

Planning Commission Minutes  
February 22, 2024

(The agenda was filed with the City Clerk of The City of Oklahoma City at 7:39 a.m. on February 19, 2024)

8. (SPUD-1601) Application by Kelly Robinson and Victoria Robinson to rezone 2821 NW 11th Street from R-1 Single-Family Residential District to SPUD-1601 Simplified Planned Unit Development District. Ward 6.

The applicant was present. There were no protestors present.

**RECOMMENDED APPROVAL.**

MOVED BY GOVIN, SECONDED BY MEEK

AYES: CLAIR, MEEK, NEWMAN, GOVIN, PENNINGTON, NOBLE, LAFORGE

ABSENT: POWERS, PRIVETT:



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**February 22, 2024**

**Item No. IV. 8.**

**(SPUD-1601) Application by Kelly Robinson and Victoria Robinson to rezone 2821 NW 11th Street from R-1 Single-Family Residential District to SPUD-1601 Simplified Planned Unit Development District. Ward 6.**

**I. GENERAL INFORMATION**

**A. Contacts**

**1. Applicant/Developer Representative**

Name Kelly Robinson  
Phone 208-849-4763  
Email Robinson.kelly@yahoo.com

**B. Case History**

This is a new application.

**C. Reason for Request**

The purpose of this application is to allow a garage to be converted into an accessory dwelling.

**D. Existing Conditions**

**1. Comprehensive Plan Land Use Typology Area: Urban – Medium (UM)**

UM applies to fully urbanized areas of the city, most of which were built prior to the 1960s. Developments are expected to be larger in scale and have greater intensity and mixture of uses than developments found in UL. Development within UM areas should support efficient transit usage and provide pedestrian and bicycle access to retail, services, parks, and other destinations. Priorities for the UM areas include “infill” developments on vacant lots, rehabilitation of underutilized property, and development that supports revitalization of distressed neighborhoods.

**2. Size of Site: .16 acres**

**3. Zoning and Land Use**

	<b>Subject Site</b>	<b>North</b>	<b>East</b>	<b>South</b>	<b>West</b>
<b>Zoning</b>	R-1	R-1	R-1	R-1	R-1
<b>Land Use</b>	Residential	Residential	Residential	Residential	Residential

## II. SUMMARY OF SPUD APPLICATION

1. This site will be developed in accordance with the regulation of the **R-1 Single-Family Residential District** (OKC Zoning Ordinance, 2020, as amended), except that the following restrictions will apply:
  - 1.1 **Minimum Lot Size:** Per base zone.
  - 1.2 **Minimum Lot Width:** Per the base zone.
2. **Maximum Building Height:** The Primary dwelling shall be per the base zone, the building with an accessory dwelling in the northern part of the SPUD shall be limited to 24' in height.
3. **Maximum Building Size:** The total ground floor square footage in the SPUD shall not exceed the base zone Lot Coverage requirements, inclusive of driveway paving. Porches and patios shall not count toward lot coverage requirements.
4. **Maximum Number of Buildings:** Two buildings with dwellings shall be allowed in this SPUD.
5. **Building Setback Lines:** Per the base zone, except that a second dwelling converted from an existing garage may be 0' from the eastern boundary of the SPUD, and subject to building and fire code regulations. If any new buildings are constructed, they must meet all R-1 zoning setback requirements.
6. **Sight-proof Screening:** Sight-proof screening shall not be required.
7. **Landscaping:** The subject parcel shall meet all requirements of the City of Oklahoma City's Landscaping Ordinance in place at the time of development. Large trees in the rear yard shall remain. In addition, one medium or large tree shall be planted in the front yard.
8. **Signs:** Signs are prohibited.
9. **Access:** Access shall be from NW 11<sup>th</sup> Street.
10. **Sidewalks:** A five-foot sidewalk shall be constructed in front of the property along NW 11<sup>th</sup> Street.

