

**AGENDA**  
**JENKS PLANNING COMMISSION**  
**6:00 P.M. THURSDAY, NOVEMBER 05, 2020**  
**COUNCIL CHAMBERS, JENKS CITY HALL**  
**211 NORTH ELM STREET, JENKS, OKLAHOMA 74037**

I. CALL TO ORDER

II. ROLL CALL

1. MEMBERS MEETING BY VIDEOCONFERENCE

- Chair Carol Minden
- Travis Fulkerson
- Scott West
- Leon Davis
- Craig Bowman
- John Brown
- David Randolph

The meeting will be live streamed on the [CITY OF JENKS' YOUTUBE CHANNEL](#).

III. REQUEST TO APPROVE MINUTES OF OCTOBER 22, 2020

Documents:

[2020.10.22 PC MINUTES.PDF](#)

IV. BUSINESS

1. JL 20-350: Request by Chris Zemanek for a lot split. General Location: South of W 91st St & West of S Union Ave

Documents:

1. [SR.JL 20-350 2300 W 91.PDF](#)
2. [LOT SPLIT.PDF](#)

2. JZ 20-665 PUD 123: Request by Ryan McCarty for a Planned Unit Development and comprehensive land map amendment. General Location: NW Corner of W K St & N Birch Ave

Documents:

1. [SR.JZ 20-665 PUD 123.395 W K..PDF](#)
2. [WEST K PLACE PUD 123.PDF](#)

3. JZ 20-666 PUD 124: Request by Greg Helms for a Planned Unit Development. General Location: 401 W Main

Documents:

1. [SR.JZ 20-666 PUD 124 401 W MAIN.AUDIO.PDF](#)
2. [AUDIO VIDEO CONNECTIONS - PUD APPLICATION -100520 REV 2.PDF](#)

## V. OTHER BUSINESS

### 1. Planning Updates

## VI. ADJOURNMENT

**MINUTES**  
**JENKS PLANNING COMMISSION**  
**6:00 P.M. THURSDAY, OCTOBER 22, 2020**  
**COUNCIL CHAMBERS, JENKS CITY HALL**  
**211 NORTH ELM STREET, JENKS, OKLAHOMA 74037**

The Jenks Planning Commission was called to order at 6:00 p.m. on October 22, 2020, by Chair Carol Minden. A roll call vote of members was taken as follows:

**Present**

Craig Bowman - Videoconference  
David Randolph - Videoconference  
Leon Davis - Videoconference  
Chair Carol Minden - Videoconference

**Absent**

Scott West  
Travis Fulkerson  
John Brown

Request to approve minutes of October 08, 2020. David Randolph made a motion to approve the minutes. Craig Bowman seconded the motion. A roll call vote of members was taken as follows:

**YEA:** Bowman, Randolph, Davis, Minden

**NAY:** None

Motion carried.

**Business**

1. ARC 20-492: Request by Loretta Kwiatkowski for approval of a monument sign.  
**General Location: 900 W Main St**

Planning Director Marcaé Hilton presented the staff report for Item 1 and answered questions. Leon Davis made a motion to approve Item 1. Craig Bowman seconded the motion. David Randolph moved to amend the motion with the added requirement that the font for “Lords and Ladies” be changed from comic sans to something more appropriate. Leon Davis seconded the amended motion. A roll call vote of members was taken as follows:

**YEA:** Randolph, Davis, Minden

**NAY:** Bowman<sup>1</sup>

Motion carried.

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<sup>1</sup> Craig Bowman wanted it noted that he approved of the sign but disagreed with the requirement of changing the font.

2. ARC 20-493: Request by John Sanford for approval a new building design. **General Location:** 402 E Aquarium Dr

Planning Director Marcaé Hilton presented the staff report for Item 2 and answered questions. Craig Bowman made a motion to approve Item 2. Leon Davis seconded the motion. A roll call vote of members was taken as follows:

**YEA:** Bowman, Randolph, Davis, Minden

**NAY:** None

Motion carried.

3. ARC 20-495: Request by Jacob Clark for approval of signs and designs for a gas station. **General Location:** 2840 W Main St

Planning Director Marcaé Hilton presented the staff report for Item 3 and answered questions. Nick Afield (Casey's representative) spoke to the Commission and answered questions. David Randolph made a motion to approve Item 3 with staff recommendations of requiring either a masonry base to the monument sign or having it heavily landscaped and having a landscape plan approved by staff. Craig Bowman seconded the motion. A roll call vote of members was taken as follows:

**YEA:** Bowman, Randolph, Davis, Minden

**NAY:** None

Motion carried.

4. JL 20-349: Request by Jesse Powell for a lot split and lot combination & minor amendment for PUD 107. **General Location:** 13973 S 21st Ct E

Planning Director Marcaé Hilton presented the staff report for Item 4 and answered questions. David Randolph made a motion to approve Item 4. Craig Bowman seconded the motion. A roll call vote of members was taken as follows:

**YEA:** Bowman, Randolph, Davis, Minden

**NAY:** None

Motion carried.

#### Other Business

1. Planning Update

Planning Director Marcaé Hilton gave a Planning update and answered questions.

Adjournment. Carol Minden made a motion to adjourn. David Randolph seconded the motion. A roll call vote of members was taken as follows:

**YEA:** Bowman, Randolph, Davis, Minden

**NAY:** None

Motion carried. The Jenks Planning Commission adjourned at 6:32 p.m.

# Jenks | PC Staff Report



|              |                                                                      |
|--------------|----------------------------------------------------------------------|
| To           | Planning Commission                                                  |
| Hearing Date | November 05, 2020                                                    |
| Case Number  | JL 20-350   2300 W 91                                                |
| Request      | Lot Split                                                            |
| Location     | South of West 91 <sup>st</sup> Street and West of South Union Avenue |
| Applicant    | Chris Zemanek                                                        |

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## Staff Report

Preparer | Marcaé Hilton

### Attachments

☐ Lot Split Documents

### Preparer

Bennett Surveying, Inc.

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## Background Information

**STAFF COMMENTARY** | This Lot Split request meets the requirements of the AG zoning bulk and area as well as the subdivision regulations. This is a family redivision of land for the purpose of family members all living on individual lots, the parent tract was over 9 (nine) acres.

## PLANNING DATA

|                  |                                                                                                    |
|------------------|----------------------------------------------------------------------------------------------------|
| Public Comment   | None   No notice is given to public for Lot Splits                                                 |
| Parcel ID        | 98222-822-209710                                                                                   |
| Property Address | 2300 W 91 ST S                                                                                     |
| Legal            | BEG 1825.3W NEC NE TH W326.64 S660 E326.4 N660 POB & E330 W495 NW<br>NW NE LESS E25 THEREOF FOR RD |
| Gross Acres      | 9.561                                                                                              |
| Plat Data        | Unplatted                                                                                          |
| STR              | Section 22, Township 18, Range 12                                                                  |
| Lot Split Data   | Parent Trace   9.561 +/-<br>Lot One   3.48 Acres<br>Lot Two   2.80 Acres<br>Lot Three   3.29 Acres |
| TAC 10.27.20     | No comments at the time of this report                                                             |

Zoning AG | Agriculture  
 Special District None  
 General Location West of Harvard and north of 141<sup>st</sup>

Table 3. Bulk and Area Requirements in the Agriculture District

|                                                                                               | Requirement     | Lot 1 | Lot 2   | Lot 3 |
|-----------------------------------------------------------------------------------------------|-----------------|-------|---------|-------|
| <i>Lot Width (min. ft.)</i>                                                                   | 300             | 330   | 360/301 | 300   |
| <i>Lot Area (min. acres)</i>                                                                  | 2               | 3.48  | 2.80    | 3.29  |
| <i>Land Area (min. acres per dwelling unit)</i>                                               | 2.5             | >     | >       | >     |
| <i>—91<sup>st</sup> Secondary Arterial   Front Yard and Any Yard Abutting a Public Street</i> | 35              | 35    | 35/25   |       |
| <i>—Not an Arterial</i>                                                                       | 25              | NA    | 25      | 25    |
| <i>Side Yard (min. ft.) —One side yard</i>                                                    | 10              | X     | X       | X     |
| <i>Side Yard (min. ft.) —Other side yard</i>                                                  | 10              | X     | X       | X     |
| <i>Rear Yard (min. ft.)</i>                                                                   | 40              | X     | X       | X     |
| <i>Building Height (max. ft.)</i>                                                             | <sup>1</sup> 35 | X     | X       | X     |

## Staff Evaluation & Recommendation

**EVALUATION** Staff believes the lot split JL 20-350 should be approved for the purpose of creating 3 (three) lots on an AG parcel. The Bulk and Area requirements are currently met and will be checked again during the building permit process.

**CONDITIONS** | Submit the following to Planning Staff before filing with Tulsa County:

1. Deeds to be stamped by City Planner
  - i. Deeds to be recorded in Tulsa County by applicant
2. Provide City Planner with copy of recorded Deeds
3. Continue to work with City Staff regarding water and sewer options

**RECOMMENDATION** | *Staff recommends approval of the Lot Split; applicant must provide requested information and meet any conditions of approval by City Council.*

