



**The City of Oklahoma City**  
**Development Services Department, Subdivision and Zoning**  
 420 West Main Street, Suite 910, Oklahoma City, Oklahoma, 73102  
 Phone: (405) 297-2623 – Web: <https://www.okc.gov>

Staff Use Only:	1610
Case No.: SPUD -	_____
File Date:	2-15-24
Ward No.:	W5
Nbhd. Assoc.:	KINGSRIDGE HOA
School District:	MOORE
Extg Zoning:	SPUD-298
Overlay:	_____

## APPLICATION FOR SPUD ReZONING

### Simplified Planned Unit Development District

1140 SW 104th Street

Project Name

1140 SW 104th Street

Address / Location of Property (Provide County name & parcel no. if unknown)

Office/Spa

Summary Purpose Statement / Proposed Development

+/-0.54 acres

ReZoning Area (Acres or Square Feet)

### REQUIREMENTS FOR SUBMITTAL:

- One (1) Typed Legal Description of Proposed Rezoning area in MS Word file (.doc or .docx) format.
- One (1) copy of Recorded Deed(s), with Exhibit(s), listing current Property Owner in .pdf format.
- One (1) copy of Letter of Authorization from Property Owner listing Designated Representative if Applicant is not the Property Owner of record.
- One (1) copy of Property Owners Report listing all property owners who own property within a 300-foot buffer area of the property to be rezoned. The list **MUST** include the mailing address and the legal description of their property and **MUST** be current to within 30 days of the date of submittal of the application. A minimum of 10 separate individual property owners is required. If there are less than 10 individual owners within the 300-foot buffer, the radius must be extended by increments of 100 feet until the list contains no less than 10 owners. Provide One (1) PDF (.pdf) file version, AND one (1) MS Excel (.xls or .xlsx) file version.
- One (1) Signed and Notarized copy of "Affirmation" that the Property Owners Report listings are true and correct unless the list is prepared by a Certified Abstractor or County official.
- One (1) Typed Prepared copy of Proposed Master Design Statement in an MS Word file (.doc or .docx) file format.
- One (1) Proposed Master Development Plan Map in a PDF (.pdf) file format. Reference Submittal checklist for specific details.
- Maps, Site Plan, Survey Exhibits, Photographs, or other supporting illustrations must be 600dpi minimum resolution, and in a .pdf file format. Photographic file formats (.jpeg, .png, .tiff, etc..) of drawings, maps, or other documents will not be accepted.
- A filing fee of \$1800.00 must be remitted within One (1) business day of submittal confirmation. (Make check payable to "City Treasurer")

**Property Owner Information (if other than Applicant):**

Dulaney's, Inc.

Name

701 Cedar Lake Blvd., Suite 110

Mailing Address

Oklahoma City, OK 73114

City, State, Zip Code

(405) 850-7195

Phone

Email



Signature of Applicant

Mark W. Zitzow, Johnson & Associates

Applicant's Name (please print)

1 E Sheridan Ave., Suite 200

Applicant's Mailing Address

Oklahoma City, OK 73104

City, State, Zip Code

(405) 235-8075

Phone

mzitzow@jaokc.com

Email

**Submit your Application by Email to [Subdivisionandzoning@OKC.gov](mailto:Subdivisionandzoning@OKC.gov)**  
 Compressed files (.zip, etc..) or links to FileShare services (Dropbox, etc..) can not be accepted for security purposes.

February 15, 2024

City of Oklahoma City  
Development Services Department  
420 W Main Street, 9<sup>th</sup> Floor  
Oklahoma City, OK 73102

Attention: Ms. Sarah Welch

**RE: 1140 SW 104<sup>th</sup> Street: SPUD Submittal**

Dear Ms. Welch:

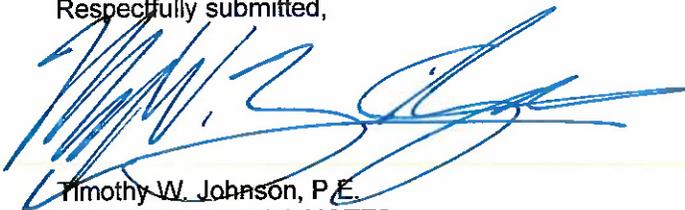
On behalf of our client, we are submitting a request for a SPUD application to be reviewed and recommended for approval by the Planning Commission. The subject property is located at 1140 SW 104<sup>th</sup> Street in southwest Oklahoma City. The subject site is currently zoned as SPUD-298 with a base zoning of O-1, "Limited Office" District. The proposed SPUD, approximately 0.54 acres, will permit the proposed office/spa development. The proposed spa building will be a renovation to the existing structure. This low-impact development will provide a needed service to the surrounding developments and this area of southwest Oklahoma City while fitting in with the current land uses in the area.

