

Planning Commission Minutes  
June 27, 2024

(The agenda was filed with the City Clerk of The City of Oklahoma City at 4:53 p.m. on June 21, 2024)

16. (SPUD-1642) Application by AD8, LLC to rezone 4220 North Classen Boulevard from O-2 General Office and CBO Classen Boulevard Overlay Districts to SPUD-1642 Simplified Planned Unit Development and CBO Classen Boulevard Overlay Districts. Ward 2.

**Amended Technical Evaluation:**

1. Add to Section I.10 Access: Access shall be via the existing shared drives onto Classen Boulevard and Northwest 42nd Street. If new drives are constructed for access they shall be designed and constructed in accordance with the applicable requirements of the City of Oklahoma City that are effective at the time of construction.

The applicant was present. There were no protestors present.

**RECOMMENDED APPROVAL SUBJECT TO TECHNICAL EVALUATION AS AMENDED.**

MOVED BY POWERS, SECONDED BY CLAIR

AYES: CLAIR, POWERS, MEEK, PRIVETT, NEWMAN, GOVIN, PENNINGTON, NOBLE

ABSENT: LAFORGE



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**June 27, 2024**

**Item No. IV. 16.**

**(SPUD-1642) Application by AD8, LLC to rezone 4220 North Classen Boulevard from O-2 General Office and CBO Classen Boulevard Overlay Districts to SPUD-1642 Simplified Planned Unit Development and CBO Classen Boulevard Overlay Districts. Ward 2.**

**I. GENERAL INFORMATION**

**A. Contacts**

**1. Applicant/Developer Representative**

Name	Rob Elliott
Company	Elliott Architects
Phone	405-272-0600
Email	rob@elliottarchitects.com

**B. Case History**

This is a new SPUD application. This application was originally submitted as PC-10928 and was recommended for conversion to a SPUD by the Planning Commission.

**C. Reason for Request**

The purpose of this application is to allow office and commercial uses.

**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: .62 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>	O-2/CBO	O-2/CBO	R-1	O-2/CBO	O-2/CBO
<b>Land Use</b>	Office	Office	Residential	Office	Office

## II. SUMMARY OF SPUD APPLICATION

1. This site will be developed in accordance with the regulations of the **C-1, Neighborhood Commercial and Classen Boulevard Overlay District (CBO)** (OKC Zoning Ordinance, 2020, as amended), except that the following restrictions will apply:

The following use(s) will be the only use(s) permitted on this site:

8300.1	Administrative and Professional Offices
8300.52	Medical Services : General
8300.53	Medical Services : Restricted
8300.59	Personal Services : Restricted
8300.63	Retail Sales and Service : General
8350.3	Custom Manufacturing

2. **Maximum Building Height:** The existing structures shall be permitted to remain and shall be deemed to conform with applicable regulations. In the event of a new structure, maximum building height shall be per C-1 Neighborhood Commercial District regulations and all applicable guidelines and regulations of the Classen Boulevard Overlay District (CBO).
3. **Maximum Building Size:** The existing structures shall be permitted to remain and shall be deemed to conform with applicable regulations. In the event of a new structure, maximum building size shall be Per C-1 Neighborhood Commercial District regulations and all applicable guidelines and regulations of the Classen Boulevard Overlay District (CBO).
4. **Maximum Number of Buildings:** The existing structures shall be permitted to remain and shall be deemed to conform with applicable regulations. In the event of a new structure, the maximum number of buildings shall be per C-1 Neighborhood Commercial District regulations, and all applicable guidelines and regulations of the Classen Boulevard Overlay District (CBO).

### 5. Building Setback Lines

The building setbacks of the existing structures shall be deemed to conform to applicable regulations. In the event of a new structure, base zoning requirements for building setbacks shall apply.

