

ORDINANCE NO. 27,658

**ORDINANCE RELATING TO ZONING AND PLANNING CODE, AMENDING CHAPTER 59 OF THE OKLAHOMA CITY MUNICIPAL CODE, 2020, BY AMENDING ARTICLE II - DEFINITIONS, SECTION 59-2150 – DEFINITIONS, TO REVISE THE DEFINITION FOR DESIGN REVIEW COMMITTEES; AMENDING ARTICLE III - ADMINISTRATIVE BODIES AND OFFICIALS; SECTION 59-3250 – DOWNTOWN DESIGN REVIEW COMMITTEE, SECTIONS 3250.1, 3250.2, 3250.3, 3250.4.B, 3250.4.C TO CHANGE DOWNTOWN DESIGN REVIEW COMMITTEE TO DOWNTOWN DESIGN COMMISSION; TO ADD DESIGN REVIEW AUTHORITY FOR THE BRICKTOWN CORE (BC) DEVELOPMENT DISTRICT TO THE PURVIEW OF THE DOWNTOWN DESIGN REVIEW COMMITTEE; TO MODIFY MEMBERSHIP, QUORUM, TERM, AND PUBLIC HEARING AND NOTICE REQUIREMENTS; TO DELETE SECTIONS 3250.4.E AND 3250.4.F; SECTION 59-3350 – URBAN DESIGN COMMISSION, SECTION 3350.2. POWERS TO ADD THE SCENIC RIVER OVERLAY DESIGN DISTRICTS, THE STOCKYARDS CITY DEVELOPMENT DISTRICT AND THE STOCKYARDS CITY TRANSITIONAL DEVELOPMENT OVERLAY DISTRICT TO THE PURVIEW OF THE URBAN DESIGN COMMISSION; SECTION 3350.3. TO REFINE THE QUALIFICATIONS FOR COMMISSION MEMBERSHIP; SECTION 3350.4. TO ADD HEARING AND NOTICE REQUIREMENTS; TO DELETE AND RESERVE SECTION 59-3400 – BRICKTOWN URBAN DESIGN COMMITTEE; TO DELETE AND RESERVE SECTION 59-3450 – STOCKYARDS CITY URBAN DESIGN COMMITTEE; AND TO DELETE AND RESERVE SECTION 59-3500 – RIVERFRONT DESIGN COMMITTEE; AMENDING ARTICLE IV - ADMINISTRATIVE PROCEDURES, SECTION 59-4150 – PUBLIC HEARINGS AND NOTICES, TO DELETE SECTION 4150.5. PUBLIC HEARING AND NOTICE REQUIREMENTS FOR RIVERFRONT DESIGN COMMITTEE AND BRICKTOWN URBAN DESIGN COMMITTEE MEETINGS AND TO REPLACE WITH 4150.5 NOTICE OF APPLICATIONS FOR CERTIFICATES OF APPROVAL TO CERTAIN PROPERTY OWNERS; SECTION 59-4250 – DISCRETIONARY REVIEW PROCEDURES, SECTION 4250.3.A TO DELETE REFERENCE TO DOWNTOWN DESIGN REVIEW; SECTION 4250.3.C.(1) COMMITTEE RECOMMENDATIONS AND REVIEW TO CHANGE COMMITTEE TO COMMISSION, TO CHANGE REVIEW AUTHORITY FOR CERTAIN PARCELS FROM THE RIVERFRONT DESIGN COMMITTEE TO THE DOWNTOWN DESIGN COMMISSION, SECTION 4250.3.C.(3) RELATING TO RECOMMENDATIONS TO OTHER CITY BOARDS, COMMITTEES, AND COMMISSIONS WITH RESPECT TO THE EFFECT OF SUCH ACTIONS UPON BOTH THE DOWNTOWN DESIGN DISTRICTS AND THE BRICKTOWN CORE DEVELOPMENT DISTRICT, SECTION 4250.3.C.(4), 4250.3.C.5, 4250.3.D AND 4250.3.F**