Please find attached the following submittal documents for the above referenced project:

- SPUD Application
- Letter of Authorization
- Warranty Deed
- Legal description
- 300-foot Radius Ownership List
- Ownership List Spreadsheet
- Master Design Statement
- Master Site Plan
- Filing Fee of \$1,800.00 (to be paid online)

Please review the following information for its completeness and place this application on the Planning Commission docket of **March 28, 2024**. Should you have any questions or comments, please feel free to contact this office.

Respectfully submitted,



Timothy W. Johnson, P.E.  
**JOHNSON & ASSOCIATES**

TWJ/rw

Attachment(s)

cc: Mark W. Zitzow, AICP, J&A  
[5613 001 / PUD]



LEGAL DESCRIPTION

1140 SW 104<sup>th</sup> Street

Lot Fifty-Four (54) in Block Four (4), of LAKEWOOD TERRACE, to Oklahoma City, Cleveland County, Oklahoma, according to the recorded plat thereof.

As recorded in Book 3587, Page 975, Cleveland County, Oklahoma.

**Dulaney's Inc.**  
**P.O. Box 18183**  
**Oklahoma City, Oklahoma 73154**  
**PH: (405) 831-2133**

February 12, 2024

City of Oklahoma City  
Development Services Department  
420 W. Main Street, 9<sup>th</sup> Floor  
Oklahoma City, OK 73102

Attn: Ms. Sarah Welch

**RE: Letter of Authorization for Submittal to the City**

Dear Ms. Welch:

As owner/representative of the subject property, I hereby authorize Johnson & Associates to act as agents on our behalf in the submittal and processing of this Simplified Planned Unit Development application and all subsequent applications to the City of Oklahoma City. If you have any questions or comments, please feel free to contact me at the number listed above.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to be 'Mark W. Zitzow', written in a cursive style.

cc: Mark W. Zitzow, AICP, Johnson & Associates  
File: 5613 000 / PUD

**CERTIFICATE OF BONDED ABTRACTOR**  
**(300 FEET RADIUS REPORT)**

STATE OF OKLAHOMA                    )  
  ) §:  
COUNTY OF CLEVELAND                )

The undersigned bonded abstractor in and for Cleveland County, State of Oklahoma, does hereby certify that the following Ownership is true and correct according to the current year's tax rolls in the office of the County Treasurer of Cleveland County, Oklahoma, as updated by the records of the County Clerk of Cleveland County, Oklahoma; that the owners, as reflected by said records, are based on the last conveyance or final decree of record of certain properties located within 300 feet in all directions of the following described land:

Lot Fifty-Four (54), in Block Four (4), of LAKEWOOD TERRACE, to Oklahoma City, Cleveland County, Oklahoma, according to the recorded plat thereof.

and find the following owners, addresses and brief legal descriptions on the attached pages numbered from (1) to (3 ), both inclusive.

*NOTICE TO CUSTOMERS: This report is released with the understanding that the information is strictly confidential. This report contains information from public land records only and is not to be construed as an abstract of title, opinion of title, title commitment, title insurance policy, or environmental research report. As used herein, the term "public land records" means those land records which under the recording laws of the applicable state, impart constructive notice to the third parties with respect to recorded, unreleased or record instruments memorializing legal interests in real estate. The company suggests that you contact your attorney for matters of a legal nature or legal opinion. We have exercised due care and diligence in preparing this report, however, the Abstractor does not guarantee validity of the title and acceptance of this report by the Company or person(s) for whom this report is made, constitutes agreement and confirmation of the limitation of this report.*

Dated: February 7, 2024 at 7:30 AM

**First American Title Insurance Company**



By:  
Panda Craven  
Abstractor License No. 85  
OAB Certificate of Authority # 49  
File No. 2831739-MO99

**OWNERSHIP LIST**

**ORDER NO. 2831739-MO99**

DATE PREPARED: February 14, 2024  
EFFECTIVE DATE: February 7, 2024 at 7:30 A.M.