**6. Sight-proof Screening:** The existing sight-proof screening shall be permitted to remain and shall be deemed to conform to applicable regulations. In the event of a new structure, no less than a six-foot and no greater than an eight-foot-high wall shall be required along the boundary of this parcel where it is adjacent to any residential use. Said wall shall be constructed entirely of stucco, architectural metal, brick, or stone on a continuous footing, or may be constructed of wood, with brick columns with footings on 20-foot centers and shall be solid and opaque.

**7. Landscaping:** The existing landscaping shall be permitted to remain and shall be deemed to conform to applicable regulations. In the event of a new structure, landscaping shall meet all requirements of the City of Oklahoma City's Landscaping Ordinance in place at the time of development.

**8. Signs:**

The existing ground and attached signage shall be permitted to remain and shall be deemed to conform to applicable regulations.

**8.1 Free standing accessory signs :** Any new freestanding signs shall be per base zoning. No pole signs will be allowed.

**8.2 Attached signs :** Any new attached signs shall be per base zoning.

**8.3 Non-Accessory Signs :** None allowed.

**8.4 Electronic Message Display signs :** None allowed.

**9. Access:** One (1) access drive from Classen Boulevard will be allowed, and one access drive from Northwest 43<sup>rd</sup> Street will be allowed.

**10. Sidewalks :** In the event of a new structure, five-foot sidewalks shall be constructed on the arterial street or a 6-foot sidewalk shall be required if the sidewalk is constructed adjacent to the curb, subject to the policies and procedures of the Public Works Department and ADA requirements.

**II. Other Development Regulations:**

- 1. Architecture:** Exterior finish materials of new building construction shall require a minimum of ninety percent (90%) of the exterior wall surfaces to be brick masonry or decorative concrete masonry units, and a maximum of ten percent (10%) wood siding, composite siding of wood appearance, or EIFS; composition shingle roof shall be allowed with a minimum 6:12 slope; a low-pitch membrane roof shall be allowed with parapets to block the view of any roof-top mounted equipment, in accordance with the regulations of the Classen Boulevard Overlay District (CBO). Existing buildings may remain as constructed, and if re-modeled, shall conform to the architecture regulations of this SPUD.
- 2. Open Space:** NA
- 3. Street Improvements:** N/A
- 4. Site Lighting:** The existing lighting shall be permitted to remain and deemed to conform to applicable regulations. In the event of a new structure, the site lighting in this SPUD shall be in accordance with Chapter 59, Article XII, Section 59-12350 of the Oklahoma City Municipal Code, 2020, as amended.
- 5. Dumpsters:** Dumpsters shall be located within an area screened by a fence or masonry wall of sufficient height that screens the dumpster from public streets and residences and shall be placed no closer than 50 feet from all property lines adjacent to residential zoning district or use.  
  
Trash collection facilities in this SPUD shall be in accordance with Chapter 49 of the Oklahoma City Municipal Code, 2020, as amended.
- 6. Parking:** The design and number of all parking facilities in this PUD shall be in accordance with Chapter 59, Article X of the Oklahoma City Municipal Code, 2020, as amended, except that the minimum number of parking spaces shall be twenty (20). The site shall have provision for bicycle parking.
- 7. Maintenance:** All property maintenance is the responsibility of the property owner or their designated representative.
- 8. Drainage:** Any new development within this SPUD 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:** Please contact OKIE-ONE 1-800-522-6543 a minimum of 48 hours prior to excavation for the 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**

**a. Engineering**

**b. Streets, Traffic and Drainage Maintenance**

**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) Add to Section I.9 Access: Access shall be via the existing shared drives onto Classen Boulevard and NW 43rd Street. If new drives are constructed for access, they shall be designed and constructed in accordance with the applicable requirements of the City of Oklahoma City that are effective at the time of the construction.

**c. Stormwater Quality Management**

**d. Traffic Management\***

**8. Utilities**

**a. Engineering**

**Wastewater Availability\***

**Water Availability\***

**b. Solid Waste Management**

- 1) The City can provide solid waste collection services to commercial customers providing refuse is not excess of 270 gallons per customer per pick up § 49-30 (a). Otherwise, the customer will have to utilize a private hauler for dumpster service.