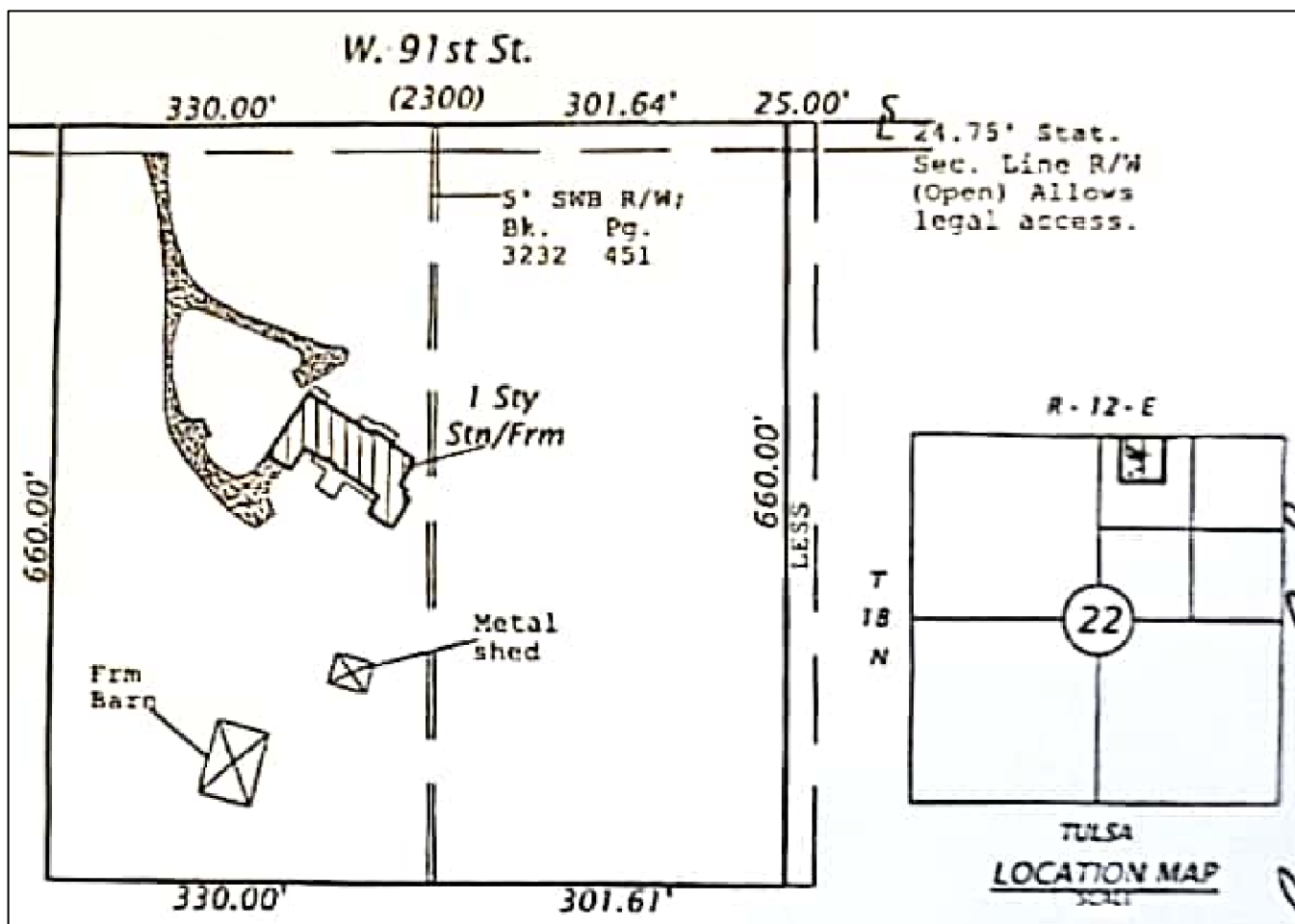


Figure 1: Original Survey of 9+ Acres

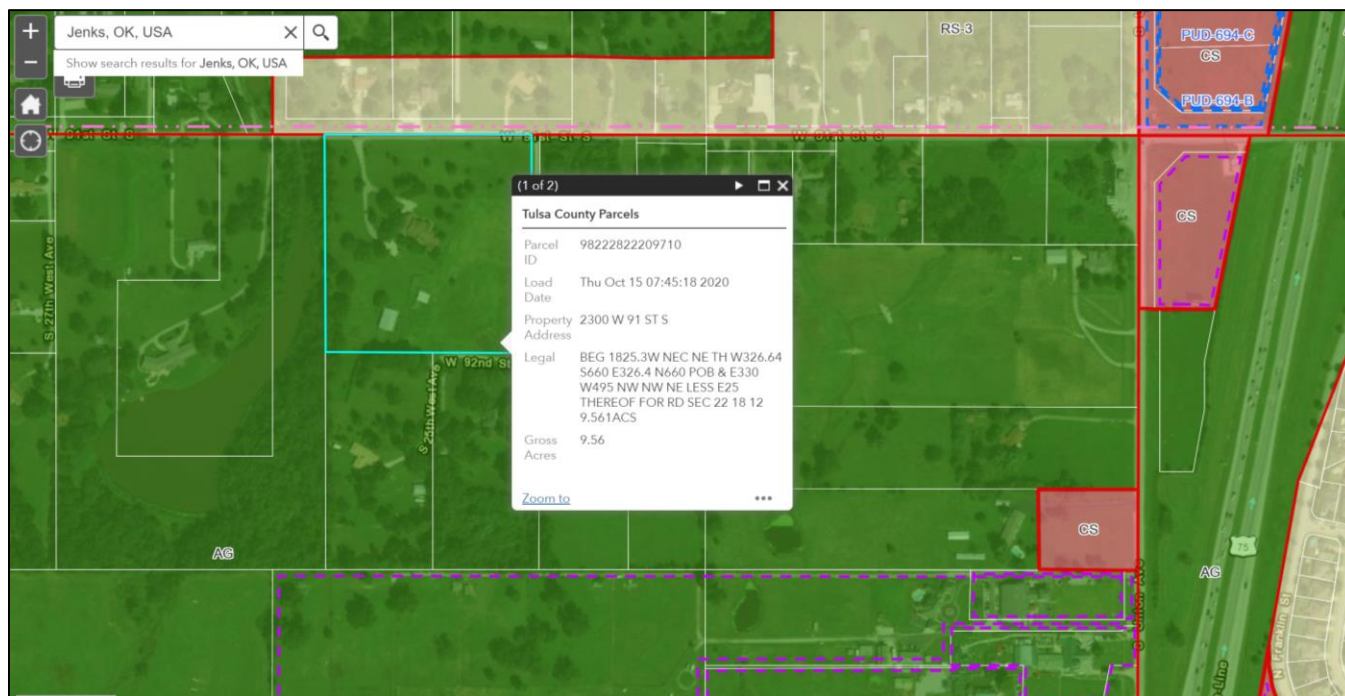


Figure 2: Zoning Map

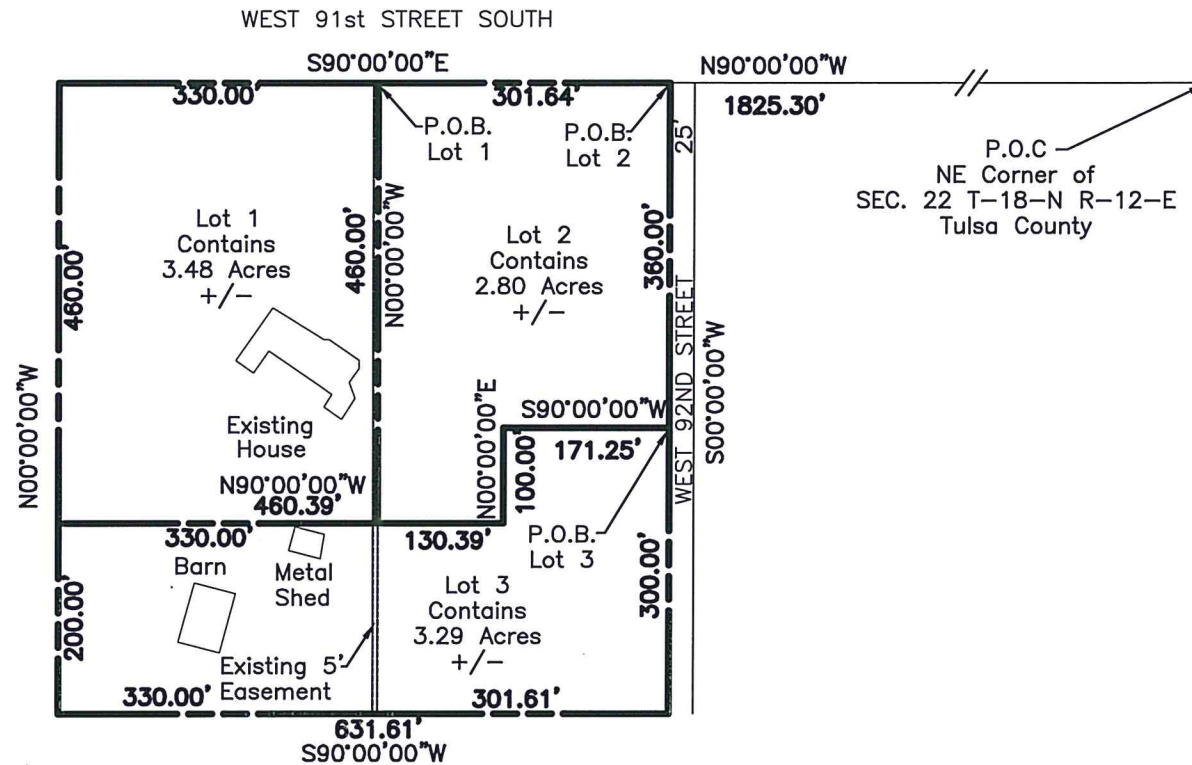
Legend

P.O.B. POINT OF BEGINNING  
P.O.C. POINT OF COMMENCEMENT  
SEC. SECTION  
N NORTH  
E EAST  
S SOUTH  
W WEST

Plat of Survey

of Part of

The NW/4 NW/4 NE/4 of Sec 22, T-18-N, R-12-E  
Tulsa County, State of Oklahoma

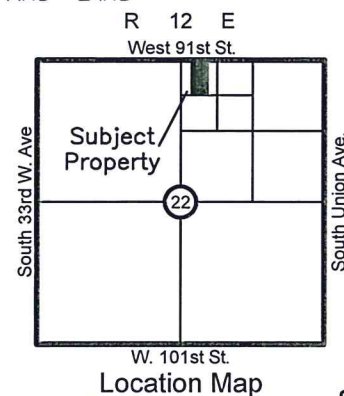


Surveyor's Statement

I, CLIFF BENNETT HEREBY CERTIFY THAT THE ABOVE REPRESENTS A SURVEY PERFORMED UNDER MY DIRECT SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS PLAT OF SURVEY MEETS THE MINIMUM TECHNICAL STANDARDS, AS ADOPTED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

WITNESS MY HAND AND SEAL THIS 5TH DAY OF OCTOBER, 2020.

BY: Cliff Bennett  
CLIFF BENNETT, R.P.L.S. No.1815  
OCTOBER 01, 2020  
DATE OF STATEMENT



Scale: 1"=200'

Notes

1. ABSTRACT OF TITLE OR ATTORNEY'S TITLE OPINION NOT AVAILABLE TO SURVEYOR AT DATE OF SURVEY.
2. THIS FIRM WAS NOT CONTRACTED TO RESEARCH EASEMENTS OR ENCUMBRANCES OF RECORD. NO ATTEMPT TO RESEARCH THE COUNTY RECORDS OR OTHER RECORD OFFICES WAS PERFORMED BY THIS FIRM, THEREFORE EASEMENTS MAY AFFECT THE SUBJECT TRACT THAT ARE NOT REFLECTED BY THIS PLAT.
3. ALL UNDERGROUND UTILITIES MAY NOT BE SHOWN. (CALL "OKIE" BEFORE DIGGING!!)
4. BASIS OF BEARING IS BASED ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 22, T-18-N, R-12-E, TULSA COUNTY, STATE OF OKLAHOMA AS BEING N90°00'00"W

Legal Description (Parent Tract)

THE WEST HALF OF THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (W/2 E/2 NW/4 NW/4 NE/4) AND THE EAST HALF OF THE WEST HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (E/2 W/2 NW/4 NW/4 NE/4) OF SECTION TWENTY-TWO (22), TOWNSHIP EIGHTEEN (18) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND A TRACT BEGINNING 1825.3 FEET WEST OF THE NORTHEAST CORNER OF SECTION TWENTY-TWO (22), TOWNSHIP EIGHTEEN (18) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF; THENCE WEST 326.64 FEET; THENCE SOUTH 660 FEET; THENCE EAST 326.61 FEET THENCE NORTH 660 FEET TO THE POINT OF BEGINNING, LESS THE EAST 25 FEET FOR ROADWAY.