**TO CHANGE COMMITTEE TO COMMISSION, ADDING SECTION 4250.3.F.(5) TO INCORPORATE THE EXISTING EXPIRATION PROVISIONS FROM THE BRICKTOWN CORE DEVELOPMENT DISTRICT, ADDING SECTION 4250.3.G RELATING TO EXISTING PUDS/SPUDS, AMENDING SECTION 4250.5.D.(1)(a) TO INCLUDE THE SCENIC RIVER OVERLAY DESIGN DISTRICTS, THE STOCKYARDS CITY DEVELOPMENT DISTRICT, AND THE STOCKYARDS CITY TRANSITIONAL DEVELOPMENT OVERLAY DISTRICT AS DESIGN DISTRICTS REQUIRING A CERTIFICATE OF APPROVAL FROM THE URBAN DESIGN COMMISSION, SECTION 4250.5.D.(1)(b) TO INCLUDE THE SCENIC RIVER OVERLAY DESIGN DISTRICT, THE STOCKYARDS CITY DEVELOPMENT DISTRICT AND THE STOCKYARDS CITY TRANSITIONAL OVERLAY DEVELOPMENT DISTRICT AS DESIGN DISTRICTS REQUIRING A CERTIFICATE OF APPROVAL; BY DELETING AND RESERVING SECTIONS 4250.6., 4250.7. AND 4250.8. RELATING TO THE BRICKTOWN CORE, STOCKYARDS CITY, AND SCENIC RIVER OVERLAY DESIGN DISTRICTS; ARTICLE VII - SPECIAL PURPOSE DISTRICTS, SECTION 59-7150 – BRICKTOWN CORE DEVELOPMENT DISTRICT, SECTION 7150.1.C. TO DELETE CERTAIN REFERENCES, SECTION 7150.1.C.(1) COMMITTEE APPROVAL TO DELETE CERTAIN REFERENCES, SECTION 7150.1.C.(2), ADMINISTRATIVE APPROVAL BY ADDING REFERENCE TO PREVIOUS APPROVALS BY THE DOWNTOWN DESIGN REVIEW COMMITTEE, SECTION 7150.1.C.(4) TO DELETE REFERENCE TO A “BRICKTOWN” CERTIFICATE OF APPROVAL; SECTION 7200 – DOWNTOWN DESIGN DISTRICTS, SECTION 7200.1.C.(1) TO DELETE REFERENCE TO A “DOWNTOWN DESIGN REVIEW” CERTIFICATE OF APPROVAL; SECTION 7200.1.C.(2), 7200.1.C.(4), AND 7200.1.C.(5) TO CHANGE COMMITTEE TO COMMISSION; SECTION 59-7350 – STOCKYARDS CITY DEVELOPMENT DISTRICT, SECTION 7350.2.A., TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE; SECTION 7350.2.B.(2) TO ADD REFERENCE TO PREVIOUS APPROVALS BY THE URBAN DESIGN COMMISSION, SECTION 7350.4.C.(1)(b) TO DELETE REFERENCE TO A “STOCKYARDS CITY” CERTIFICATE OF APPROVAL AND TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE, SECTION 7350.4.C.(2) TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE; SECTION 7350.4.D. TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE, SECTION 7350.6. TO DELETE REFERENCE TO SECTION 59-4250.7 AND REPLACE IT WITH REFERENCE TO SECTION 59-4250.5., SECTION 7350.7 DESIGN GUIDELINES FOR STOCKYARDS CITY CERTIFICATES OF APPROVAL TO DELETE, AMEND, AND REPLACE CERTAIN REFERENCES; AMENDING ARTICLE XIII - ZONING OVERLAY DISTRICTS, SECTION 13500 – SCENIC RIVER OVERLAY DESIGN DISTRICTS (SRODD), SECTIONS 13500.3.A, 13500.3.B.(7), 13500.3.D.(1),**

**13550.3.D.(5)(b)2.ii, 13550.E.(2)(d)4.iii, 13550.4, 13550.5 AND 13550.5.A TO DELETE AND RESERVE AND REPLACE CERTAIN REFERENCES; TO RIVERFRONT DESIGN COMMITTEE; SECTION 59-13550 - STOCKYARDS CITY TRANSITIONAL DEVELOPMENT OVERLAY DISTRICT TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE, SECTION 13550.3 (b)2.ii., SECTION 13550.4 TO DELETE AND RESERVE, SECTION 13550.5 TO DELETE AND REPLACE REFERENCE TO THE STOCKYARDS CITY URBAN DESIGN COMMITTEE.**