**9. Planning**

**a. Comprehensive Plan Considerations**

**1) LUTA Development Policies:**

Site Design:

- Maintain historical lot and block sizes where possible and appropriate.
- Utilize Best Management Practices (BMP) for stormwater.
- Incorporate commercial uses at street level to maintain an active, pedestrian friendly streetscape.
- Design buildings to include facades, storefront windows, and attractive signage and lighting to create pedestrian-scale visual interest.

Location:

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

Density: The non-residential Floor to Area Ratio (FAR) range for the UM LUTA is 0.4 to 1.2 with a typical FAR of 1.

*No changes are proposed to the historical lot and block sizes on the site. National, state, and local permitting require basic best management practices for stormwater management. The SPUD proposes limited uses within a base C-1 zoning. The current FAR of the site is 0.16. If new development were to occur, the regulations of the base C-1 District could provide a FAR within the UM LUTA range.*

Automobile Connectivity:

- Maintain and enhance the connectivity of the street network.
- Keep alleys open and functional.
- Limit curb cuts on arterial streets and where possible, concentrate access for retail development at shared entrance points.
- Development fronting arterials should take access from intersecting streets where possible.
- Primary entrance points should be aligned with access points immediately across the street.

*The subject site currently has one improved access point from both North Classen Boulevard and NW 42nd Street. The drive along North Classen Boulevard acts as*



*a shared drive between the subject site and the abutting property on the south. The drive along NW 42nd Street has been blocked by temporary barriers and a no entry sign. The SPUD proposes retention of the one drive per frontage.*

Pedestrian Connectivity:

- Provide sidewalk connections to nearby uses.

*Sidewalks are only partially available on the subject site for pedestrians at the intersection. Sidewalks are available along both adjacent properties leading to the site. A 2017 GO Bond project is planned to install sidewalks along the subject site, with a construction date to be announced later. The SPUD regulations call for construction of sidewalks if new development was to occur on the site.*

- 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 uses adjacent to existing Low Intensity Residential uses or zoning, “Building Scale and Site Design”, “Traffic”, and “Operational Impact” are potential compatibility issues 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 utilizing the base C-1 District for maximum building height, building size, setbacks and number of buildings. The base C-1 District regulations allow greater lot coverage than the adjacent R-1 District, but similar bulk regulations as the site’s existing O-2 District. The SPUD proposes allowing existing structure to remain and conform with applicable regulations. The base C-1 District will require a step-down in height, screening, and a landscape buffer for any new development adjacent to a residential district.*

Traffic: Mitigation measures should be used if the development is inconsistent with the Street Typology, or would substantially exceed the average daily traffic of existing, adjacent uses. *The subject site is located along North Classen Boulevard, a major arterial street. No triggers requiring mitigation measures were identified.*

Operational Impact: The comprehensive plan calls for mitigation measures if new projects propose uses that generate noise levels above those found in typical residential settings, have detectable odors, spill light above that found in typical residential settings, or operate after 10 p.m. within proximity to residential uses. When located near residential uses, the comprehensive plan calls for containing operating effects (including noise and odor) within building walls, using vertical screening to block any mechanical equipment and service areas, and directing light away from adjacent residential areas. *The SPUD proposes utilizing the base C-1*

*District for maximum building height, building size, setbacks and number of buildings, which are similar to the site's existing zoning district. . The SPUD regulations limit uses to Administrative and Professional Offices, Medical Services, Personal Services, Retail Sales and Service, and Custom Manufacturing. All activity will be required to occur indoors.*

**3) Service Efficiency:**

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

**4) Environmentally Sensitive Areas:** No ESAs were identified on the subject site.

**5) Transportation System:** This site is located at the southeast corner of North Classen Boulevard, a Major Arterial Street, and NW 42nd Street, a Neighborhood Street, both in the Urban Medium LUTA. The nearest transit (bus and BRT) service is located along North Classen Boulevard.