Legal Description (Lot 1)

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION TWENTY-TWO (22); THENCE DUE WEST 2126.94 FEET TO THE POINT OF BEGINNING; THENCE DUE SOUTH FOR A DISTANCE OF 460.00 FEET; THENCE DUE WEST FOR A DISTANCE OF 330.00 FEET; THENCE DUE NORTH FOR A DISTANCE OF 460.00 FEET; THENCE DUE EAST FOR A DISTANCE OF 330.00 FEET TO THE POINT OF BEGINNING. AREA CONTAINING 3.48 ACRES, MORE OR LESS.

LEGAL DESCRIPTION WAS PREPARED ON OCTOBER 5, 2020 BY CLIFF BENNETT, PLS #1815.

Legal Description (Lot 2)

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION TWENTY-TWO (22); THENCE DUE WEST FOR A DISTANCE OF 1825.30 FEET TO THE POINT OF BEGINNING; THENCE DUE SOUTH 360.00 FEET; THENCE DUE WEST FOR A DISTANCE OF 171.25 FEET; THENCE DUE SOUTH FOR A DISTANCE OF 100.00 FEET; THENCE DUE WEST FOR A DISTANCE OF 132.39 FEET; THENCE DUE NORTH FOR A DISTANCE OF 460.00 FEET; THENCE DUE EAST FOR A DISTANCE OF 301.64 FEET TO THE POINT OF BEGINNING. AREA CONTAINING 2.80 ACRES, MORE OR LESS.

LEGAL DESCRIPTION WAS PREPARED ON OCTOBER 5, 2020 BY CLIFF BENNETT, PLS #1815.

Legal Description (Lot 3)

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION TWENTY-TWO (22); THENCE DUE WEST FOR A DISTANCE OF 1825.30 FEET; THENCE DUE SOUTH FOR A DISTANCE OF 360.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING DUE SOUTH FOR A DISTANCE OF 300.00 FEET; THENCE DUE WEST FOR A DISTANCE OF 631.61 FEET; THENCE DUE NORTH FOR A DISTANCE OF 200.00 FEET; THENCE 460.39 FEET; THENCE DUE NORTH FOR A DISTANCE OF 100.00 FEET; THENCE DUE EAST FOR A DISTANCE OF 171.25 FEET TO THE POINT OF BEGINNING. AREA CONTAINING 3.29 ACRES, MORE OR LESS.

LEGAL DESCRIPTION WAS PREPARED ON OCTOBER 5, 2020 BY CLIFF BENNETT, PLS #1815.

| No.                     | REVISION | DATE | BY |
|-------------------------|----------|------|----|
| -                       | -        | -    | -  |
| SURVEY BY: RWB          |          |      |    |
| BOOK: PAGE:             |          |      |    |
| SURVEY DATE: 09/10/2020 |          |      |    |



|                             |                      |
|-----------------------------|----------------------|
| SCALE:                      | 1"=200'              |
| DRAWN BY:                   | QTA                  |
| DRAWING:                    | 203261 Lot split.dwg |
| JOB:                        | 203261 FILE: 2021.11 |
| PREPARED FOR<br>CJ AUCTIONS |                      |

|              |                                                                 |
|--------------|-----------------------------------------------------------------|
| To           | Planning Commission                                             |
| Hearing Date | November 05, 2020                                               |
| Case Number  | PUD 123, JZ 20-665   ACACIA PROPERTIES, 395 W "K"               |
| Request      | Approve PUD 123<br>Amend Comprehensive Plan Future Land Use Map |
| Location     | Northwest Corner of West "K" Street and North Birch Avenue      |

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## Staff Report

Preparer | Marcaé Hilton

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### Attachments

☐ PUD Documents

### Preparer

Ryan McCarty, Select Design

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## Background Information

Acacia Properties is seeking to expand the number of buildings for Office/Warehouse uses on their current Industrial Light zoned lot. The applicant has submitted a Planned Unit Development in order to get relief from the building setback distance to the Residential zoning on the 1.25 acre tract. Additionally, staff is asking for an amendment to the Future Land Use Map. The Horizon Jenks Comprehensive plan was approved recommending this parcel as Multi-family. The general area currently has Industrial, Multi-family and Civic uses surrounded by Single-family residential.

## **PUD 123 | STAFF COMMENTARY**

### PLANNING DATA

|                                   |                                                                                   |
|-----------------------------------|-----------------------------------------------------------------------------------|
| Public Comment                    | 1 nearby neighbor has concerns about property uses and expansion of unwanted uses |
| Intended Use                      | Office and Warehouse                                                              |
| Zoning                            | IL   Industrial Light                                                             |
| <a href="#">Zoning Request</a>    | <a href="#">PUD 123   No change to the underlying zoning</a>                      |
| Comprehensive Plan                | Multi-family Residential (Horizon Jenks   New Comp Plan)                          |
| <a href="#">Comp Plan Request</a> | <a href="#">Light Industrial</a> (Horizon Jenks   New Comp Plan)                  |
| General Location                  | West of Elm and north of "K" Street                                               |
| Plat                              | Unplatted   platting requirement required with rezoning application               |
| Access                            | Birch and W. 91 <sup>st</sup> Street                                              |
| Parcel ID's                       | 983-1883-182-4010 & 983-1883-182-4110                                             |
| Site Address                      | 1210 N BIRCH ST W & 395 W K PL N                                                  |
| Acres                             | 1.25                                                                              |
| STR                               | Section: 18, Township: 18N, Range: 13E                                            |
| PUD DATA                          | PUD 123   Acacia Properties                                                       |

|                   |                                                                                                                                                                                                                                          |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Development Type  | Office/Warehouse                                                                                                                                                                                                                         |
| Set Back(s)       | Side Yard   10 ft. Side Setback between homes<br>North 20 ft. East of Entrance & 35 ft. West of Entrance<br>West 20 ft.<br>East 35 ft. from James & 15 ft. from Continental<br>South 25 ft.<br>20 ft. From any exterior property setback |
| Height            | 35 ft. Max                                                                                                                                                                                                                               |
| Screening         | 25 American Holly on 15' C/C – maintain min. 10' from overhead power                                                                                                                                                                     |
| Landscaping       | West and north and along birch and West K in City ROW                                                                                                                                                                                    |
| Parking           | Per Use Unit                                                                                                                                                                                                                             |
| Lighting          | Shielded downward, shall not exceed 19 ft. in height                                                                                                                                                                                     |
| Trash Receptacles | Enclosed   six-foot wooden fence                                                                                                                                                                                                         |
| Construction      | 12 Months from date of PUD                                                                                                                                                                                                               |
| Drainage          | Filling and regrading of existing detention facility<br>Engineering   Drainage Plan to be submitted with Plat                                                                                                                            |
| TAC               | This project was discussed at length, Fire, and PSO had comments about the trees suggested in the original text, this has been changed                                                                                                   |

| No.                                                                               | Name of Use Units                                                    | Districts |    |     |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------|-----------|----|-----|
|                                                                                   |                                                                      | IL        | IM | PUD |
| 1.                                                                                | Area wide Uses                                                       | X         | X  | X   |
| 2.                                                                                | Area wide Specific Uses                                              | S         | S  |     |
| 3.                                                                                | Agriculture                                                          | E         | E  |     |
| 4.                                                                                | Public Protection and Utility Facilities                             | X         | X  |     |
| 10.                                                                               | Off-Street Parking Areas                                             | X         | X  | X   |
| 11.                                                                               | Offices and Studios                                                  | X         | X  | X   |
| 12.                                                                               | Eating Places Other than Drive-Ins                                   | E         | E  |     |
| 13.                                                                               | Convenience Goods and Services                                       | E         | E  |     |
| 14.                                                                               | Shopping Goods and Services                                          | E         | E  |     |
| 15.                                                                               | Other Trades and Services                                            | X         | X  | X   |
| 16.                                                                               | Gasoline Service Stations                                            | X         | X  |     |
| 17.                                                                               | Automotive and Allied Activities                                     | X         | X  |     |
| 20.                                                                               | Commercial Recreation: Intensive                                     | S         | S  |     |
| 21.                                                                               | Business Signs, Outdoor Advertising                                  | X         | X  |     |
| 22.                                                                               | Warehousing and Wholesaling                                          | X         | X  | X   |
| 23.                                                                               | Mining and Mineral Processing (see use unit 2 and 23 and Chapter 17) | S         | S  |     |
| 24.                                                                               | Light Manufacturing and Research and Development                     | X         | X  | X   |
| 25.                                                                               | Moderate Manufacturing and Industry                                  |           | X  |     |
| 26.                                                                               | Heavy Manufacturing and Industry                                     |           | E  |     |
| <sup>1</sup> X = Use by right.                                                    |                                                                      |           |    |     |
| E = Special exception-unless use is specifically identified on Specific Use List. |                                                                      |           |    |     |
| S = Specific Use - see Use Unit 2 and Chapter 17.                                 |                                                                      |           |    |     |

### BULK AND AREA Industrial Districts

|                                                                             | IL  | IM  | CURRENT DATA   PUD |
|-----------------------------------------------------------------------------|-----|-----|--------------------|
| <i>Frontage (min. ft.) —Not an Arterial</i>                                 | 50  | 50  | <81   153          |
| <i>Floor Area Ratio (max.)</i>                                              | N/A | N/A | N/A                |
| <i>Street Setback</i>                                                       |     |     |                    |
| <i>West “K” Street—Not an Arterial</i>                                      | 25  | 25  | =25                |
| <i>North Birch Avenue—Not an Arterial</i>                                   | 25  | 25  | >20                |
| <i>Setback from Abutting AG, R, or O district boundary lines (min. ft.)</i> | 75  | 75  | >15                |
| <i>Building Height (max. ft.)</i>                                           | 35  | 35  | 35                 |

