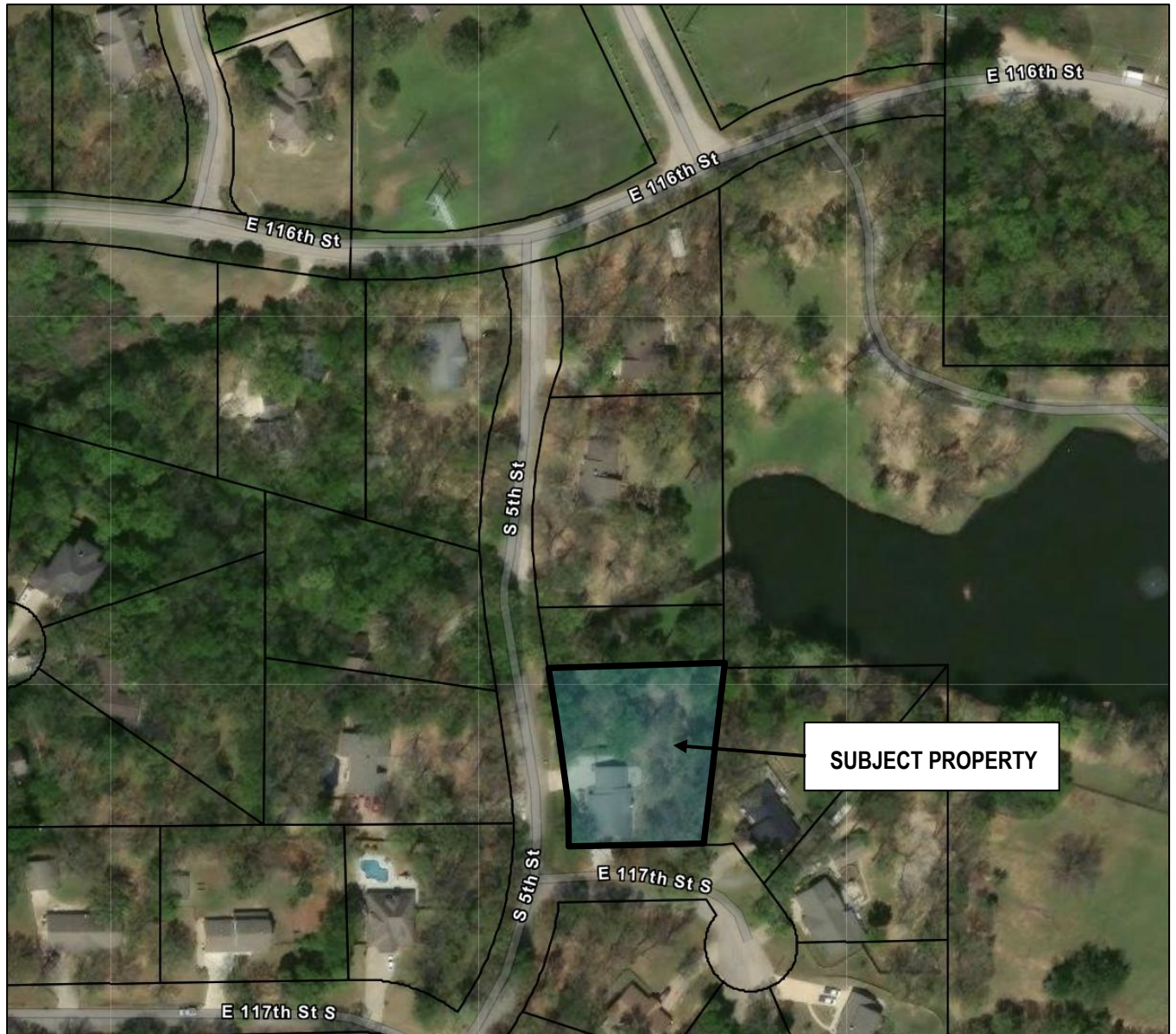


Figure 2b - Aerial Image, **JZ 26-704**

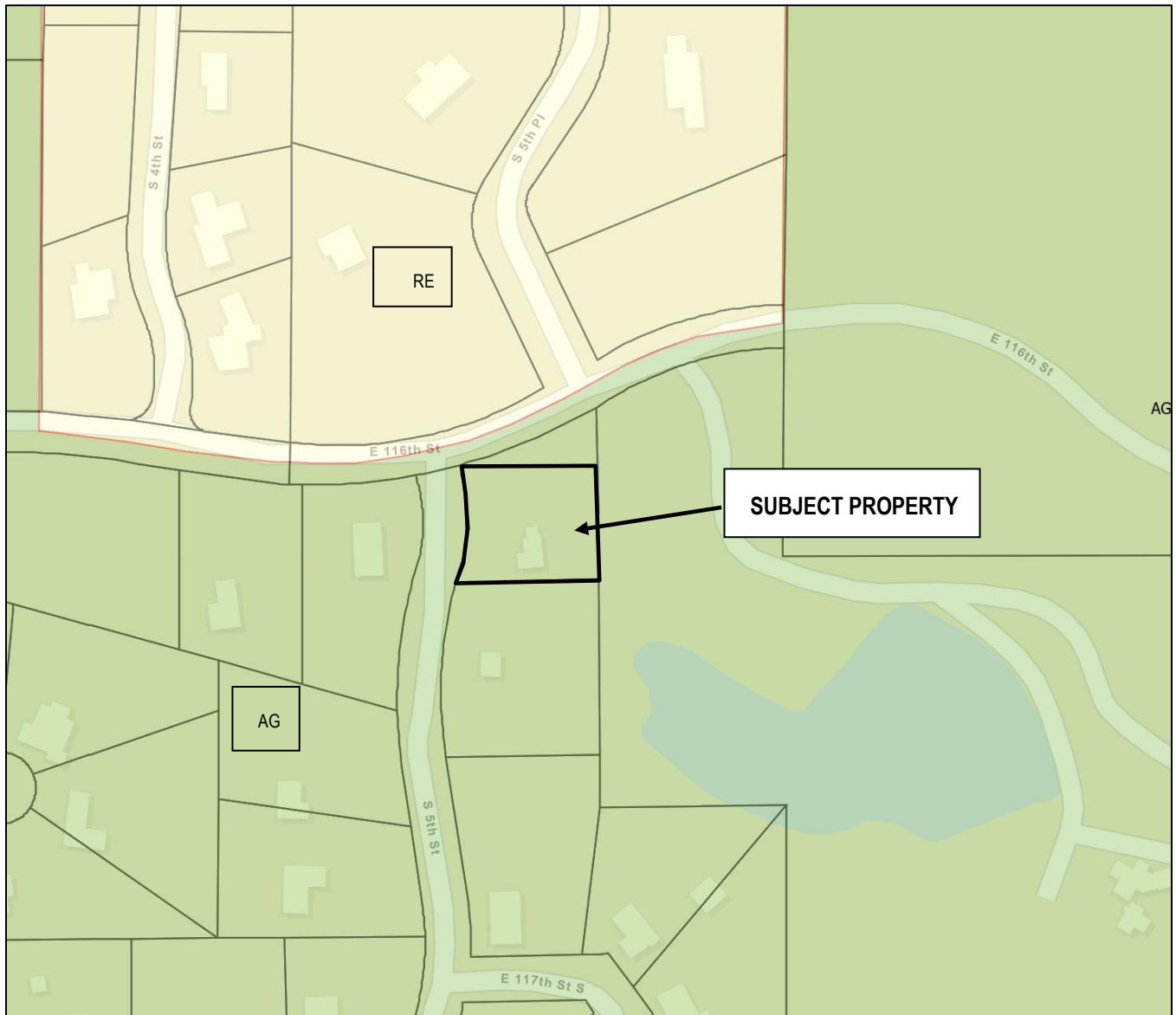


Figure 3a – INCOG Location/Zoning Map, [JZ 26-702](#)

Surrounding Zoning:

- North: AG (Agriculture)
- East: AG (Agriculture)
- West: AG (Agriculture)
- South: AG (Agriculture)

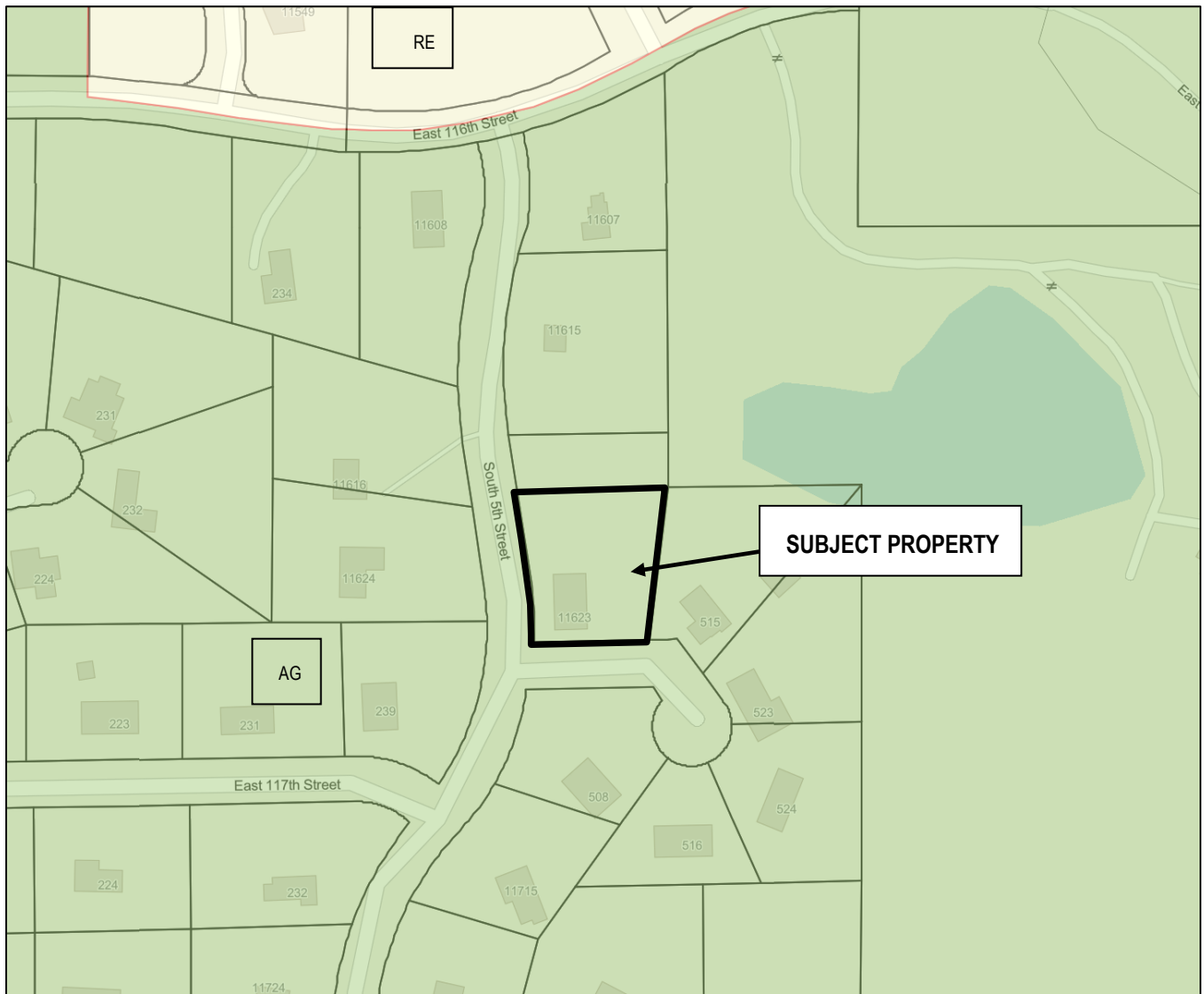


Figure 3b – INCOG Location/Zoning Map, [JZ 26-704](#)

Surrounding Zoning:

- North: AG (Agriculture)
- East: AG (Agriculture)
- West: AG (Agriculture)
- South: AG (Agriculture)

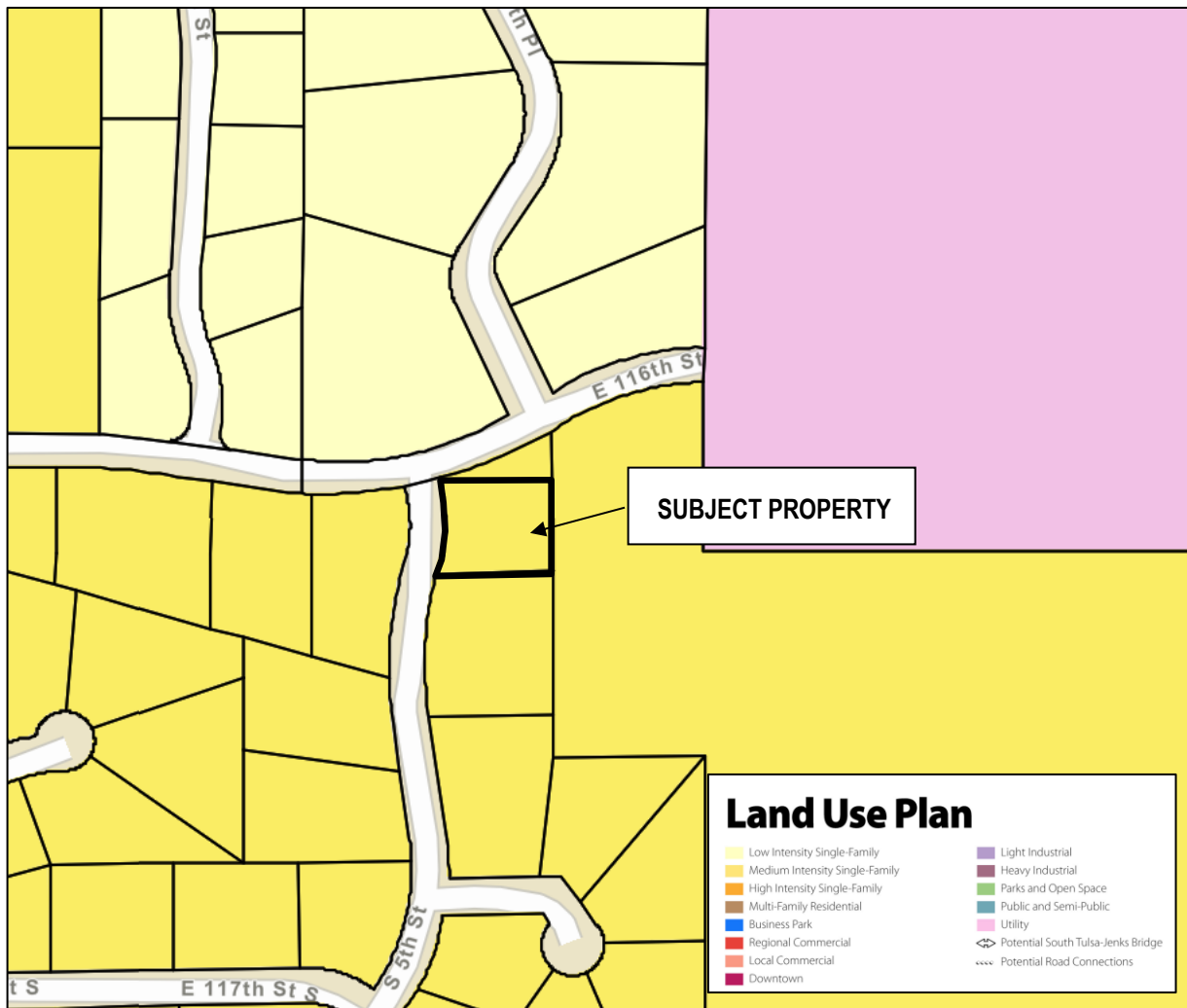


Figure 4a – Jenks Horizon Land Use Plan Map, [JZ 26-702](#)