## II. Other Development Regulations:

### 1. Architecture:

Exterior building wall finish on all structures shall consist of a minimum 70% brick veneer, masonry, rock, stone, stucco, or wood, or other similar type finish. A maximum of 30% EIFS (Exterior Insulation Finish System) material shall be permitted. Exposed metal or exposed concrete block buildings shall not be permitted.

### 2. Open Space: Per the base zone.

### 3. Street Improvements: None

4. **Site Lighting:** The site lighting in this PUD shall be in accordance with Chapter 59, Article XII, Section m59-12350 of the Oklahoma City Municipal Code, 2023, as amended.
5. **Parking:** The design of all parking facilities in this SPUD shall be in accordance with Section 59, Article X of the Oklahoma City Municipal Code, 2020, as amended. Two (2) parking spaces per unit shall be required within this SPUD. Garages shall not be required, however, any garage, carport or other parking facility that is constructed, with the exception of driveway paving, shall be located behind the front wall of a primary dwelling.
6. **Maintenance:** N/A
7. **Drainage:** Development of this parcel will comply with Chapter 16 of the Oklahoma City Municipal Code, 2020, as amended.

### **III. Supporting Documents**

Exhibit A: Legal Description  
Exhibit B: Site Plan

### **III. REVIEW COMMENTS**

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk indicates that the agency, department, and/or division responded with no adverse comments.

#### **A. Outside Agencies**

1. **Oklahoma City-County Health Department**
2. **Oklahoma City Urban Renewal Authority (OCURA)**
3. **Oklahoma Gas and Electric (OGE)**
4. **Oklahoma Natural Gas:** Prior to excavation, please contact OKIE-ONE 1-800-522-6543 a minimum of 48 hours prior for exact location of our facilities.
5. **Oklahoma Water Resources Board (OWRB)**
6. **School District: Oklahoma City**
7. **Oklahoma Department of Transportation (ODOT)**

#### **B. City Departments**

1. **Airports**
2. **Central Oklahoma Transportation and Parking Authority (COTPA)**
3. **Fire\***
4. **Information Technology/Geographic Support**
5. **Parks and Recreation**

**6. Police**

**7. Public Works**

**Engineering**

**Storm Sewer Availability**

- 1) The Public Works Drainage Division staff has reviewed the subject application. All development, new construction, and/or substantial improvements planned within the proposed area shall be subject to chapter 16 of the Oklahoma City Municipal Code.
- 2) Storm sewers in accordance with the City's Drainage Ordinance will be required. Development abutting section line roads with drainage flows that exceed the capacity of OKC standard ditch detail (D-100) will necessitate the installation of enclosed storm sewer and/or concrete channel. These improvements shall be placed to provide a minimum of 35' clearance distance from the centerline of the section. Concrete channels must be entirely outside public right-of-way.
- 3) A flood and/or drainage study will be required to establish finished floor elevations, common lot areas or private drainage easements. A final plat should not be submitted until the study has been reviewed and approved by the Public Works Department.
- 4) Plans for drainage improvements within the private drainage reserves and/or common areas must be submitted for review, and payment of inspection fees shall be made prior to construction. Building permits will not be issued until construction is complete. If a subdivision abuts a stream, the private drainage easements and/or common area along stream shall extend to flow line of stream at a minimum.
- 5) Place the following note on the plat and construction plans: Maintenance of the Common Areas and/or Private Drainage Easements shall be the responsibility of the property owner. No structures, storage of material, grading, fill or other obstructions, including fences, either temporary or permanent shall be placed within the common areas and/or drainage easements shown.
- 6) Drainage easements shall be clearly denoted as public or private in owner's dedication, on the plat, and/or in the plat notes.
- 7) Construction within the limits of this SPUD will require an erosion control plan in accordance with EPA Storm Water Discharge permitting: CFR Vol. 57, No. 175, September 9, 1992. A copy of the EPA Notice of Intent (NOI) will be required prior to the issuance of work orders or permits for construction activities disturbing an area of 1/2 acre or greater.
- 8) Sidewalks shall be installed for all new construction and/or at the time of a residential use to a more intense use on all lots having frontage on public streets classified as a major or minor arterial.
- 9) All private roads /streets will have private storm sewer systems.