### SCIENCE AND RESEARCH | Secondary Use CODE PUD

|                                                                             |      |               |
|-----------------------------------------------------------------------------|------|---------------|
| <i>Frontage (min. ft.) —Not An Arterial</i>                                 | 200  | 81   153      |
| <i>Floor Area Ratio (max.)</i>                                              | 0.50 | Secondary Use |
| <i>Street Setback</i>                                                       |      |               |
| <i>West “K” Street—Not an Arterial</i>                                      | 50   | >25           |
| <i>North Birch Avenue—Not an Arterial</i>                                   | 50   | >20           |
| <i>Setback from abutting AG, R, or O district boundary lines (min. ft.)</i> | 50   | >15           |
| <i>Building Height (max. ft.)</i>                                           | 35   | 35            |

### Zoning

North | RM-2 | Multi-family | Summit Apartments

East | RS-3 | Residential Single-family | Unplatted

South | RS-3 & PUD 17 | Residential Single-family | Courtyards of Jenks

West | RM-2 | Multi-family | Summit Apartments

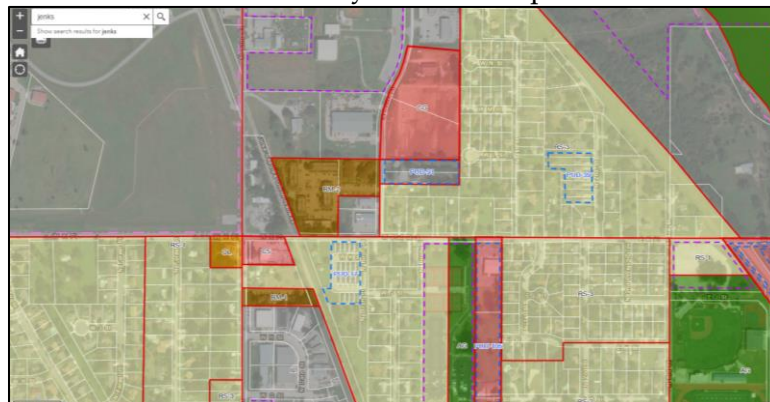
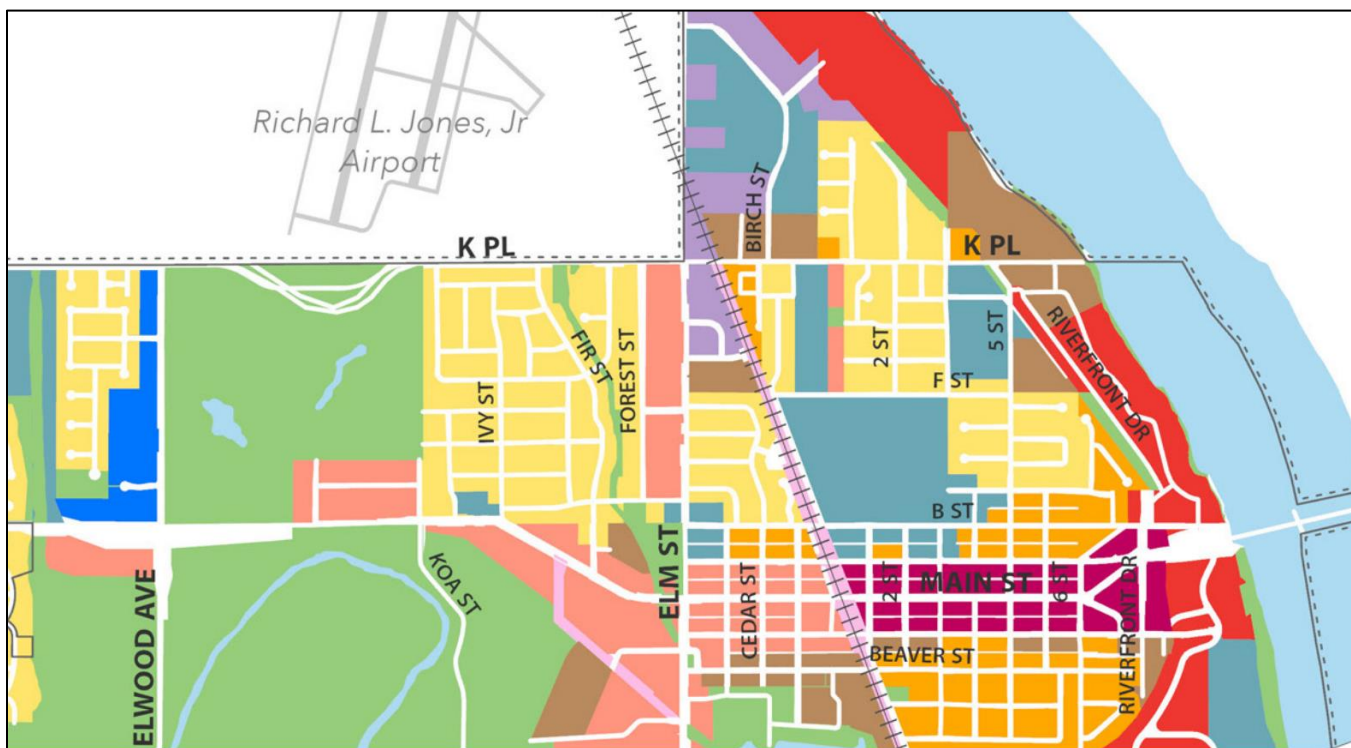
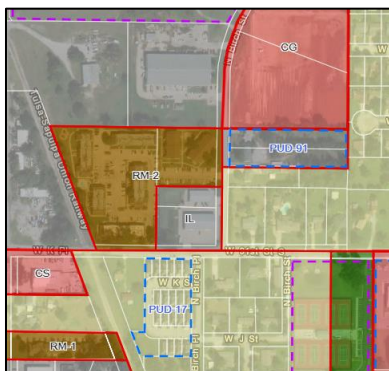


Figure 1: Zoning Map | INCOG



# Land Use Plan

- |                                                                                     |                                |                                                                                     |                                    |
|-------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------------------------------------|------------------------------------|
|  | Low Intensity Single-Family    |  | Light Industrial                   |
|  | Medium Intensity Single-Family |  | Heavy Industrial                   |
|  | High Intensity Single-Family   |  | Parks and Open Space               |
|  | Multi-Family Residential       |  | Public and Semi-Public             |
|  | Business Park                  |  | Utility                            |
|  | Regional Commercial            |  | Potential South Tulsa-Jenks Bridge |
|  | Local Commercial               |  | Potential Road Connections         |
|  | Downtown                       |                                                                                     |                                    |



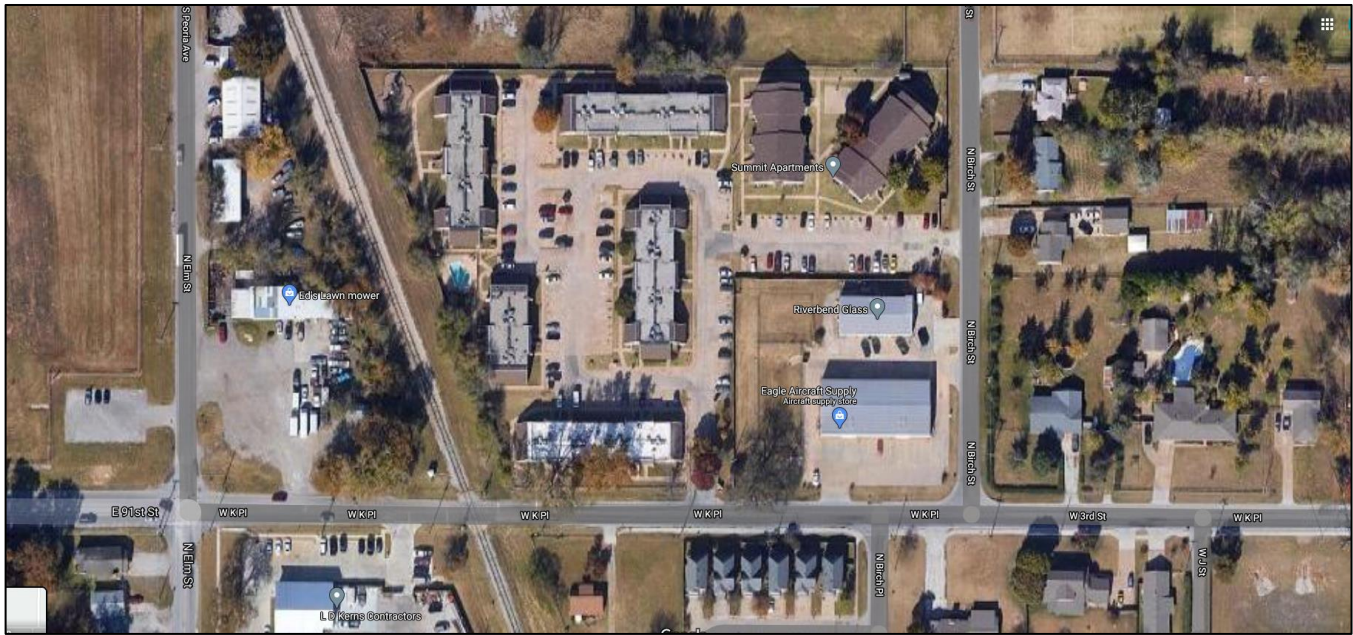


Figure 4: Aerial View

## PUD ZONING LANGUAGE

### C. Planning Commission Action.

a. The Planning Commission, upon notice of filing of an application for the approval of a PUD, in Accordance with Chapter 15 of the Jenks Zoning Code, shall set the matter for public hearing and give 15 days' notice thereof by publication in a newspaper of general circulation. Additional notice may be given by the posting of a sign or signs on the property. Within 60 days after the filing of an application, the Planning Commission shall conduct the public hearing.

b. After the public hearing as provided for in Chapter 15, the Planning Commission shall make its recommendation to the City Council. In making this recommendation the Planning Commission shall consider at least the following factors:

1. Whether the PUD is consistent with the comprehensive plan;
2. Whether the PUD harmonizes with the existing and expected development of surrounding areas;
3. Whether the PUD is a unified treatment of the development possibilities of the project site;
4. Whether the PUD is consistent with the stated purposes and standards of this chapter.

c. The Planning Commission shall *approve, approve with modification, or disapprove the development plan required under the PUD*. Approval by the Planning Commission shall be authorized for the processing of a subdivision plat incorporating the provisions of the development plan. The preliminary plat/conditional final plat may be processed simultaneously with the Planned Unit Development applications. The Planning Commission shall forward its recommendation, the application, and *subdivision plat (if applicable)* to the City Council for further action as provided in subsection D. of this section.