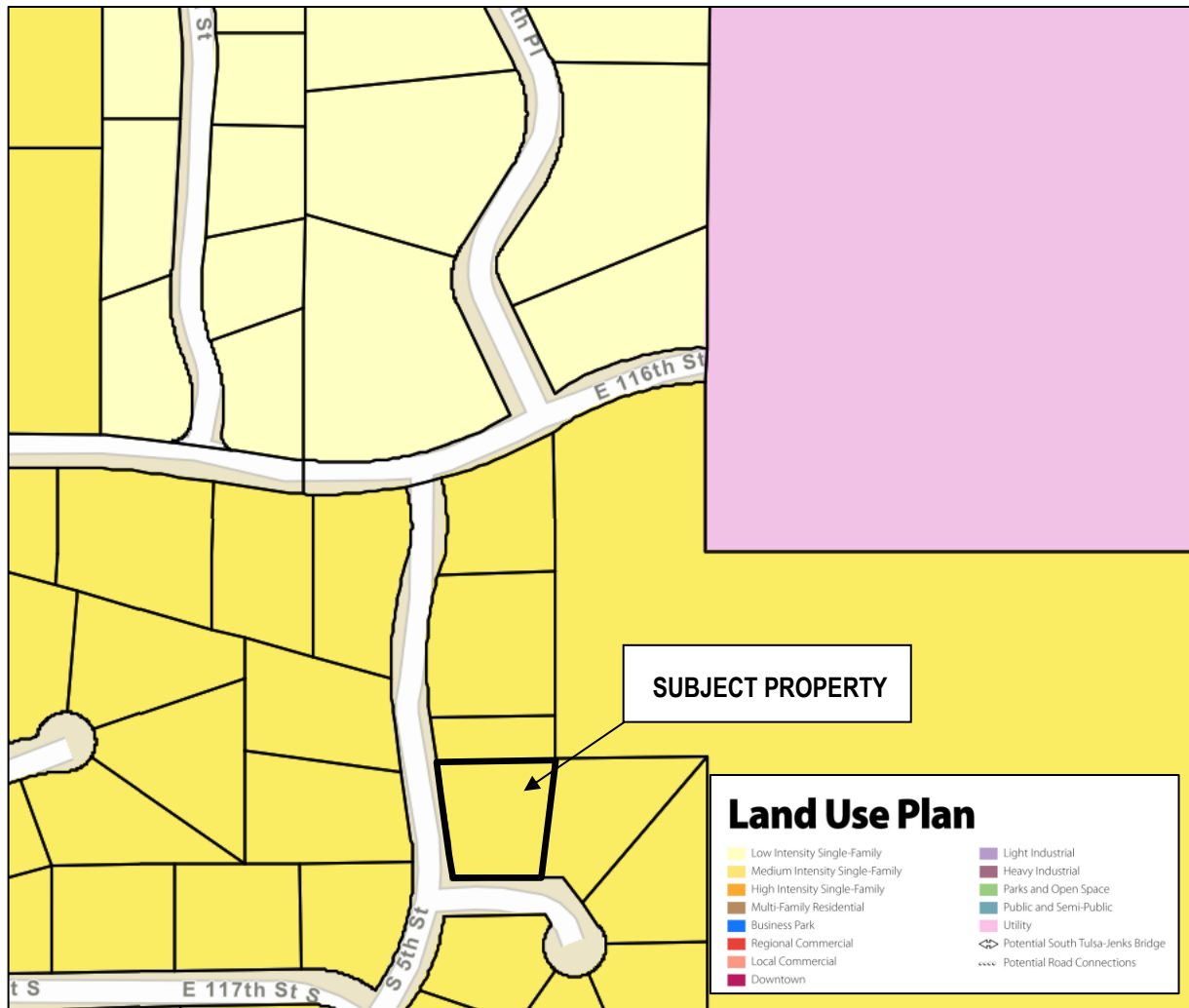


Figure 4b – Jenks Horizon Land Use Plan Map, JZ 26-704

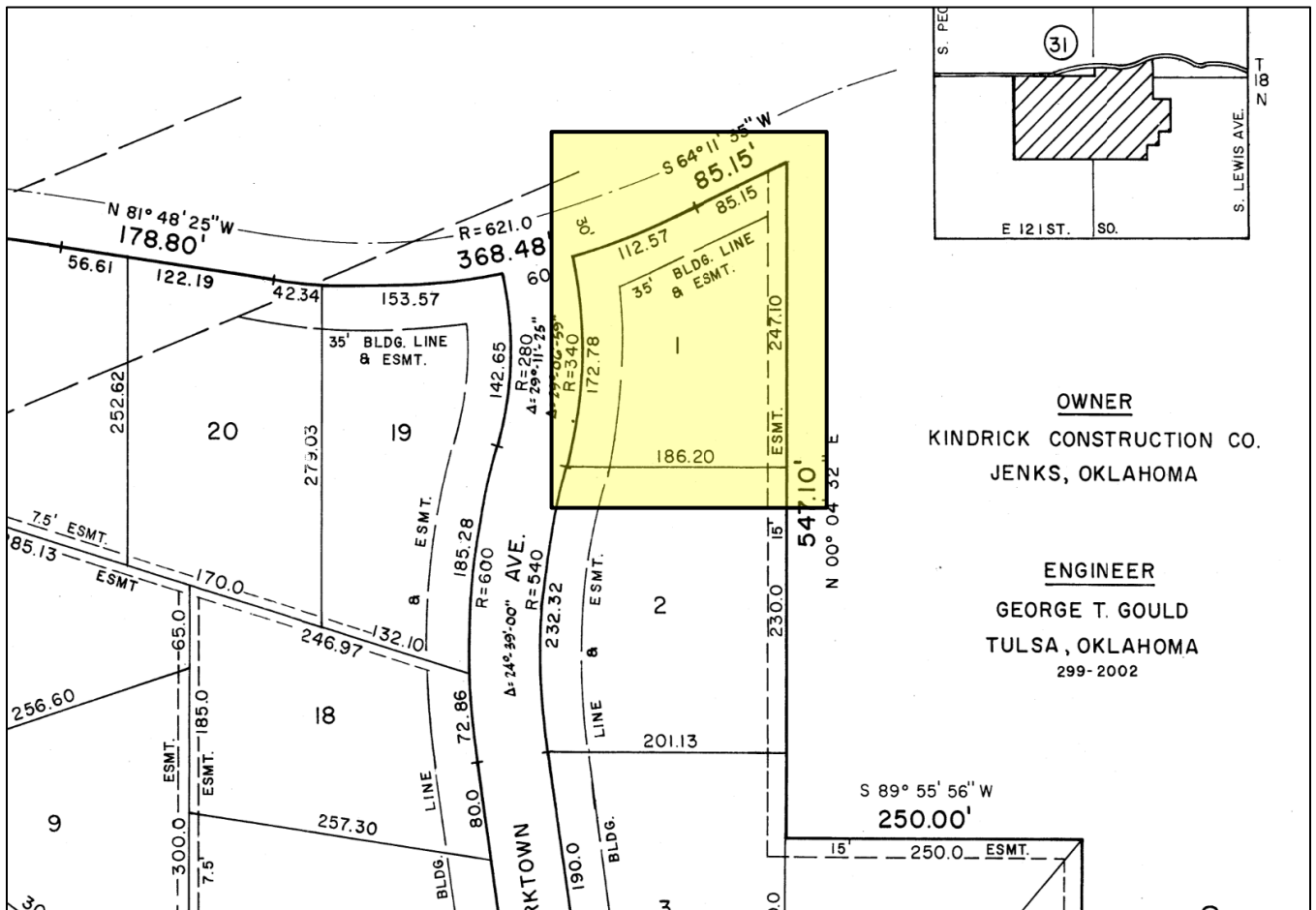


Figure 5a – JZ 26-702 Subject Lot of the Revised Plat for Oakwood Estates

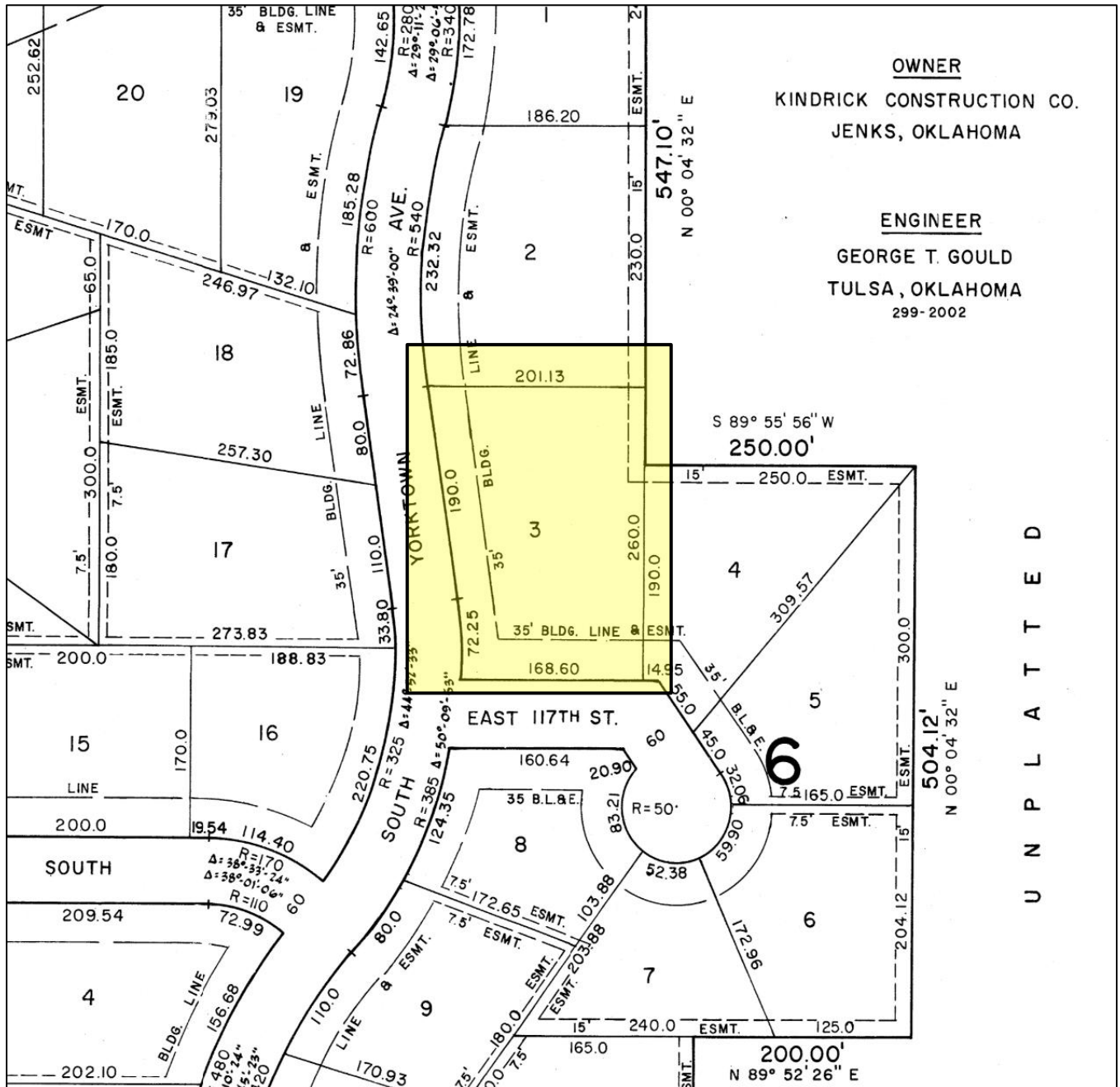
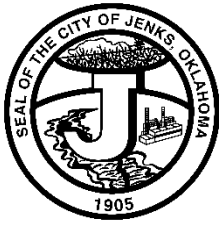


Figure 5b – JZ 26-704 Subject Lot of the Revised Plat for Oakwood Estates



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

**NOTICE OF A PUBLIC HEARING
LOCATED IN THE CITY OF JENKS, OKLAHOMA**

Case Number: JZ 26-702

Request: Zone Change

Request by Bell Land Use, LLC for a zone change from AG (Agriculture) to RS-1 (Residential Single Family)

Legal Description: A TRACT OF LAND THAT IS PART OF LOT ONE (1), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 6;
THENCE NORTH 88°43'51" EAST 181.78 FEET TO THE EAST LINE OF SAID LOT 1;
THENCE SOUTH 01°04'06" EAST ALONG SAID EAST LINE 170.85 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1;
THENCE SOUTH 88°43'51" WEST ALONG THE SOUTH LINE THEREOF 186.20 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1;
THENCE NORTHERLY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 340.00 FEET, AN ARC LENGTH OF 172.78 FEET, A CHORD BEARING OF NORTH 00°24'46" EAST AND A CHORD LENGTH OF 170.93 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 30,186.7 SQ. FEET OR 0.69 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 1 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

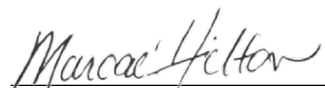
General Location: 11607 S 5th St

Hearing Date: 06 August 2026 at 6 p.m.

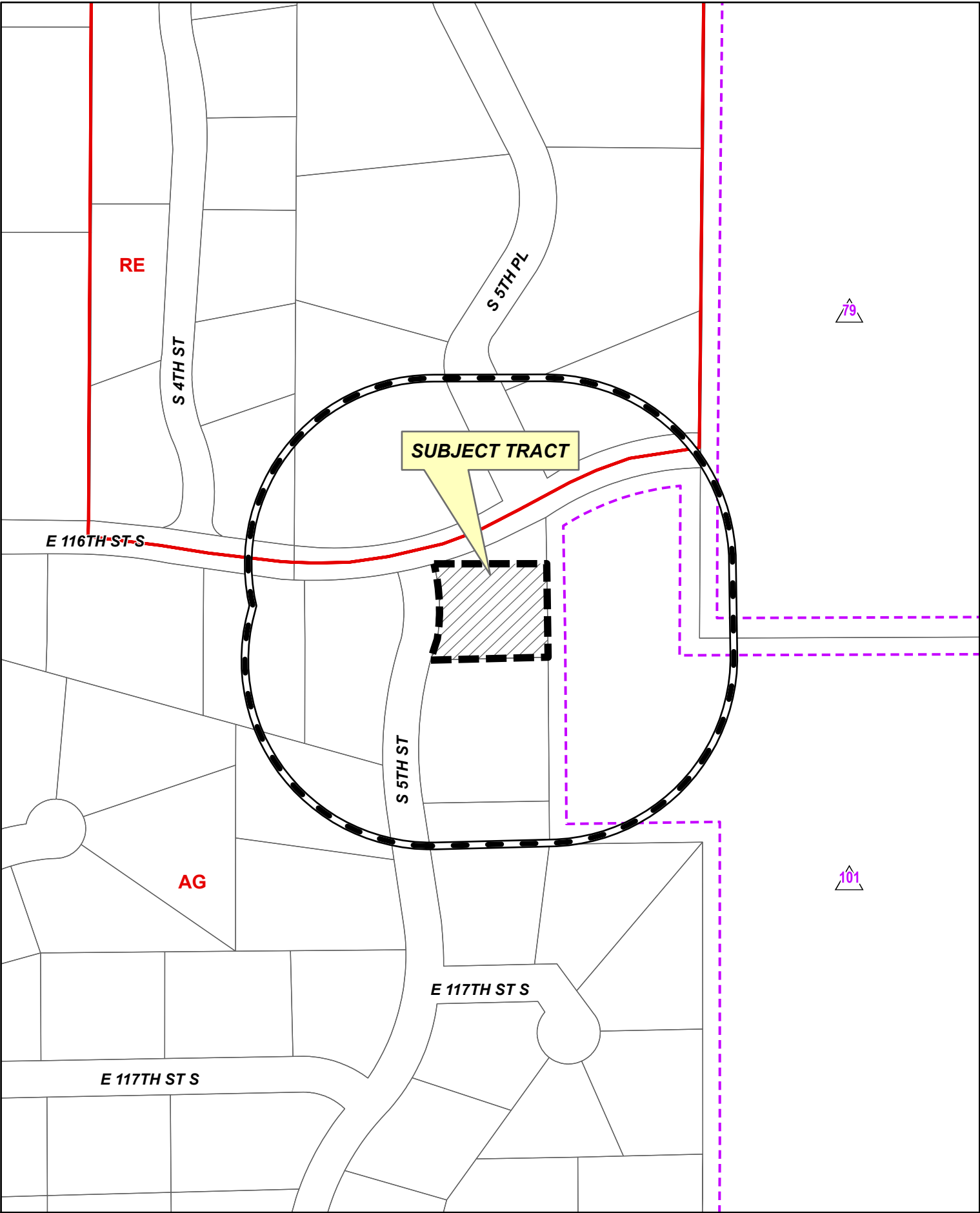
Location: Jenks City Hall, 211 N Elm St, Jenks, OK 74037

All persons interested in this matter may appear at these hearings and present their objections to or arguments for any of the above matters.

Dated at Jenks Oklahoma on 1 July 2026.



Marcae Hilton, Secretary
Jenks Planning Commission

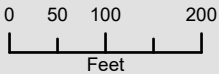


300' Radius



Subject
Tract

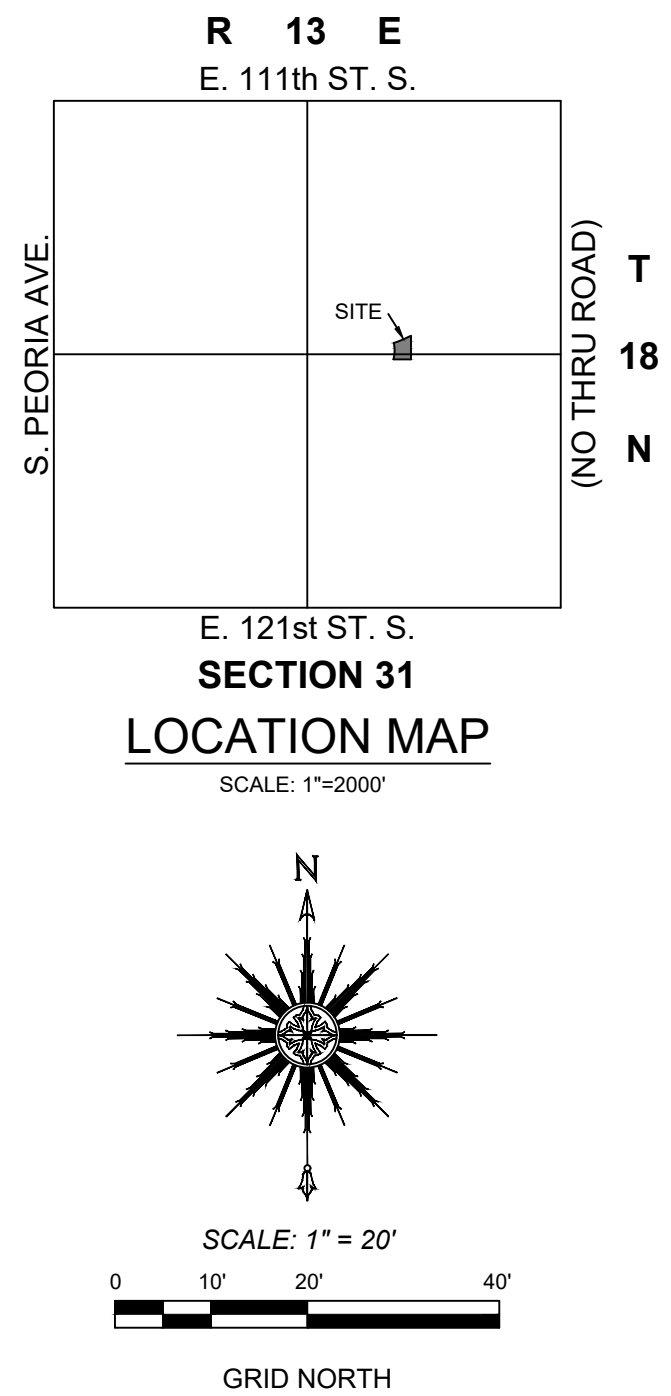
JZ 26-702



31 18-13



A = AIR CONDITIONER
 AD = AREA INLET
 ASP = AUTO SPRINKLER
 BC = BOTTOM OF CURB
 BL = BUILDING LINE
 BM = BENCHMARK
 BWF = BARBED WIRE FENCE
 CATV = CABLE TV PEDESTAL
 CL = CENTERLINE
 CLB = CLIMB BARRIER
 CLF = CHAIN LINK FENCE
 CMU = CONCRETE MASONRY UNIT
 CO = CLEAN OUT
 CPS = COX POWER SUPPLY
 CMP = CORRUGATED METAL PIPE
 CPP = CORRUGATED PLASTIC PIPE
 DGD = DROULE GATE DROP INLET
 DIP = DUCTILE IRON PIPE
 EJB = ELECTRIC JUNCTION BOX
 EM = ELECTRIC METER
 EO = ELECTRIC OUTLET
 EPED = ELECTRIC PEDESTAL
 ET = ELECTRIC TRANSFORMER
 FF = FINISH FLOOR
 FG = FINISH GRADE
 FH = FIRE HYDRANT
 FOM = FIBER OPTIC MARKER
 FOV = FIBER OPTIC VAULT
 FP = FLAG POLE
 FL = FLOWLINE
 GLM = GAS LINE MARKER
 GM = GAS METER
 GR = GAS REGULATOR
 GV = GAS VALVE
 GL = GROUND LIGHT
 GP = GUARD POST
 GUY = GUY ANCHOR
 HDWL = HEADWALL
 HPP = HIGH POWER POLE
 HPS = HAND/CAP PARKING SIGN
 HWF = HOG WIRE FENCE
 ICV = IRRIGATION CONTROL VALVE
 I.P. = IRON PIN
 (L) = PER LEGAL DESCRIPTION
 LP = LIGHT POLE
 (M) = MEASURED DATA
 MA/E = MUTUAL ACCESS EASEMENT
 MB = MAILBOX
 MRK = MARKER
 MW = MONITORING WELL
 (P) = PER PLAT
 P/E = PIPELINE EASEMENT
 PLF = PLASTIC FENCE
 PLM = PIPELINE MARKER
 PM = PARKING METER
 PP = POWER POLE
 PPD = POWER POLE W/ DROP SERVICE
 PPD-T = POWER POLE W/ DROP & TRANSFORMER
 PPDLT = POWER POLE W/ DROP, LIGHT & TRANSFORMER
 PPLT = POWER POLE W/ LIGHT & TRANSFORMER
 PPM = POWER POLE W/ ELECTRIC METER
 PPNS = POWER POLE / NO SERVICE
 PPT = POWER POLE W/ TRANSFORMER
 RCB = REINFORCED CONCRETE BOX
 RCP = REINFORCED CONCRETE PIPE
 RD = ROOF DRAIN
 ROW = RIGHT-OF-WAY
 SSLH = SANITARY SEWER LAMP HOLE
 SSMH = SANITARY SEWER MANHOLE
 S/B = SETBACK
 SGDI = SINGLE GRATE DROP INLET
 SH = SPRINKLER HEAD
 SP = SIGN POST
 STMH = STORM SEWER MANHOLE
 STJB = STORM SEWER JUNCTION BOX
 TE = TELEPHONE MANHOLE
 TPEL = TELEPHONE PEDESTAL
 TC = TOP OF CURB
 TD = TOP OF DECK
 TG = TOP OF GRATE
 TH = THRESHOLD
 TP = TOP OF PAVEMENT
 TR = TOP OF RIM
 TS = TRAFFIC SIGN
 TSLP = TRAFFIC SIGNAL LIGHT POLE
 TSPB = TRAFFIC SIGNAL PULL BOX
 TSMH = TRAFFIC SIGNAL MANHOLE
 TVLT = TELEPHONE VAULT
 TW = TOP OF WALL
 U/E = UTILITY EASEMENT
 UM = UTILITY MARKER
 VP = VENT PIPE
 WF = WATER FAUCET
 WM = WATER METER
 WSE = WATER SURFACE ELEVATION
 WV = WATER VALVE
 WDF = WOOD FENCE
 YL = YARD LIGHT
 (Z) = ZONING
 C = CENTERLINE
 -X = FENCE LINE
 -OC = OVERHEAD COMMUNICATION
 -OE = OVERHEAD ELECTRIC
 -SS = SANITARY SEWER
 -ST = STORM SEWER
 -OP/TOE = TOP OF E / GROUND SLOPE
 -UC = UNDERGROUND COMMUNICATION
 -UE = UNDERGROUND ELECTRIC
 -UG = UNDERGROUND GAS
 -UT = UNDERGROUND TELEPHONE
 -WL = WATERLINE
 ☉ = DECIDUOUS TREE
 ☿ = EVERGREEN TREE



LOT ONE (1), BLOCK SIX (6), OAKWOOD ESTATES, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

PHYSICAL ADDRESS: 11607 S. 5th ST. E., JENKS, TULSA COUNTY, OKLAHOMA 74037

BEARINGS ARE BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) AS FIELD MEASUREMENTS AND ARE INTENDED TO BE RELATIVE TO DEED DESCRIPTION. MEASUREMENTS SHOWN ARE GRID DISTANCES IN U.S. SURVEY FEET.

EASEMENT AND BUILDING SETBACK LINES SHOWN ON THE RECORDED PLAT ARE SHOWN HEREON.
EASEMENTS MAY EXIST THAT ARE NOT SHOWN.

REFER TO CURRENT ZONING FOR NEW CONSTRUCTION GUIDELINES.

SET 3/8" IRON PIN W/ GREEN "FRITZ CA5848" CAP OR MAG NAIL W/ "FRITZ CA5848" WASHER AT ALL CORNERS UNLESS OTHERWISE NOTED AND SHOWN HEREON.

SPLIT TRACT 'A' GROSS LAND AREA: 6,305.3 SQ. FEET OR 0.14 ACRES.
SPLIT TRACT 'B' GROSS LAND AREA: 30,186.7 SQ. FEET OR 0.69 ACRES.

WE HAVE EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CITY OF JENKS, OKLAHOMA, COMMUNITY PANEL NO. 40143C0427L - OCTOBER 16, 2012, WHICH INDICATES THE SUBJECT PROPERTY TO BE WITHIN UNSHADED ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).

LAST SITE VISIT: APRIL 6, 2026.

UNDERGROUND UTILITIES SHOWN HEREON WERE DERIVED FROM OBSERVABLE FIELD EVIDENCE AND CITY OF JENKS ENGINEERING ATLAS. ALL UTILITIES MAY NOT BE SHOWN - CALL OKIE 1-800-522-6543!

FRITZ LAND SURVEYING, LLC AND THE UNDERSIGNED PROFESSIONAL LAND SURVEYOR, UNDER CERTIFICATE OF AUTHORIZATION CA #5848, DO HEREBY STATE THAT THIS PLAT OF SURVEY IS A TRUE AND ACCURATE REPRESENTATION OF THE SURVEY MADE ON THE GROUND AND OF THE FACTS AS FOUND AT THE TIME OF THE SURVEY AND THAT THIS PLAT MEETS OR EXCEEDS THE MINIMUM TECHNICAL STANDARDS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

WITNESS MY HAND AND SEAL THIS 9th DAY OF APRIL, 2026.



ANDY FRITZ, PLS
OK LIC. 1694
CA #5848



LOT 1, BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES

SURVEY: MJL	DATE: 03.09.2026	PREPARED BY: FRITZ LAND SURVEYING, LLC 524 E. MAIN ST., JENKS, OK 74037 PH: 918-528-5121 FRITZLANDSURVEYING@GMAIL.COM C.A. # 5848 EXPIRES: 6-30-2026
DRAFT: DKP	DATE: 04.09.2026	
APPROVED: PLS	DATE: 04.09.2026	
REV:	PROJECT NO.: 25444	



A TRACT OF LAND THAT IS PART OF LOT ONE (1), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 6;
THENCE NORTH 88°43'51" EAST 181.78 FEET TO THE EAST LINE OF SAID LOT 1;
THENCE SOUTH 01°04'06" EAST ALONG SAID EAST LINE 170.85 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1;
THENCE SOUTH 88°43'51" WEST ALONG THE SOUTH LINE THEREOF 186.20 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1;
THENCE NORTHERLY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 340.00 FEET, AN ARC LENGTH OF 172.78 FEET, A CHORD BEARING
OF NORTH 00°24'46" EAST AND A CHORD LENGTH OF 170.93 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE POINT OF
BEGINNING.

SAID TRACT OF LAND CONTAINS 30,186.7 SQ. FEET OR 0.69 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 1 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

A TRACT OF LAND THAT IS PART OF LOT ONE (1), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BE BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 6;
THENCE NORTHEASTERLY ALONG THE NORTH LINE THEREOF FOLLOWING A CURVE TO THE LEFT HAVING A RADIUS OF 621.00 FEET, AN
ARC LENGTH OF 112.57 FEET, A CHORD BEARING OF NORTH 68°14'41" EAST AND A CHORD LENGTH OF 112.42 FEET;
THENCE NORTH 63°02'57" EAST ALONG SAID NORTH LINE 85.15 FEET TO THE NORTHEAST CORNER OF SAID LOT 1;
THENCE SOUTH 01°04'06" EAST ALONG THE EAST LINE THEREOF 76.25 FEET;
THENCE SOUTH 88°43'51" WEST 181.78 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 6,305.3 SQ. FEET OR 0.14 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 1 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTHWEST 01°04'06" EAST.

**ORDINANCE NO. 1692
(JZ 26-702)**

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF JENKS, OKLAHOMA, CHANGING THE UNDERLYING ZONING OF THE DESCRIBED PROPERTY FROM AG (AGRICULTURE) TO RS-1 (RESIDENTIAL); REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

.....

WHEREAS, the owner of certain real property has petitioned for the zone change of a parcel of land to Residential Single Family; and

WHEREAS, a public hearing on said zone change was held by the Jenks Planning Commission on August 06, 2026, and the Jenks City Council heard additional public comments on August 18, 2026, and due consideration has been given to any public comments; and

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

SECTION I. JZ 25-702 is hereby approved rezoning the following described property to RS-1 (Residential Single Family):

A TRACT OF LAND THAT IS PART OF LOT ONE (1), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF JENKS, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 6;
THENCE NORTH 88°43'51" EAST 181.78 FEET TO THE EAST LINE OF SAID LOT 1;
THENCE SOUTH 01°04'06" EAST ALONG SAID EAST LINE 170.85 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1;
THENCE SOUTH 88°43'51" WEST ALONG THE SOUTH LINE THEREOF 186.20 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1;
THENCE NORTHERLY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 340.00 FEET, AN ARC LENGTH OF 172.78 FEET, A CHORD BEARING OF NORTH 00°24'46" EAST AND A CHORD LENGTH OF 170.93 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 30,186.7 SQ. FEET OR 0.69 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 1 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

The zoning map and zoning district of the City of Jenks is hereby amended to rezone the above legal description to RS-1 (Residential Single Family).