<b>OWNER</b>	<b>LOT</b>	<b>BLK</b>	<b>ADDITION</b>
DULANEY'S INC 701 CEDAR LAKE BLVD, STE 110 OKLAHOMA CITY OK 73114	54	4	LAKEWOOD TERRACE, to OKC, OK  #59879 Subject Property
GRACEWAY BAPTIST CHURCH 1100 SW 104th ST Oklahoma City OK 73139-2992			<b>8-10-3W 10 AC E/2 E/2 NW/4 NE/4</b>  <b>#77509</b>
VELMA JONES 10516 S Winston WAY Oklahoma City OK 73170-5231	53	4	LAKEWOOD TERRACE, to OKC, OK  #59878
EMILIANO CHANO NAJERA 10520 S Winston WAY Oklahoma City OK 73170-5231	52	4	LAKEWOOD TERRACE, to OKC, OK  #59877
JUAN CARLOS SEGOVIA 10600 S Winston WAY Oklahoma City OK 73170-5212	51	4	LAKEWOOD TERRACE, to OKC, OK  #59876
THOMAS M. MCDONALD, JR. & JANICE LYNN MCDONALD 10604 S Winston WAY Oklahoma City OK 73170-5212	50	4	LAKEWOOD TERRACE, to OKC, OK  #59875
JUSTIN P. SANDERS 10608 S Winston WAY Oklahoma City OK 73170-5212	49	4	LAKEWOOD TERRACE, to OKC, OK  #59874
VICKY F. HARDEN, AS TRUSTEE OF THE HARDEN FAMILY MEDICAID TRUST 10612 S WINSTON WAY OKLAHOMA CITY OK 73170	48	4	LAKEWOOD TERRACE, to OKC, OK  #59873
VM PRONTO, LLC 5001 PLAZA ON THE LAKE, 200 AUSTIN TX 78746	8	3	LAKEWOOD TERRACE, to OKC, OK  #59805
FRANK LEO HILL & BONITA FAYE HILL 10605 S WINSTON WAY OKLAHOMA CITY OK 73170	7	3	LAKEWOOD TERRACE, to OKC, OK  #59804
DUSTI TALKINGTON 10601 S Winston WAY Oklahoma City OK 73170-5212	6	3	LAKEWOOD TERRACE, to OKC, OK  #59803

CHRISTOPHER PALMER 10521 S WINSTON WAY OKLAHOMA CITY OK 73170	5	3	LAKEWOOD TERRACE, to OKC, OK  #59802
MELVONNA J. SCHNEIDER 10517 S Winston WAY Oklahoma City OK 73170-5231	4	3	LAKEWOOD TERRACE, to OKC, OK  #59801
MASSOUD HOSSEINZADEH AND MEHRANGIZ MESHKAT, AS CO-TRUSTEES OF THE HOSSEINZADEH LIVING TRUST 3005 Arrowhead DR Los Angeles CA 90068-1601	3	3	LAKEWOOD TERRACE, to OKC, OK  #59800
KURT D. HUTSON & DENISE K. HUTSON 16200 Willow Bend AVE Oklahoma City OK 73165-7115	21	3	LAKEWOOD TERRACE, to OKC, OK  #59818
BETTY JOYCE REED, AS TRUSTEE OF THE BETTY JOYCE REED REVOCABLE TRUST 10600 S McKinley AVE Oklahoma City OK 73170-5210	22	3	LAKEWOOD TERRACE, to OKC, OK  #59819
ROBERT C. VANDIVER AND SHIRLEY ANN VANDIVER, TRUSTEES OF THE VANDIVER FAMILY TRUST 1201 SW 105th ST Oklahoma City OK 73170-5217	23	3	LAKEWOOD TERRACE, to OKC, OK  #59820
MIJA PROPERTIES, LLC 12200 Bywater RD Oklahoma City OK 73170-4769	2	3	LAKEWOOD TERRACE, to OKC, OK  #59799
OSIEL MIRASELVAS 10416 S Blackwelder AVE Oklahoma City OK 73139-5561	27	16	SKYVIEW VILLAGE, Blocks 16 & 17, to OKC, OK  #63532
MARIAN FARRELL 10321 S McKinley AVE Oklahoma City OK 73139-2955	2	16	SKYVIEW VILLAGE, Blocks 16 & 17, to OKC, OK  #63507
MIKE J. KEARNES 10325 S McKinley AVE Oklahoma City OK 73139-2955	1	16	SKYVIEW VILLAGE, Blocks 16 & 17, to OKC, OK  #63506
SHAUN & PAMELA STAGGS 1208 SW 103rd ST Oklahoma City OK 73139-2963	7	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63505
JOE & SHERRY L. TOMBERLIN 1204 SW 103rd ST Oklahoma City OK 73139-2963	6	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63504
ZUA VANG 1200 SW 103rd ST Oklahoma City OK 73139-2963	5	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63503

