

EDMOND PLANNING COMMISSION MEETING

Tuesday, September 21, 2010

5:30 P.M.

The Edmond Planning Commission Meeting was called to order by Chairperson Bill Moyer at 5:30 p.m., Tuesday, September 21, 2010, in the City Council Chambers at 20 South Littler. Other members present were Leroy Cartwright, Barry K. Moore and Mark Hoose. Present for the City were Robert L. Schiermeyer, City Planner; Kristi McCone, City Planner; Steve Manek, City Engineer; and Steve Murdock, City Attorney.

The first item on the agenda was **the approval of the September 7, 2010 Planning Commission minutes.**

Motion by Cartwright, seconded by Hoose, to approve the minutes as written. **Motion carried** by a vote of 3-1 as follows:

AYES: Members: Cartwright, Hoose and Moore

ABSTAIN/NAYS: Members: Chairperson Moyer

Commissioner Lee arrived at the meeting.

The next item on the agenda was **Case #Z100013 Public Hearing and Consideration of Edmond Plan Amendment from Single Family to Planned Unit Development allowing offices and retail on a 20 acre parcel located west of Santa Fe, north of the Homestead Addition and the Santa Fe Presbyterian Church. (Gil Wright Properties, L.L.C.)**

Mr. Gil Wright is planning to purchase 20 acres of land on the west side of Santa Fe. The principal use of the property would be for a number of office buildings, a maximum of 17, and retail uses on the Santa Fe frontage of the property.

The following general planning considerations represent some of the factors evaluated in reviewing justifications for Plan Map Amendments.

1. Infrastructure: A 12 inch water main is located along Santa Fe in front of the property and there is also a 12 inch main along the north side of the property which is a unique location that was recently installed to provide interconnection for the water supply system in this area. Because of the 1,320 foot depth of this ownership, at least an 8 inch and possibly a 10 inch water main will need to be extended through the development and loop or connect on Santa Fe at two locations so there is no dead end water line. Fire hydrants will be required along that water line. The retail uses will need to be fire sprinkled. It may be a benefit to install a fire sprinkler system in the office buildings once the sizes are determined. The PUD Design Statement provides for no windows on the adjoining residential, although they may have a storage area on what could be a second floor. Sanitary sewer is available to the south in the adjacent Homestead Addition.

2. Traffic: No less than 70 feet of right of way will be needed on Santa Fe to meet the Master Transportation Plan requirements. A traffic study, which is better prepared at the time of the site plan when there is more information about the actual uses may require a left turn lane northbound on Santa Fe. A deceleration lane is needed on Santa Fe at the main entry to the project. More right-of-way easement may be needed for these improvements.
3. Existing zoning pattern:
North – “A” Single Family
South – “A” Single Family and Special Use Permit
East – “A” Single Family
West – “A” Single Family
Safi-Arledge Dental Office is located to the north zoned “D-O”
4. Land Use:
North – A house on a large tract (140+/-)
South – Santa Fe Presbyterian Church, single family homes in the Homestead Addition
East – Single Family homes in the Pebble Creek Addition
West – Single Family homes in the Homestead Addition
5. Density: N/A
6. Land ownership pattern:
North – Large parcel (140 acres +/-)
South – City sized lots for homes in Homestead and a 5 acre tract for the church
East – City sized lots for homes
West – City sized lots for homes
7. Physical features: The land contains two legal descriptions, some of which has been mowed for temporary ball fields. The southern part of the property contains the Rogers’ family home. The land is generally flat and will drain to the north.
8. Special conditions: None
9. Location of Schools and School Land: The nearest school is Cheyenne Middle School at Covell and Kelly.
10. Compatibility to Edmond Plan: There has been office approved on the frontage of the Cedar Pointe Addition located to the northeast of the subject property. A Community Connections meeting has been held on this project discussing the uses and details of the project.
11. Site Plan Review: A site plan review will be required for all buildings in this project.

Gil Wright spoke indicating he had met with the residents and reached an agreement on all of the standards for the PUD. Perry Whitson asked that the smooth side of the fence face toward Homestead and that the construction work start on the north side of the 20 acre tract for the first offices. Mr. Wright indicated he generally agreed to do that only if he was building a spec office building. If a custom office was requested on the south, he needed the flexibility to move ahead with that building first. The fence will be constructed early along with the grading and utility work on the site. Carlo Pacione asked that the paving be removed from the 30 foot buffer and that he appreciated Mr. Wright's cooperation. Commissioner Lee indicated she had some policy concerns for the spot zoning of retail along the section line road. This practice was prohibited on Coltrane east of Chimney Hill and west of Kelly, north of Danforth for the computer store. She felt like the policy should not change now. Commissioner Hoose commented he felt this location was different based on the adjacent church use and that the project has been limited through the PUD and the neighbors have been involved in the process from the initial application. Commissioner Cartwright agreed and he felt the project was a good fit and there was a good long term plan and the neighbors were satisfied. Commissioner Moore thanked Mr. Wright for working with the neighbors and delaying the project but the spot zoning issue bothered him also and therefore he would have to vote no.