### D. City Council Action.

a. Upon receipt of the PUD application, development text, and subdivision plat (if applicable), and the Planning Commission recommendation, the City Council shall hold a hearing, *review the PUD and approve, disapprove, modify, or return the development plan to the Planning Commission for further consideration*. Upon approval, the zoning map shall be amended to reflect the designated PUD and application number. If a subdivision plat incorporating the provisions of the PUD was not submitted along with the PUD application, the approval of the PUD automatically authorizes the processing of a subdivision plat incorporating said provisions. The subdivision plat must receive prior review of the Planning Commission, who will then forward its recommendations and plat to the City Council.

**Evaluation** | Does the Planning Commission prefer Multi-family or Light Industrial expansion?

During evaluation of the Comprehensive plan it was considered and recommended by the Consultant the area at large (east of the railroad tracks and north 91<sup>st</sup> adjacent to the Sandpiper Addition) may want to increase in residential density, providing additional citizens in the downtown area, this would help create the opportunity for a more vibrant occupied downtown. The other parcels in the area are designated as public and semi-public as well as Multi-family. This area could have gone Light Industrial to support the existing light industrial and warehousing uses.

The applicant is an existing City of Jenks business with little impact to the surrounding neighbors, it is believed the expansion of uses would not create any additional negative impact. The applicant has agreed to additional landscaping, a masonry wainscot and spending personal dollars on the overall visual improvement of the lots. Staff has no objection of the change in the Comprehensive Plan.

The addition of a Planned Unit Development is necessary to relieve the minimum setback requirement of Light Industrial properties adjacent to Residential, in this case the applicant has confirmed there is a vast parking lot adjacent to the industrial use and the actual apartments are approximately 75 feet from the Industrial buildings. Staff has no objection to the PUD and believes it will improve the conditions of the lot through the increased landscaping and better-quality building materials.

- 1. Whether the PUD is consistent with the comprehensive plan; (Requires an amendment)*
- 2. Whether the PUD harmonizes with the existing and expected development of surrounding areas; (This area can easily stay IL or go RM)*
- 3. Whether the PUD is a unified treatment of the development possibilities of the project site; (Select Design has worked hard to provide a unified development)*
- 4. Whether the PUD is consistent with the stated purposes and standards of this chapter. (Yes)*

Platting is required via Code; a always, drainage will meet all the Federal, State and Local requirements

**RECOMMENDATION** | *Staff and TAC recommend approval of the Comprehensive Plan major amendment and the Planned Unit Development noting platting is required.*

**Planned Unit Development No. 123**

# **OFFICE/WAREHOUSE**

**WEST K PLACE & NORTH BIRCH AVENUE**

Acacia Properties, LLC

**Jenks, Oklahoma**

October 28, 2020



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## **I. Development Concept**

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Proposed office/warehouse expansion development requesting approval of a Planned Unit Development to allow for reduced building line setback distance adjacent to R zoning on a 1.25-acre tract of presently developed land within the City of Jenks. The project is located on the north side of North Birch Street and west side of West K Place. The historical improvements on the property include two (2) existing office/warehouse buildings, associated parking and drive aisles, and a detention facility located on the west side. The usefulness of the existing detention facility is no longer required as the City of Jenks made significant improvements to the storm sewer system running east/west along West K Place after the original construction of the facility. This development concept proposes filling / regrading the existing detention facility to support two (2) new buildings of similar style and nature as the existing buildings on the property.

Objectives:

- To permit and encourage innovative land development while maintaining appropriate limitation on the character and intensity of use and assuring compatibility with adjoining and proximate properties
- To permit greater flexibility within the development to best utilize the physical features of the particular site
- To encourage a more productive use of land consistent with the public objectives and standards of accessibility, safety, infrastructure and land use compatibility.

## **Legal Description (as provided)**

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BEGINNING 25 FEET NORTH AND 607.12 FEET EAST OF THE SW CORNER SECTION 18, TOWNSHIP 18 NORTH, RANGE 13 EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA; THENCE NORTH ALONG A LINE PARALLEL TO THE WEST LINE OF SAID SECTION 18 A DISTANCE OF 465.30 TO A POINT; THENCE EAST ALONG A LINE PARALLEL TO THE SOUTH LINE OF SAID SECTION 18 A DISTANCE OF 234.70 FEET TO A POINT; THENCE SOUTH ALONG A LINE PARALLEL TO THE WEST LINE OF SAID SECTION 18 A DISTANCE OF 465.30 FEET TO A POINT; THENCE WEST ALONG A LINE PARALLEL TO THE SOUTH LINE OF SAID SECTION 18 A DISTANCE OF 234.70 TO THE POINT OF BEGINNING, LOCATED IN LOT 10, SECTION 18, TOWNSHIP 18 NORTH, RANGE 13 EAST, LESS THE NORTH 232.65 FEET THEREOF.

## II. Development Standards

---

Land Area: ..... 1.25 Acres

Zoning: ..... Industrial Light District (IL)

This Planned Unit Development shall be developed in accordance with the City of Jenks Zoning Ordinance and the use and development regulations of the IL zoning district, except as described below:

### **Permitted Uses:**

USE UNIT 1 - AREAWIDE USES BY RIGHT  
USE UNIT 10 - OFF-STREET PARKING AREAS  
USE UNIT 11 - OFFICES AND STUDIOS  
USE UNIT 15 - OTHER TRADES AND SERVICES  
USE UNIT 22 – WAREHOUSING AND WHOLESALING  
USE UNIT 24 - LIGHT MANUFACTURING AND INDUSTRIAL RESEARCH DEVELOPMENT

### **Excluded Uses:**

USE UNIT 4 - PUBLIC PROTECTION AND UTILITY AND OPEN-AIR FACILITIES (TEMPORARY)  
USE UNIT 16 - GASOLINE SERVICE STATIONS  
USE UNIT 17 - AUTOMOTIVE ALLIED ACTIVITIES  
USE UNIT 21 - BUSINESS SIGNS, OUTDOOR ADVERTISING, AND BILLBOARDS

Minimum building setback from a public street (south boundary): ..... 25 feet

Minimum building setback from a public street (east boundary): ..... 20 feet

Minimum building setback abutting an R District: ..... 15 feet

Maximum building height: ..... 35 feet

### **III. General Provisions**

---

#### **A. Screening:**

1. Service equipment (including HVAC equipment) and areas shall be screened so the visual impacts of these functions are fully contained and out of view from a person standing on the ground at the perimeter of the PUD boundary.
2. Screening materials for solid waste collection and loading areas shall be a six-foot tall wooden fence. Trash dumpsters shall have a door, which shall remain closed when not in use.
3. A minimum of twenty-five (25) trees (American Holly) shall be planted on 15' centers along the west and north boundary to provide a vegetative buffer for the existing residential multi-family facility that surrounds the property.

#### **B. Building Material Requirements:**

Exterior walls of all structures shall include a masonry (brick, stone or cementitious material) wainscot, 36" in height (minimum).

#### **C. Parking:**

The Owner is required to submit parking information with each building permit and shall maintain an ongoing count of parking spaces and the allocation of parking spaces toward the combined uses for each building on the property.

#### **D. Signage & Lighting:**

1. No sign permit shall be issued until a site plan is prepared and approved by the City of Jenks.
2. Illuminated wall signage shall be prohibited.
3. The height of light poles on the property shall not exceed nineteen feet (19') and the fixtures shall be shielded to direct light downward
4. A photometric plan shall be prepared and approved by the City of Jenks.

#### **E. Drainage & Utilities:**

Proposed public utility infrastructure, grading and drainage design shall be submitted to and approved by the City Engineer and in accordance with the City of Jenks Engineering Design Criteria.

#### **F. Emergency Vehicle Access and Circulation:**

1. A 20-foot wide fire apparatus road shall be established and maintained for emergency vehicles.
2. Pavement striping, signage, etc. shall be submitted to and approved by the Fire Marshal.

**G. Requirement to Plat:**

No building permit shall be issued until a plat containing restrictive covenants memorializing the above development standards is prepared and filed in accordance with the City of Jenks Subdivision Regulations.

**IV. Anticipated Construction Schedule**

---

Construction shall commence with 12 months from the date the PUD is approved by City Council.