CLOUD9 INVESTMENTS, LLC 12800 S Meridian AVE Oklahoma City OK 73173-8895	4	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63502
KYLE RAY HANSEN 1108 SW 103RD ST OKLAHOMA CITY OK 73139	3	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63501
THE JANE E. ROANE REVOCABLE TRUST 11609 E State Highway 9 Norman OK 73026-8224	2	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63500
KENNETH D. & MELINDA A. COLLUM 1100 SW 103rd ST Oklahoma City OK 73139-2961	1	15	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63499
HONG-LAM CONG LE 3009 SW 137th ST Oklahoma City OK 73170-5147	14	13	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63483
DEAN & DEBBIE SCHMIDT 10325 S WINSTON WAY OKLAHOMA CITY OK 73170	10	11	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63459
KRISTI LEA GRAVITT 421 SW 103rd ST Oklahoma City OK 73139-9030	11	11	SKYVIEW VILLAGE, Blocks 11-15, to OKC, OK  #63460

THE CITY OF OKLAHOMA CITY  
SIMPLIFIED PLANNED UNIT DEVELOPMENT

**SPUD-\_\_\_\_\_**

**MASTER DESIGN STATEMENT**

**1140 SW 104<sup>th</sup> Street**

**February 12, 2024**

**PREPARED BY:**

Johnson & Associates  
*1 E. Sheridan Ave., Suite 200*  
Oklahoma City, OK 73104  
*(405) 235-8075*  
*mzitzow@jaokc.com*

# SPUD- MASTER DESIGN STATEMENT

*This document serves as the Master Design Statement and fulfills the ordinance requirements for the Simplified Planned Unit Development (Chapter 59, Section 14150.B of the Oklahoma City Municipal Code, 2020).*

## **I. SPECIAL DEVELOPMENT REGULATIONS:**

The following Special Development Regulations and/or limitations are placed upon the development of the Simplified Planned Unit Development. Planning and zoning regulations will be those, which are in effect at the time of development of this Simplified Planned Unit Development, provided, however, that the density and/or intensity of the SPUD shall not be increased. Development is when a permit is issued for any construction or addition to any structure on a development tract. Certain zoning districts are referred to as a part of the Special Development Regulations of this Simplified Planned Unit Development. For purposes of interpretation of these Special Development Regulations, the operative and controlling language and regulations of such zoning districts shall be the language and regulations applicable to the referenced zoning districts as contained in the City of Oklahoma City's Planning and Zoning Code as such exists at the time of development of this Simplified Planned Unit Development. In the event of conflict between provisions of this SPUD and any of the provisions of the Oklahoma City Municipal Code, as amended ("Code"), in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this SPUD, the provisions of the Code shall prevail and be controlling; provided however, that in the event of a conflict between the Special Use and Development Regulations specifically negotiated as a part of this SPUD and the provisions of the Code in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this SPUD, such Special Use and Development Regulations of this SPUD shall prevail and be controlling.

1. This site will be developed in accordance with the regulation of the **O-1, "Limited Office" District** (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:

- Administrative and Professional Offices (8300.1)
- Building Maintenance Services (8300.23)
- Business Support Services (8300.24)
- Child Care Centers (8300.25)
- Convenience Sales and Personal Services (8300.32), further limited to a spa and ancillary wellness uses.
- Library Services and Community Centers (8250.11)

- Low Impact Institutional: Neighborhood-Related (8250.14)
- Medical Services: Restricted (8300.53)
- Personal Services: Restricted (8300.59)
- Repair Services: Consumer (8300.61)
- Retail Sales and Services (8300.63), ancillary to spa and office uses. Medical Marijuana Sales and Alcoholic Beverage Retail Sales uses shall be prohibited.