- 10) Engineer/developers will be contacting PW for detention determination before they submit their final plat and plans.
- 11) Amend Section 9.6 Drainage Regulations to read: Drainage improvements, if required, will be in accordance with applicable sections of the Oklahoma City Code of Ordinances, as amended.
- 12) Replace Section 9.12 Sidewalk Regulations to read: All sidewalks shall be provided in accordance with the City of Oklahoma City Municipal Code and ADA requirements at the time of construction of this SPUD.

- **Stormwater Quality Management**
- **Traffic Management\***

## **8. Utilities**

### **a. Engineering**

#### **Wastewater Availability**

- 1) An existing 10" wastewater main(s) is located adjacent to the subject site(s).
- 2) Line capacity is not guaranteed and must be checked by the Engineer of Record and reviewed by the City.
- 3) The developer will be required to extend the City wastewater collection system to and across each lot or site within the subdivision in accordance with the City Standard Specifications and Private Development Design Manual.
- 4) Minimum ten (10) feet horizontal separation is required from water mains and five (5) feet for other utilities. Minimum two (2) feet vertical separation required for all crossings. All wastewater mains must have a minimum cover of four (4) feet and depth no greater than eighteen (18) feet. Developer is responsible for remediating any failure to maintain the minimum four (4) feet of cover.
- 5) Wastewater main(s) must be centrally located in a twenty (20) feet wide easement or larger if necessary. No trees, signs, dumpster, fence, and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
- 6) All existing unused private wastewater service connections must be abandoned and capped at the main in accordance with City Standard Specifications and Private Development Design Manual.

#### **Solid Waste Management**

- 1) The City can provide service for up to 3 units on a single water meter. Any more than 3 units on the same meter will have to be serviced by a private hauler. A

dumpster could be utilized provided there is not enough frontage space for cart placement.

**Water Availability**

- 1) An existing 6” water main(s) is located adjacent to the subject site(s).
- 2) Minimum ten (10) feet horizontal separation required from wastewater mains and five (5) feet for other utilities. Minimum two (2) foot vertical separation required for all utility crossings. All water mains must have a minimum cover of five (5) feet along section line roads and four (4) feet elsewhere.
- 3) Proposed and/or existing water mains must be located centrally within a twenty (20) feet wide or larger utility easement or right-of-way. No trees, signs, dumpster, fence, and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
- 4) Dead-end water mains must be avoided when possible. All existing unused water services must be capped and abandoned at the water main in accordance with the City Standard Specifications.
- 5) In accordance with ODEQ regulations, the City provides water at a minimum pressure of 25 psi. The developer is responsible for designing and construction of all fixtures to provide adequate domestic and fire protection under minimum pressure conditions. The developer will be responsible for any failure of domestic or fire protection systems which require water pressure more than 25 psi. The developer is responsible for installing pressure reducers if necessary for protection of developer’s service lines, plumbing, and fixtures.
- 6) All existing and/or proposed water meters must be located in the right-of-way and/or utility easement within grassy areas outside of sidewalks, driveways, streets, and paving.
- 7) All domestic and fire suppression services must have a separate water service connection. Fire hydrant spacing shall not exceed 500 feet and must be located within ten (10) of a hard surface (i.e. sidewalk, street, paving).
- 8) Supply capacity for development is not guaranteed and will be reviewed at time of review of construction documents.

**9. Planning**

**a. Comprehensive Plan Considerations**

**1) LUTA Development Policies:**

Site Design:

- Utilize Best Management Practices (BMP) for stormwater.
- Maintain historical lot and block sizes where possible and appropriate.