**ORDINANCE**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OKLAHOMA CITY:**

**SECTION 1.** That Chapter 59, Article II, Section 59-2150 of the Oklahoma City Municipal Code, 2020, is hereby amended to read as follows:

**CHAPTER 59**

**ZONING AND PLANNING CODE**

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**ARTICLE II. - DEFINITIONS**

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**§ 59-2150. Definitions.**

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*2150.2. General Definitions.*

*Design Review ~~Committees and Commissions:~~ ~~Briktown Urban Design Committee,~~ Downtown Design Review ~~Committee~~ Commission, Historic Preservation Commission, ~~Riverfront Design Committee,~~ ~~Stockyards Urban Design Committee,~~ or the Urban Design Commission.*

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**SECTION 2.** That Chapter 59, Article III, Sections 59-3250, 59-3350, 59-3400, 59-3450 and 59-3500 of the Oklahoma City Municipal Code, 2020, are hereby to read as follows:

### ARTICLE III. - ADMINISTRATIVE BODIES AND OFFICIALS

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#### § 59-3250. - Downtown Design Review ~~Committee~~ Commission.

3250.1. *Establishment.* There is hereby created the Downtown Design Review ~~Committee~~ Commission.

3250.2. *Powers.* The Downtown Design Review ~~Committee~~ Commission shall have the following powers:

- A. To administer the design review process for the DBD, DTD-1, ~~and~~ DTD-2 Districts and the Bricktown Core (BC) Development District.
- B. To issue Certificates of Approval for property located within the DBD, DTD-1, ~~and~~ DTD-2 Districts and the Bricktown Core (BC) Development District.
- C. To comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the Districts.

3250.3 *Membership, Terms and Organization.*

A. *Membership.* The Downtown Design Review ~~Committee~~ Commission shall consist of ~~seven~~ nine members. These members shall be appointed by the Mayor with the consent of the City Council, and shall be composed as follows:

- (1) A minimum of ~~F~~four members shall be ~~either~~ a ~~combination~~ of registered architects, a landscape architects, an urban planners, or a licensed civil engineers.
- (2) A minimum of ~~T~~two members shall be licensed real estate professionals.
- (3) ~~One member shall be a resident of the City of Oklahoma City.~~
- (4) ~~All members of the Committee shall serve without compensation. All members shall have a demonstrated knowledge in the fields of architecture urban history, City planning, urban design, or real estate development.~~
- (3) A minimum of one member shall be knowledgeable in the field of historic preservation.
- (4) A minimum of one member shall be a tenant or property owner in the Bricktown Core Development District.
- (5) A minimum of one member shall be a tenant or property owner in one of the Downtown Districts.
- (6) All members of the Commission shall serve without compensation.

B. *Terms of Membership.*

- (1) The term of each ~~committee member~~ Commissioner shall be for three years, or until ~~his or her~~ their successor takes office. Members may be appointed to fill the remainder of vacant terms.

(2) No member shall serve more than three consecutive terms, provided however, the initial appointments at the time of creation of the ~~committee~~ Commission for terms less than three years or the terms served for the purpose of filling vacancies shall not be considered as counting towards the three consecutive term limits set forth in this section.

(3) Members who have served three consecutive terms may be reappointed after having rotated off the ~~committee~~ Commission for at least one full year.

C. *Chair/Vice Chair.* The Downtown Design ~~Review Committee~~ Commission shall elect a Chair, and a Vice Chair and create and fill other offices as it deems necessary. The term of the Chair and Vice Chair shall be one year.

D. *Removal of Members.* Members may be removed by the Mayor with the consent of the City Council, for inefficiency, neglect of duty, or malfeasance in office. The Mayor shall file a written statement of the reason for the removal. Members may resign with the Mayor's acceptance of a letter of resignation.

E. *Staff Assistance.* The Planning Director and staff shall assist the ~~committee~~ Commission in discharging its duties. The Planning Director, or designee, shall attend and keep written findings and records of all meetings. Staff shall act in an advisory capacity only and may participate in the ~~committee's~~ Commission's discussion, but shall have no vote.