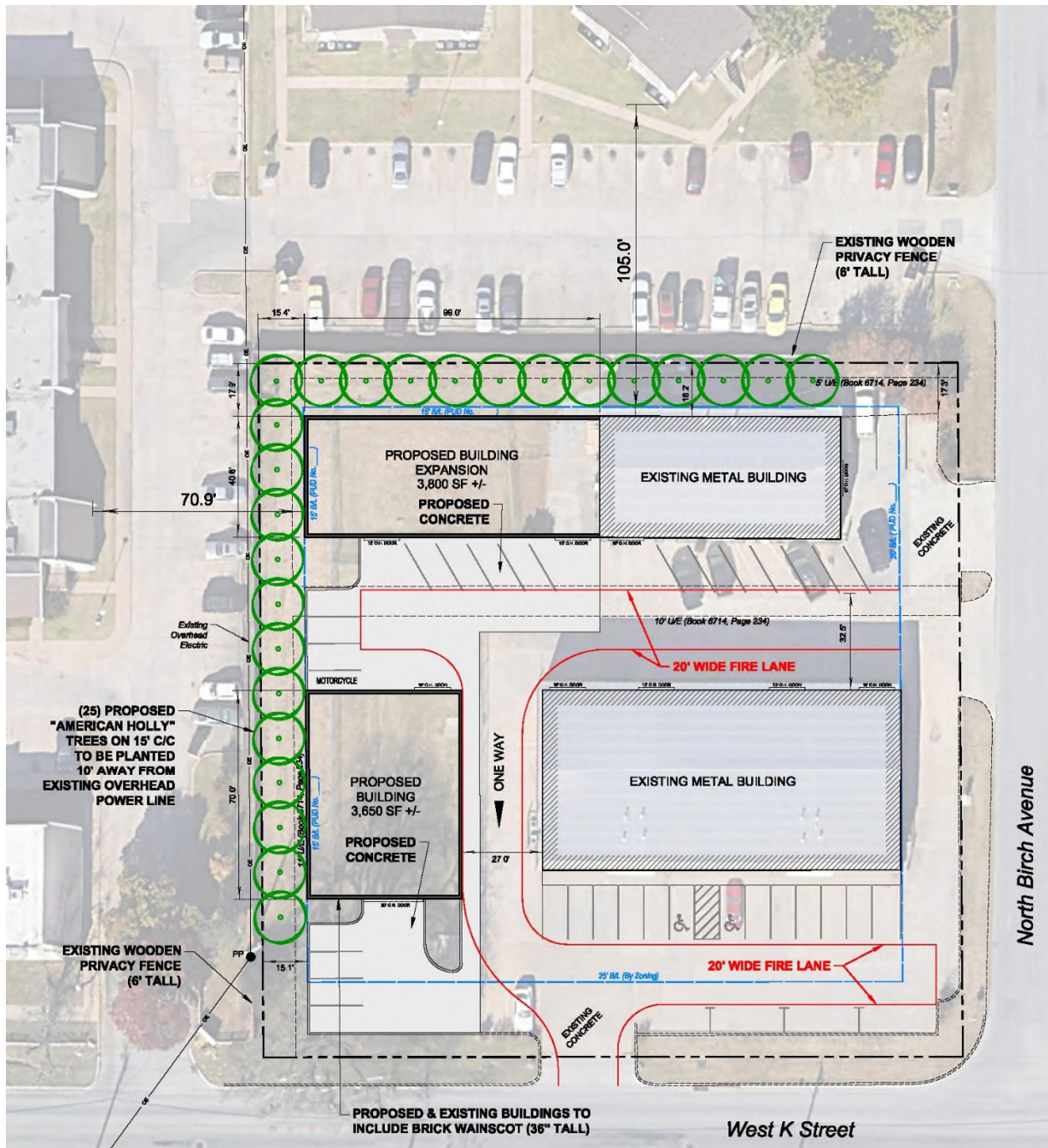
**EXHIBIT A**  
VICINITY MAP



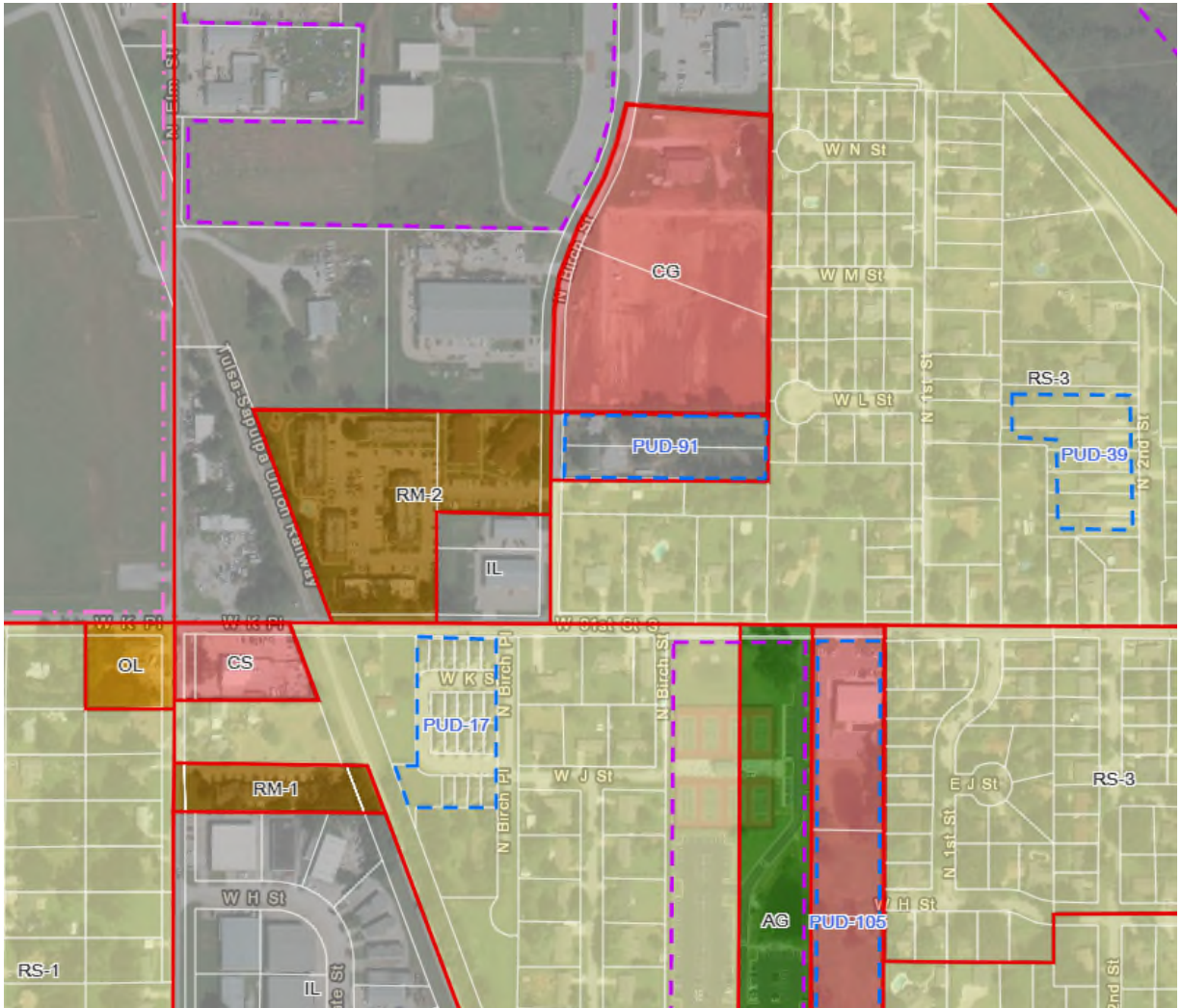
**EXHIBIT B**  
AERIAL PHOTO



## OVERALL CONCEPT PLAN



**EXHIBIT D**  
**ZONING MAP**



**EXHIBIT E**  
VEGETATIVE BUFFER CONCEPT



|              |                                  |
|--------------|----------------------------------|
| To           | Planning Commission              |
| Hearing Date | November 05, 2020                |
| Case Number  | PUD 124, JZ 20-666   AUDIO VIDEO |
| Request      | Approve PUD 124                  |
| Location     | 401 W Main                       |

---

## Staff Report

Preparer | Marcaé Hilton

### Attachments

☐ PUD Documents

### Preparer

Greg Helms, Helms and Associates

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## Background Information

401 W Main is currently owned by the City of Jenks and under contract for the purpose of purchasing and building an office building. The City has met on several occasions to work with the Architect and purchaser to maximize the site. They are conceptually planned a two-story building for audio/video company, the building will include a sales and demonstration area, as well as assembly and construction of AV equipment, racks and cabinetry. This site has several factors which make it a challenge to develop. The lot has an unusual shape along the southeast corner due to ROW constraints. Staff asked the Audio/Video Connections design team to bring the building to build line along Main Street and place the parking in the rear. They have met all the requests of the City.

## [PUD 123](#) | STAFF COMMENTARY

### PLANNING DATA

|                                |                                                                                                                                          |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Public Comment                 | None at the time of this report                                                                                                          |
| Intended Use                   | Office                                                                                                                                   |
| Zoning                         | CG   Commercial General                                                                                                                  |
| <a href="#">Zoning Request</a> | <a href="#">PUD 124   No change to the underlying zoning</a>                                                                             |
| Comprehensive Plan             | Local Commercial (Horizon Jenks   New Comp Plan)                                                                                         |
| General Location               | North of Main and west of N Cedar Street                                                                                                 |
| Plat                           | Jenks Original Town   LTS 20 THRU 24 LESS BEG NEC LT 24 TH S140 W125<br>N15 E25 N5 E25 N10 E25 N10 E25 N10 E10 N90 E15 POB FOR RD BLK 47 |
| Access                         | North Cedar Street                                                                                                                       |
| Parcel ID's                    | 6052-583-190-4550                                                                                                                        |
| Site Address                   | 401 W Main                                                                                                                               |
| Acres                          | 0.28                                                                                                                                     |
| STR                            | Section: 19, Township: 18N, Range: 13E                                                                                                   |

## PUD DATA

PUD 124 | Audio Video Connections | 8,000 sq ft development  
 1,200 sq ft assembly of A/V equipment and cabinetry  
 3,500 sq ft offices, conference rooms related offices  
 2,400 sq ft demonstration area, kitchens, bedrooms, gave rooms family rooms  
 900 sq ft garage

## Parking

Use Unit 11 | 3,500 sq ft @ 400 = 8.75  
 Use Unit 15 | 1,200 sq ft @ 400 =3  
 10 parking spaces provided with public access  
 2 parking spaces inside

## Development Type

Office/Warehouse

## Height

35 ft. Max

## Screening

6 ft. wooden fence along north property line

## Landscaping

will be submitted with building permit and approved internally by staff

## Parking

12

## Lighting

Shielded downward, shall not exceed 19 ft. in height

## Trash Receptacles

Screened from view with screening fence

## TAC

No Comments from TAC

Table 2. Bulk and Area Requirements Districts

|                                      | LC   | CS   | CG   | PUD |
|--------------------------------------|------|------|------|-----|
| Frontage (min. ft.) —Arterial        | 150  | 150  | 150  | 125 |
| Frontage (min. ft.) —Not an Arterial | 50   | 50   | 50   | 140 |
| Floor Area Ratio (maximum)           | 0.25 | 0.50 | 0.75 | ?   |
| Setback—Arterial                     | 50   | 50   | 50   | 0   |
| Setback—Not an Arterial              | 25   | 25   | 25   | 10  |
| Building Height (max. ft.)           | 35   | 35   | 35   | 35  |