Location:

- A mixture of density, lot size and building scale is appropriate as long as land use compatibility is achieved.

Density: The Urban Medium Intensity LUTA outlines a density range of 10 to 40 dwelling units per acre.

*National, state, and local permitting require basic best management practices for stormwater management. The SPUD is requested for a single-family house and an accessory garage/dwelling to the rear of the property. The proposed 2 units over 0.16 acres would be a density of 13 du/acre.*

Automobile Connectivity:

- Maintain and enhance the connectivity of the street network.
- Keep alleys open and functional.

*No changes to the street network are proposed.*

Pedestrian Connectivity:

- Provide sidewalk connections to nearby uses.
- Discourage widening of neighborhood streets and increasing curb radii.

*No sidewalks exist on NW 11<sup>th</sup> Street. The SPUD proposes to add a sidewalk along the neighborhood street.*

- 2) **Compatibility:** The comprehensive plan includes a land use compatibility matrix used to identify potential conflicts between major land use categories. When locating the proposed residential uses adjacent to residential uses or zoning, “Building Scale and Site Design” is a potential compatibility issue identified by the comprehensive plan. Projects in higher intensity LUTAs (UM) may be more appropriate for significant transitions of density, scale and mass.

Building Scale and Site Design: The comprehensive plan calls for mitigation measures for new projects if the setbacks are significantly deeper or more shallow than the predominant character of adjacent development; the building’s orientation to the street differs from the predominant character of adjacent development; building size or street frontage dramatically differs from that of adjacent uses, the lot coverage (including buildings and paved areas) dramatically exceeds that of adjacent uses, or if buildings within 40 ft. of a single-family residential structure exceed a 3:1 ratio in height. *The SPUD proposes to retain the R-1 base zone’s 50% lot coverage regulation which will assist with groundwater infiltration on the site. In addition, the SPUD proposes to retain mature trees on the site and add a tree in the front yard which will help with groundwater infiltration. No triggers requiring mitigation were identified.*



**3) Service Efficiency:**

- Water: Served
- Sewer: Fully Served Area
- Fire Service: Urban Response

**4) Environmentally Sensitive Areas:** The following apply to the proposed development site.

- Riparian areas: N/A
- Upland Forests: N/A
- Vulnerable aquifers: The aquifer in this area is considered highly vulnerable to depletion. The comprehensive plan recommends preserving natural open spaces and utilizing low impact development techniques whenever possible in new developments in order to maintain water quality and allow for the infiltration of stormwater onsite.

**5) Transportation System:** This site is located along NW 11<sup>th</sup> Street, a Neighborhood Street, and west of N May Avenue, and arterial street. A transit stop is located within ¼-mile of the site along NW 10<sup>th</sup> Street.

**6) Other Development Related Policies**

- Support diversity and integration of housing unit types and sizes in all land use typology areas to meet the diverse needs of households of different sizes, generational needs, incomes, and preferences.
- Higher density multifamily development should be located in areas near employment or educational centers where street and transit systems have or will soon have capacity to support the added trips. (SU-48)
- Require sidewalks on both sides of all streets in urban LUTAs. (C-7)
- Maintain existing alleys or construct new alleys where feasible to provide trash collection service and parking behind primary buildings and minimize curb cuts along the primary street frontage. (C-8)
- Preserve mature, healthy trees and incorporate them into the design of new development or redevelopment projects to the greatest extent possible. (G-26)

**b. Plan Conformance Considerations**

The subject site is located along NW 11<sup>th</sup> Street, east of N May Avenue in the Miller neighborhood. The site and surrounding property are zoned R-1 and developed with single-family residences. To the west, along N May Ave, are commercial uses and zoning.

The subject site is developed with a single-family home and a detached garage. The SPUD would allow the garage to be converted into a garage apartment. The proposal is in conformance with density ranges and comprehensive plan goals

to provide a mixture of residential housing types within the Urban Medium LUTA.