#### 3250.4 Meetings and Procedures.

A. *Organization and Rules.* The ~~committee~~ Commission shall hold at least one regular public meeting each month, provided however, meetings may be cancelled with appropriate notification to the City Clerk. Staff shall keep a public record of the ~~committee's~~ Commission's actions and documentation.

B. *Quorum.* ~~Four~~ Five members of the ~~Committee~~ Commission shall constitute a quorum for the transaction of business, unless there is a vacancy in the membership, in which case, ~~it a~~ quorum shall be a majority of the active members. Action taken by the ~~Committee~~ Commission at any meeting shall require the affirmative vote of a majority of members present, less those members who recuse themselves, stated for the record, for any reason, in a matter before the ~~Committee~~ Commission.

C. *Public Hearing and Notice Requirements.*

~~In order to encourage citizen participation and assure that all interested and affected parties shall be heard, notice of public hearings regarding action taken by the Downtown Design Review Committee shall be given as specified by the following:~~

~~(1) — Notice by Mail~~

~~Hearing notices of Downtown Design Review Committee meeting shall be sent at least six business days prior to such hearing by mailing written notice to all property owners of property within a 150 foot radius of the exterior boundary of the subject property. Such notice by regular mail shall be the responsibility of Staff.~~

Public Hearing and Notice requirements for all items heard by the Downtown Design Commission shall be as specified in Section 59-4150.3 and Section 59-4150.5.

- ~~D. *Compilation of Notification List.* The notification of all property owners within a 150-foot radius as required by this Paragraph (1) above shall be provided by staff.~~
- ~~E. *Written Decisions.* Decisions of the committee shall be in writing and may include specific findings of fact and support for the decision based on the provisions of this ordinance.~~
- ~~F. *Appeal.* Any person aggrieved by any decision of the staff or the Downtown Design Review Committee in granting or denying a Certificate of Approval may appeal said decision to the Board of Adjustment, who may affirm, reverse or modify the decision of the committee. The appeal shall be filed and conducted in accordance with the provisions and procedures of Section 59-4250.10, Appeals.~~

~~No Certificate of Approval granted by the Downtown Design Review Committee or staff shall become effective until the expiration of the appeal period.~~

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## **§ 59-3350. – Urban Design Commission.**

*3350.1. Establishment.* The City of Oklahoma City has previously established the Urban Design Commission.

*3350.2. Powers.* The Urban Design Commission shall have the following powers concerning properties within the Urban Design Overlay District, the Scenic River Overlay Design Districts, the Stockyards City Development District, the Stockyards City Transitional Development Overlay District and in other locations designated according to this chapter.

- A. To administer the design review process.
- B. To issue Certificates of Approval.
- C. To comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the Districts.

*3350.3. Membership, Terms and Organization.*

- A. *Membership.* The Urban Design Commission shall consist of nine members. These members shall be appointed by the Mayor with the consent of the City Council, and shall be composed as follows:

- (1) ~~A minimum of three~~ ~~Four citizen~~ members shall be a tenant or property or business owners in locations subject to Urban Design Commission review. No more than two such members shall be from the same Urban Design District. ~~In lieu of this requirement, one such member may be a member of another City Design Review Committee or Commission.~~
  - (2) ~~Two citizen~~ A minimum of four members shall be employed in the planning, design, historic preservation, or land development professions, ~~and shall be knowledgeable in the field of historic preservation~~, and at least one of whom shall be a registered architect.
  - (3) A minimum of ~~Two~~ members shall be residents ~~citizens~~ of The City of Oklahoma City with demonstrated knowledge of the Urban Design, Scenic River Overlay Design Districts, Stockyards City Core Development District, or Stockyards City Transitional Development Overlay Districts.
  - ~~(4) One member shall be a member of the Downtown Design Review Committee.~~
- B. *Officers.* The Urban Design Commission shall elect a Chairperson who shall serve for one year or until ~~his/her~~ their successor takes office, and shall be eligible for re-election.
- C. *Compensation.* All members of the Urban Design Commission shall serve without compensation.
- D. *Term of Office.*
- (1) The term of each member of the Urban Design Commission shall be three years or until ~~his/her~~ their successor takes office. Members may be appointed to fill the remainder of vacant terms by the Mayor, with the consent of the City Council.
  - (2) No member shall serve more than three consecutive terms. Members who have served three consecutive terms may be reappointed after having rotated off the eCommission for at least one full year.
- E. *Removal of Members.* Members of the Urban Design Commission may be removed by the Mayor for cause upon the filing of written charges and after a public hearing before the City Council for insufficiency, neglect of duty or malfeasance.