**6) Other Development Related Policies**

- Commercial buildings should be built at the street rather than behind a parking lot in order to promote pedestrian circulation, multipurpose shopping trips, and walkable and attractive streetscapes. (SU-28)
- New neighborhood-scale retail should be located within new residential growth areas to serve daily shopping needs and limit trip distances. In newly developing areas, this retail format is preferred to the existing linear development patterns along arterials. (SU-30)
- Neighborhood-scale retail should be developed at the median breaks or intersections of major or minor connectors. (SU-31)
- Require sidewalks on both sides of all streets in urban LUTAs. (C-7)
- Limit driveways on arterials and collectors and increase connections between uses to improve safety and traffic efficiency. (C-30)
- Share parking between contiguous developments. (C-31)
- Support and incentivize the adaptive use of existing buildings, infill development, and brownfield development. (G-10)
- Preserve mature, healthy trees and incorporate them into the design of new development or redevelopment projects to the greatest extent possible. (G-26)
- Initiate new efforts to reduce sign clutter and improve the aesthetics of signs, while allowing for adequate and visible business identification. (E-14)

**b. Plan Conformance Considerations**

The subject site is located at the southeast corner of North Classen Boulevard and NW 42nd Street. The site is zoned O-2 and developed with a vacant insurance office. The subject site is located within the Classen Boulevard Overlay District. The North Classen Boulevard corridor is primarily zoned for O-2 uses north and south of the subject site. Abutting the site on the east is a 15-foot alley that has a driveway and utilities within it. East of the site is zoned R-1 and developed as single-family

residential in the Helm Farm neighborhood. The access point from North Classen Boulevard acts as a shared drive with the abutting office to the south.

In the case of this application, the current building meets the criteria for the overlay district. If new development were to occur on the site, metal building façades would be prohibited on primary buildings where the metal façade would be visible from the street within a commercial zoning district.

The SPUD is requested to allow office and limited commercial uses and development with C-1 base zoning. The SPUD allows existing conditions to remain and be deemed in conformance with regulations. In the event of a new structure, base zoning regulations shall apply to the site. The SPUD prohibits non-accessory and electronic message display (EMD) signage, distances dumpsters 50 feet from residential uses, and requires sidewalks, sight-proof screening and landscaping in the event of a new structure on the site. No new compatibility issues were identified with the requested uses.

#### **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 Division's review of construction plans and prior to City Council approval.