#### **IV. STAFF RECOMMENDATION**

*Staff recommendations are advisory only and do not constitute Planning Commission decisions. Staff recommendations are based on a technical evaluation of information submitted at the time of review. Determination of conformance with policies contained in the comprehensive plan is the purview of the Planning Commission. Planning Commission decisions require a vote of five members to approve or deny an item. The Planning Commission may consider in its decision-making process any additional relevant information presented at the public hearing by the public, applicant, and/or City departments.*

##### **Approval of the application**

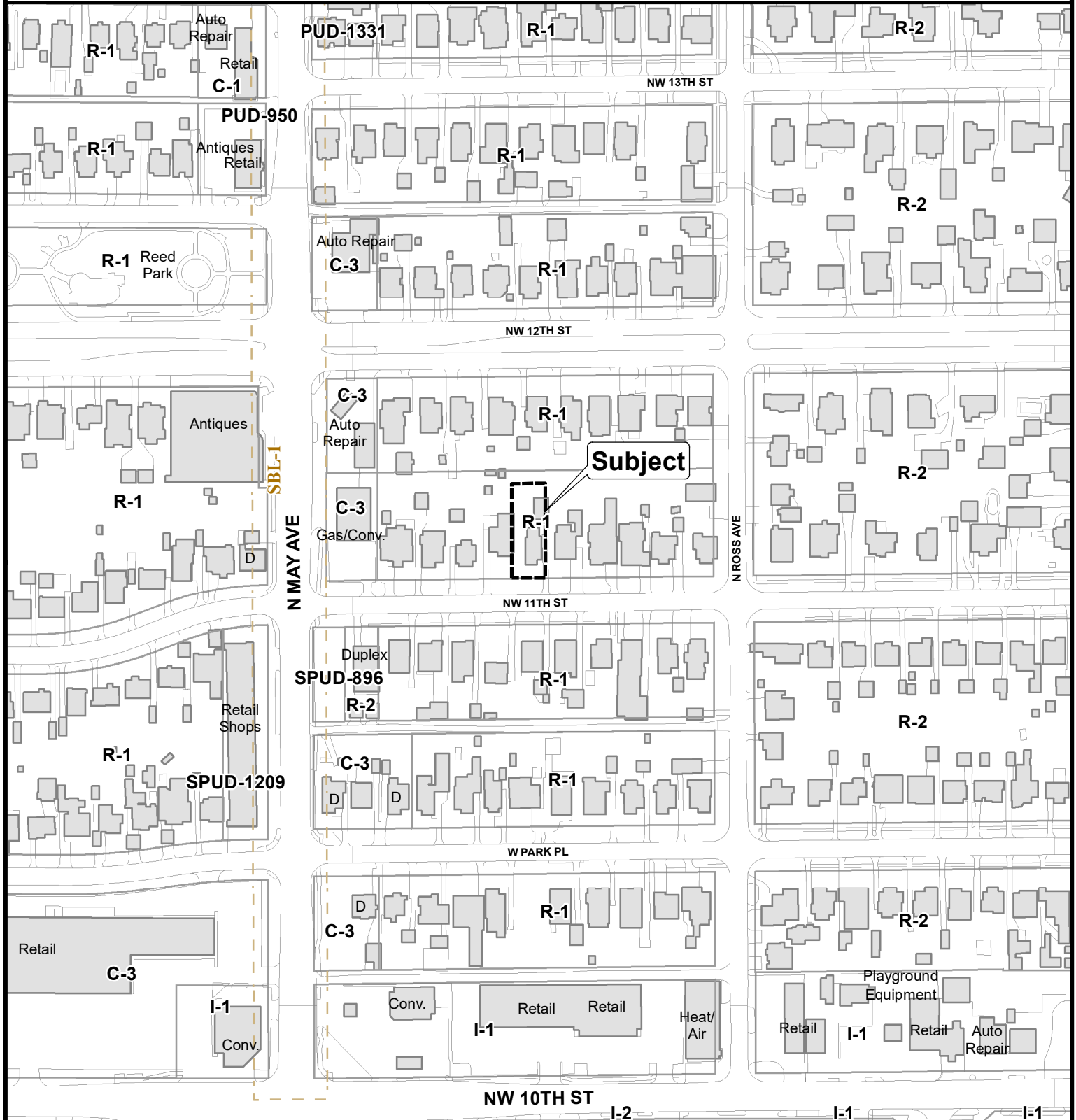
All Engineering Division and Water/Wastewater Utilities Division requirements must be met. Additional changes to the SPUD may be required during either Divisions review of construction plans and prior to City Council approval.