*3350.4. Meetings and Procedures.*

- A. *Meetings.* Meetings shall be scheduled monthly; these may be canceled for lack of applications. Special meetings shall be held at the call of the Chairperson or at the request of the majority of the members of the Urban Design Commission.
- B. *Presiding Officer.* The Chairperson or, in ~~his/her~~ their absence, the Vice Chairperson, shall preside over the meeting, administer oaths and may request the attendance of witnesses.

- C. *Attendance.* Members of the Urban Design Commission are required to attend at least two-thirds of the regularly scheduled Urban Design Commission meetings over a one calendar year period. Failure to achieve this level of attendance shall result in the termination of the member's tenure with the Urban Design Commission and the Mayor may make an appointment to fill the vacancy. The Urban Design Commission Chairperson shall notify the Mayor when a deficiency in attendance has occurred.
- D. *Quorum.* Five members of the Urban Design Commission shall constitute a quorum for the transaction of business, unless there is a vacancy in the membership, in which case it shall be a majority of the active members.
- E. *Open to Public.* All meetings of the Urban Design Commission shall be subject to the Oklahoma Open Meetings Act (25 O.S. § 301 et seq.). Any person shall be entitled to appear and be heard on any matter before the Urban Design Commission.
- F. *Public Hearing and Notice Requirements.* Public hearing and notice requirements for all matters heard by the Urban Design Commission shall be as specified in Sections 59-4150.3. and 59-4150.5.
- F.G. *Rules.* The Urban Design Commission shall adopt its own rules of procedure not in conflict with Oklahoma Statutes or the Municipal Code.
- G.H. *Vote.* Action taken at any meeting shall require the concurring vote of a majority of the members of the Urban Design Commission who are present at the meeting.
- H.I. *Records.* The Urban Design Commission shall keep a record of its proceedings, a copy of which shall be filed for public view in the office of the Planning Director.

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**§ 59-3400. ~~Bricktown Urban Design Committee.~~ Reserved.**

- ~~3400.1. *Establishment.* The City of Oklahoma City has previously established the Bricktown Urban Design Committee.~~
- ~~3400.2. *Powers.* The Bricktown Urban Design Committee shall have the following powers:~~
  - ~~A. To administer the design review process for the Bricktown Core Development District.~~
  - ~~B. To issue Bricktown Certificates of Approval for property located within the Bricktown Core Development District.~~
  - ~~C. To comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the District.~~
- ~~3400.3. Membership, Terms and Organization.~~

~~A. — Membership. The Bricktown Urban Design Committee shall consist of seven members, whom the Mayor shall appoint with the consent and approval of the City Council. The Bricktown Urban Design Committee shall be composed as follows:~~

~~(1) — One citizen member shall be an architect knowledgeable in the field of historic preservation.~~

~~(2) — Three citizen members shall be owners or tenants within the BC District. In lieu of this requirement, one such member may be a member of another City Design Review Committee or Commission.~~

~~(3) — Two members shall be resident citizens of The City of Oklahoma City with demonstrated knowledge of the District.~~

~~(4) — One member shall be a registered architect, landscape architect, urban planner, or licensed civil engineer with demonstrated knowledge of urban design principles.~~

~~B. — Officers. The Bricktown Urban Design Committee shall elect a Chairperson who shall serve for one year or until his/her successor takes office, and shall be eligible for re-election.~~

~~C. — Compensation. All members of the Bricktown Urban Design Committee shall serve without compensation.~~

~~D. — Term of Office.~~

~~(1) — The term of each member of the Bricktown Urban Design Committee shall be two years or until his/her successor takes office.~~

~~(2) — No member shall serve more than three consecutive terms, provided however, the initial appointments at the time of creation of the committee for terms less than two years or the terms served for the purpose of filling vacancies shall not be considered as counting towards the three consecutive term limits set forth in this section.~~