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 3-2 as follows:

AYES: Members: Cartwright, Hoose and Chairperson Moyer

NAYS: Members: Moore, Lee

The next item on the agenda was **Case #Z100011 Public Hearing and Consideration of Rezoning from "A" Single Family Dwelling District to Planned Unit Development located west of Santa Fe, north of the Homestead Addition and the Santa Fe Presbyterian Church. (Gil Wright Properties, L.L.C.)**

Mr. Gil Wright is requesting a PUD on a 20 acre tract located north of the Homestead Addition, west of the Pebble Creek Addition and north of the Santa Fe Presbyterian Church. This property fronts along Santa Fe, west of Pebble Creek. The PUD plan provides for 17 office buildings, none exceeding 8,000 square feet. Two story structures would be permitted but adjacent to Homestead, the office buildings will have no windows on the south or west elevations. A 30 foot undisturbed buffer is also planned along the Homestead Addition. The three buildings on the front of the property along Santa Fe would be used for retail. The developer has indicated he would like to provide for a bank on the southern lot, a sit down restaurant or retail on the middle parcel and a small strip center on the northern building site. A Community Connections meeting was held to discuss the PUD plan. Since this is a PUD, the range of retail needs to be defined. The developer has also agreed to an 8 foot sight proof fence adjacent to Homestead. Business hours will be from 7:00 a.m. to 9:00 p.m. Lighting will be residential in style and will be determined with the site plan. Wall pack lighting will be used on the buildings adjacent to Homestead. Water lines and sewer lines will need to meet City standards as to size. The plans identify three curb cuts along the 660 foot of frontage on Santa Fe.

Motion by Cartwright, seconded by Hoose, to approve this request. **Motion carried** by a vote of 4-1 as follows:

AYES: Members: Cartwright, Hoose, Moore and Chairperson Moyer

NAYS: Members: Lee

The next item on the agenda was **Case #U080004 Public Hearing and Consideration of Special Use Permit extension allowing for the sale of up to five mobile homes at the Oak Ridge Mobile Home Park at 601 Vista Lane. (Yes Communities)**

Attorney Randel Shadid representing Yes Communities is requesting further approval of the amendment to the Special Use Permit to allow mobile homes to be sold at the park on Vista Lane, south of Second Street. The City Council approved this amendment on September 22, 2008. The mobile home park was approved in 1971 for 279 units. The mobile home lots can be leased and a tenant can bring their own mobile home in or lease an existing unit. Yes Communities has provided that some of the mobile home units can be purchased for use. This was approved for a maximum of 5 units in 2008. Notices have been re-sent to property owners within 300 feet to extend this limited sales use at the mobile home park. In driving through the park, it is hard to tell which mobile homes are for sale. The sale of the units has not created a more commercial use of the property.

Randel Shadid was in attendance requesting approval. He suggested a 2 year extension with an automatic renewal if conditions are satisfactory.

Motion by Moore, seconded by Lee, to approve this request with a 2 year extension which will automatically renew annually unless staff or Council brings it back on objection

. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Moore, Lee, Hoose, Cartwright and Chairperson Moyer

NAYS: Members: None

The next item on the agenda was **Case #SP100014 Public Hearing and Consideration of Commercial Site Plan for Oklahoma Municipal Assurance Group office building located at 3650 South Boulevard. (Oklahoma Municipal Assurance Group)**

Planning Department comments:

1. Existing zoning – “E-1” General Commercial District
2. Setbacks – front-45 feet from the property line on Fisher Drive, side yard on the south side- 130 feet, north side-17 feet, rear yard-27 feet (the adjoining use is not developed residential)
3. Height of buildings – 30 feet

4. Parking – 21,360 square feet, 85 parking spaces required. 60 spaces are provided. There is cross-access parking with the Fisher Hall office park.
5. Lot size – 1.19 acres, 51,836 square feet
6. Lighting Plan – Continue with existing light poles, 22 feet in height, Bristol-style from Pelco
7. Signage – Wall signage, 45 square feet
8. General architectural appearance – Follows style in the Fisher Hall Office Park. Brick veneer on all four sides with stone trim and pitch roof appearance.
9. Sensitive borders – Not applicable, property to the east developed as the Bickham-Rudkin Park.
10. Mechanical equipment – Located on the roof screened by a parapet wall.
11. Fencing/screening – Not proposed except for the dumpster enclosure.