**2. Maximum Building Height:**

The maximum height of any building shall be per the O-1, Limited Office” District regulations. The existing building shall be deemed in conformance.

**3. Maximum Building Size:**

The maximum building size within this SPUD shall be 3,500 square feet. The existing building shall be deemed in conformance.

**4. Maximum Number of Buildings:**

The maximum number of buildings within this SPUD shall be one (1). Accessory structures shall not be included within the maximum building limit.

**5. Building Setback Lines:**

North (SW 104<sup>th</sup> St): 25 feet  
 East: 5 feet  
 South: 15 feet  
 West: 15 feet

**6. Sight-proof Screening:**

No less than an eight-foot-high sight proof screen shall be required along SPUD boundaries adjacent to properties zoned for residential use. Said sight-proof screen may be constructed of stucco, brick, stone, wood, steel/iron and/or any combination thereof and shall be solid and opaque.

**7. Landscaping:**

The subject site shall meet all requirements of Oklahoma City’s Landscaping Ordinance in place at the time of redevelopment. The existing site shall be deemed in conformance.

**8. Signs:**

**8.1 Freestanding Accessory Signs**

Freestanding signage shall be in accordance with the O-1, "Limited Office" District regulations.

The existing monument sign along SW 104<sup>th</sup> St shall be permitted.

**8.2 Attached Signs**

Attached signs shall be in accordance with the O-1, "Limited Office" District regulations.

**8.3 Non-accessory Signs**

Non-accessory signs are not permitted in this SPUD.

**8.4 Electronic Message Display Signs**

Electronic Message Display signs shall not be permitted in this SPUD.

**9. Access:**

Access shall be taken from S Winston Way via a maximum of one (1) private drive. The existing drive shall be permitted and count towards this requirement.

**10. Sidewalks:**

If the site is redeveloped, five-foot sidewalks shall be constructed on SW 104<sup>th</sup> Street or 6-foot sidewalks shall be required if the sidewalk is constructed adjacent to the curb, subject to the policies and procedures of the Public Works Department. All sidewalks shall be in place prior to any occupancy certificates being issued.

**II. OTHER DEVELOPMENT REGULATIONS:**

**1. Architecture:**

All structures constructed within this SPUD shall comply with the following architectural standards:

Exterior building wall finish on all structures, exclusive of windows and doors, shall consist of a minimum 70% brick veneer, rock, concrete board or stone masonry. No more than 30% EIFS, stucco, wood, or architectural metal shall be permitted.

Exposed metal or exposed concrete block buildings shall not be permitted. Buildings shall be oriented such that the backs of buildings are not facing towards any street. The existing building shall be deemed in conformance.

**2. Open Space:**

N/A

**3. Street Improvements:**

N/A

**4. Site Lighting:**

All site lighting utilized within this SPUD shall be directed away from any adjacent properties. To accomplish this, lights shall utilize shields, shades or other appropriate methods of directing light beams. 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.

The existing site lighting shall be deemed in conformance with this SPUD.

**5. Dumpsters:**

If the site is redeveloped, dumpsters shall be consolidated where practical and located within an area screened by a fence or masonry wall of sufficient height to screen the dumpster from view. Said dumpster shall not be permitted within 50 feet from all property lines adjacent to residential uses.

The existing dumpster location shall be deemed in conformance with this SPUD.

Dumpsters shall be screened.

**6. Parking:**

The design and number 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.

The existing twenty-six (26) parking spaces shall be deemed in conformance with this SPUD and shall meet the parking requirements for uses within this SPUD.

**7. Maintenance:**

N/A

**8. Drainage:**

Development of this parcel will comply with Chapter 16 of the Oklahoma City Municipal Code, 2020, as amended.

**9. Platting:**

Platting shall not be per the Oklahoma City Subdivision Regulations.