General Location: 11607 S 5th St

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

SECTION III. 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 _____ 2026

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

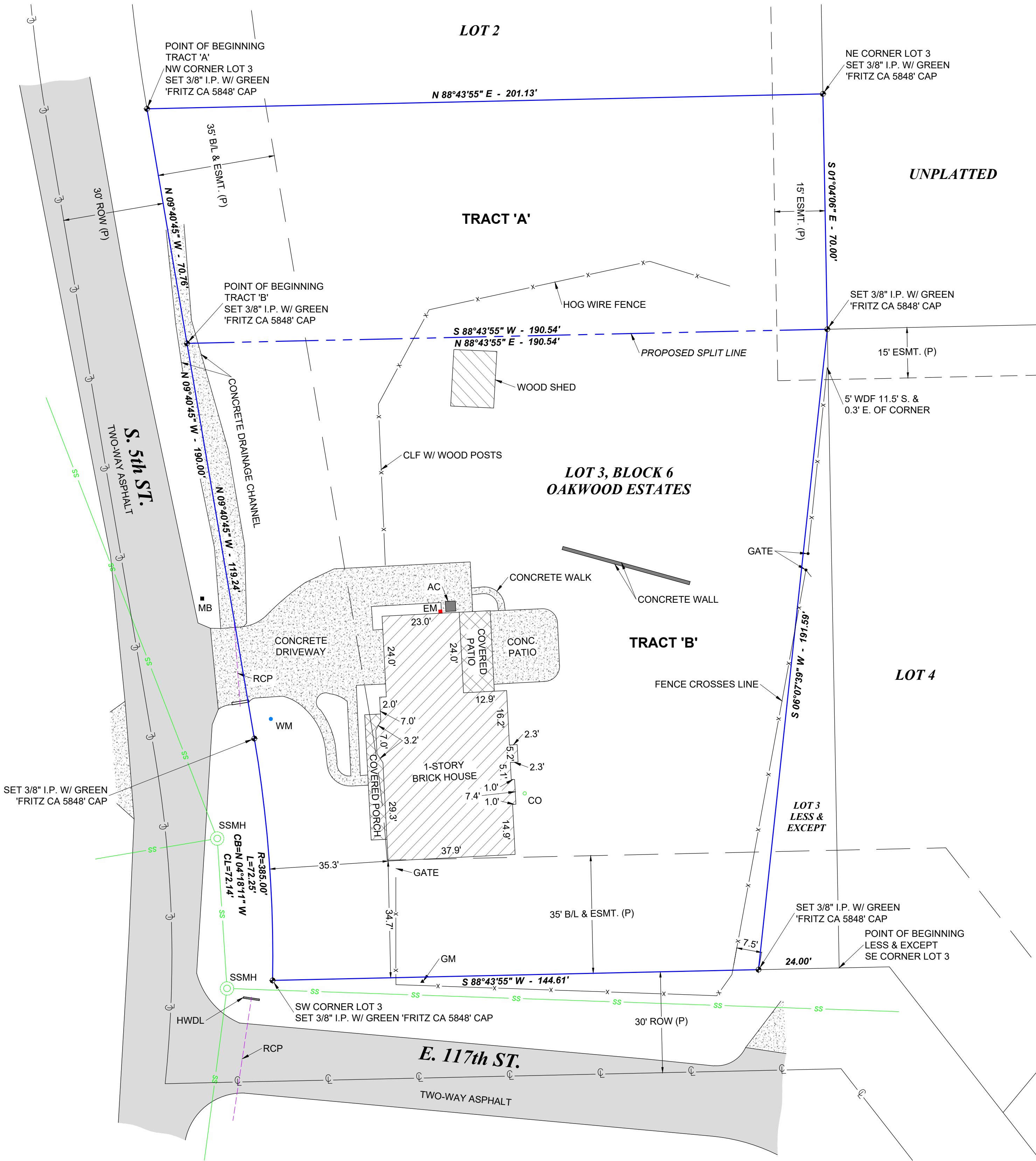
CITY CLERK

Approved as to form:

CITY ATTORNEY

LEGEND

- AC = AIR CONDITIONER
AD = AREA INLET
ASP = AUTO SPRINKLER
BC = BOTTOM OF CURB
B/L = BUILDING LINE
BM = BENCHMARK
BWF = BARBED WIRE FENCE
CATV = CABLE TV PEDESTAL
CL = CENTERLINE
CLB = CLIMB BARRIER
CLF = CHAIN LINK FENCE
CMU = CONCRETE MASONRY UNIT
CO = CLEAN OUT
CPS = COX POWER SUPPLY
CMP = CORRUGATED METAL PIPE
CPP = CORRUGATED PLASTIC PIPE
DGD = DOUBLE GRATE DROP INLET
DIP = DUCTILE IRON PIPE
EJB = ELECTRIC JUNCTION BOX
EM = ELECTRIC METER
EO = ELECTRIC OUTLET
EPED = ELECTRIC PEDESTAL
ET = ELECTRIC TRANSFORMER
FF = FINISH FLOOR
FG = FINISH GRADE
FH = FIRE HYDRANT
FOM = FIBER OPTIC MARKER
FOV = FIBER OPTIC VAULT
FP = FLAG POLE
FL = FLOWLINE
GLM = GAS LINE MARKER
GM = GAS METER
GR = GAS REGULATOR
GV = GAS VALVE
GL = GROUND LIGHT
GP = GUARD POST
GUY = GUY ANCHOR
HDWL = HEADWALL
HPP = HIGH POWER POLE
HPS = HANDICAP PARKING SIGN
HWF = HOG WIRE FENCE
ICV = IRRIGATION CONTROL VALVE
I.P. = IRON PIN
(L) = PER LEGAL DESCRIPTION
LP = LIGHT POLE
(M) = MEASURED DATA
MA/E = MUTUAL ACCESS EASEMENT
MB = MAILBOX
MRK = UTILITY MARKER
MW = MONITORING WELL
(P) = PER PLAT
P/E = PIPELINE EASEMENT
PLF = PLASTIC FENCE
PLM = PIPELINE MARKER
PM = PARKING METER
PP = POWER POLE
PPD = POWER POLE W/ DROP SERVICE
PDDT = POWER POLE W/ DROP & TRANSFORMER
PPDLT = POWER POLE W/ DROP, LIGHT & TRANSFORMER
PPLT = POWER POLE W/ LIGHT & TRANSFORMER
PPM = POWER POLE W/ ELECTRIC METER
PPNS = POWER POLE / NO SERVICE
PPT = POWER POLE W/ TRANSFORMER
RCB = REINFORCED CONCRETE BOX
RCP = REINFORCED CONCRETE PIPE
RD = ROOF DRAIN
ROW = RIGHT-OF-WAY
SSLH = SANITARY SEWER LAMP HOLE
SSMH = SANITARY SEWER MANHOLE
S/B = SETBACK
SGDI = SINGLE GRATE DROP INLET
SH = SPRINKLER HEAD
SP = SIGN POST
STMH = STORM SEWER MANHOLE
STJB = STORM SEWER JUNCTION BOX
TM = TELEPHONE MANHOLE
TPED = TELEPHONE PEDESTAL
TC = TOP OF CURB
TD = TOP OF DECK
TG = TOP OF GRATE
TH = THRESHOLD
TP = TOP OF PAVEMENT
TR = TOP OF RIM
TS = TRAFFIC SIGN
TSLP = TRAFFIC SIGNAL LIGHT POLE
TSPB = TRAFFIC SIGNAL PULL BOX
TSMH = TRAFFIC SIGNAL MANHOLE
TVLT = TELEPHONE VAULT
TW = TOP OF WALL
U/E = UTILITY EASEMENT
UM = UTILITY MARKER
VP = VENT PIPE
WF = WATER FAUCET
WM = WATER METER
WSE = WATER SURFACE ELEVATION
WV = WATER VALVE
WDF = WOOD FENCE
YL = YARD LIGHT
(Z) = ZONING
CL = CENTERLINE
-X- = FENCE LINE
-OC- = OVERHEAD COMMUNICATION
-OE- = OVERHEAD ELECTRIC
-ST- = SANITARY SEWER
-TOP/TOE- = STORM SEWER
-UC- = TOP/TOE OF GROUND SLOPE
-UE- = UNDERGROUND COMMUNICATION
-UG- = UNDERGROUND ELECTRIC
-UT- = UNDERGROUND GAS
-WL- = UNDERGROUND TELEPHONE
-W- = WATERLINE
O = DECIDUOUS TREE
● = EVERGREEN TREE



LEGAL DESCRIPTION - TRACT 'A' - BY THIS SURVEY

A TRACT OF LAND THAT IS PART OF LOT THREE (3), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 3406, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER SAID LOT 3, BLOCK 6;
THENCE NORTH 88°43'55\"/>

SAID TRACT OF LAND CONTAINS 13,708.2 SQ. FEET OR 0.31 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 3 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06\"/>

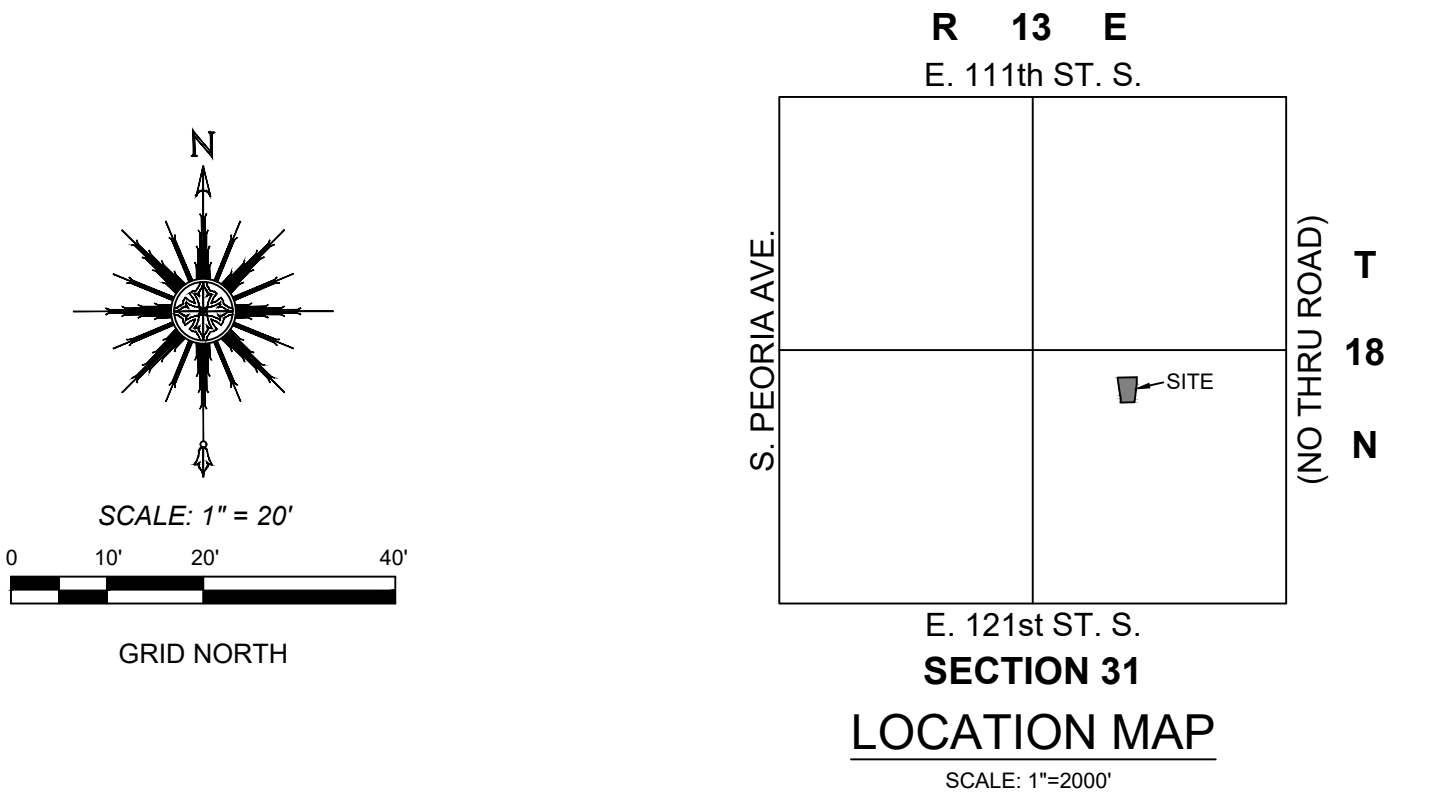
LEGAL DESCRIPTION - TRACT 'B' - BY THIS SURVEY

A TRACT OF LAND THAT IS PART OF LOT THREE (3), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 3406, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3, BLOCK 6;
THENCE SOUTH 09°40'45\"/>

THENCE NORTH 88°43'55\"/>

SAID TRACT OF LAND CONTAINS 31,354.4 SQ. FEET OR 0.72 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 3 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06\"/>



LEGAL DESCRIPTION - AS PROVIDED - DOC. #2020003936

LOT THREE (3), BLOCK SIX (6), OAKWOOD ESTATES, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, LESS AND EXCEPT THE FOLLOWING:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT THREE (3);
THENCE NORTH ALONG THE EAST LINE THEREOF, A DISTANCE OF 190 FEET TO A POINT WHICH POINT IS LOCATED IN THE NORTHWEST CORNER OF LOT FOUR (4), OF SAID BLOCK SIX (6);
THENCE IN A SOUTHERLY DIRECTION TO A POINT ON THE SOUTH LINE OF SAID LOT THREE (3), WHICH POINT IS TWENTY-FOUR (24) FEET WEST OF THE SOUTHEAST CORNER THEREOF;
THENCE EAST ALONG THE SOUTH LINE OF SAID LOT THREE (3) A DISTANCE OF TWENTY-FOUR (24) FEET TO THE POINT OF BEGINNING.

SURVEYOR'S NOTES

PREPARED FOR: TETON AIR, LLC
ROBERT BELL

PHYSICAL ADDRESS: 11623 S. 5th ST., JENKS, TULSA COUNTY, OKLAHOMA 74037

BEARINGS ARE BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) AS FIELD MEASUREMENTS AND ARE INTENDED TO BE RELATIVE TO DEED DESCRIPTION. MEASUREMENTS SHOWN ARE GRID DISTANCES IN U.S. SURVEY FEET.

EASEMENT AND BUILDING SETBACK LINES SHOWN ON THE RECORDED PLAT ARE SHOWN HEREON. EASEMENTS MAY EXIST THAT ARE NOT SHOWN.

REFER TO CURRENT ZONING FOR NEW CONSTRUCTION GUIDELINES.

SET 3/8\"/>

TRACT 'A' GROSS LAND AREA: 13,708.2 SQ. FEET OR 0.31 ACRES.
TRACT 'B' GROSS LAND AREA: 31,354.4 SQ. FEET OR 0.72 ACRES.

WE HAVE EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CITY OF JENKS, OKLAHOMA, COMMUNITY PANEL NO. 40143C0427L - OCTOBER 16, 2012, WHICH INDICATES THE SUBJECT PROPERTY TO BE WITHIN UNSHADED ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).

LAST SITE VISIT: APRIL 6, 2026.

UNDERGROUND UTILITIES SHOWN HEREON WERE DERIVED FROM OBSERVABLE FIELD EVIDENCE AND CITY OF JENKS ENGINEERING ATLAS. ALL UTILITIES MAY NOT BE SHOWN - CALL OKIE 1-800-522-6543!

CERTIFICATE OF SURVEY

FRITZ LAND SURVEYING, LLC AND THE UNDERSIGNED PROFESSIONAL LAND SURVEYOR, UNDER CERTIFICATE OF AUTHORIZATION CA #5848, DO HEREBY STATE THAT THIS PLAT OF SURVEY IS A TRUE AND ACCURATE REPRESENTATION OF THE SURVEY MADE ON THE GROUND AND OF THE FACTS AS FOUND AT THE TIME OF THE SURVEY AND THAT THIS PLAT MEETS OR EXCEEDS THE MINIMUM TECHNICAL STANDARDS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

WITNESS MY HAND AND SEAL THIS 9th DAY OF APRIL, 2026.



ANDY FRITZ, PLS
OK LIC. 1694
CA #5848



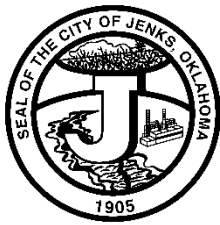
LOT LINE ADJUSTMENT

LOT 3, BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES

11623 S. 5th ST. E., JENKS, TULSA COUNTY, OKLAHOMA 74037

SURVEY: M/L	DATE: 03.09.2026	PREPARED BY: FRITZ LAND SURVEYING, LLC 524 E. MAIN ST., JENKS, OK 74037 PH: 918-528-5121 FRITZLANDSURVEYING@GMAIL.COM C.A. # 5848 EXPIRES: 6-30-2026
DRAFT: DKP	DATE: 04.09.2026	
APPROVED: PLS	DATE: 04.09.2026	
REV:	PROJECT NO.: 25444	





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

**NOTICE OF A PUBLIC HEARING
LOCATED IN THE CITY OF JENKS, OKLAHOMA**

Case Number: JZ 26-704

Request: Zone Change

Request by Bell Land Use, LLC for a zone change from AG (Agriculture) to RS-1 (Residential Single Family)

Legal Description: A TRACT OF LAND THAT IS PART OF LOT THREE (3), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 3406, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3, BLOCK 6;
THENCE SOUTH 09°40'45" EAST ALONG THE WEST LINE THEREOF 70.76 FEET TO THE POINT OF BEGINNING;
THENCE NORTH 88°43'55" EAST 190.54 FEET TO THE EAST LINE OF SAID LOT 3;
THENCE SOUTH 06°07'39" WEST 191.59 FEET TO THE SOUTH LINE OF SAID LOT 3;
THENCE SOUTH 88°43'55" WEST ALONG SAID SOUTH LINE 144.61 FEET TO THE SOUTHWEST CORNER OF SAID LOT 3;
THENCE ALONG CURVE TO THE LEFT HAVING A RADIUS OF 385.00 FEET, AN ARC LENGTH OF 72.25 FEET, A CHORD BEARING OF NORTH 04°18'11" WEST AND A CHORD LENGTH OF 72.14 FEET;
THENCE NORTH 09°40'45" WEST 119.24 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND THE POINT OF BEGINNING.
SAID TRACT OF LAND CONTAINS 31,354.4 SQ. FEET OR 0.72 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 3 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

General Location: 11623 S 5th St

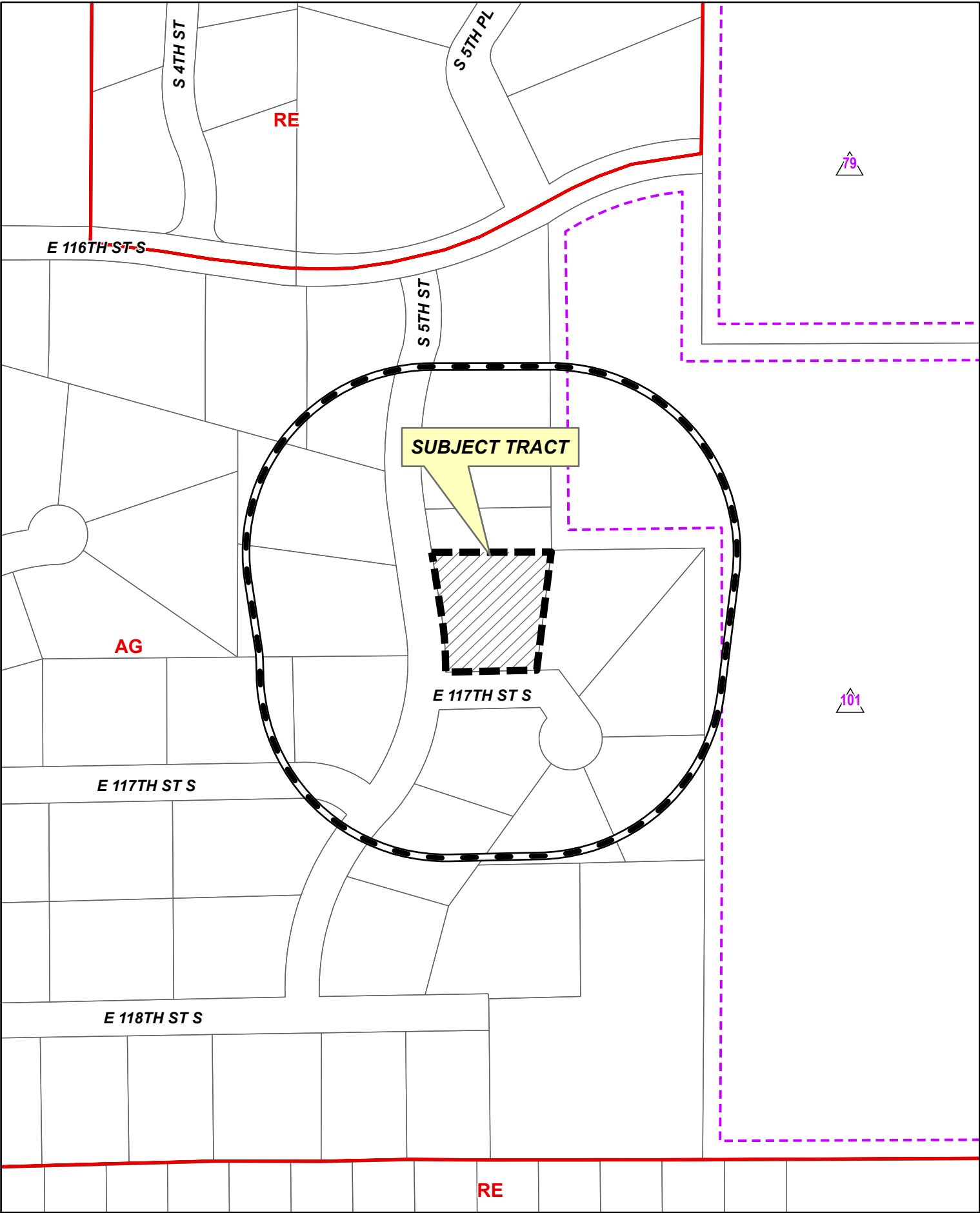
Hearing Date: 06 August 2026 at 6 p.m.

Location: Jenks City Hall, 211 N Elm St, Jenks, OK 74037

All persons interested in this matter may appear at these hearings and present their objections to or arguments for any of the above matters.

Dated at Jenks Oklahoma on 1 July 2026.

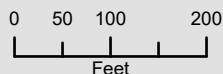
Marcae Hilton, Secretary
Jenks Planning Commission



 300' Radius

 Subject Tract

JZ 26-704


0 50 100 200
Feet

31 18-13



**ORDINANCE NO. 1694
(JZ 26-704)**

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF JENKS, OKLAHOMA, CHANGING THE UNDERLYING ZONING OF THE DESCRIBED PROPERTY FROM AG (AGRICULTURE) TO RS-1 (RESIDENTIAL); REPEALING ALL ORDINANCES OR PARTS THEREOF IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

.....

WHEREAS, the owner of certain real property has petitioned for the zone change of a parcel of land to Residential Single Family; and

WHEREAS, a public hearing on said zone change was held by the Jenks Planning Commission on August 06, 2026, and the Jenks City Council heard additional public comments on August 18, 2026, and due consideration has been given to any public comments; and

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

SECTION I. JZ 25-704 is hereby approved rezoning the following described property to RS-1 (Residential Single Family):

A TRACT OF LAND THAT IS PART OF LOT THREE (3), BLOCK SIX (6), REVISED PLAT OF OAKWOOD ESTATES, AN ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 3406, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3, BLOCK 6;
THENCE SOUTH 09°40'45" EAST ALONG THE WEST LINE THEREOF 70.76 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 88°43'55" EAST 190.54 FEET TO THE EAST LINE OF SAID LOT 3;
THENCE SOUTH 06°07'39" WEST 191.59 FEET TO THE SOUTH LINE OF SAID LOT 3;

THENCE SOUTH 88°43'55" WEST ALONG SAID SOUTH LINE 144.61 FEET TO THE SOUTHWEST CORNER OF SAID LOT 3;

THENCE ALONG CURVE TO THE LEFT HAVING A RADIUS OF 385.00 FEET, AN ARC LENGTH OF 72.25 FEET, A CHORD BEARING OF NORTH 04°18'11" WEST AND A CHORD LENGTH OF 72.14 FEET;

THENCE NORTH 09°40'45" WEST 119.24 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS 31,354.4 SQ. FEET OR 0.72 ACRES. BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83) USING THE EAST LINE OF LOT 3 BLOCK 6, REVISED PLAT OF OAKWOOD ESTATES, AS SOUTH 01°04'06" EAST.