Engineering Department comments:

12. Driveways, access management and paving– This project will be accessed from Fisher Road to the south and from within the existing inter-connecting parking lots. Access management and driveway standards have been met.
13. Water and wastewater plans – Water lines and sewer lines are adjacent and will be connected for service.
14. Drainage detention and grading – Detention was completed on an area wide basis and is in place.

Building and Fire Code Services comments:

15. Applicable Building Code, Fire Code and ADA – The building is shown to be fully fire sprinkled and the plans were reviewed with this understanding. The area shall provide not less than 1,500 gallons of firefighter water per minute for 3 hours. Gates-not applicable.

Urban Forestry comments:

16. Landscape Plan:

Total Site Area: 51,100 Sq. Ft.

Total Required Landscaped Area:

5,110 Sq. Ft.

Required

Provided on Plan

Total Plant Units	409 units	410 units
Plant Units Along Frontage	204 units	258 units
Evergreen Plant Units	64 units	217 units

Waste Management comments:

17. Refuse facilities – The Site Plan location of the solid waste enclosure is approved. The contractor shall meet the solid waste enclosure specifications (8/24/10).

Edmond Electric comments:

18. Electric – An electric transformer is already in place planned as a part of the office park.

Josh Moore was in attendance. He indicated it was fortunate for the City that OMAG selected this location. Chuck Smith with OMAG the 21,000 square foot building would contain 25-30 employees at first and 40-45 employees in the future. Commissioner Moyer commented that he appreciated OMAG's decision and had worked with the Oklahoma Municipal League when this service was first started over 30 years ago.

Motion by Lee, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Lee, Cartwright, Hoose, Moore and Chairperson Moyer

NAYS: Members: None

The next item on the agenda was **Case #PR100009 Consideration of Final Plat of Blocks 4 and 5, Old Towne Lofts of Edmond, located west of Fretz, south of West Edmond Road. (S.D.F. Construction, L.L.C.)**

Mark Farris with Red Plains Engineering is representing Steven D. Frakes in platting two more blocks of the mutli-family lofts project located south of West Edmond Road on the west side of Fretz. He is planning eight additional lots in the two blocks and the blocks only cover 8,000 square feet total area with each lot being approximately 1,000 square feet each. The improvements for this addition are completed which include detention, private drive access and public water and sewer lines. The sight proof fence has been installed along the south property line and the other addition improvements such as the outside fence have been completed. There is considerable open space in this project that was set aside in the first plat. Eight lots have been approved in the first phase of the development. The developer paid a fee to participate in the Fretz street improvements which were completed several years ago. Mr. Frakes is completing the subdivision plat requirement as he is prepared to move forward with another phase.

The applicant was not in attendance so the Planning Commission moved to continue this item.

Motion by Moore, seconded by Cartwright, to continue this request until the October 5, 2010 Planning Commission meeting. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Moore, Cartwright, Hoose, Lee and Chairperson Moyer

NAYS: Members: None

The next item on the agenda was **Case #SP100015 Public Hearing and Consideration of Site Plan approval for the Hairitage Place Salon located on the southeast corner of Coffee Creek Road and North Broadway at 4012 N. Broadway. (LeAnn Collins)**

Planning Department comments:

1. Existing zoning - "D-1" Restricted Commercial PUD with the only use permitted being a salon.
2. Setbacks –100 feet from the property line on Broadway, 30 feet from the property line on Coffee Creek Road, 45 feet from the east property line and 190 feet from the south property line. The single family house on the property south of the accessory building will continue to be used. The business will be contained to the accessory building on the north side of the property which consists of 1,366 square feet.
3. Height of buildings – Same as existing building, 19 feet.
4. Parking – Maximum 7 spaces, 1 handicapped parking space. The staff description at the time of rezoning in 2006 indicated that the parking would remain gravel. The square footage is 1,366 which requires 7 spaces. The parking will be the compacted millings that are on the property rather than asphalt or concrete except for the disabled parking space and entrance area which will be concrete to allow for accessibility.
5. Lot size – 1 acre
6. Lighting Plan – No light poles will be installed on the property. Building lighting will be used.
7. Signage –The sign will be 5 feet in height and 5x6, an example of the sign is attached.
8. General architectural appearance – The house will continue to be used as a residence, the accessory structure or former garage on the north side of the lot will be used for the salon. There is no addition to the building planned. No wall sign is planned. There will be a 240 square foot addition to the entrance. The PUD Design Statements indicates that a stucco finish will be applied to the concrete blocks.
9. Sensitive borders – No additional fencing is planned. Roll out carts are planned to be used as they are currently. The owner is willing to commit to a maximum number of carts as there is limited refuse from this use based on the small scale of the business. Landscaping is being added to meet the 10% landscaping requirement. There are single family homes to the east and south. The setback to the east is 45 feet and over 100 feet to the south.