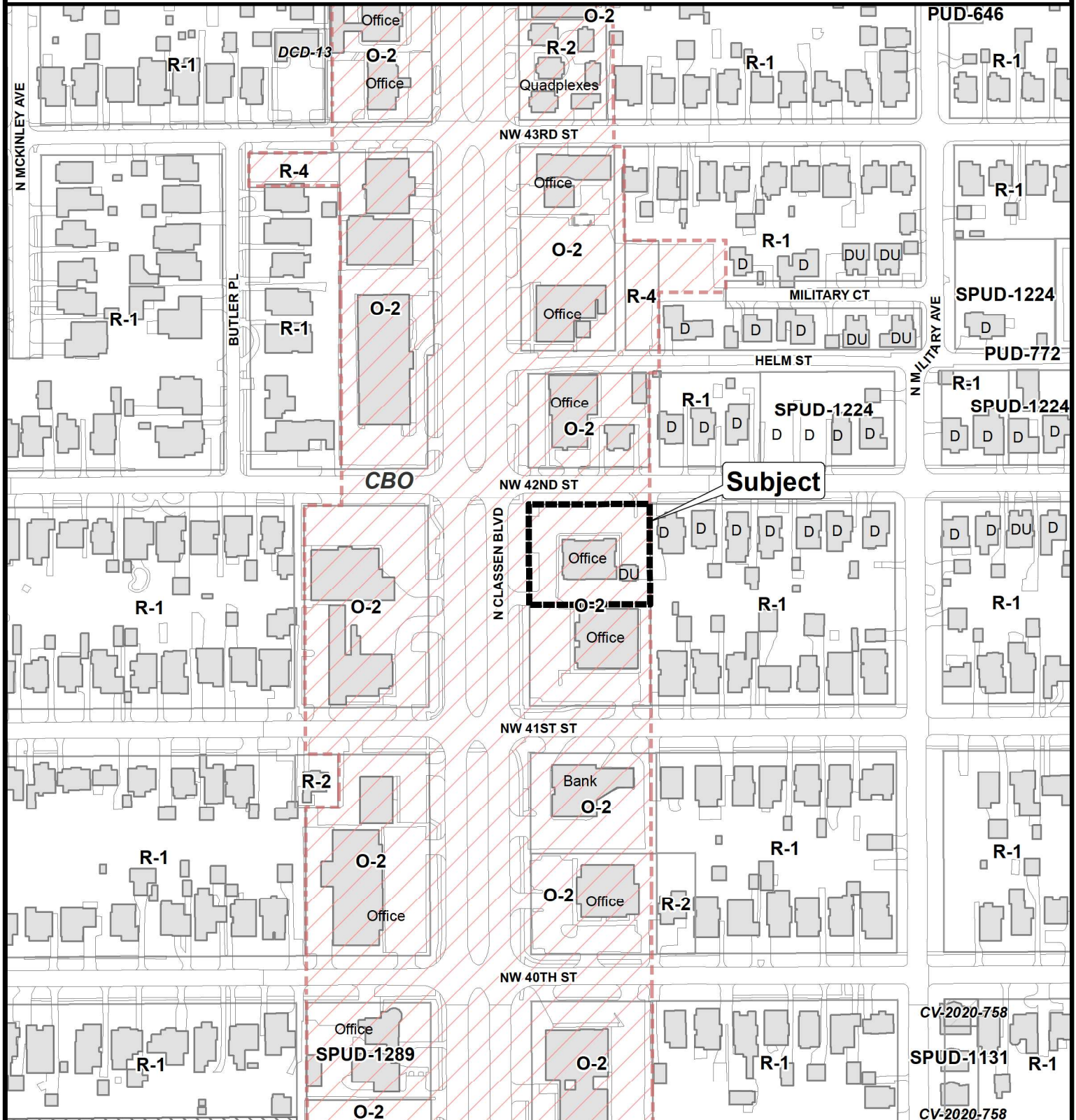
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Case No: SPUD-1642

Applicant: AD8, LLC

Existing Zoning: O-2 / CBO

Location: 4220 N. Classen Blvd.

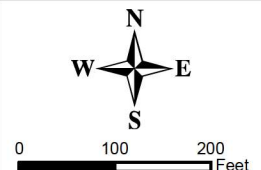


Note: "Subject" is located approximately 2,298' North of NW 36th St.