The zoning map and zoning district of the City of Jenks is hereby amended to rezone the above legal description to RS-1 (Residential Single Family).

General Location: 11623 S 5th St

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

SECTION III. 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 _____ 2026

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

To	Mayor Box and City Council Christopher Shrout, City Manager
Hearing Date	August 18, 2026
Case Number	N/A UDO Amendments
Request	Staff is requesting a recommendation for approval several Unified Development Ordinance (UDO) text amendments
Applicant	City of Jenks Marcaé Hilton Planning Department

Staff Report

Preparer | Karl Fritschen; MH

Attachments

Preparer

Proposed new UDO code language for the following Sections:

Karl Fritschen, City Planner

- 16-3-1, Bulk and Dimensional Standards.
- 16-3-4 Permitted, Conditional, Special Exception, and Specific Uses
- 16-3-5, Downtown Core Use Specific Standards
- 16-5-12 (I)(7)(b) and 16-5-12 (I) (K)(c)
- 16-6-3 Landscape
- 16-7-5 Sign Standards
- 16-8-3 General Design Standards
- 16-8-8 Street Design Standards

Background Information

Purpose of Proposed Amendments

Since the adoption of the Unified Development Ordinance (UDO), practical application by developers and the public has highlighted several areas requiring language modifications. Such adjustments are common for newly adopted zoning codes to resolve unforeseen issues as they arise. Staff is asking for a recommendation of approval for the following UDO text amendments:

Section 16-6-3: Landscaping

Proposed revisions aim to clarify existing requirements and introduce new design flexibility, including:

- **Definition Updates:** Clarifying specific terms and standard regulatory requirements.
- **Street Yard Standards:** Establishing street yard requirements for non-single-family developments and mandating a minimum ratio of evergreen shrubs.
- **Design Flexibility:** Granting designers more freedom in the placement of plant materials within off-street parking areas.

- **Artificial Turf:** Providing clear regulations on where artificial turf may be installed within off-street parking lots.
- **Adjoining Fences & Incentives:** Clarifying how existing fences on adjacent lots impact requirements, and introducing a new compliance incentive for installing masonry fences in transition yards.
- **District-Specific Rules:** Introducing dedicated landscaping standards for both the Downtown Core (DC) district and individual single-family lots.
- **Administrative Relief:** Outline specific allowances for administrative relief and various minor text edits to improve general readability.

Section 16-3-5: Downtown Core District Specific Standards

- **Drive-Through Provisions:** This amendment exclusively addresses drive-throughs as an accessory use for principal structures, specifically tailored to banking institutions.
- **Awnings:** Prohibits rectangular metal overhanging awnings and required fabric style awnings
- **Place of Assembly:** allows place of assembly use under certain conditions and to a maximum of 50 persons

Section 16-5-12: Accessory Use Specific Standards

- **Maintenance Alignment:** Updates to reconcile all cross-references with Section 16-6-3 (Landscaping) regarding the ongoing maintenance of landscaping elements within outdoor display or storage areas.

Section 16-8-3 General Design Standards and 16-8-8: Street Design Standards

- **Dimensional Clarity:** Clarifying dimensions for specific components within designated street sections.
- **Graphic Updates:** Removing arterial and secondary street section graphics, as these public rights-of-way are strictly constructed by the City.
- **Consolidation:** Removing landscape strip requirements from this section and relocating them into Section 16-6-3.

Section 16-3-1: Bulk and Dimensional Standards

- **Flag Lots:** Allowance for flag lots if certain conditions are met.

Section 16-7-5 Sign Standards

- **Pole Signs:** Clarification of where pole signs are allowed
- **Cabinet Signs:** Restrictions within the Downtown Core and the Riverfront Tourist Commercial areas
- **Square Footage allowance for Wall Signs:** Adjustments made to wall sign area allowances

Staff Evaluation & Recommendation

Evaluation Staff is presenting proposed language for several sections of the UDO for review and approval. The proposed text amendments aim to simplify the language, offer greater design flexibility, consolidate various landscaping regulations currently scattered in other locations of the UDO.

Recommendation | Approval of proposed UDO amendments

ORDINANCE NO. 1694

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JENKS, COUNTY OF TULSA, STATE OF OKLAHOMA, AMENDING CITY CODE §§ 16-3 (BASE DISTRICT SPECIFIC STANDARDS), §§ 16-6 (DEVELOPMENT STANDARDS), §§ 16-7 (SIGN STANDARDS), AND §§ 16-8 (SUBDIVISION STANDARDS); 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 code change was originally noticed for July 09, 2026, but was continued to the August 06, 2026, meeting. A public hearing was then held by the Jenks Planning Commission on August 06, 2026, and a public hearing on said code change was held by the Jenks City Council on August 18, 2026, 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, OKLAHOMA, AS FOLLOWS:

SECTION I. Chapter 16 Article 3 – Base District Specific Standards shall be amended as follows:

Section 16-3-1 – Bulk and Dimensional Standards, shall be amended as follows:

Table 16-3-1(A), Residential District Bulk and Dimensional Standards , shall be amended to read as follows:

Table 16-3-1(A): Residential District Bulk and Dimensional Standards									
Standard	RE	RS1	RS2	RS3	RD	RTH	RM1	RM2	RM3
Lot Standards (Minimum)									
Lot Area (sq ft)	24,000	10,000	8,000	5,000	6,900	6,900	6,000	6,000	20,000
Lot Area/DU (sq ft)	24,000	10,000	8,000	5,000	3,450	2,300	2,000	1,500	1,000
Lot Width (ft)	150 (4)	70	55	45	60	60	60	50	100
Yard Setbacks (Minimum)									
Front (ft)	25	25	20 (3)	20 (3)	20	15	10	10	10
Exterior Side (ft)	20	20	15 (3)	15 (3)	20	15	10	10	10
Interior Side (ft)	15	15 (1)	5	5	10 (2)	10 (2)	10 (2)	10 (2)	10 (2)
Rear (ft)	25	25	20	20	20	20	10	10	10
Building Standards (Maximum)									
Height (ft)	35	35	35	35	35	35	40	45	45
Impervious Surface Coverage	25%	45%	45%	60%	60%	60%	70%	70%	70%
Notes									

(1) The cumulative interior side yard setback shall be 15 feet. No interior side yard setback shall be less than 5 feet.
(2) If a parti-wall exists, the interior side yard setback shall be 0 feet.
(3) Garages shall be setback a minimum of 25 feet from the front property line.
(4) Lot frontage at the public street right-of-way may be reduced to 50 feet so long as the lot area is met within an RE district (See 16-3-2(C)).

Table 16-3-1(B), Nonresidential District Bulk and Dimensional Standards , shall be amended to read as follows:

Table 16-3-1(B): Nonresidential District Bulk and Dimensional Standards										
Standard	AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Lot Standards (Minimum)										
Lot Area (acres)	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Lot Width (ft)	150 (5)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Yard Setbacks (Minimum, unless otherwise stated)										
Front (ft)	25	25	40	0	0	25	0	0	50	50
Front, maximum (ft)	n/a	n/a	n/a	10	n/a	60	10	60	n/a	n/a
Exterior Side (ft) (3)	25	25	40	0	0	25	0	0	50	50
Exterior Side, maximum (ft)	n/a	n/a	n/a	10	n/a	60	25	60	n/a	n/a
Interior Side (ft) (3)	10	10 (1)	20	10 (1)	10 (1)	10 (1)	0	0	25 (2)	50 (4)
Rear (ft) (3)	40	10 (1)	20	10 (1)	10 (1)	10 (1)	0	0	25 (2)	50 (4)
Building Standards (Maximum)										
Height (ft)	35	50	60	50	60	60	85	85	60	60
Impervious Surface Coverage	n/a	60%	70%	60%	70%	70%	100%	70%	70%	70%
Notes										
(1) Add one additional foot of setback for each one foot of building height exceeding 18 feet, if the abutting property is within an RE, RS, or RD District.										
(2) Minimum setback shall be 75 feet if the abutting property is within an AG, R, or O District.										
(3) Transition yards, as specified in section 16-6-3(F), may apply and may result in greater yard setback requirements than specified in this table.										
(4) Minimum setback shall be 75 feet if the abutting property is within an AG, R, or O District.										
(5) Lot frontage at the public street right-of-way may be reduced to 50 feet so long as the lot area is met within an AG district (See 16-3-2 (C))										

Section 16-3-2 – Calculating Dimensions, shall be amended to add:

- (C) *Lot Width Exceptions.* In the RE and AG districts only the lot width at the property line may be reduced to 50 feet, so long as the lot area requirement is met.

Section 16-3-4 – Permitted, Conditional, Special Exception, and Specific Uses

Section 16-3-4(A) shall be amended to add:

(11) *Footnotes*. Uses marked with a superscript number (#) are subject to supplementary development standards. These additional conditions are detailed in the references located at the base of the table.

Table 16-3-4(C) – Nonresidential District Permitted, Conditional, Special Exception, and Specific Uses shall be amended as follows:

Table 16-3-4(C) Nonresidential District Permitted, Conditional, Special Exception, and Specific Uses											
Use	Additional Regulation	AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Agricultural Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Commercial Agriculture, Indoor	16-5-11. (B)	P									
Commercial Agriculture, Outdoor		P									
Passive Agriculture		P									
Urban Agriculture, Indoor		S								P	P
Urban Agriculture, Outdoor		P									
Residential Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Multifamily Building, 8 units or more	16-5-2(C)		S	S	S	S	S	S	S		
Multifamily Building, less than 8 units	16-5-2(C)		S	S	S	S	S	S	S		
Multifamily Complex	16-5-2(D)		S	S	S	S	S		S		
Residential, above ground floor			S	S	S	P	P	P	P		
Residential Facility for Persons with a Disability	16-5-2(B)	P	S	S	S	S	S	S	S		
Single-Family Detached		P									
Institutional and Utility Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Government Uses, indoor		P	P	P	P	P	P	P	P	P	P
Government Uses, outdoor	16-5-3(A)	S	S	S	S	S	S	S	S	S	S
Place of Assembly	16-3-5 (N)	S		S		S	S	S/C		S	S
Wireless Communication Facility	16-5-3(B)	S	S	S	S	S	S	S	S	P	P
Wireless Communication Facility, Small Cell	16-5-3(B)	S	C	C	C	C	C	C	C	P	P
Retail Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Adult Uses	16-5-4(A)						S				
Convenience Store					P	P	P	P	P		
General Retail, less than 10,000 sq. ft.	16-5-4(B)		P	P	P	P	P	P	P		
General Retail, 10,000 sq. ft.—49,999 sq. ft.	16-5-4(C)				S	P	P	S	P		
General Retail, 50,000 or more sq. ft.	16-5-4(D)					P	P	S	S		
Multitenant Shopping Center	16-5-4(E)				C	P	P	C	P		
Pawn Shop							S				
Service Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Acute Care Center			P	P	S	P	P			S	
Business Park	16-5-5(A)			P						P	

Check Cashing/Pay Day Loan Store							S				
Commercial Animal Boarding	16-5-5(B)	P					P			P	
General Service, less than 10,000 sq. ft.	16-5-5(C)		P	P	P	P	P	P	P		
General Service, 10,000—49,999 sq. ft.	16-5-5(D)				S	P	P	S	S		
General Service, 50,000 sq ft or more	16-5-5(E)					P	P	S	S		
Hospital				S		S	S			S	
Medical/Dental Office			P	P	P	P	P	P	P		
Personal Storage Facility	16-5-5(F)					S	S			P	P
Professional Office			P	P	P	P	P	P	P		
Professional Office, above ground floor			P	P	P	P	P	P	P		
Tattoo Parlor							S				
Veterinary Clinic/Animal Hospital		S	S	S	S	P	P			P	P
Lodging Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Hotel						P	P	P	P	P	
Motel						S	S				
Short-Term Rental	16-5-6(B)	C						C	C		
Eating/Drinking Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Bar/Tavern							P	P	P		
Brewery/Winery/Distillery, micro					S	P	P	P	P	P	
Brewery/Winery/Distillery, tasting room					S	P	P	P	P		
Coffee/Tea Shop	16-5-7(A)		P	P	P	P	P	P	P	P	
Food Truck Court	16-5-7(B)				S	S	S		S		
Restaurant, delivery/carry out only					S	P	P	S	S		
Restaurant, fast casual					P	P	P	P	P		
Restaurant, sit down					P	P	P	P	P		
Entertainment Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Archery/Gun Range		S					S				
General Entertainment, indoor, less than 10,000 sq. ft.	16-5-8(A)	S			P	P	P	P	P		
General Entertainment, indoor, 10,000 sq. ft.—49,999 sq. ft.	16-5-8(B)	S			S	P	P	S	P		
General Entertainment, indoor, more than 50,000 sq. ft.	16-5-8(C)	S				P	P	S	S		
General Entertainment, outdoor	16-5-8(D)	S				S	S		S		
Vehicle Related Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Autobody Repair						S	S			P	P
Car Wash	16-5-9(A)					S	P				
Fuel Sales	16-5-9(B)					P	P			P	P
Gas Station With Mini-Mart						P	P			P	P

Service Station						P	P				
Trucking Establishment	16-5-9(C)									S	S
Vehicle Sales and Rental							S				
Industrial Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Brewery/Winery/Distillery						S	S			P	P
Laboratory				S						P	P
Manufacturing, Artisan						S	S	S	S	P	P
Manufacturing, Heavy											P
Manufacturing, Light										P	P
Mining and Mineral Processing and Oil and Gas	Municipal Code	S								S	S
Warehouse, distribution										P	P
Warehouse, office	16-5-10(A)			S			S			P	P
Warehouse, storage										P	P
Medical Marijuana Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Medical Marijuana Commercial Grower	16-5-11(A)	P					S			P	P
Medical Marijuana Education Facility	16-5-11(A)	S	P	P			S			P	P
Medical Marijuana Dispensary	16-5-11(A)				P	P	P	S	S	S	S
Medical Marijuana Research Facility	16-5-11(A)						S			P	P
Medical Marijuana Testing Laboratory	16-5-11(A)						S			P	P
Medical Marijuana Processing Facility, Heavy	16-5-11(A)										P
Medical Marijuana Processing Facility, Light	16-5-11(A)						S			P	P
Accessory Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Accessory Building	16-5-12(A)	P	P	P	P	P	P	P	P	P	P
Accessory Dwelling	16-5-12(B)	P									
Accessory Retail	16-5-12(C)	P						P		P	
Accessory Structure	16-5-12(D)	P	P	P	P	P	P	P	P	P	P
Donation Drop Box	16-5-12(E)					P	P				
Drive Through	16-5-12(F)					P	P	S/C (1)	P		
Home Based Business	16-5-12(H)	C	C	C	C	C	C	C	C		
Outdoor Activity/Operation, permanent	16-5-12(I)					S	S			SE	P
Outdoor Display/Sale of Merchandise, permanent	16-5-12(J)					S	S	S	S		
Outdoor Storage, permanent	16-5-12(K)									SE	P
Solar Energy Collection System, canopy	16-5-12(L)	P	P	P	P	P	P	P	P	P	P
Solar Energy Collection System, ground	16-5-12(M)	P	P	P	P	P	P	P	P	P	P
Solar Energy Collection System, roof	16-5-12(N)	P	P	P	P	P	P	P	P	P	P
Temporary Uses		AG	OL	OM	LC	CS	CG	DC	RTC	IL	IM
Carnival/Fair		T				T	T	T			
Construction Related		T	T	T	T	T	T	T	T	T	T

Farmers Market		T			T	T	T	T	T		
Flea Market						T	T	T			
Food Truck	16-5-13(A)				T	T	T		T		
Outdoor Dining	16-5-13(B)	T	T	T	T	T	T	T	T		
Outdoor Activity/Operation, temporary		T				T	T	T	T	T	T
Outdoor Display/Sale of Merchandise, temporary	16-5-13(C)	T				T	T	T	T		
Outdoor Storage, temporary										T	T
Seasonal Sales	16-5-13(E)	T			T	T	T	T	T		
(1) See 16-3-5 (M) for specific restrictions and requirements											

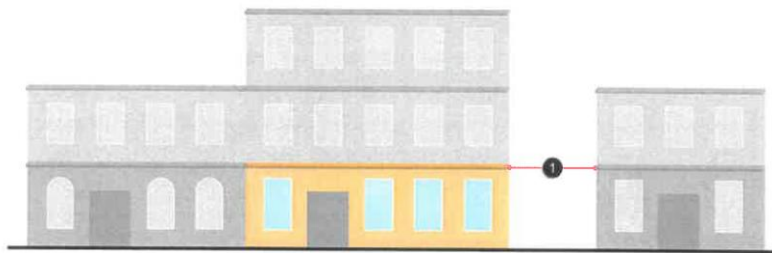
Section 16-3-5 – Downtown Core District Specific Standards

Section 16-3-5 shall be amended to read as follows:

- (A) *Development Plan.* Prior to the change of occupancy, construction, or reconstruction of any building or structure, exterior remodeling, placement of exterior lighting or signs, or any proposed construction requiring the issuance of a building permit other than a small job permit for a property located within the DC—Downtown Core District, an application for Site Plan Review, as detailed in section 16-9-3(C), shall be made and shall be subject to the DC—Downtown Core District Specific Standards established in this section.
- (B) *Exterior Building Materials.* Exterior building materials shall be traditional, time and weather tested materials and techniques.
 - (1) *Ground Floor.* Exterior building materials utilized on the ground floor shall be limited to wood, masonry, stucco, fiber cement, or stone veneer systems. Stone veneer systems utilized on the ground floor shall have a minimum thickness of three inches.
 - (2) *Upper Floors.* Exterior building materials utilized on upper floors may include all materials permitted on the ground floor as well as EIFS or precast panels with inlaid or stamped brick texture. All materials utilized on upper floors shall have a minimum thickness of one inch and shall be structurally integrated into the façade of the building.
- (C) *Type of Construction.* Manufactured, mobile, and metal units shall be prohibited unless otherwise expressly permitted by this UDO.
- (D) *Rooftop Equipment.* All rooftop equipment shall be screened from view from any public street or sidewalk right-of-way by a parapet wall(s).
- (E) *Alley Access.* Where a lot abuts an existing alley, access shall be maintained or established and utilized to access off-street parking, loading, and service areas.
- (F) *Orientation.* Main entrances to buildings shall be oriented towards the primary street to which it abuts. Secondary entrances are encouraged along secondary streets.
- (G) *Parking.*
 - (1) *Location.*
 - (a) *Parking Areas Accessory to Primary Uses.* Private off-street parking areas accessory to primary uses shall be located to the rear of buildings.
 - (b) *Parking Areas as Primary Uses.*

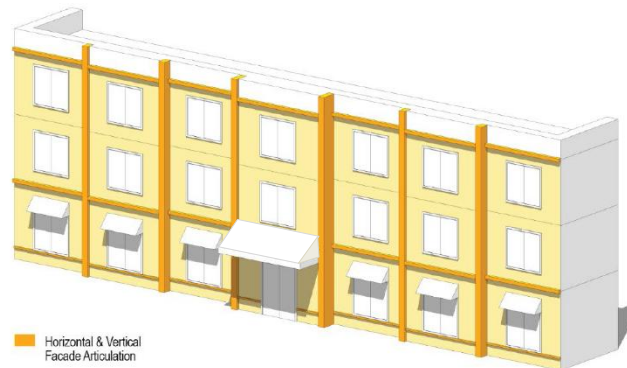
- (I) Private off-street parking areas as primary uses of parcels fronting A street or aquarium place may be located anywhere on a lot pursuant to all other regulations of this UDO.
 - (II) Private off-street parking areas as primary uses of parcels on Main Street shall be prohibited.
- (2) *Nonresidential Uses.* Nonresidential uses in the DC—Downtown Core District shall be exempted from providing off-street parking.
- (H) *Landscape Requirements.* For landscape requirements in the DC District refer to 16-6-3 (H).
- (I) *Proportion, Size, and Scale.*
 - (1) The height of the first floor of new development shall be consistent with the height of the first floor of existing adjacent development and shall be emphasized using storefronts and decorative cornices.

Figure 3.9: Building Proportion, Size, and Scale



- (J) *Articulation.* All development shall include architectural details such as bulkheads, masonry piers, transoms, cornices, window hoods, and other similar details to provide horizontal and vertical façade articulation.

Figure 3.10: Articulation



(K) Storefront Awning Standards

- (1) *Material Mandate.* All new and replacement awnings, canopies, and valances within the Downtown Historic District must be constructed of high-quality, professional-grade, woven fabric or traditional canvas (e.g., woven acrylic fiber or marine-grade canvas).
- (2) *Prohibited Material Finishes.* To preserve historic authenticity, all rigid, metallic, glossy, or synthetic sheet materials are strictly prohibited. This includes, but is not limited to:
 - Aluminum, steel, corrugated metal, or standing-seam metal panels.
 - Fiberglass, polycarbonate, and rigid plastics.
 - Wood, shakes, shingles, or asphalt-based roofing materials.

- High-gloss vinyl, PVC-coated fabrics, or plasticized coverings that yield a shiny, reflective finish.

(3) *Prohibited Styles.* Projecting metal rectangular awnings are not permitted

Figure 3.11: Awnings



- (L) *Transparency.* The ground level of all buildings must offer pedestrian interest along sidewalks and pedestrian paths. Therefore, the first floor of any building façade facing a public right-of-way, with the exception of alleys, shall include transparent windows and/or doors arranged so that the uses inside are visible from and/or accessible to the street on at least 50 percent of the façade.

Figure 3.12: Ground-Floor Transparency



(M) *Drive Through.* Pre-existing non-conforming accessory use “Drive Through”.

1. Drive-throughs are not permitted in the Downtown Core.
2. Existing Drive-throughs are non-conforming.
3. Existing buildings with the nonconforming accessory use of a “Drive Through” may enlarge their current facility under the following conditions and with approval of a CUP:
 - (a) The façades of the building facing a public street are proposed to be upgraded to meet the requirements of the Downtown Core district supporting the character and purpose of the district.
 - (b) The existing building may not be enlarged greater than 30% of it’s existing square footage.

- (c) The Parking must be made available to the public after bank hours.
 - (d) The drive-through remains closed during approved Special Events.
 - (e) All signage, existing and new, shall meet the requirements of the UDO.
 - (f) Any proposed or existing alleys shall be available for public use.
- (N) Place of Assembly. Because these uses frequently generate increased noise, parking demand, and life safety concerns, they are subject to the specific size and location restrictions outlined below:
- (a) 2,500 SF or less and a maximum of 50 people (Second Floor): Permitted on the second floor of any building only upon issuance of a Conditional Use Permit (CUP) pursuant to Section 16-9-3(D).
 - (b) 2,501 SF to 2,999 SF and a maximum of 50 people (Second Floor): Permitted on the second floor of any building only upon issuance of a Specific Use Permit (SUP) pursuant to Section 16-9-7.
 - (c) 3,000 SF or greater: Prohibited on both the first and second floors of any building.
 - (d) 2,500 SF or less and a maximum of 50 people (First Floor): Permitted on the first floor of any building only upon issuance of a Specific Use Permit (SUP).
 - (e) Greater than 2,500 SF (First Floor): Prohibited on the first floor of any building.