**Case No: SPUD-1601**

**Applicant: Kelly Robinson and Victoria Robinson**

**Existing Zoning: R-1**

**Location: 2821 NW 11th St.**



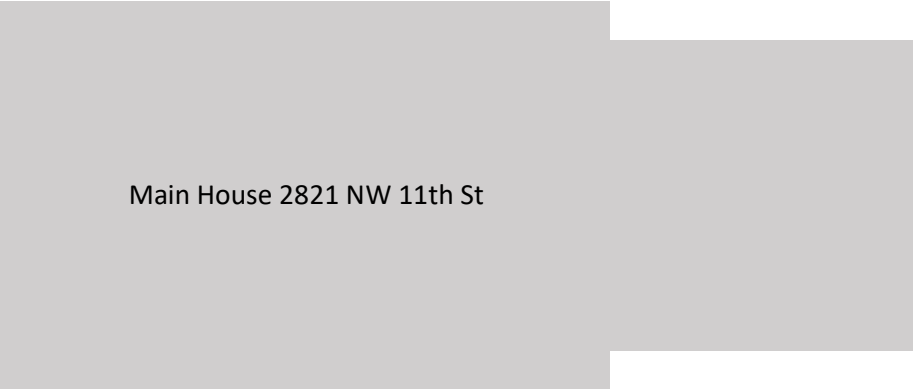
The City of  
OKLAHOMA CITY

# Simplified Planned Unit Development




0 100 200 Feet

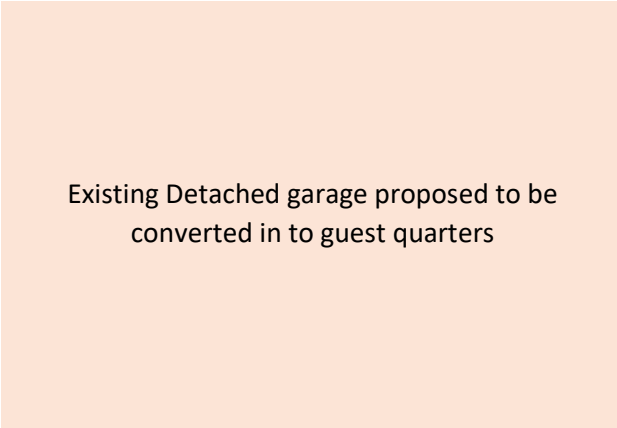
2821 NW 11th St building Map



Main House 2821 NW 11th St

A grey-colored building footprint consisting of a large rectangular section on the left and a smaller rectangular section attached to its right side.

Driveway

A light blue-colored rectangular area located below the main house footprint.

Existing Detached garage proposed to be  
converted in to guest quarters

An orange-colored rectangular area located to the right of the driveway.



**Case No: SPUD-1601**

**Applicant: Kelly Robinson and Victoria Robinson**

**Existing Zoning: R-1**

**Location: 2821 NW 11th St.**



Aerial Photo from 2/2022



The City of  
OKLAHOMA CITY

# Simplified Planned Unit Development