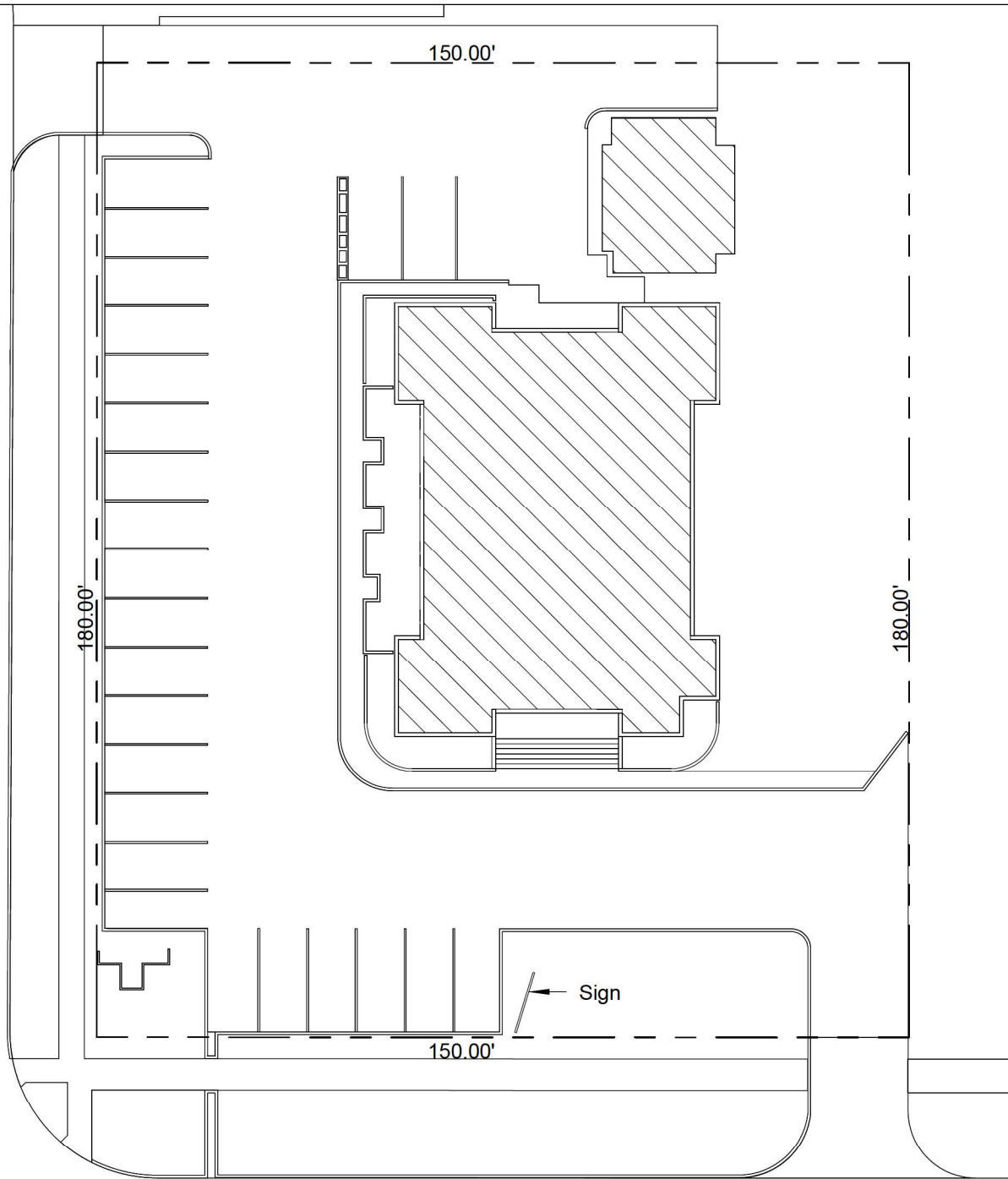


The City of  
OKLAHOMA CITY

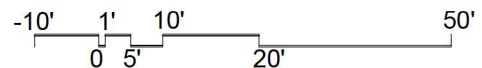
# Simplified Planned Unit Development



Northwest 42nd Street



North Bound



1

SITE

1" = 30'-0"

North Classen Blvd

4220 North Classen Boulevard

SITE PLAN  
SPUD-1642 Exhibit B

22408

05/01/2024

A1



Case No: SPUD-1642      Applicant: AD8, LLC  
Existing Zoning: O-2 / CBO  
Location: 4220 N. Classen Blvd.



Aerial Photo from 2/2022

Note: "Subject" is located approximately 2,298' North of NW 36th St.



The City of  
OKLAHOMA CITY

## Simplified Planned Unit Development



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Feet