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

Section 16-6-3 – Landscaping

Section 16-6-3 shall be repealed and replaced with **Attachment “A”**

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

Section 16-7 shall be repealed and replaced with **Attachment “B”**

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

Section 16-8-3 – General Design Standards

Section 16-8-3(A) shall be amended to read as follows:

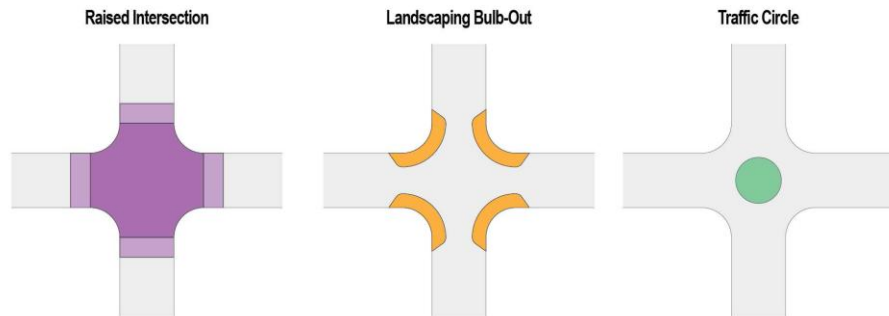
- (A) *Design Criteria Manual.* The City Engineer is authorized to develop, adopt, and amend from time to time, Engineering and Design Standards for the design, installation, and construction of public infrastructure. All subdivisions and the installation of all public utilities within any development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

Section 16-8-8 – Street Design Standards

Section 16-8-8 (A)-(K) shall be repealed and replaced with the following:

- (A) *Traffic Calming Devices.* The use of traffic calming devices such as raised intersections, landscaping bulb-outs, traffic circles, or other similar methods may be required as alternatives to conventional traffic control measures. The City Engineer is authorized to require traffic calming devices depending on the context of the area or if they provide an enhanced public safety benefit over 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 (5) feet shall be required on both sides of all streets. Location of the sidewalk may vary depending on the road type, right-of-way, topography or other site constraints.
 - (2) *Exceptions.* The Planning Director or City Engineer or their designees may permit exceptions from the sidewalk construction requirement under the following circumstances:
 - (a) Sidewalk construction may be delayed on those portions of large commercial developments that are not being built upon, until such time as a Building Permit is issued for the site.
 - (b) Where extraordinary topographical or physical conditions exist that would result in exceptional practical difficulties or undue hardships upon the owner, an exception from or modification to the sidewalk requirements may be granted.
 - (c) Within an industrial district where there is no established sidewalk pattern, sidewalks shall not be required. However, sidewalks shall be constructed adjacent to a section line and/or arterial road.
 - (d) Sidewalks may be escrowed in certain situations where adjacent road widening projects are imminent. Escrowed sidewalks are approved on a case-by-case basis, and the price per linear foot shall be based on current installation and material costs as determined by the Jenks Engineering Department.
 - (3) 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.* In most cases, the street verge shall be located between the back of curb and the sidewalk along both sides of all streets. Street verges shall be planted with sod or utilized as a rain garden. Street verge widths and their location will vary depending on the road type, right-of-way, topography or other site constraints.

- (E) *Utility Location.* Utilities shall be located in the street verge along both sides of all streets or within adjacent easements. In certain situations, some utilities may be placed in other areas of the street right-of-way subject to approval by the City Engineer.
- (F) *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.
- (G) *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	As per the Engineering Design Criteria Manual
Secondary Arterial	As per the Engineering Design Criteria Manual
Commercial (CBD) Collector	10 feet
Minor Industrial Street	10 feet
Residential Collector	8 feet
Minor Residential Street	n/a

- (H) *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.
- (I) *Bicycle Facilities.*
- (1) Bicycle lanes, if required, shall have a minimum width of four (4) feet.
 - (2) Shared bicycle and vehicle lanes and bike lanes shall be delineated in accordance with NACTO standards.
- (J) *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(J): 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	As per the Engineering Design Criteria Manual						
Secondary Arterial	As per the Engineering Design Criteria Manual						
Commercial (CBD) Collector Option 1	•	•	•	•			TBD
Commercial (CBD) Collector Option 2	•	•	•		•	TBD	
Minor Industrial Street Option 1	•	•	•	•			TBD
Minor Industrial Street Option 2	•	•	•		•	TBD	
Residential Collector Option 1	•	•	•	•			TBD
Residential Collector Option 2	•	•	•		•	TBD	
Minor Residential Street	•	•	•				

* The requirement for bicycle lanes and/or shared-use lanes to be determined (TBD) on a case-by-case basis. Decisions will be based on local context, surrounding land use, vehicle design speeds, nearby pedestrian trails, and other relevant factors.

Figure 8.6: Commercial (CBD) Collector Option 1 Design Standards

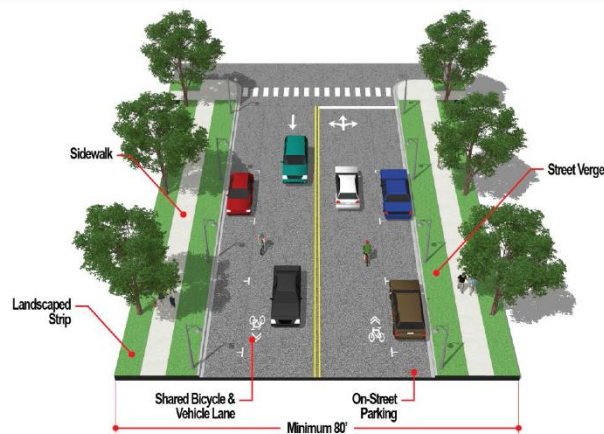


Figure 8.7: Commercial (CBD) Collector Option 2 Design Standards

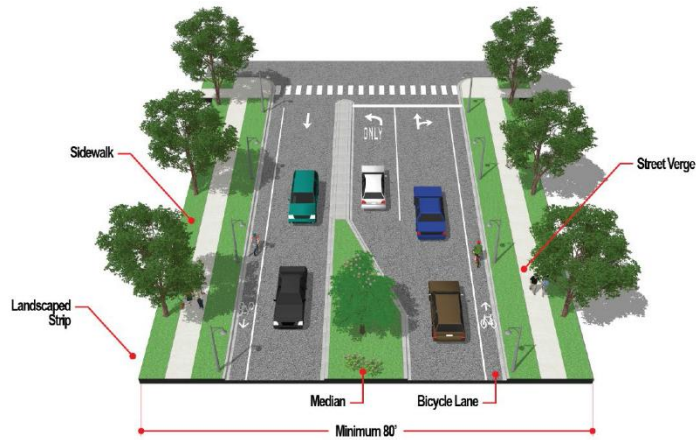


Figure 8.8: Minor Industrial Street Option 1 Design Standards

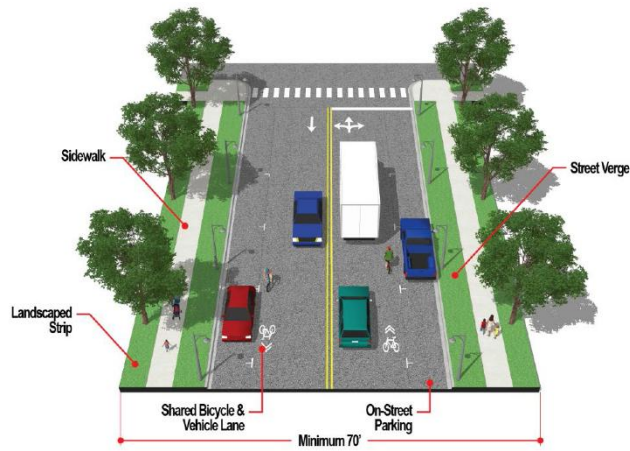


Figure 8.9: Minor Industrial Street Option 2 Design Standards

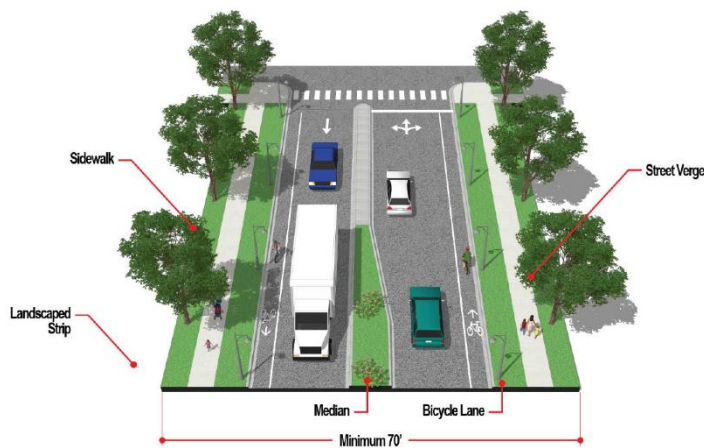


Figure 8.10: Residential Collector Option 1 Design Standards

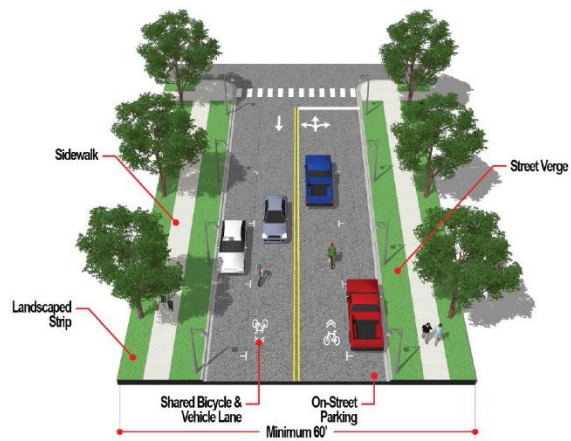


Figure 8.11: Residential Collector Option 2 Design Standards

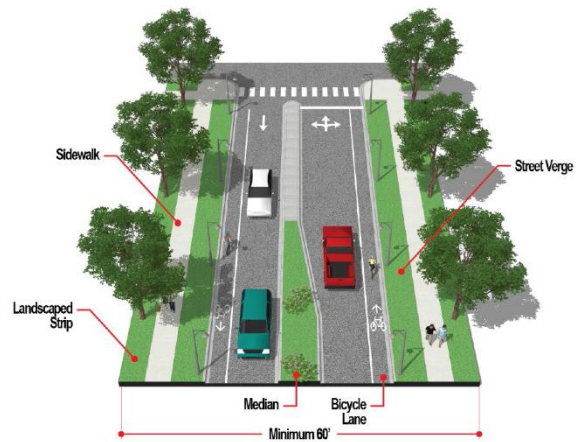
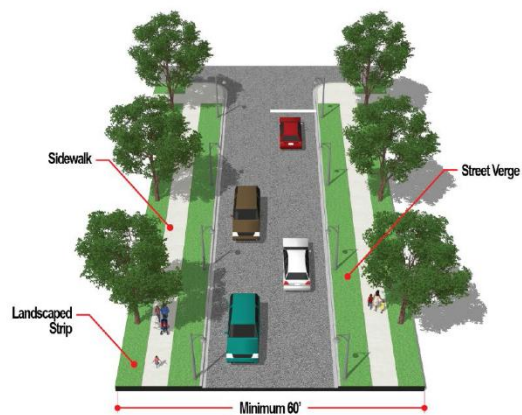


Figure 8.12: Minor Residential Street 1 Design Standards



(K) Reserved

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 _____ 2026

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 _____ 2026.

CITY OF JENKS, OKLAHOMA

MAYOR

Attest:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Attachment “A”

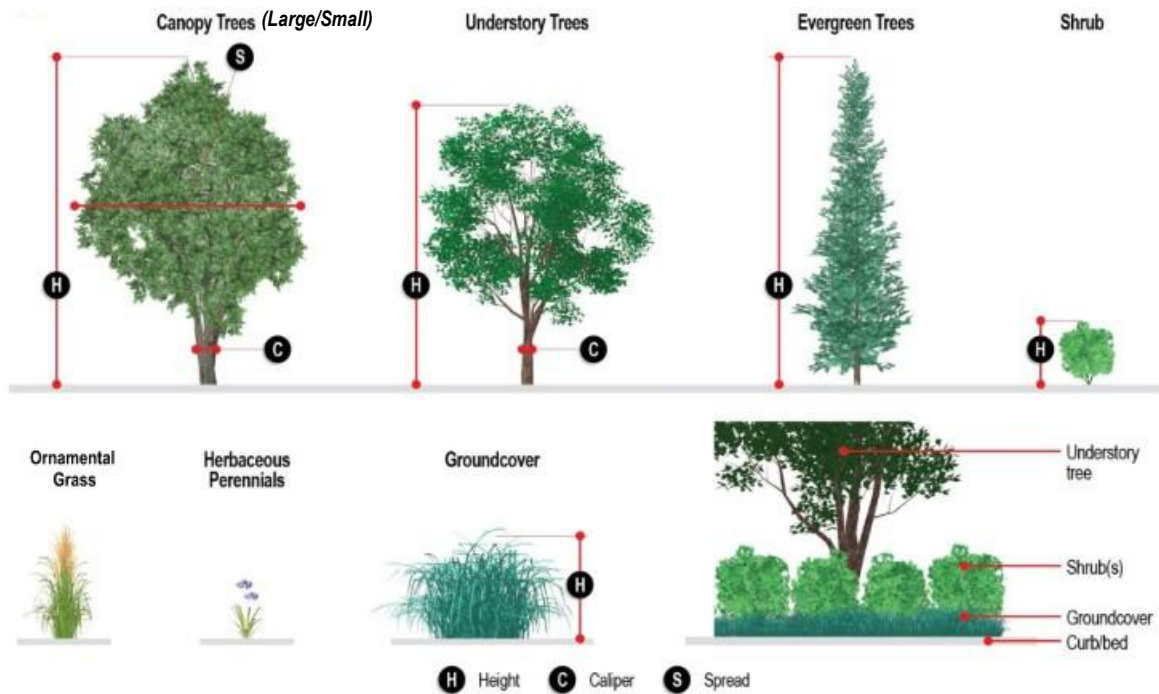
Sec. 16-6-3. Landscape.

Landscape improvements required by this section shall apply to all developments and uses identified in this section and consist of living plants in a combination of trees, shrubs, ornamental grasses and/or groundcover. Unless otherwise stated in this section, all size specifications for plant materials shall be based upon the time of planting. When caliper is specified for tree planting, the caliper of the tree trunk shall be measured at four (4) feet above the soil level. Any plant materials used to meet the requirements of this section shall not include any plant material identified as a Regulated Invasive Plant by the Oklahoma Department of Agriculture, Food, and Forestry.

(A) *Planting Types.*

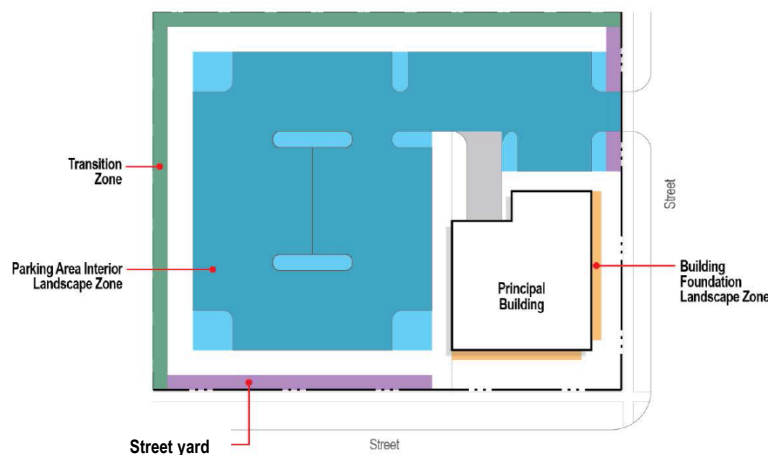
- (1) *Canopy Trees (Large).* A woody plant (deciduous or evergreen) having not less than a two and one-half-inch caliper at the time of planting with single central axis which typically reaches a mature height of not less than 40 feet with a mature spread of not less than 30 feet.
- (2) *Canopy Trees (Small).* A woody plant (deciduous or evergreen) having not less than a two and one-half-inch caliper at the time of planting with single central axis which typically reaches a mature height of not more than 30 feet with a mature spread of not more than 25 feet.
- (2) *Understory Trees.* A woody plant having not less than a one and one-half-inch caliper, or six feet tall for multiple stem species, that normally attains a mature height of at least 15 feet.
- (3) *Evergreen Trees.* A tree having foliage that persists and remains green throughout the year and has a height of not less than six feet at installation and maturing to a height of not less than 20 feet.
- (4) *Shrub.* A woody plant (deciduous or evergreen) of low to medium height characterized by multiple stems continuous from its base and having a height of not less than two feet.
- (5) *Ornamental Grass.* A non-turf, perennial grass or grass-like plant cultivated primarily for aesthetic, screening, accent, or ecological purposes rather than for functional lawns. These grasses may be native to, or adapted to, the State of Oklahoma but are not noxious weeds.
- (6) *Herbaceous Perennials.* Plants with non-woody stems whose above-ground growth largely or totally dies back during winter months but whose underground plant parts (roots, bulbs, etc.) survive.
- (7) *Groundcover.* Herbaceous plants, other than sod, artificial turf, or prostrate shrubs normally reaching an average maximum height of 18 inches at maturity.
- (8) *Sod.* Pre-grown natural grass that is harvested in rolls or slabs with the roots and a thin layer of soil attached.
- (9) *Artificial Turf.* A synthetic surface made of intertwined fibers designed to look and feel like natural grass.

Figure 6.9: Planting Types



- (B) *Required Landscape Zones.* Figure 6.10 illustrates the location of the required landscape zones as detailed in the following sections. The City Planner may approve up to a 25 percent reduction in the overall required amount of landscape material for properties in the IL District or IM District not visible from properties in commercial or residential districts or from major thoroughfares.

Figure 6.10: Required Landscape Zones

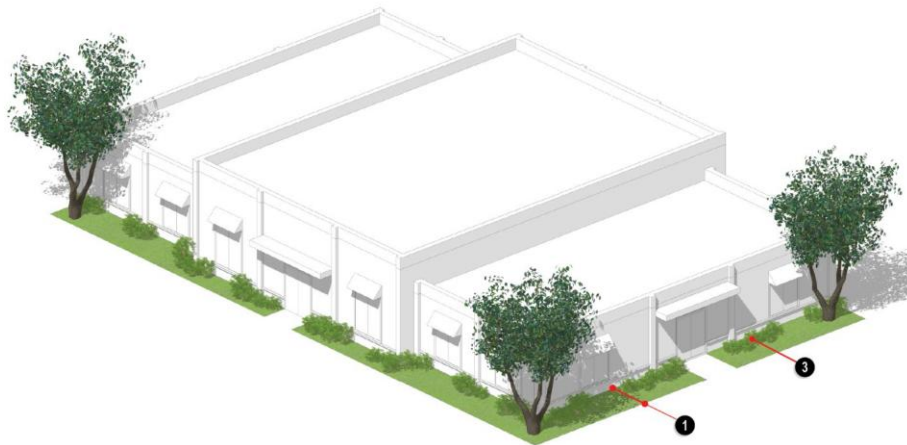


- (C) *Building Foundation Landscape Zone.* All nonresidential, mixed use, and multifamily development where a front yard setback is required, with the exception of food processing facilities regulated by the

FDA, shall include landscape located at the building foundation as required by this section. Landscape required by this section shall be in addition to landscape required under other sections of this UDO. It is the objective of this section to provide a softening effect at the base of buildings.

- (1) Applicable development is required to maintain a building foundation area at front and exterior side yards with a minimum width of seven feet.
- (2) Foundation plantings shall be designed to supplement buffer yard plantings to frame important views, while visually softening long expanses of walls.
- (3) Foundation plantings shall be installed across 40 percent of the length of the façade of the building. For example, a building with a façade 100 feet long would require 40%, or forty (40) feet, to be landscaped with plant material.
- (4) Foundation plantings may include trees, shrubs, ornamental grasses, and groundcover. Refer to 16-6-3 (M) for a list of prohibited trees.
- (5) Where the area between the building and parking lot or street curb is entirely paved for pedestrian use, landscaping may consist of canopy trees planted in structural soils beneath tree grates or permeable pavement, at the rate of one tree per 50 linear feet of building façade. Minimum structural soil volume shall be 600 cubic feet.
- (6) Above-ground stormwater planter boxes along building façades may be substituted for foundation plantings.
- (7) Foundation plantings may be installed in planters between the building and parking lots, provided they are within twelve (12) feet of the building façade.

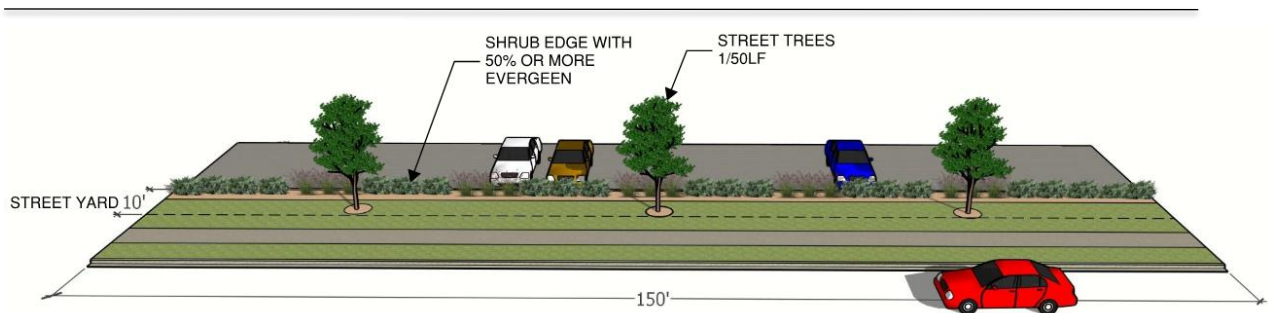
Figure 6.11: Building Foundation Landscape Zone



- (D) *Street Yard.* Landscape required by this section shall be in addition to landscape required under other Sections of this UDO. It is the objective of this section to provide screening between off-street parking areas and rights-of-way, and to provide for the integration of stormwater management with required landscaping.
 - (1) *Location.* All off-street parking areas which abut a public or private right-of-way, excluding alleys, shall provide shrubs or ornamental grasses and trees as required by this section located between the back of curb of the off-street parking area and the right-of-way.
 - (2) *Applicability.* The parking lot street yard regulations of this section apply to either of the following:
 - (a) New off-street parking area. The construction or installation of any new off-street parking area; or

- (b) Existing parking area. The expansion of any existing off-street parking area, in which case the requirements of this section apply only to the expanded area.
- (3) *Requirements.* A street yard shall be established along the edge of the off-street parking area for all commercial, office, industrial and multi-family districts.
 - The street yard shall have a minimum width as measured from the back of curb of the off-street parking area, to accommodate vehicle bumper overhang and ensure planting areas are of adequate size.:
 - Ten (10) feet for commercial, office, and industrial zoned properties; and
 - twenty (20) feet for multi-family districts

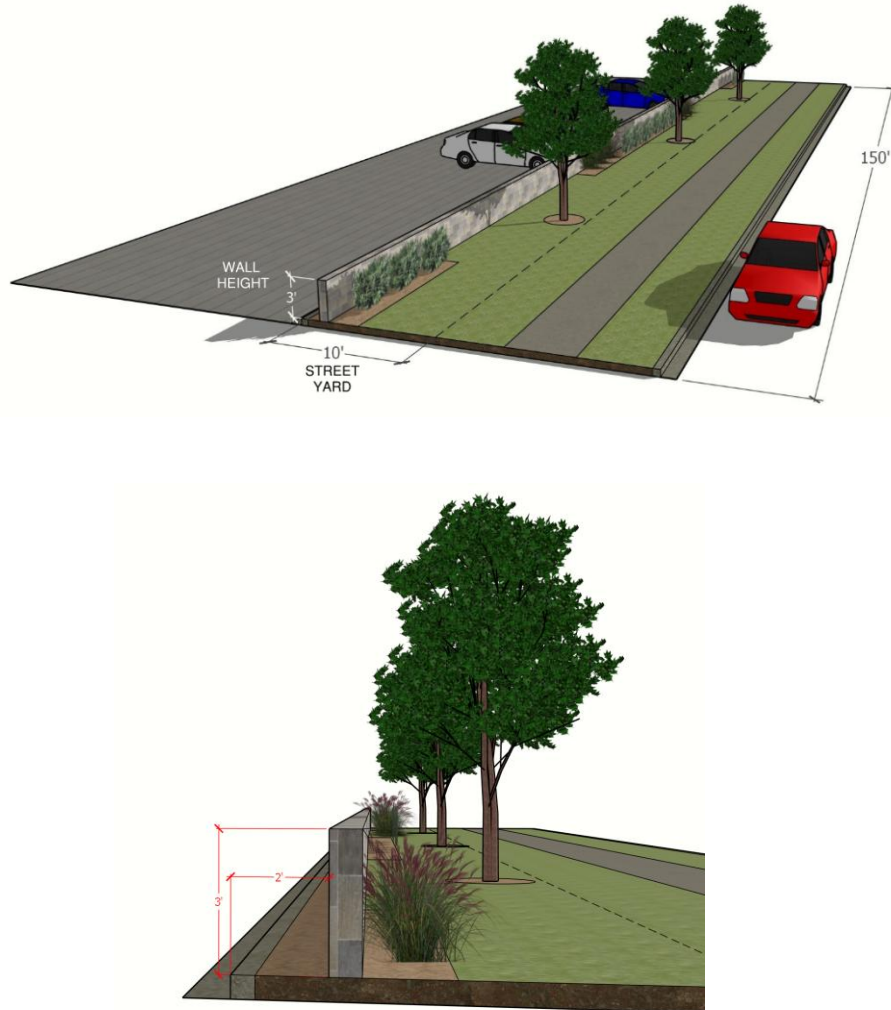
Figure 6.12: Example of a Commercial Street Yard



- (a) One shrub or ornamental grass the height of which, when maintained, shall not be less than three (3) feet nor greater than five (5) feet, shall be planted for every four (4) linear feet of landscape area length when no masonry wall or fence is provided as described in this subsection, or when such wall or fence is not entirely opaque. At least 50% of the required shrubs shall be evergreen.
- (b) 1 canopy tree per fifty (50) linear feet or two (2) understory trees per fifty (50) linear feet if overhead power lines are present. Trees may be clustered or evenly spaced, but shall be spaced no closer than twenty-five (25) feet for canopy trees and fifteen (15) feet for understory trees. Refer to 16-6-3 (M) for a list of prohibited trees.
- (c) Landscaped areas outside of shrubs/ornamental grass and tree masses shall be planted in live groundcover or sod. Artificial turf is not permitted along the street frontage.
- (d) *Wall Credit.* An opaque masonry wall or fence no greater than three (3) feet in height that provides effective screening may be used in conjunction with required landscaping. When said wall is used shrubs or ornamental grasses shall be planted for every eight (8) feet linear feet. Such plantings may be clustered or spaced evenly as deemed appropriate by the City Planner or their designee. Shrubs or ornamental grasses shall be installed between

the sidewalk and the fence or wall to provide a softening effect. Wall should be placed a minimum of two (2) feet from the face of the curb to account for bumper overhang.