10. Mechanical equipment – Will be located on the ground using the existing air conditioning equipment.
11. Fencing/screening – No additional fencing is planned.

Engineering Department comments:

12. Driveways, access management and paving– The existing drive on Broadway will be used. At this point the plans are not for concrete which is required for a commercial drive but to leave it as an asphalt drive.
13. Water and wastewater plans – This site will continue to operate with a water well and septic tank. Even with the hair salon usage, the property should continue to comply with the Health Department standards. There are no waste water lines convenient to the property.
14. Drainage detention and grading and paving – **The applicant has not completed the drainage plans at this time for the following reasons: Based on remodeling an existing building and the limited PUD usage, the owner plans no sidewalk on Broadway or Coffee Creek, no concrete drive approach on Broadway, no widening section on Broadway or Coffee Creek and no dumpster enclosure requiring the concrete pad. Variances are requested to these improvements which are not automatically waived based on the conversion of the structure to a business. The parking lot is also not planned to be improved with asphalt or concrete. Mrs. Collins is willing to complete a drainage study but would prefer to hear the discussion of the variances first.**

Building and Fire Code Services comments:

15. Applicable Building Code, Fire Code and ADA – The Edmond Fire Prevention office has reviewed the plan for the 1,366 square foot building and based on the location near Coffee Creek road and the small size, no on-site fire lane is needed and neither is a fire sprinkler system. The remodeling complies.

Urban Forestry comments:

16. Landscape Plan:

Total Site Area: 43,560 Sq. Ft.

	<u>Required</u>	<u>Provided on Plan</u>
Landscape Area	4,356 sq. ft.	32,000 sq. ft.
Total Plant Units	348.48 units	434 units
Plant Units Along Frontage	174.24 units	294 units
Evergreen Plant Units	139.39 units	161 units
Preservation Plant Units		290 units

Waste Management comments:

17. Refuse facilities – The Edmond Sanitation Department will accept roll-out carts which is characteristic to the service in the area. If roll-out carts are not approved, an enclosure with all required paving will be necessary.

Edmond Electric comments:

18. Electric – OG&E service existing on the property.

LeAnn Collins was in attendance. She indicated that she needed to understand how much land 20 feet of right-of-way would be taken up if an easement was granted. Mr. Manek indicated the City was designing a project for turn lanes at Coffee Creek and Broadway and the standard in the adopted Transportation Plan required 20 feet of additional right-of-way. Planning staff indicated this is one of the few locations with the conversion of a residential structure where the improvements adjacent to the property were not already in place, such as the sidewalks, street widening and in this case Mrs. Collins would prefer not to pave for a dumpster enclosure or the 7 parking spaces. It was noted this item would go to the City Council for review because of the variances.

Motion by Lee, seconded by Hoose, to approve this request with a variance to the sidewalk, concrete drive approach on Broadway and no widening required on Broadway or Coffee Creek and no dumpster enclosure requiring a concrete pad but contingent upon the applicant granting the appropriate right-of-way. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Lee, Hoose, Moore, Cartwright and Chairperson Moyer

NAYS: Members: None

The next item on the agenda was **Case #PR100010 Consideration of Final Plat for Danforth Plaza Section II located on the south side of Danforth, east of the Wal-Mart Supercenter and west of the Danforth Plaza shopping center. (Wal-Mart Real Estate Business Trust)**

Joe Covey with Engineers Smith Roberts Baldischwiler is requesting Final Plat approval of a 1.2 acre parcel for a Jack in the Box restaurant. The property is zoned "E-1" General Commercial. This parcel has 195 feet of frontage along Danforth and will have no drive approach. The access to the property will be from a shared driveway with the Danforth Plaza owner and the Wal-Mart property immediately west where the traffic light is located on Danforth, allowing access to the Kohl's on the north side of the street and the Wal-Mart Supercenter on the south side of Danforth. City water and sewer lines are adjacent to the property and drainage detention has already been constructed serving this parcel. There will also be access at the south end of the property from the Wal-Mart Supercenter driveway. The plat consists of one lot and one block. The trees on the west side of the parcel will be retained and there is no driveway on the west side of the lot and there is no need for any tree removal for utilities or paving. There is a bus bench in front of the subject property along Danforth.