**III. SUPPORTING DOCUMENTS**

Exhibit A: Legal Description

Exhibit B: Site Plan

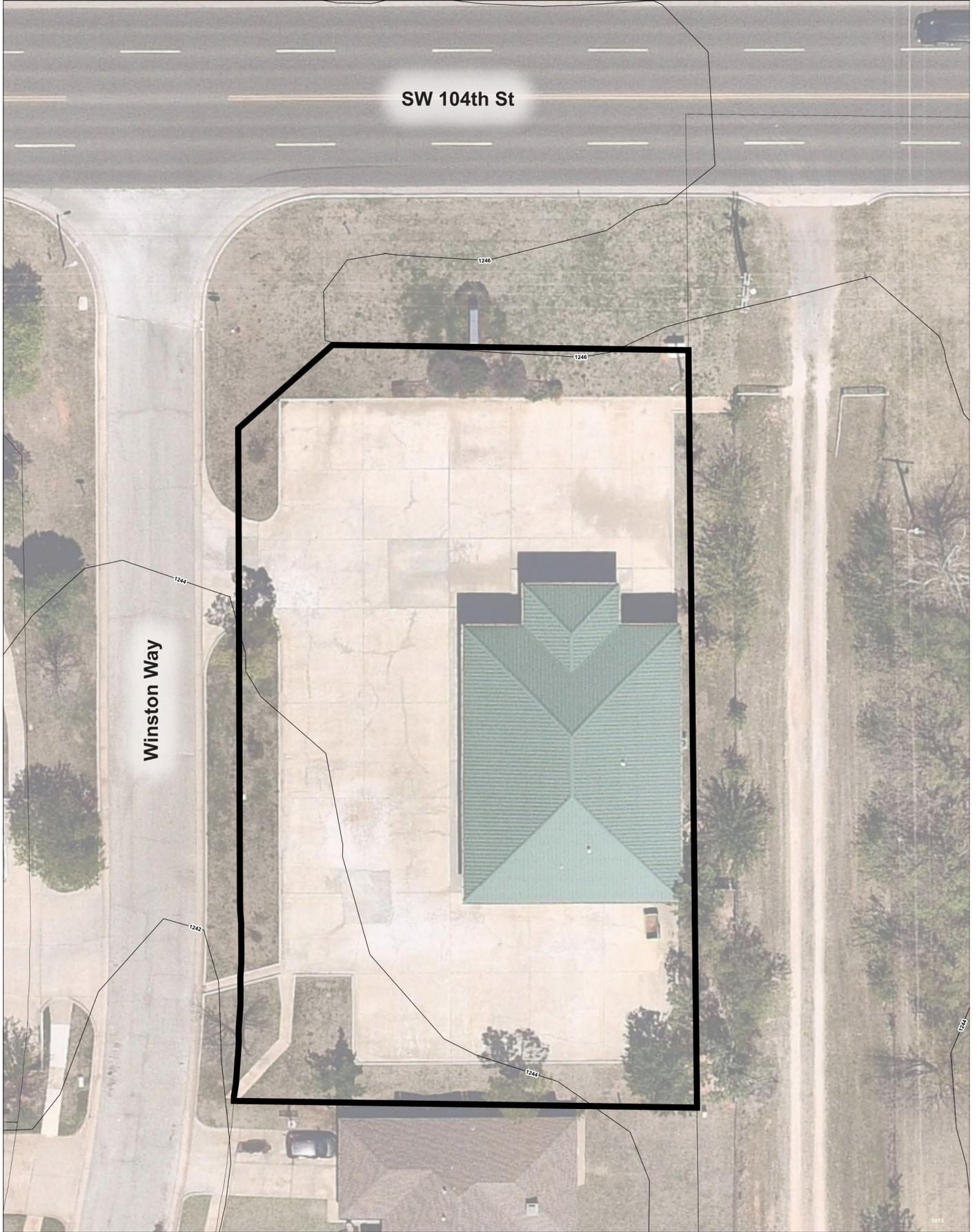
**EXHIBIT A**

**LEGAL DESCRIPTION**

1140 SW 104<sup>th</sup> Street

Lot Fifty-Four (54) in Block Four (4), of LAKEWOOD TERRACE, to Oklahoma City, Cleveland County, Oklahoma, according to the recorded plat thereof.

As recorded in Book 3587, Page 975, Cleveland County, Oklahoma.



**SPUD-\_\_\_\_\_**  
**1140 SW 104th Street**

Exhibit B  
Site Plan



Johnson & Associates  
1 E. Sheridan Ave., Suite 200  
Oklahoma City, OK 73104  
405.255.0075 FAX 405.254.8778

ENGINEERS SURVEYORS PLANNERS

8/30/23