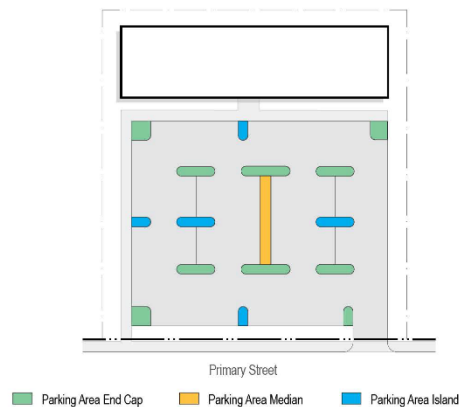
Figure 6.13: Example of a Commercial Street Yard with a Wall



- (4) *Rain garden.* Requirements for street trees may be waived if the street yard is designed as a rain garden as approved by the City Engineer.
- (E) *Parking Area Interior Landscape Zone.* All off-street parking areas shall include landscape and trees located within the off-street parking area as required by this section. Trees and landscape required by this section shall be in addition to trees and landscape required under other sections of this UDO. It is the objective of this section to provide shade within parking areas, break up large expanses of parking area pavement, support stormwater management where appropriate, improve the appearance of parking lots as viewed from rights-of-way, and provide a safe comfortable pedestrian environment.
 - (1) *Applicability.* The parking area interior landscape zone regulations of this section applies to either of the following situations:
 - (a) The construction or installation of any new off-street parking lot containing 15 or more parking spaces, or;

- (b) The expansion of any existing off-street parking area if the expansion would result in 15 or more new parking spaces, in which case the requirements of this section apply only to the expanded area.
- (2) *Requirements.* The level of parking lot interior landscape required shall depend on the size and location of the off-street parking area as follows.
 - (a) Off-street parking areas consisting of 15 or more continuous spaces shall be required to provide full interior landscaping amenities as specified in subsections (3) through (9) below.
 - (b) Off-street parking areas consisting of fewer than 15 continuous spaces that are located to the front or side of the principal building shall be required to terminate all rows of parking with a parking area end cap, as detailed in subsection (4), but shall otherwise be exempt from the requirements of subsections (3) through (9) below.
 - (c) Off-street parking areas consisting of fewer than 15 continuous spaces that are located in the rear of the principal building shall be exempt from the requirements of this section.
- (3) *Amount.* The amount of required parking area interior landscape shall be determined by the yard in which the off-street parking area is located as detailed below.
 - (a) *Off-Street Parking Areas in Front or Side of Principal Buildings.*
 - (I) *Parking Area End Caps.* A parking area end cap shall be located at the end of any bay of parking bordered by a drive aisle, public or private street, or pedestrian circulation system.
 - (II) *Parking Area Median Amount Requirement.* Parking area medians shall be placed between every third bay of parking.
 - (III) *Parking Area Island Amount Requirement.* Parking area islands shall be located on parking bays which are not required to have parking area medians. Parking area islands shall be spaced not more than 135 feet or more than 15 continuous spaces apart.

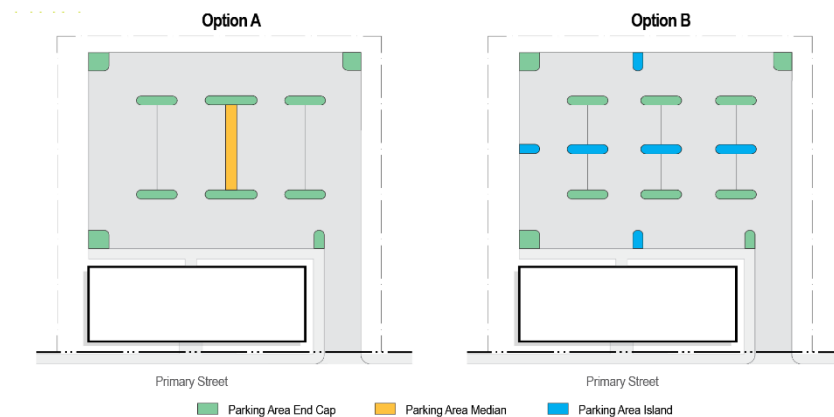
Figure 6.14: Interior Parking Area Landscape Zone Requirements for Parking Areas in Front or Side of Principal Building



- (b) *Off-Street Parking Areas in Rear of Principal Building.*
 - (I) *Parking Area End Caps.* A parking area end cap shall be located at the end of any bay of parking bordered by a drive aisle, public or private street, or pedestrian circulation system.
 - (II) *Parking Area Median or Parking Area Island Amount Requirement.* The developer may choose to install either parking area medians or parking area

islands. If the developer chooses to install parking area medians, they shall be placed between every third bay of parking. If the developer chooses to install parking area islands, they shall be located on parking bays which are not required to have parking area medians. Parking area islands shall be spaced not more than 135 feet or more than 15 continuous spaces apart.

Figure 6.15: Interior Parking Area Landscape Requirements for Parking Areas Located in Rear of Principal Building



(4) Parking Area End Cap and Island Standards.

- (a) **End Caps.** Parking area end caps shall be a minimum nine (9) feet wide by eighteen (18) feet long and shall have a minimum soil depth of 36 inches. Double rows of parking shall provide parking area end caps opposite one another to form continuous single end cap.
- (b) **Islands.** Parking area islands shall be a minimum nine (9) feet wide by eighteen (18) feet long and shall have a minimum soil depth of 36 inches. Double rows of parking shall provide parking area islands opposite one another to form continuous single islands.
- (c) **Trees Required.** A minimum of one (1) canopy tree shall be provided for every parking area end cap. If the end cap extends the width of a double bay, then two (2) canopy trees shall be provided. A minimum of one (1) canopy tree shall be provided for every parking area island. If the island extends the width of a double bay, then two (2) canopy trees shall be provided. Refer to 16-6-3 (M) for a list of prohibited trees.

Figure 6.16: Parking Area End Cap

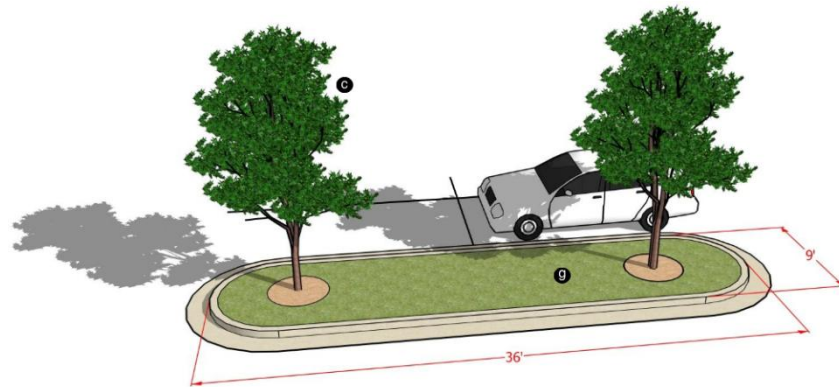
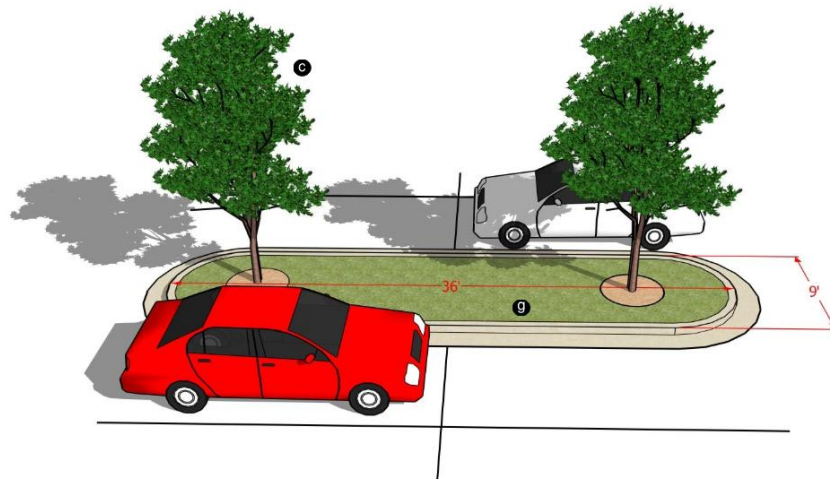


Figure 6.17: Parking Area Island

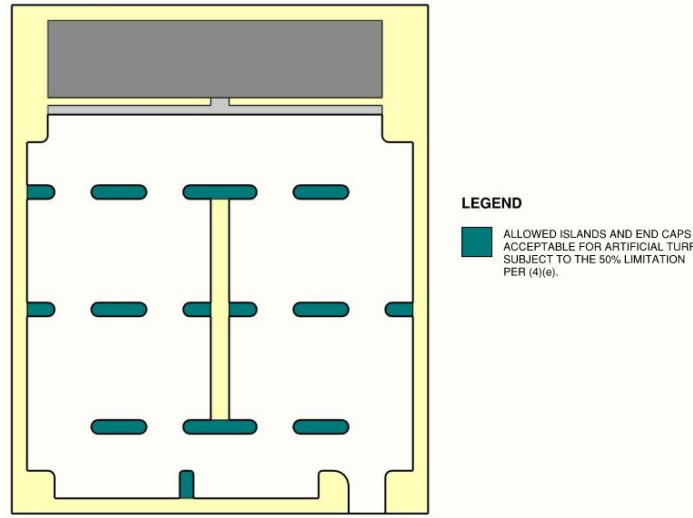


- (d) *Shrubs Required.*
- Commercial, Office, and Industrial Zones. Six (6) small shrubs for every fifteen (15) parking spaces.
 - Multi-Family Zones. Eight (8) small shrubs for every ten (10) parking spaces.
- (e) *Location.* Install shrubs within parking lot islands, end caps, or within fifteen (15) feet of the lot's edge, but at least 50% of all islands or end-caps within the parking lot shall include the required shrubs.
- (f) *Exclusions.* Landscaping in other yards cannot be counted toward this requirement.
- (g) *Ground Cover.* Any remaining islands or end caps must be covered with ground cover, sod, or artificial turf in allowed locations as described in 16-6-3 (4) (i). Decorative rock or a similar pervious material, installed over permeable filter fabric may also be used.
- (h) *Design.* Parking area end caps and islands shall be protected with concrete curbing or other suitable barriers approved by the City Planner. End caps and islands shall be properly

drained or irrigated as appropriate to the site conditions to ensure survivability of plant materials or proper stormwater management function.

- (i) *Artificial Turf.* Artificial turf may be used on interior islands only and may not be used on perimeter end caps (Figure 6. 18). Compliance with this provision does not exempt the property from satisfying all other applicable sections of this code. If artificial turf is used it shall be permeable (perforated backing system) allowing water to pass through. A detail shall be provided as part of the landscape plan submittal.

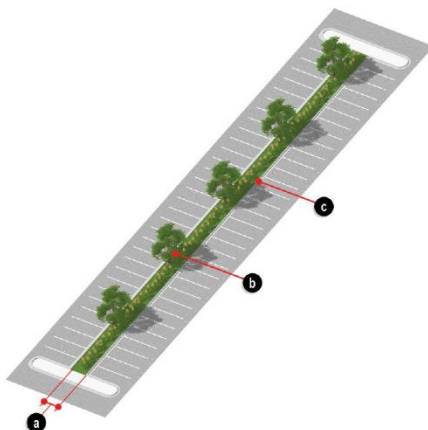
Figure 6.18: Artificial Turf Locations



(5) *Parking Area Median Standards.*

- (a) *Width.* Parking area medians shall have a minimum width of nine feet and minimum soil depth of 36 inches.
- (b) *Planting.* A minimum of one (1) canopy tree and fifteen (15) shrubs or ornamental grasses shall be planted for each fifty (50) linear feet of parking area median.
- (c) *Design.* Parking area medians shall be protected with concrete curbing unless the parking area median is designed to be utilized for stormwater management in which case the perimeter shall be protect by wheel stops, or other suitable barriers approved by the City Planner. Such medians shall be properly drained or irrigated as appropriate to the site conditions to ensure survivability of plant materials and proper stormwater management function.

Figure 6.19: Parking Area Median Standards



- (7) *Pedestrian Circulation Systems.* Pedestrian circulation systems, as required in the interior of off-street parking areas in section 16-6-1(H), shall be located along parking area medians. The City Planner may waive or modify this requirement on determining that locating pedestrian circulation systems along parking area medians is impractical due to site conditions or undesirable because it would create unsafe conditions.
 - (8) *Type of Landscape Material.* Except where areas are designed as vegetated stormwater management areas, canopy trees shall be the primary plant materials used in parking area end caps and islands and canopy trees and shrubs or ornamental grasses shall be the primary plant materials used in parking area medians. Understory trees, evergreen trees, shrubs, ornamental grasses, groundcover, and other plant materials may be used to supplement the required plantings but shall not create visibility concerns for automobiles and pedestrians. If medians or islands are designed as stormwater management areas, deviations from required plantings may be approved by the City Planner.
- (F) *Transition Zone Landscape Requirements.* Transition zone landscape shall be required along interior property lines of all nonresidential, mixed use, and multifamily development. It is not expected that the transition area will totally screen such uses but rather will minimize land use conflicts and enhance aesthetics. Landscape required by this section shall be in addition to landscape required under other Sections of this UDO.
- (1) *Applicability.* Transition zone landscaping is required as follows:
 - (a) The construction or installation of any new primary building or primary use; and
 - (b) The expansion of any existing primary building or primary use that results in an increase in gross floor area by more than five percent or 1,000 square feet, whichever is greater. In the case of expansions that trigger compliance with transition zone requirements, transition zone landscaping is required only in proportion to the degree of expansion. The City Planner is authorized to allow the transition zone to be established adjacent to the area of expansion or to disperse transition zone landscaping along the entire site transition zone.
 - (2) *Application of Transition Zone Types.* Transition zones shall be provided based on Table 16-6-3(F)(2), except where adjacent uses are of a similar nature, scale, and intensity as determined by the City Planner. As per Table 16-6-3(F)(2), the type of required transition zone is dependent upon the land use type of the subject lot and the land use type of the adjacent lot(s).

Table 16-6-3(F)(2): Application of Transition Zone Types

Subject Lot Land Use	Adjacent Lot Land Use										
	Agricultural	Single-Family Residential	All Other Residential	Institutional	Retail	Service	Lodging	Eating/Drinking	Entertainment	Vehicle Related	Industrial
Agricultural	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Single-Family Residential	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
All Other Residential	n/a	C	A	B	B	B	B	B	B	C	D
Institutional	n/a	C	B	A	B	B	B	B	B	C	D
Retail	n/a	C	B	B	A	A	A	A	A	B	C
Service	n/a	C	B	B	A	A	A	A	A	B	C
Lodging	n/a	C	B	B	A	A	A	A	A	B	C
Eating/Drinking	n/a	C	B	B	A	A	A	A	A	B	C
Entertainment	n/a	C	B	B	A	A	A	A	A	B	C
Vehicle Related	n/a	C	B	B	A	A	A	A	A	B	C
Industrial	n/a	D	D	D	D	D	D	D	D	D	D

- (3) *Transition Zone Types.* Four transition zone types are established in recognition of the different contexts that may exist, as shown in Table 16-6-3(F)(3). Transition zones may include a combination of elements including setback distances for separation, planting types, solid fencing, green walls, vegetated stormwater management areas, living groundcover, or sod. Refer to 16-6-3 (M) for a list of prohibited trees.

Table 16-6-3(F)(3): Transition Zone Types					
Specification		Type A	Type B	Type C	Type D
(a)	Minimum Zone Width (1) (4)	5 feet	10 feet	15 feet	20 feet
(b)	Minimum Fence/Wall Height (2)(3)	optional	optional	6 feet opaque	6 feet opaque
Minimum Number of Landscape Elements per 100 Linear Feet					
(c)	Understory Tree	optional	3	3	5
(d)	Canopy/Evergreen Tree	2	3	4	5
(e)	Shrubs/Ornamental Grasses	optional	15	20	30
Notes:					
(1) Required yard setbacks may be utilized for transition zone landscape.					
(2) Fence or wall requirements may be satisfied by a solid evergreen hedge with a maximum height of six feet, as approved by the City Planner.					
(3) Fencing shall still be required on the subject lot in any instance that the adjoining property contains a fence along the lot line.					
(4) <i>Fencing Credit.</i> If a masonry fence is used, there shall be no requirement for shrubs, and the Type C yard may be reduced to ten (10) feet and Type D yard to fifteen (15) feet.					

Figure 6.20: Transition Zone Type A

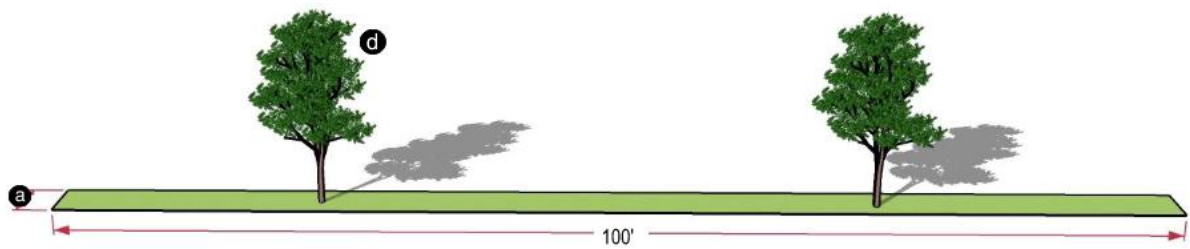


Figure 6.21: Transition Zone Type B

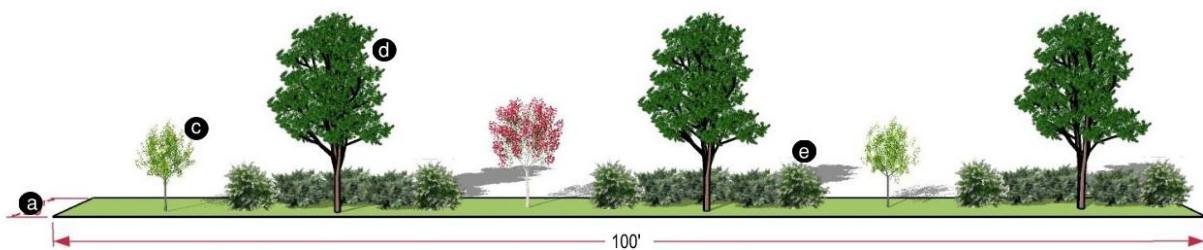


Figure 6.22: Transition Zone Type C

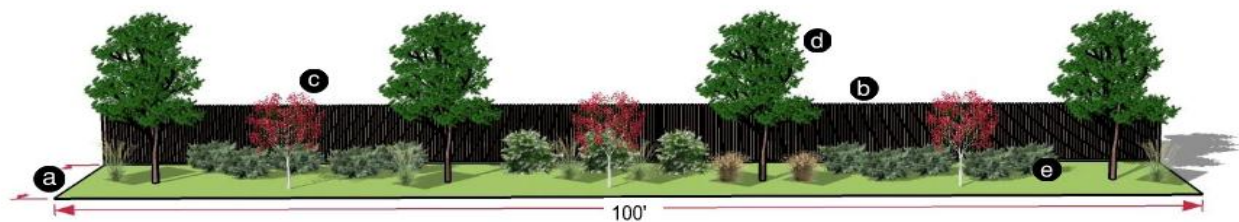


Figure 6.23: Transition Zone Type C with Masonry Wall Credit

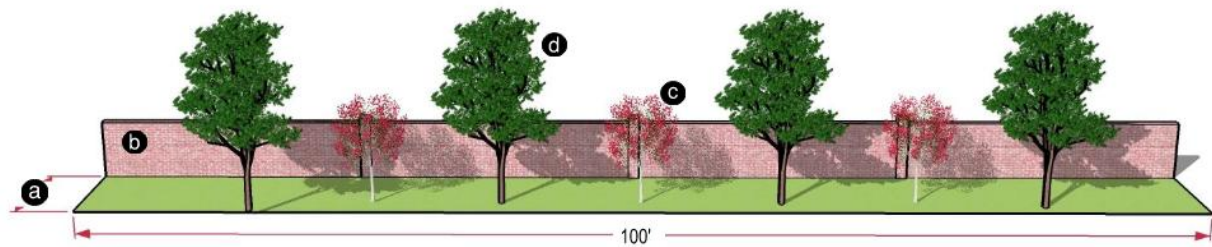
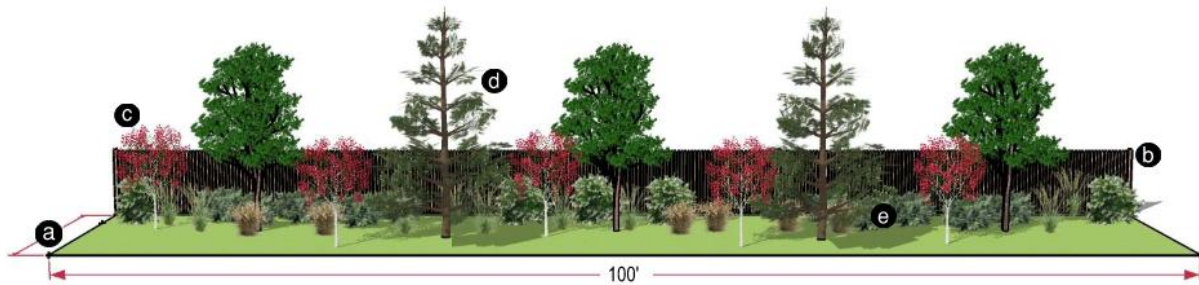


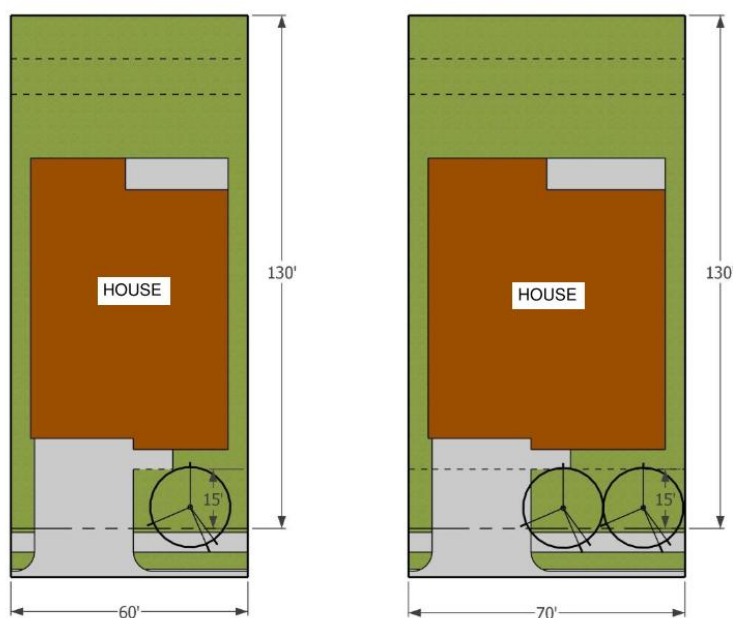
Figure 6.24: Transition Zone Type D



(G) *Single Family Lot Requirements.*

- (a) *Street Trees.* For the purposes of creating a street canopy and shade to minimize urban heating, canopy trees shall be required in all single-family residential (RS), residential town home (RTH), and two-family (RD) residential districts, within the front yard of a newly constructed residential structure. Refer to 16-6-3 (M) for a list of prohibited trees.
- *Requirement.* The number of trees shall be determined by the width of the front yard at the property line.
 - *Lots less than seventy (70) feet in width.* One (1) tree which may be a small or large canopy or evergreen tree as defined in 16-6-3 (A) (2) per lot.
 - *Lots seventy (70) feet or greater.* Two (2) trees which may be small or large canopy or evergreen trees as defined in 16-6-3 (A) (2) per lot.
 - *Location.* The tree should be planted no further than fifteen (15) from the front property line but shall be clear of buried utilities by a distance of five (5) horizontal feet. Where overhead utility line conflicts are present, two (2) understory trees shall be planted. When possible, trees shall be spaced no closer than fifteen (15) feet apart nor shall they be placed within ten (10) feet of any side property line.
 - *Exceptions.* Exceptions may be made in cases where there is inadequate yard area for a canopy tree such as lots with narrow frontage.
 - *Maintenance.* The property owner is responsible for the care and maintenance of the trees. Newly planted trees shall be watered regularly for a two (2)-year period. As the tree matures, they shall be maintained to a height of at least eight (8) feet of clearance over a sidewalk and fourteen (14) feet over a street.