Joe Covey requested approval.

Motion by Moore, seconded by Cartwright, to approve this request. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Moore, Cartwright, Hoose, Lee and Chairperson Moyer
NAYS: Members: None

The next item on the agenda was **Case #U100003 and SP100016 Public Hearing and Consideration of Specific Use Permit and Site Plan approval for a parking lot for the Church of Jesus Christ of Latter Day Saints located at 1315 E. 33rd Street. (Church of Jesus Christ of Latter Day Saints)**

The Church of Jesus Christ of Latter Day Saints wants to add 57 parking spaces on the northwest corner of Bryant and 33rd for their existing church located immediately west at 1315 E. 33rd Street. The church has 521 seats and 150 parking spaces. They could have been required to have 174 spaces so they will be 33 spaces over the standard seating. The church may have had an increase in membership and the land was available to the east to add the 57 spaces.

Planning Department comments:

1. Existing zoning – “D-O” Suburban Office. This property was platted as a part of the Tinker Federal Credit Union plat and is now being offered for sale to the church.
2. Setbacks – No structures are planned on the property. Specific Use Permits are required for all uses associated with a church and a site plan is required for 7,500 square feet of paving or more. The detention for Tinker Federal Credit Union will remain and a new drainage study has been submitted. There will be an inter-connecting drive with Tinker Federal Credit Union and the church parking lot and new landscaping will be installed.
3. Height of buildings – Not applicable.
4. Parking – The addition of 57 parking spaces.
5. Lot size – 1.2 acres 52,755 square feet
6. Lighting Plan – 4 light poles are planned, light poles cannot exceed 24 feet in height. This location is not adjacent to a sensitive border.
7. Signage – No new sign
8. General architectural appearance – Not applicable, no new structures
9. Sensitive borders – Not applicable
10. Mechanical equipment – Not applicable

11. Fencing/screening – Not applicable

Engineering Department comments:

12. Driveways, access management and paving – The church would have preferred a drive on 33rd but the driveway would be too close to Bryant so they have dropped that proposal.

13. Water and wastewater plans – Not applicable.

14. Drainage detention and grading – New drainage plans have been submitted for the additional paving. All plans have been approved.

Building and Fire Code Services comments:

15. Applicable Building Code, Fire Code and ADA – Not applicable.

Urban Forestry comments:

16. Landscape Plan:

Total Site Area: 52,754 Sq. Ft.

	<u>Required</u>	<u>Provided on Plan</u>
Total Landscaped Area	5,275.4 Sq. Ft.	14,689 Sq. Ft.
Total Plant Units	422 units	432 units
Plant Units Along Frontage	211 units	432 units
Evergreen Plant Units	169 units	174 units

Waste Management comments:

17. Refuse facilities – No container will be placed on this property.

Edmond Electric comments:

18. Electric – Electric service will be needed for parking lot lights.

Motion by Cartwright, seconded by Moore, to approve this request. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Cartwright, Moore, Hoose, Lee and Chairperson Moyer

NAYS: Members: None

Dan Andrulonis was in attendance. He indicated the church may consider an expansion in the future and the church wanted to add the parking while the land was available from Tinker Federal Credit Union. Roger Williams with the Thornbrooke Homeowner's Association asked questions regarding the detention area location and if there were any changes to it, the cross-access, landscaping and the special use permit approval

required for any additional construction.

The next item on the agenda was **Case #PR100007 Public Hearing and Consideration of Preliminary Plat of Tuscan Park II Addition, including a re-plat of Lot 1, Block 1, Lot 8, Block 2 and Lot 3, Block 5 Tuscan Park I Addition located west of Sooner Road, one half mile south of Danforth. (Jim Harlan) This item has been continued until the October 5, 2010 Planning Commission meeting at the request of the applicant.**

There was no New Business.

Motion by Moore, seconded by Lee, to adjourn. **Motion carried** by a vote of 5-0 as follows:

AYES: Members: Moore, Lee, Cartwright, Hoose and Chairperson Moyer

NAYS: Members: None

Meeting adjourned at 6:35 p.m.

Bill Moyer, Chairperson
Edmond Planning Commission

Robert Schiermeyer, Secretary
Edmond Planning Commission