## Zoning

North | CH & RS-3 | Commercial and Residential

East | RS-3 | Residential Single-family | Unclear why this was not rezoned

South | CG | Commercial General

West | RS-3 | Single-family Residential



Figure 1: Zoning Map | INCOG

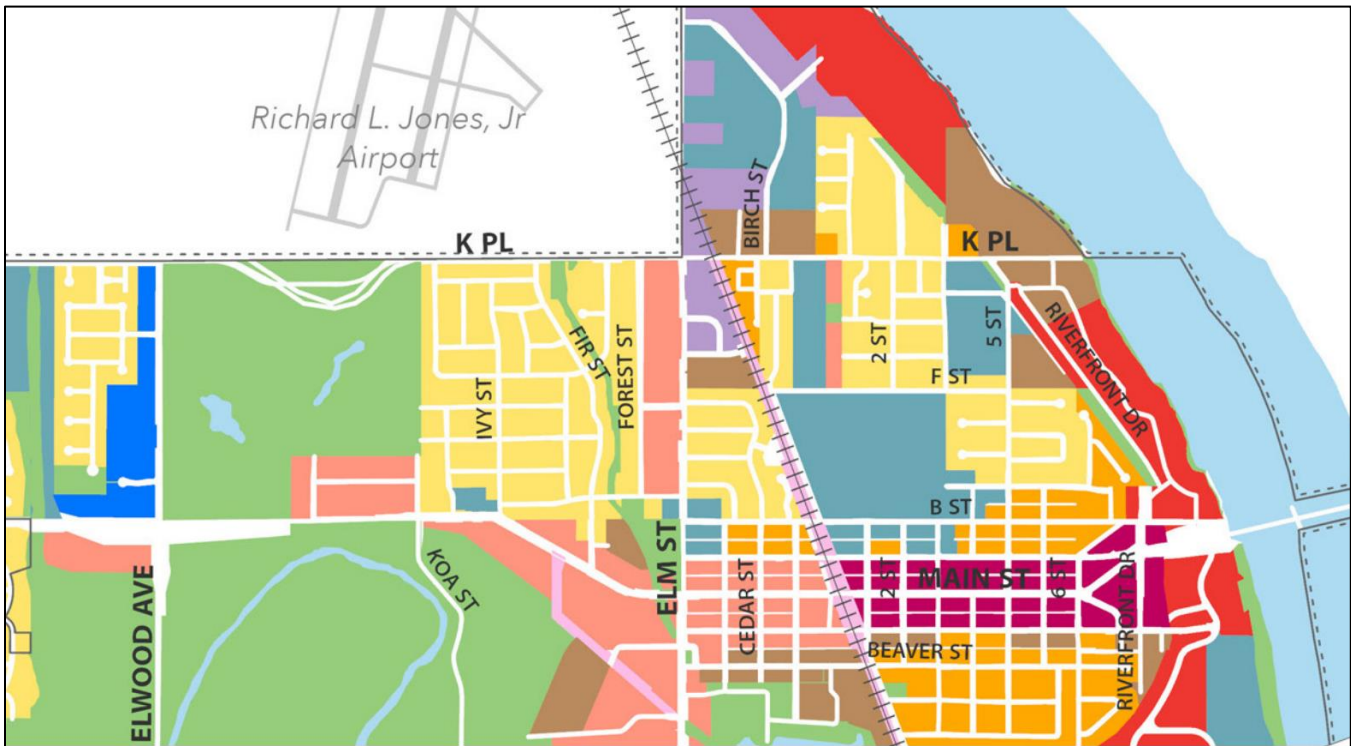


Figure 2: Horizon Jenks Comp Plan | LOCAL COMMERCIAL

# Land Use Plan

- |                                |                                    |
|--------------------------------|------------------------------------|
| Low Intensity Single-Family    | Light Industrial                   |
| Medium Intensity Single-Family | Heavy Industrial                   |
| High Intensity Single-Family   | Parks and Open Space               |
| Multi-Family Residential       | Public and Semi-Public             |
| Business Park                  | Utility                            |
| Regional Commercial            | Potential South Tulsa-Jenks Bridge |
| Local Commercial               | Potential Road Connections         |
| Downtown                       |                                    |

Figure 3: Legend for Horizon Jenks Comp Plan

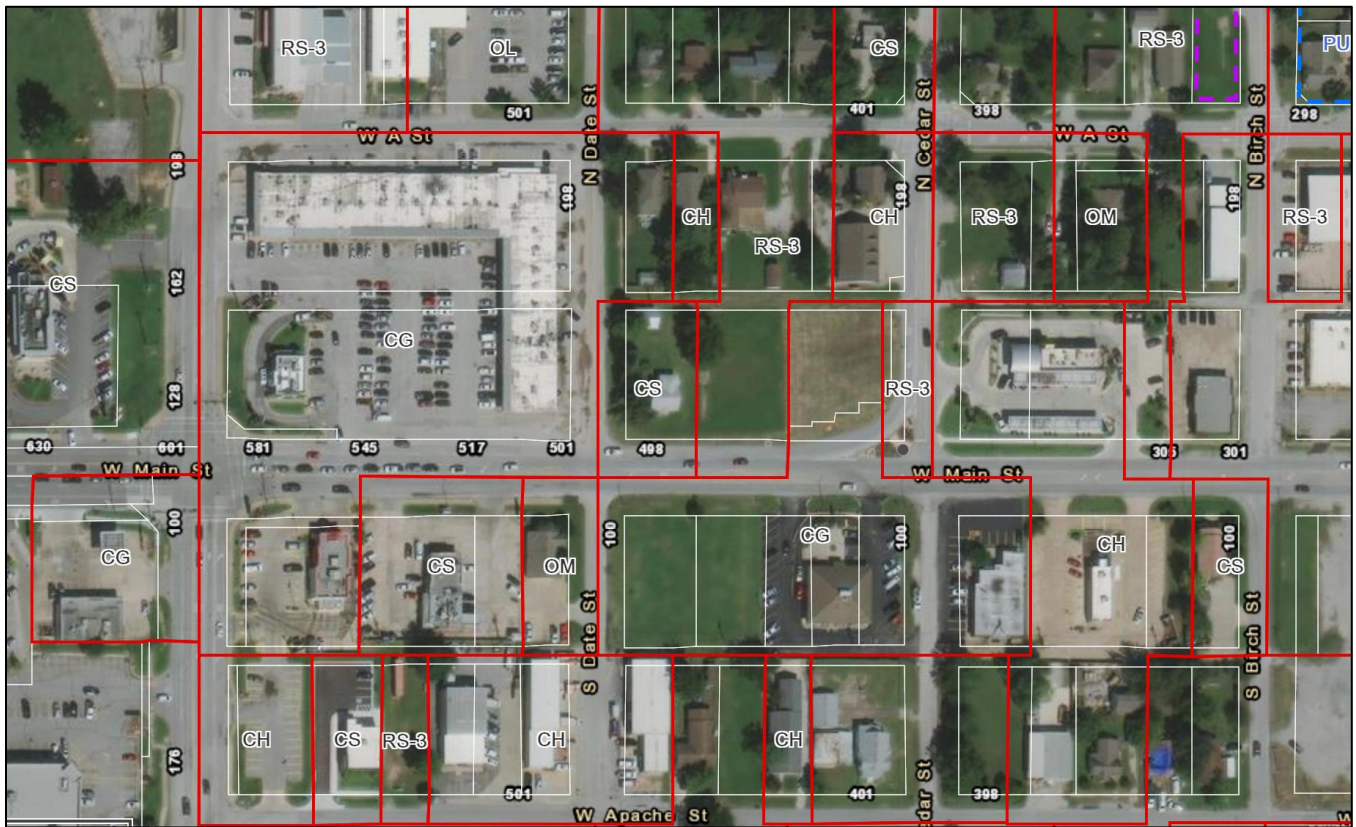


Figure 4: Aerial View

## PUD ZONING LANGUAGE

### C. Planning Commission Action.

a. The Planning Commission, upon notice of filing of an application for the approval of a PUD, in Accordance with Chapter 15 of the Jenks Zoning Code, shall set the matter for public hearing and give 15 days' notice thereof by publication in a newspaper of general circulation. Additional notice may be given by the posting of a sign or signs on the property. Within 60 days after the filing of an application, the Planning Commission shall conduct the public hearing.

b. After the public hearing as provided for in Chapter 15, the Planning Commission shall make its recommendation to the City Council. In making this recommendation the Planning Commission shall consider at least the following factors:

1. Whether the PUD is consistent with the comprehensive plan;
2. Whether the PUD harmonizes with the existing and expected development of surrounding areas;
3. Whether the PUD is a unified treatment of the development possibilities of the project site;
4. Whether the PUD is consistent with the stated purposes and standards of this chapter.

c. The Planning Commission shall *approve, approve with modification, or disapprove the development plan required under the PUD*. Approval by the Planning Commission shall be authorized for the processing of a subdivision plat incorporating the provisions of the development plan. The preliminary plat/conditional final plat may be processed simultaneously with the Planned Unit Development applications. The Planning Commission shall forward its recommendation, the application, and *subdivision plat (if applicable)* to the City Council for further action as provided in subsection D. of this section.

### D. City Council Action.

a. Upon receipt of the PUD application, development text, and subdivision plat (if applicable), and the Planning Commission recommendation, the City Council shall hold a hearing, *review the PUD and*

*approve, disapprove, modify, or return the development plan to the Planning Commission for further consideration. Upon approval, the zoning map shall be amended to reflect the designated PUD and application number. If a subdivision plat incorporating the provisions of the PUD was not submitted along with the PUD application, the approval of the PUD automatically authorizes the processing of a subdivision plat incorporating said provisions. The subdivision plat must receive prior review of the Planning Commission, who will then forward its recommendations and plat to the City Council.*

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## Staff Evaluation & Recommendation

---

**Evaluation** | This site is a challenge to develop due to the ROW setback shape, staff has worked closely with the Architect and purchaser to get a product that reflect the vision of the downtown while meeting the needs of the applicant. The structure is masonry with a vertical material to offset the brick. The PUD was required for the setback relief and to confirm the materials used.

- 1. Whether the PUD is consistent with the comprehensive plan; (Consistent)*
- 2. Whether the PUD harmonizes with the existing and expected development of surrounding areas; (Harmonizes)*
- 3. Whether the PUD is a unified treatment of the development possibilities of the project site; (Helms Architecture has exceeded our expectations and created a unified development)*
- 4. Whether the PUD is consistent with the stated purposes and standards of this chapter. (Yes)*

**RECOMMENDATION** | *Staff and TAC recommend approval of the Planned Unit Development noting exterior elevations will be meet or exceed the conceptual drawings presented in the PUD.*

October 5, 2020

City of Jenks  
Ms. Marcae Hilton  
211 N. Elm St.  
Jenks, OK 74037

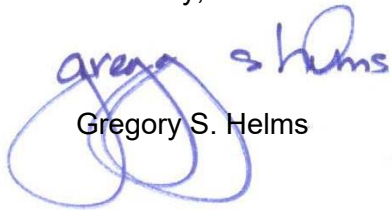
Re: Planned Urban Development Application  
Audio Video Connections  
401 W. Main St.  
Jenks, OK 74037

Dear Ms. Hilton,

Attached is a Planned Urban Development application for a new Office Building located at 401 W. Main St. (northwest corner of Main St. and Cedar St.). The property is zoned General Commercial (CG), which allows Office Use and Other Trades & Services by right (Use Units 11 & 15). This PUD application requests changes in Building Setback distances and reduced required parking count.

Please let me know if you require additional information for this PUD Application.

Sincerely,



Gregory S. Helms

## AUDIO / VIDEO CONNECTIONS OFFICE BUILDING DEVELOPMENT

### Development Concept:

Two-story office building for audio / video company that will include sales and demonstration areas showcasing available technology for both residential and commercial consumers. The development will include an area for the assembly and construction of associated A/V equipment, racks and cabinetry.