Figure 6.25: Single-Family Lot Tree Placement



- **Validation.** An occupancy permit shall not be issued for the residential structure until said tree(s) have been planted and/or is existing and maintained as described above.
- (b) **Front Yard Landscaping.** Outside of driveways and walkways, front yards must be landscaped with living plants. In addition to sod, at least twenty percent (20%) of the yard must feature shrubs, flowers, or groundcover, as defined in Section 16-6-3 (A)(2). This vegetation may be arranged in islands or foundation planting beds. Artificial turf is strictly prohibited in the front yard.
- (c) **Back and Side Yard Improvements.** Construction activities such as pools, decks, artificial turf, patios, etc. in the back or side yards that result in an increase in the amount of impervious surface area on a lot may require an individual permit. If artificial turf is used it shall be permeable (perforated backing system) allowing water to pass through. A detail shall be provided as part of any required permit.
- (d) **Rain Garden.** A rain garden may be installed to meet this requirement and is subject to administrative approval.
- (H) **Downtown Core (DC) District.** To create an inviting, pedestrian-friendly environment and align with the Downtown Master Plan and Horizon Jenks Comprehensive Plan, the following landscaping rules apply strictly to properties zoned Downtown Core (DC).
 - (a) **Street Yard.** Any street yard screening must feature a low masonry wall combined with the landscaping specified in Section 16-6-3(D) and Figure 6.12. The wall must provide effective screening up to a maximum height of three (3) feet.
 - (b) **Parking Area Interior Landscape Zone.** All parking areas facing "A" Street or Aquarium Place must meet the interior landscaping requirements outlined in Section 16-6-3(E)(3)(a), regardless of where the building sits on the property.
 - (c) **Street Trees.** Planting street trees on private property is not required. However, the City may require canopy street trees, tree wells, small shrubs that reach a maximum height of

no more than three (3) feet, ground cover, or a combination of these elements within the public right-of-way on a case-by-case basis as part of the project's overall design approval. If power lines are present, then understory trees may be planted so long as they are not within a site triangle.

- (d) *Soil Media.* Trees planted within paved sidewalks or within parking end caps must utilize structural soil.
- (e) *Infrastructure Protection.* Structural cells (e.g., Silva Cells), or root barriers approved by the City Engineer to protect adjacent concrete, roadway bases, and underground utility corridors may be required with a detail on submitted landscape drawings.
- (f) *Irrigation.* The developer must provide a reliable, long-term source of irrigation for all newly planted street trees whether on private property or city right-of-way using one of the following approved configurations.
 - *Automated System:* The developer shall install a commercial-grade, automatic subsurface drip irrigation system or bubbler zone for the landscaped areas. This system may be connected directly to the city water main with separate water meter and dedicated backflow prevention device. If necessary, the property owner shall grant a permanent utility easement to the city for system monitoring. The city shall assume the cost of the water for the irrigation.
 - *Watering Bags/Truck Access:* If connection to a private meter is technically unfeasible due to subterranean vaults, the developer shall install heavy-duty, slow-release watering bags (e.g., Treegator) around the base of each tree trunk. The site plan must feature an uninhibited, designated parking clearance zone along the curb line to allow standard City Public Works water trucks safe, direct access for manual filling.
- (g) *Foundation Plantings.* Landscaping directly along the building foundation is not required.
- (h) *Maintenance.* For trees and landscaping planted within city right-of-way, the city shall assume the long-term care and maintenance of the trees and landscape elements.
- (I) *Species Diversity Requirements.* The following species diversity requirements shall be required for all commercial, office, and industrial developments, unless otherwise approved by the City Planner in conjunction with approval of vegetated stormwater management areas.
 - (1) A minimum of 50 percent of the landscape elements utilized on a parcel that is less than one-half acre shall be drought tolerant native species.
 - (2) A minimum of 60 percent of the landscape elements utilized on a parcel that is between one-half and five acres shall be drought tolerant native species. Total landscape elements, excluding sod, shall not be comprised of more than 30 percent of any single species or 50 percent of any genus.
 - (3) A minimum of 75 percent of the landscape elements utilized on a parcel that is greater than five acres shall be drought tolerant native species. Total landscape elements, excluding sod, shall not be comprised of more than 20 percent of any single species or 25 percent of any genus.
- (J) *Tree Preservation.* Preservation of existing high-quality trees within a new development or redevelopment site is highly encouraged. Preserved trees may fulfill a portion of the landscape requirements established in this section. Should the developer propose to maintain existing high-quality trees to count toward satisfying certain landscape requirements of this UDO, the City Planner may, upon receipt of a tree preservation plan, waive certain landscape requirements if mature, high quality trees on a lot are proposed to be preserved. If, upon inspection at the conclusion of the project, trees identified for preservation have been removed, damaged, or are otherwise in declining condition, all waived required landscape shall be installed. Any trees to be preserved shall be clearly indicated on all required site and landscape plans with a detail indicating protective fencing around said trees.

(K) *Installation and Maintenance of Landscape Material.*

- (1) Immediately upon planting, all landscape shall conform to the American Standard for Nurserymen, published by the American Association of Nurserymen, Inc., as revised from time to time.
- (2) Dead plant materials shall be replaced within 60 days upon notification from the City, taking into consideration the season of the year, and shall have at least the same quantity and quality of landscape elements as initially approved. If the particular project is constructed in more than one phase, the 60-day timeframe shall apply to each individual phase.
- (3) All landscape areas shall be maintained in a healthy, clean, and weed-free condition. Trees shall be securely staked and have mulch placed around the trunk in a minimum four (4) foot diameter circle. Volcano mulching is not allowed, as it will rot the trunk and kill the tree. All shrub areas shall be mulched with either organic mulch, decorative rock, or a similar pervious material, installed over filter fabric. The ground surface of landscape areas shall be covered with either sod and/or other types of pervious groundcover or mulch. Landscape plans shall provide planting details for trees and shrubs.
- (4) All landscape zones shall be irrigated as follows:
 - (a) For stormwater management areas where irrigation is not specified, all installed plantings shall be guaranteed to the City for a period of 18 months following municipal approval of installation. During this guarantee period, the landowner shall supply water as necessary to promote successful establishment and growth.
 - (b) Any required landscaped zone not intended for stormwater management, greater than 150 square feet in area, shall be provided with an underground irrigation system or be provided with a portable water supply within 50 feet of said landscaped areas. No part of an irrigation system may be installed in City right-of-way, unless approved by the City Engineer.

(L) *Administrative Relief.* The City Planner or other designee shall be allowed to modify the requirements of this Section on a case-by-case basis in situations where strict compliance with the code is not feasible due to utilities or other site features or if the designer provides a creative alternative that still achieves the intent of the code.

(M) *Prohibited Trees.* The following trees shall be prohibited.

- Ailanthus altissima, Tree-of-Heaven
- Albizia julibrissin Silktree, Mimosa
- Elaeagnus angustifolia, Russian Olive
- Fraxinus Americana, White Ash
- Fraxinus Pennsylvanica, Green Ash
- Morus alba, White Mulberry
- Pyrus calleryana 'Bradford', Bradford Pear
- Sambucus nigra Elderberry, (Black Elder)
- Populus deltoides, (Cottonwood)

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.

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- (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.

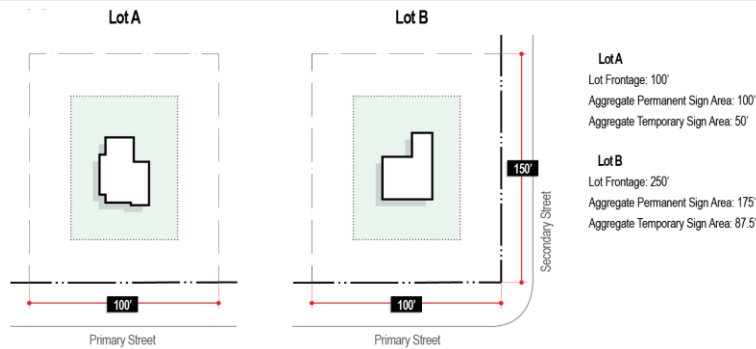
(Ord. No. 1680, § I(Att. A), 2-3-2026)

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 (0.5) 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 (0.5) 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.
- (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.

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Figure 7.1: Limit on Sign Area



(Ord. No. 1680, § I(Att. A), 2-3-2026)

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.

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Figure 7.3: Sign Area Measurement



(Ord. No. 1680, § I(Att. A), 2-3-2026)

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

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

(A) *Permitted Sign Types (P).*

- (1) Sign types marked as "P" in the table shall be allowed subject to all applicable regulations of this UDO.
- (2) Require the issuance of a Sign Permit prior to installation, as detailed in section 16-9-3(F).

(B) *Conditional Sign Types (C).* Sign types marked as "C" in the table shall be allowed subject to all applicable regulations of this UDO.

(C) *Prohibited Sign Types (-).* A hyphen 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 (1)	P	P	P	P	P	-	-	P	P	P
Post Sign, Permanent	-	P (1)	-	-	-	-	-	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/Projecting Sign	-	P (1)	P	P	P	P	P	P	P	P	P	P
Window Sign, Permanent	-	P (1)	P	P	P	P	P	P	P	P	P	P

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Billboard Sign	-	-	-	-	-	P (4)	P (4)	-	-	-	P (4)	P (4)
Digital Sign	P (1)	P (1)	P	P	P	P	P	P	-	P	P	P
Electronic Message Board	P (1)	P (1)	-	-	P	P	P	-	-	P	-	-
Cabinet Sign	-	-	-	P (5)	-	P (5)	P (5)	-	-	-	-	P (5)
Temporary Signs												
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	P	P	P	P	P	P	P	P	P	P	P	P
Sports facility sponsorship signs	C	C	C	C	C	C	C	C	C	C	C	C
Yard Sign	P	P	P	P	P	P	P	-	-	-	P	P
Notes:												
(1) Sign shall be allowed for nonresidential, mixed use, or multifamily developments only.												
(2) Sign shall be allowed at entryways or gateways to subdivisions or neighborhoods only.												
(3) A pole sign shall be permitted within 300 feet of United States Federal Highway, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Tollways or Turnpikes only.												
(4) Sign spacing requirements for Billboard Signs 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.												
(5) Box/cabinet signs shall be prohibited in all zoning districts located within the Downtown Core and the Riverfront Tourist Commercial areas as identified within the Comprehensive Plan.												

(Ord. No. 1680, § I(Att. A), 2-3-2026)

Sec. 16-7-5. Permanent Sign Standards.

(A) Wall Signs.

(1) Sign Area.

- The maximum sign area of wall signs in the AG, R, OL, LC, DT, and DC Districts shall not exceed five (5) percent of the total area of the façade 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 (10) percent of the total area of the façade 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 fifteen (15) percent of the total area of the façade 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) Sign Depth.

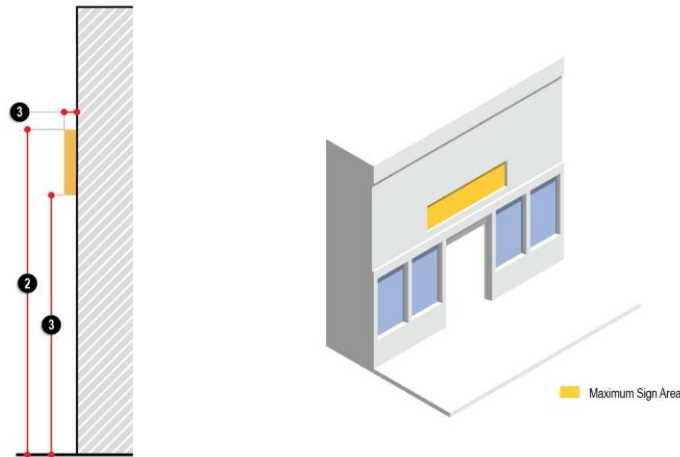
- A wall sign shall not extend more than six inches from the wall of the building or structure to which it is attached.
- A wall sign shall maintain a minimum vertical clearance of ten feet from grade.

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(Supp. No. 9, Update 2)

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Figure 7.4: Wall Sign Area, Height, and Projection



(4) *Number of Signs.*

(a) Single tenant buildings.

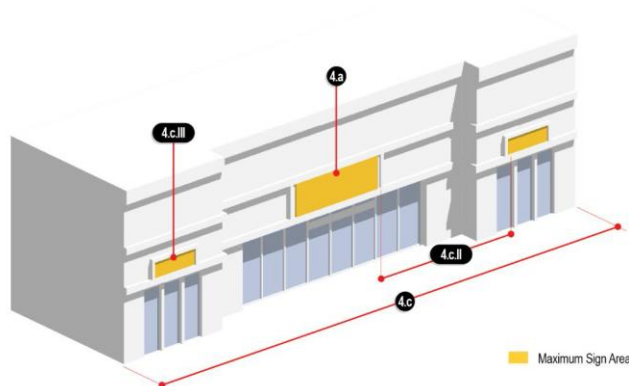
- Shall be permitted a logo and a wall sign and;
- Both wall signs may be displayed on multiple building façades.

(b) Multi-tenant buildings shall be permitted one (1) wall sign per unit.

(c) A maximum of two (2) secondary wall signs may be authorized for buildings with lineal frontage in excess of seventy (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 twenty (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



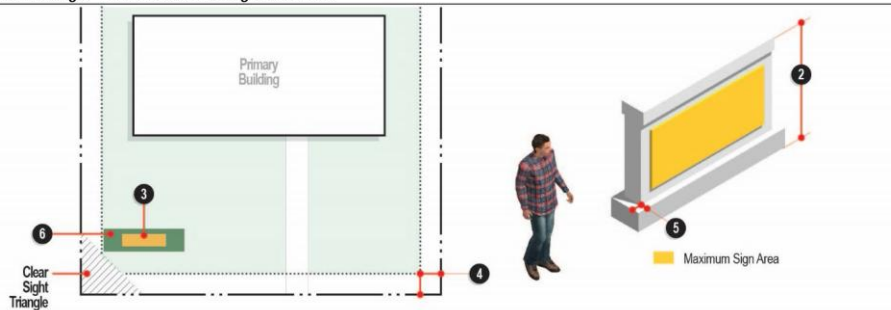
ATTACHMENT "B"

- (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.
- (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 thirty (30) square feet.
 - (l) Residential Subdivisions are limited to fifteen (15) square feet unless they meet the following criteria.
 - Residential Subdivisions may be approved for additional square footage when accompanied by a PUD; and the signage is part of the entry feature.
 - Entry feature signage for residential subdivisions may be approved for lettering up to two feet in height when attached to a wall less than three (3) feet in height.
 - Digital signs are not permitted in the residential zonings.
 - (b) The maximum sign area of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed forty-five (45) square feet.
 - (c) The maximum sign area of single-tenant monument signs in the CG and IM Districts shall not exceed fifty-five (55) square feet.
 - (d) The maximum sign area of one hundred (100) square feet is allowed for a single-tenant monument sign within five hundred (500) feet of United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes only, measured by the shortest distance from the physical edge of paving to the sign location.
- (2) *Sign Height.*
- (a) The maximum sign height of single-tenant monument signs in the AG, R, OL, and LC Districts shall not exceed five (5) feet.
 - (b) The maximum sign height of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed seven (7) feet.
 - (c) The maximum sign height of single-tenant monument signs in the CG and IM Districts shall not exceed ten (10) feet.
 - (d) The maximum sign height of thirty (30) feet is allowed for a single-tenant monument sign within five hundred (500) feet of United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes measured by the shortest distance from the physical edge of paving to the sign location.

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- (3) *Number of Signs.* A maximum of one (1) 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 (5) 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.
 - (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 (10) percent and a maximum of twenty five (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 (0.5) of the square footage of the sign area of the associated sign. Landscape areas shall be planted with one (1) shrub or native grass per every three (3) square feet of required landscape area.
- (7) *Other Provisions.* A single-tenant monument sign shall not be permitted on a lot frontage with an existing single-tenant monument sign or pole/pylon sign.

Figure 7.6: Single-Tenant Monument Sign Standards



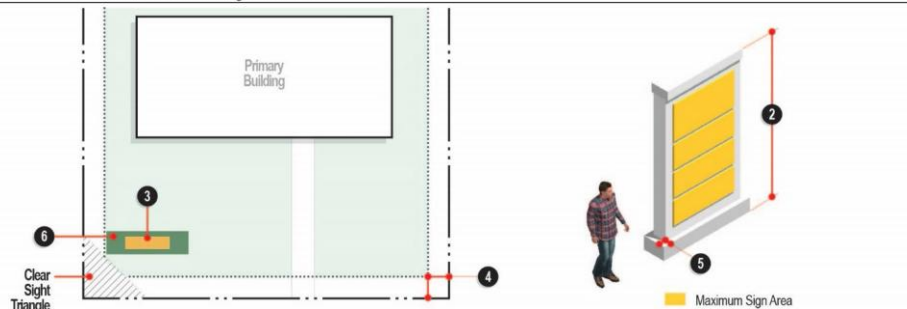
(C) Multi-Tenant Monument Signs.

- (1) *Sign Area.*
 - (a) The maximum sign area of multi-tenant monument signs in the AG, OL, and LC Districts shall not exceed fifty (50) square feet.
 - (b) The maximum sign area of multi-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed seventy-five (75) square feet.
 - (c) The maximum sign area of multi-tenant monument signs in the CG and IM Districts shall not exceed ninety (90) square feet.
 - (d) The maximum sign area of two hundred (200) square feet is allowed for a multi-tenant monument sign within five-hundred (500) feet of United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes only, measured by the shortest distance from the physical edge of paving to the sign location.
- (2) *Sign Height.*

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- (a) The maximum sign height of multi-tenant monument signs in the AG, OL, and LC Districts shall not exceed ten (10) feet.
 - (b) The maximum sign height of single-tenant monument signs in the OM, CS, RTC, and IL Districts shall not exceed fourteen (14) feet.
 - (c) The maximum sign height of single-tenant monument signs in the CG and IM Districts shall not exceed twenty (20) feet.
 - (d) The maximum sign height of thirty (30) square feet is allowed for a multi-tenant monument sign within five-hundred (500) feet of United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes only, measured by the shortest distance from the physical edge of paving to the sign location.
- (3) *Number of Signs.* A maximum of one (1) multi-tenant monument sign shall be permitted per lot frontage.
- (4) *Location.* Multi-tenant monument signs shall be located a minimum of five (5) 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 (10) percent and a maximum of twenty (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 (3) 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



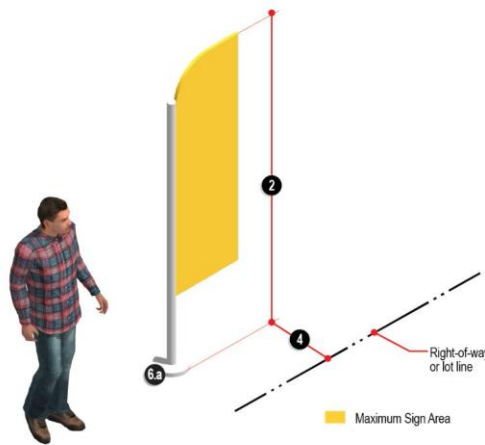
(D) *Post Sign, Permanent.*

- (1) *Sign Area.* The maximum sign area of a permanent post sign shall not exceed six (6) square feet.
- (2) *Sign Height.* The maximum height of a permanent post sign shall not exceed six (6) feet.
- (3) *Number of Signs.* A maximum of one (1) permanent post sign shall be allowed per lot frontage.
- (4) *Location.* Permanent post signs shall meet the following locational requirements.

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- (a) Shall be located a minimum of five (5) 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.
- (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.

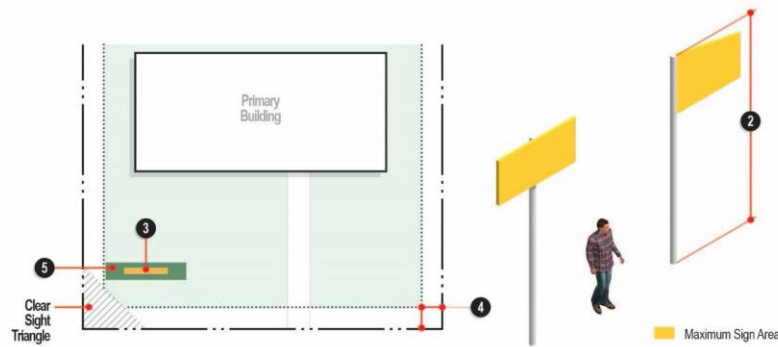
Figure 7.8: Permanent Post Sign Standards



- (E) *Pole/Pylon Signs.*
 - (1) *Sign Area.* The sign area of pole/pylon signs shall not exceed thirty (30) square feet in any district.
 - (2) *Sign Height.* The sign height of pole/pylon signs shall not exceed forty (40) feet in any district.
 - (3) *Number of Signs.* A maximum of one (1) 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 (5) 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.
 - (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 (3) 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.

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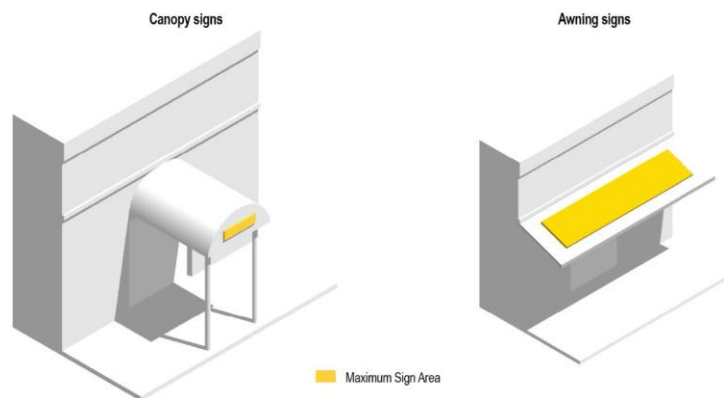
Figure 7.9: Pole/Pylon Sign Standards



(F) *Awning/Canopy Signs.*

- (1) *Sign Area.* The maximum sign area of awning/canopy signs shall be fifty (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) *Blade.* The maximum permitted sign area of blade signs shall be four (4) square feet.
 - (b) *Projecting.* The maximum permitted sign area of projecting signs shall be equal to twice (2) the median height of the building.
- (2) *Height.*
 - (a) Blade signs shall not extend above the roofline of the building to which it is attached, or a maximum of twelve (12) feet, whichever is less, and shall maintain a minimum vertical clearance of ten (10) feet.
 - (b) Projecting signs shall not exceed the height of the parapet or wall to which it is attached by more than twenty-five (25) percent and shall maintain a minimum vertical clearance of ten (10) feet.

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(3) *Number of Signs.*

Blade. A maximum of one (1) 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 projecting sign.

Projecting. A projecting sign may be displayed on the same building frontage of a nonresidential tenant as a wall or awning or canopy sign on the ground floor.

(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. Projecting blade signs shall not be continuously attached to the surface of the wall.

(5) *Other Provisions.*

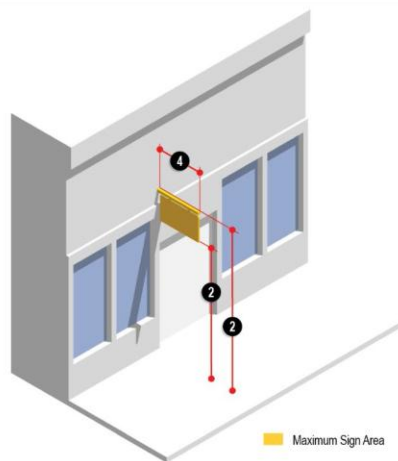
(a) *Illumination.*

(I) Blade signs shall not be internally illuminated.

(II) Projecting signs may incorporate neon or other illumination; staff may require approval from Planning Commission for other requests.

(b) Blade and Projecting 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

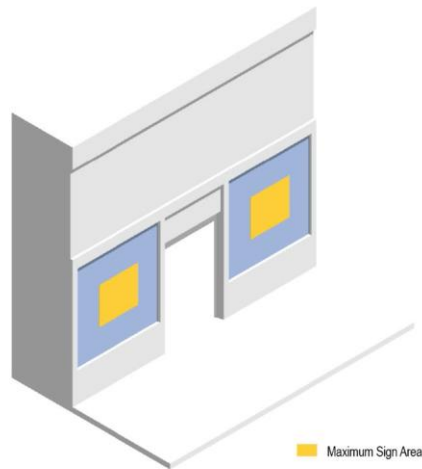


(H) *Window Signs, Permanent.*

(1) *Sign Area.* The maximum permitted sign area of a permanent window sign shall be twenty-five (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 combination with temporary window sign area.

ATTACHMENT "B"

Figure 7.12: Permanent Window Sign Standards



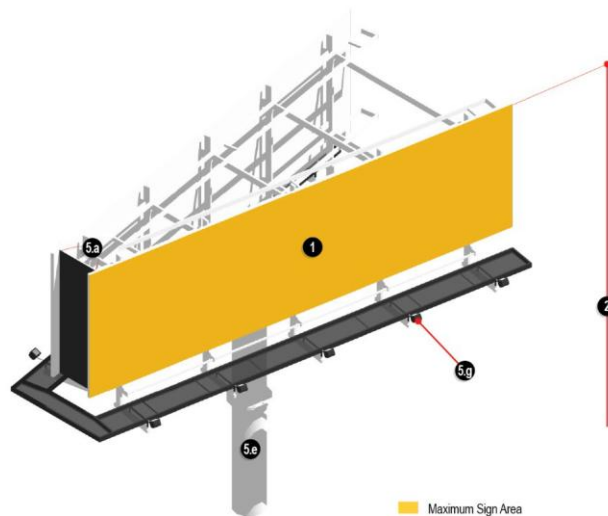
(I) *Billboard Signs.*

- (1) *Sign Area.* The maximum sign area of billboard signs shall not exceed fourteen (14) feet by forty-eight (48) feet and may include an additional three foot by forty-eight (48) foot marquee located at the base of the sign face.
- (2) *Sign Height.* The maximum height of billboard signs shall not exceed fifty (50) feet.
- (3) *Sign Separation.*
 - (a) A minimum distance of one thousand (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.
 - (b) Billboard signs shall maintain a minimum separation of fifty (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 three hundred (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 (10) 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.*

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- (a) No billboard sign shall contain more than two (2) 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 thirty (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 fifteen (15) percent of the display surface area.
- (e) No billboard sign shall be supported by more than one (1) 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 one hundred (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. 1680, § I(Att. A), 2-3-2026)

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

(A) General Standards for Permitted Temporary Signs.

- (1) *Number of Signs.* A maximum of two (2) permitted temporary signs are allowed as per Table 16-7-4, unless otherwise specified.
- (2) *Display Period.*

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(Supp. No. 9, Update 2)

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(a) Concurrent display may be established, regulated, and enforced by private covenants and/or HOA.

Display Location.

- (a) The permitted temporary sign.
 - (I) Shall be located a minimum of five (5) feet from all property lines, rights-of-way, and utility easements.
 - (II) Shall not block points of ingress or egress.
 - (III) Shall not be placed in any sidewalk or pedestrian circulation system, except when there is an additional five feet of clear pedestrian circulation.
 - (IV) Shall not be located in a clear sight triangle as detailed in section 16-6-6.
 - (V) Shall not be placed on a roof, balcony, fence, or an exterior wall or window.
- (b) Reserved.
- (c) Nonconcurrent display periods shall be separated by a minimum of 14 days, excluding residential yard signs.

(B) *Wall-Mounted Banner Signs. (Cannot be a permanent sign.)*

- (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 (2.5) 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 (5) 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 AG, CG and IM Districts shall not exceed seven (7) 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 (1) 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

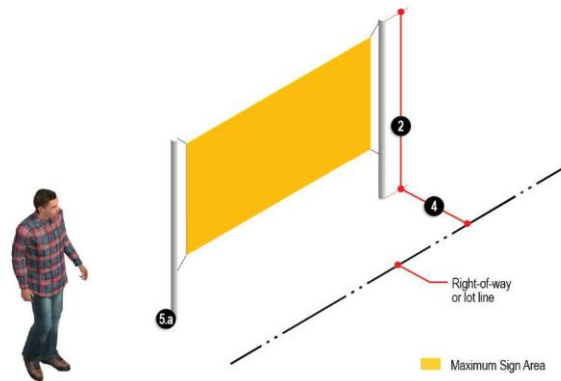


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(C) *Ground-Mounted Banner Signs. (Cannot be a permanent sign.)*

- (1) *Sign Area.* The maximum sign area of a ground-mounted banner sign shall not exceed thirty (30) square feet.
- (2) *Sign Height.* The maximum height of a ground-mounted banner sign shall not exceed six (6) feet.
- (3) *Number of Signs.* A maximum of one (1) 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 (5) 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



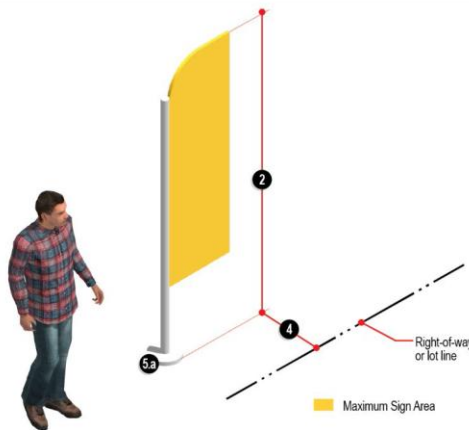
(D) *Feather Sign.*

- (1) *Sign Area.* The maximum sign area of feather signs shall not exceed sixteen (16) square feet.
- (2) *Sign Height.* The maximum height of a feather sign shall not exceed eight (8) feet.
- (3) *Number of Signs.* A maximum of one feather sign shall be permitted per twenty-five (25) feet of linear lot frontage.
- (4) *Sign Separation.* Each feather sign shall be separated from another feather sign by at least twenty-five (25) feet.
- (5) *Location.* Feather signs shall meet the following locational requirements.
 - (a) Shall be located a minimum of five (5) feet from all property lines, rights-of-way, and utility easements.

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- (b) Shall not block points of ingress or egress.
- (c) Shall not be placed in any sidewalk or pedestrian circulation system.
- (d) 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.

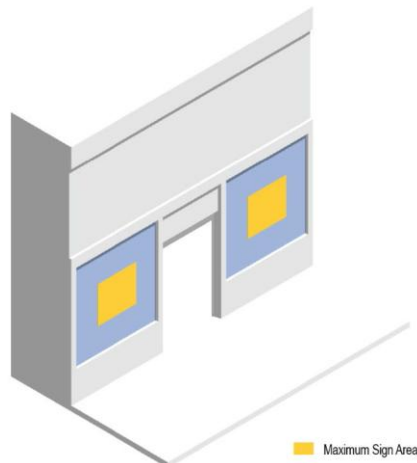
Figure 7.16: Feather Sign Standards



(E) *Window Sign, Temporary.*

- (1) *Sign Area.* The maximum sign area of a temporary window sign shall be thirty (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

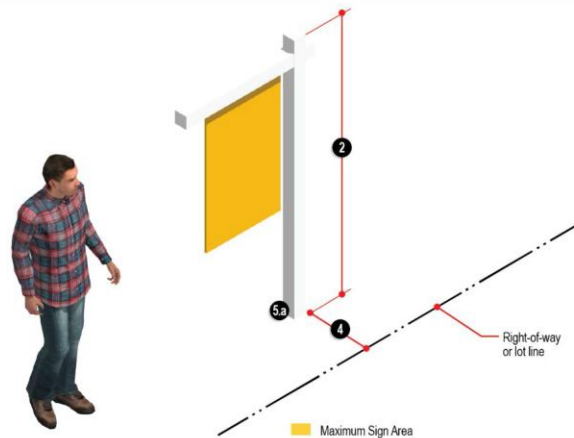


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(F) *Post Signs, Temporary.*

- (1) *Sign Area.* The maximum sign area of a temporary post sign shall not exceed three (3) square feet.
- (2) *Sign Height.* The maximum height of a temporary post sign shall not exceed six (6) feet.
- (3) *Number of Signs.* A maximum of one (1) 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.
 - (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



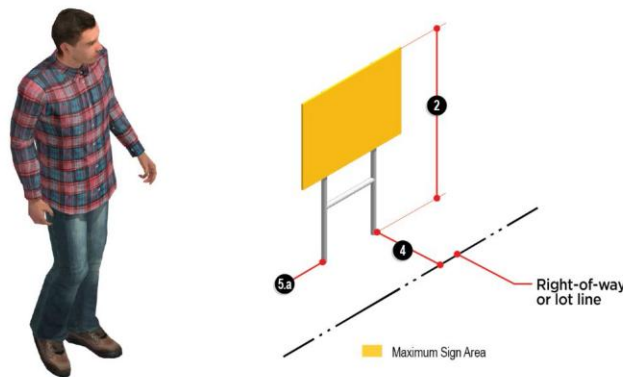
(G) *Yard Signs.*

- (1) *Sign Area.* The maximum sign area of a yard sign shall not exceed four (4) square feet.
- (2) *Sign Height.* The maximum height of a yard sign shall not exceed three and one-half (3.5) feet.
- (3) *Number of Signs.*
 - (a) Up to five (5) yard signs may be displayed concurrently for a period of forty-five (45) 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 (5) feet from all property lines, rights-of-way, and utility easements;

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- (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



(H) *Sports Facility Sponsorship Signs.*

- (1) *Purpose and Intent.* The purpose of this section is to allow limited sponsorship signage within publicly owned or operated athletic and private recreational facilities in a manner that supports facility funding, preserves community character, and ensures safe and orderly use of public property. These regulations are intended to be content-neutral, viewpoint-neutral, and administered through ministerial review.
- (2) *Definition.* Sports Facility Sponsorship Sign.
 - (a) A sign located within or upon a publicly owned or operated athletic or private recreational facility that identifies or recognizes a business, organization, or individual that has provided financial or in-kind support for the construction, maintenance, operation, or programming of the facility or a related event.
 - (b) Such signs are intended solely for sponsorship recognition and do not constitute general advertising or a public forum for expressive speech.
- (3) *Location.* Sports facility sponsorship signs are permitted, without regard in all zoning districts, as temporary uses at the following places.
 - (a) Limited to interior areas of the facility or designated exterior areas directly associated with the athletic use.
 - (b) Shall not be placed within public rights-of-way unless expressly authorized by the City.
- (4) *Size and Number.*

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- (a) Maximum sign area and number per facility shall be established by administrative policy or facility sponsorship guidelines adopted by the City.
- (5) *First Amendment Considerations.*
 - (a) Nothing in this section shall be construed to regulate speech based on viewpoint or ideology. The City's regulation of Sports Facility Sponsorship Signs is based on location, form, duration, and sponsorship status, consistent with the City's authority to manage signage within a limited or nonpublic forum.

(Ord. No. 1680, § I(Att. A), 2-3-2026)

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 (EMB).* 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) EMB's are prohibited within the Downtown Core as identified in the Comprehensive Plan "Downtown Sub Area Plan-Downtown Land Use and Development."
 - (3) Each message must be displayed for a minimum of eight seconds.
 - (4) Change of message must be accomplished in two seconds.
 - (5) Change of message must occur simultaneously on the entire sign.
 - (6) No flashing, dimming, or brightening may occur except to accommodate a message change.
 - (7) Electronic message boards must contain a default mechanism that freezes an image in case of malfunction.
 - (8) 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 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.

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- (9) 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.
- (10) 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

- (11) Electronic message boards shall be turned off outside of operating hours when located within 300 feet of a residential lot.
 - (12) Operators must be able to respond to a malfunction or safety issue within one hour of notification.
 - (13) 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. 1680, § I(Att. A), 2-3-2026)

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, unless part of an approved PUD or Planning Commission approval;
 - (2) Outline Lighting on windows, facades and roofs excluding seasonal décor-as determined by city staff;
 - (3) Signs with flashing lights;
 - (4) Snipe Signs;
 - (5) Streamers;
 - (6) Spinners;
 - (7) Propellers;
 - (8) Inflatable Shapes; and
 - (9) Signs which encroach on the public right-of-way.
 - (10) Cabinet signs are prohibited within most districts.
- (B) *Prohibited Content.*
- (1) The following content is prohibited without reference to the viewpoint of the individual speaker:
 - (a) Text or graphics of an indecent or immoral nature and harmful to minors;
 - (b) Text or graphics that advertise unlawful activity;

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- (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. 1680, § I(Att. A), 2-3-2026)

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 or part of a commercial subdivision greater than 25 acres 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.
- (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.

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- (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. 1680, § I(Att. A), 2-3-2026)

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

- (A) *Sign Permit Required Prior to Installation.*
- (1) Prior to installation a sign permit must be submitted to the permit department for review and approval.

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(Supp. No. 9, Update 2)

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- (2) Signs installed without an approved permit are subject to immediate fine.
 - (a) Sign companies/individuals with one or more violations may be barred from future permit applications.
- (3) Sign permits that do not provide the information required in the UDO sign standards will be returned without review.
- (4) *Payment of Approved Permit.*
 - (a) Payment of permit is required prior to installation. Signs installed without purchasing the permit will be fined per the fee schedule.
 - (b) Payments are nonrefundable once processed.
- (B) 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.
- (C) 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.
- (D) 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.
- (E) Every existing sign shall be subject to an inspection whenever the City Planner or other designated City Official 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 or other designated City Official is authorized to grant one 30-day extension, if, upon written request, it is deemed necessary due to extenuating circumstances.
- (F) If a City Official shall find that any sign is unsafe or unsecure, 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.
- (G) Sign copy shall be removed and in the case of a wall sign, the building facade 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.
- (H) *Violations, Penalties, and Enforcement and Penalties.*
 - (1) *Administrative Violations.* Violations of this article are designated as administrative violations and shall be enforced through the City's administrative enforcement process. Such violations are subject to civil penalties; they are not criminal offenses.
 - (2) *Civil Penalties.* A civil penalty not to exceed \$100.00 per day may be assessed for each day a violation continues following the compliance deadline. Administrative enforcement is not an exclusive remedy. The City may pursue lawful civil actions to enforce compliance or recover costs.
 - (3) *Enforcement Authority.* This article shall be enforced by the City Planner, Code Enforcement Officer, or other designated City Official. Law enforcement officers may assist upon request but shall not issue citations for administrative violations under this article.

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(Ord. No. 1680, § I(Att. A), 2-3-2026)

JENKS | PLANNING UPDATE



8/13/2026

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 QUOTE: *["By far the greatest and most admirable form of wisdom is that needed to plan and beautify cities and human communities." — Socrates](#)*

Planning Summary

Preparer | Marcaé Hilton

VOTE KEY	VOTE	DATE OF HEARING
APPROVED	A	
CONTINUED	C	
DENIED	D	
WITHDRAWN	W	

AUGUST PLANNING AGENDA ITEMS

GOVERNING BODY/CASE	VOTE	DATE OF HEARING
CITY COUNCIL		AUGUST 4, 2026 NO ITEMS
PLANNING COMMISSION	-	AUGUST 6 2026
JL 26-420	A	LOT SPLIT/COMBO SPAIN RANCH 11623 S 5TH ST (ROBERT BELL)
JL 26-421	A	LOT SPLIT/COMBO SPAIN RANCH 11607 S 5TH ST (ROBERT BELL)
JL 26-424	A	LOT COMBO TIMBERCREST VIEW 470 E 113TH ST. S WEST
JZ 26-703	A	REZONING (RS1 – RD) 822 N BIRCH TIM WALTERBACH
JZ 26-702	A	REZONING (AG - RS1) SPAIN RANCH 11623 S 5TH ST (ROBERT BELL)
JZ 26-704	A	REZONING (AG - RS1) SPAIN RANCH 11607 S 5TH ST (ROBERT BELL)
JZ 26-PUD 116 MI5	A	MINOR AMENDMENT FRAZIER MEADOWS II BUILDLINE ADJUSTMENT
JZ 26-PUD 127.MI1	A	MINOR AMENDMENT FRAZIER FALLS PUD CLEAN UP AND CLARIFICATION OF AMENITIES
UDO UPDATES	A	AMENDMENT REQUESTS FOR CHAPTER 16 (UDO)
TAC		AUGUST 11, 2026
PLAT 26-26	-	PRELIMINARY PLAT COAL CREEK VILLAGE 121 ST AND HWY 75
JL 26-425	-	MINOR SUBDIVISION (LOT SPLIT) 1401 W 91ST ST (E OF HWY 75)
JL 26-426	-	MINOR SUBDIVI. (LOT SPLIT/COMBO) 205 E 116TH DUNKERLEY
BOA	-	AUGUST 13, 2026 NO ITEMS
CITY COUNCIL	-	AUGUST 18, 2026
JZ 26-703	-	REZONING (RS1 – RD) 822 N BIRCH TIM WALTERBACH
JZ 26-702	-	REZONING (AG -RS1) SPAIN RANCH 11623 S 5TH ST (BELL)
JZ 26-704	-	REZONING (AG -RS1) SPAIN RANCH 11607 S 5TH ST (BELL)
UDO UPDATES	-	AMENDMENT REQUESTS FOR CHAPTER 16 (UDO)
JL 26-425		MINOR SUBDIVISION (LOT SPLIT) 1401 W 91ST ST (E OF HWY 75)
JL 26-426		MINOR SUBDIVI. (LOT SPLIT/COMBO) 205 E 116TH DUNKERLEY

SEPTEMBER PLANNING AGENDA ITEMS

GOVERNING BODY/CASE	VOTE	DATE OF HEARING
CITY COUNCIL		SEPTEMBER 1, 2026 NO ITEMS
PLANNING COMMISSION	-	SEPTEMBER 3, 2026
PLAT 26-26		PRELIMINARY PLAT COAL CREEK VILLAGE 121 ST AND HWY 75
JZ 26-705		REZONING (AG – R1) 1401 W 91 ST ST (E OF HWY 75)
JZ 26-706		REZONING (RE – AG) 205 E 116 TH DUNKERLEY
JL 26-425		MINOR SUBDIVISION (LOT SPLIT) 1401 W 91 ST ST (E OF HWY 75)
JL 26-426		MINOR SUBDIVI. (LOT SPLIT/COMBO) 205 E 116 TH DUNKERLEY
JZ 26 PUD 151.MA1		MAJOR AMEND. (PUD 151) RIVER FALLS 131 ST & HARVARD
TAC		SEPTEMBER 8, 2026 NO ITEMS
BOA	-	SEPTEMBER 10, 2026 POSSIBLY 1 (ONE) ITEM
CITY COUNCIL		SEPTEMBER 15, 2026
PLAT 26-26		PRELIMINARY PLAT COAL CREEK VILLAGE 121 ST AND HWY 75
JZ 26-705		REZONING (AG – R1) 1401 W 91 ST ST (E OF HWY 75)
JZ 26-706		REZONING (RE – AG) 205 E 116 TH DUNKERLEY
JL 26-425		MINOR SUBDIVISION (LOT SPLIT) 1401 W 91 ST ST (E OF HWY 75)
JL 26-426		MINOR SUBDIVI. (LOT SPLIT/COMBO) 205 E 116 TH DUNKERLEY
JZ 26 PUD 151.MA1		MAJOR AMEND. (PUD 151) RIVER FALLS 131 ST & HARVARD

JULY PLANNING AGENDA ITEMS

GOVERNING BODY/CASE	VOTE	DATE OF HEARING
CITY COUNCIL		JULY 7, 2026 NO ITEMS AT THIS TIME
PLANNING COMMISSION	-	JULY 9, 2026
PLAT 26-24	A	PRELIMINARY/FINAL PLAT BRAKES PLUS OLSSON
PLAT 26-25	A	PRELIMINARY/FINAL PLAT CHASE BANK SW DESIGN
ROW-UEC 26-03	A	ROW CLOSURE JPS 401 E “B”
TAC	-	JULY 14, 2026 NO ITEMS
BOA	-	JULY 16, 2026 NO ITEMS
CITY COUNCIL	-	JULY 21, 2026
PLAT 26-24	A	PRELIMINARY/FINAL PLAT BRAKES PLUS OLSSON
PLAT 26-25	A	PRELIMINARY/FINAL PLAT CHASE BANK SW DESIGN
ROW-UEC 26-03	A	ROW CLOSURE JPS 401 E “B”