The majority of sales and demonstrations are performed by appointment. A small percentage of the business is walk-in traffic. Of the proposed 8,000sf development, approximately 3,500 sf will be used for offices, conference rooms and related office spaces. 1,200 sf will be used for light manufacturing and assembly of a/v equipment and cabinetry, 900 sf will be used for garage parking and the remaining 2,400 sf will be used for creating demonstration areas such as kitchens, bedrooms, game rooms and family rooms. The demonstration areas will be non-simultaneously occupied with office spaces.

### Development Standards:

|                                        |                                                                                                                                                                                                                                                             |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Zoning:                                | CG                                                                                                                                                                                                                                                          |
| Proposed Uses:                         | Use Units 11 & 15                                                                                                                                                                                                                                           |
| Setback from Arterial Street:          | Reduce from 50' to 0'                                                                                                                                                                                                                                       |
| Setback from Non-Arterial Street:      | Reduce from 25' to 10'                                                                                                                                                                                                                                      |
| Parking Setback from Cedar Street ROW: | Reduce from 5' to 0'                                                                                                                                                                                                                                        |
| Parking Setback from Main Street ROW:  | Parking shall be located on north side of building                                                                                                                                                                                                          |
| Screening:                             | 6' tall privacy fence located on north side of Alley                                                                                                                                                                                                        |
| Lighting:                              | Exterior lighting shall be limited to shielded fixtures designed to direct light downward and away from adjacent residential properties. Pole-mounted parking lot lighting shall not exceed 19' in height                                                   |
| Signage:                               | Signage shall be building mounted and shall conform to size requirements of Zoning Code. Actual signage design shall be submitted for approval separately from PUD application                                                                              |
| Parking:                               | Use Unit 11 - Office Use: $3,500 / 400 = 8.75$<br>Use Unit 15 – Other Trades & Services:<br>$1,200 / 400 = 3$<br>No parking required for Demonstration Rooms<br>12 parking spaces shall be provided, including (2) parking spaces located inside the garage |
| Drainage and Utilities:                | The subject property is in a platted subdivision known as Jenks Original Township. All public                                                                                                                                                               |

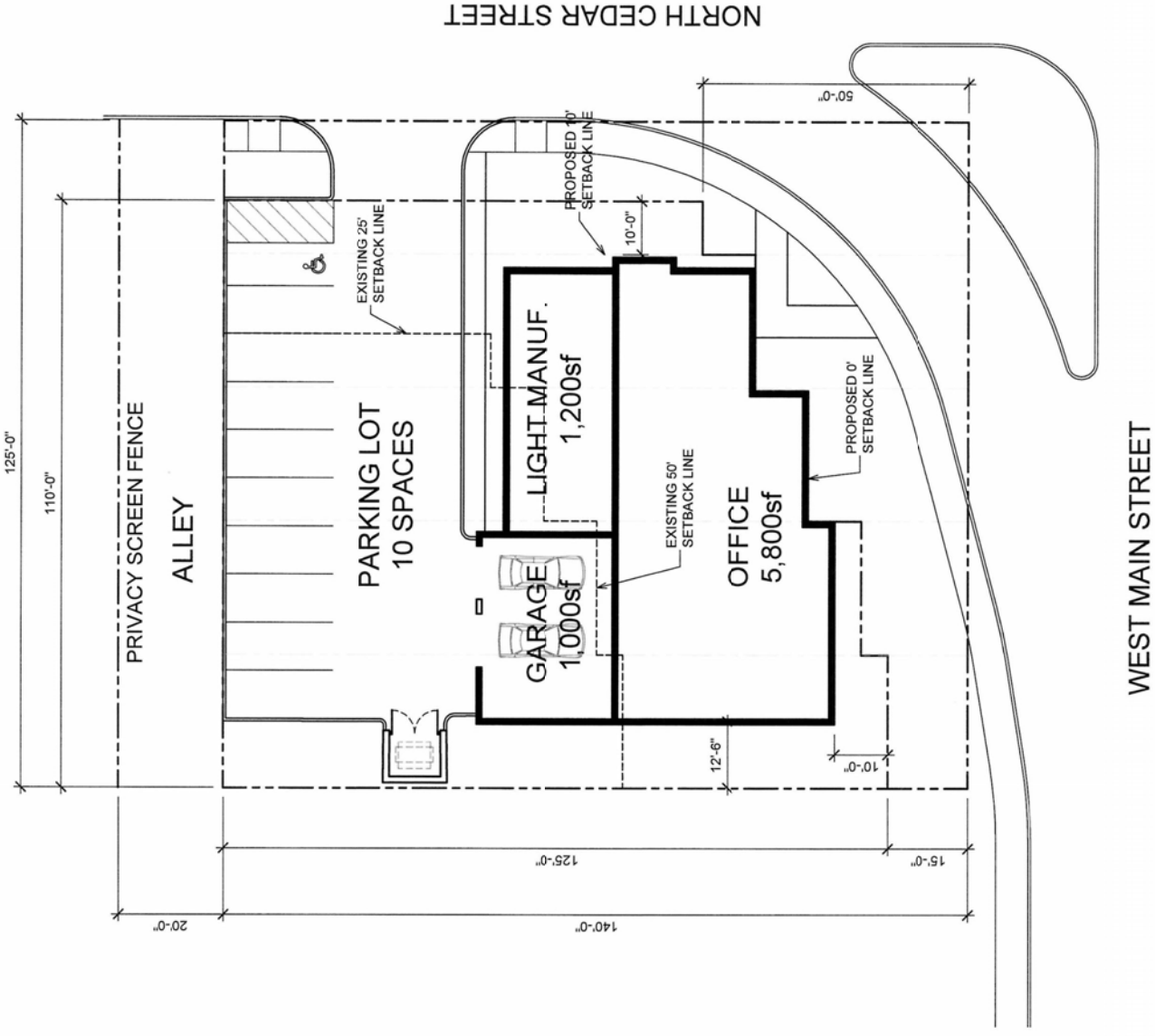
utilities are available to the site. The storm drainage system is located on the east side of the property along Cedar Street. Storm drainage from this development shall be tied into the existing manhole structure underground. A detailed drainage plan shall be submitted to the City Engineer for review and approval with the building permit for the structure.



SUBJECT PROPERTY  
LOCAL COMMERCIAL

## JENKS COMPREHENSIVE PLAN DESIGNATION

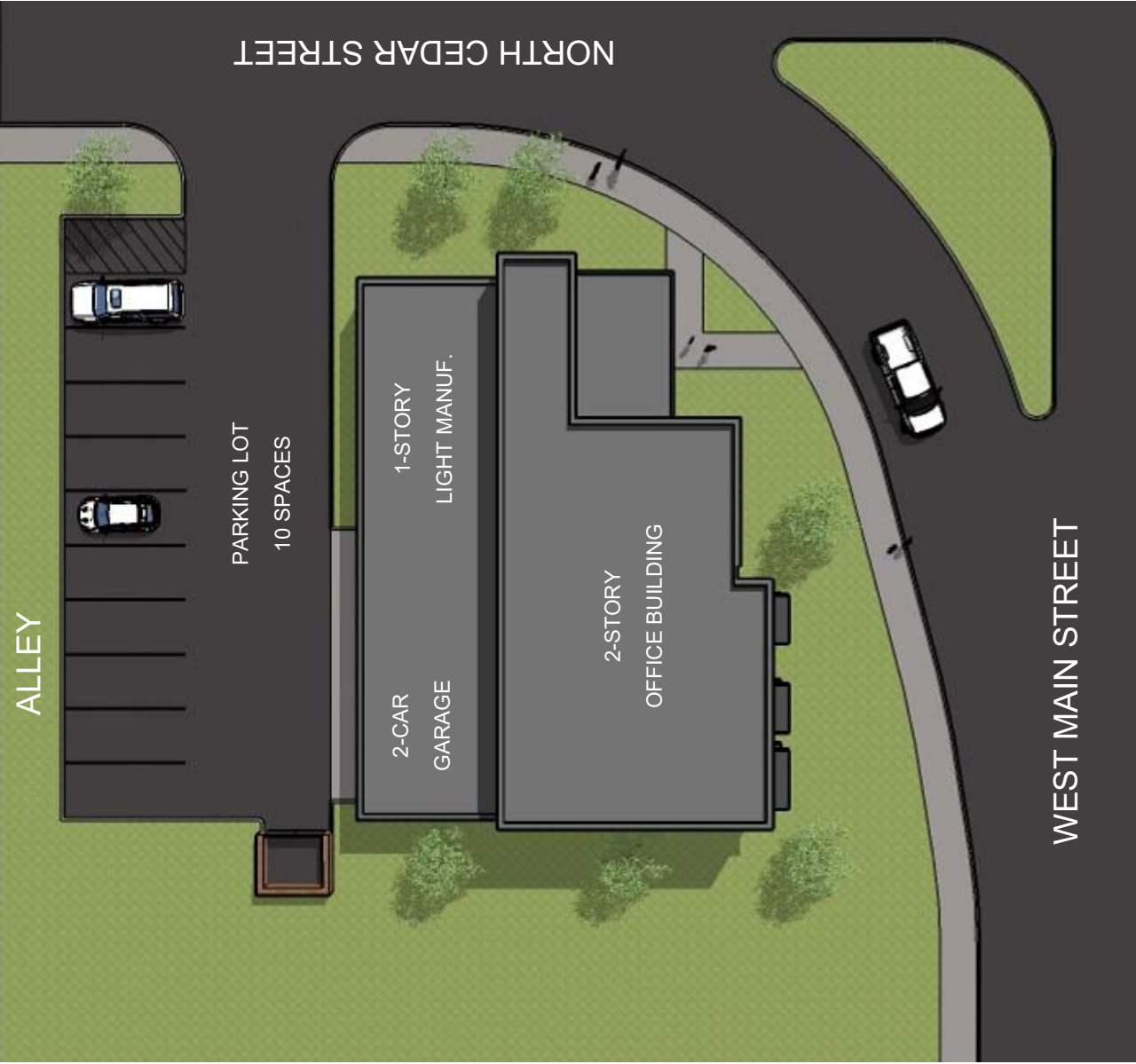
AUDIO / VIDEO CONNECTIONS - NEW OFFICE BUILDING



# 1 PRELIMINARY SITE PLAN



PROJECT  
NORTH



**SITE PLAN**



**STREET VIEW LOOKING NORTH**



**STREET VIEW LOOKING NORTHWEST**



**STREET VIEW LOOKING NORTHEAST**



**STREET VIEW LOOKING WEST**



**STREET VIEW LOOKING SOUTH**