~~(3) — Members who have served three consecutive terms may be reappointed after having rotated off the Commission for at least one full year.~~

~~E. — Removal of Members. Members may be removed by the Mayor with the approval and consent of the City Council, for inefficiency, neglect of duty, or malfeasance in office. The Mayor shall file a written statement of the reason for removal. Members may resign with the Mayor's acceptance of a letter of resignation.~~

~~F. — Vacancies. The Mayor, with the approval and consent of the City Council, may appoint members to fill the remainder of vacant terms.~~

~~3400.4 — Meetings and Procedures.~~

~~A. — Meetings. Meetings shall be scheduled monthly; these may be canceled for lack of applications. Special meetings of the Bricktown Urban Design~~

~~Committee shall be held at the call of the Chairperson or at the request of the majority of the members of the Committee.~~

- ~~B. *Presiding Officer.* The Chairperson or, in his/her absence, the Acting Chairperson, shall preside over the meeting, administer oaths, and may request the attendance of witnesses.~~
- ~~C. *Attendance.* Members of the Bricktown Urban Design Committee are required to attend at least 75 percent of the regularly scheduled Bricktown Urban Design Committee meetings over a one calendar year period. Failure to achieve this level of attendance shall result in the automatic termination of the member's tenure with the Bricktown Urban Design Committee and the Mayor may make an appointment to fill the vacancy.~~
- ~~D. *Quorum.* Three members of the Bricktown Urban Design Committee shall constitute a quorum for the transaction of business.~~
- ~~E. *Open to Public.* All meeting of the Bricktown Urban Design Committee shall be subject to the Oklahoma Open Meetings Act (25 O.S. §301 et. seq.). Any person shall be entitled to appear and be heard on any matter before the Bricktown Urban Design Committee.~~
- ~~F. *Rules.* The Bricktown Urban Design Committee shall adopt its own rules of procedure not in conflict with Oklahoma Statutes or the Municipal Code.~~
- ~~G. *Vote.* Action taken at any meeting shall require the concurring vote of a majority of the members of the Bricktown Urban Design Committee who are present at the meeting.~~
- ~~H. *Records.* The Bricktown Urban Design Committee shall keep a record of its proceedings, a copy of which shall be filed for public view in the office of the Planning Director.~~

**§ 59-3450. — ~~Stockyards City Urban Design Committee.~~ Reserved.**

~~3450.1. *Establishment.* The City of Oklahoma City has previously established the Stockyards City Urban Design Committee.~~

~~3450.2. *Powers.* The Stockyards City Urban Design Committee shall have the following powers:~~

- ~~A. To administer the design review process for the Stockyards City Development District.~~
- ~~B. To issue Stockyards City Certificates of Approval for property located within the Stockyards City Development Districts and Stockyards City Transitional Development Overlay District.~~

- C. ~~To comment upon and provide recommendations on actions proposed to other City boards, committees and commissions with respect to the effect of such actions upon the District.~~

~~3450.3. Membership, Terms and Organization.~~

- A. ~~*Membership.* The Stockyards City Urban Design Committee shall consist of five members. These members shall be appointed by the Mayor with the consent of the City Council, and shall be composed as follows:~~

- (1) ~~One member shall be designated by the Board of Stockyards City Main Street, Inc. and may be the Executive Director of Stockyards City Main Street, Inc., a member of the Main Street Design Committee, or any other board designee. If in the event the Main Street program is dissolved, then this position shall be filled by the President or another officer of any successor property owner or merchant association.~~

- (2) ~~Three citizen members who shall be property or business owners from either the Stockyards City Development District and the Stockyards City Transitional Development District, provided that at least one (1) of the citizen members shall be from the SYD District.~~

- (3) ~~One member shall be a resident citizen of The City of Oklahoma City with demonstrated knowledge of the District.~~

- B. ~~*Officers.* The Stockyards City Urban Design Committee shall elect a Chairperson who shall serve for one year or until his/her successor takes office, and shall be eligible for re-election.~~

- C. ~~*Compensation.* All members of the Stockyards City Urban Design Committee shall serve without compensation.~~

- D. ~~*Term of Office.* The term of each member of the Stockyard City Urban Design Committee shall be two years or until his/her successor takes office.~~

- E. ~~*Removal of Members.* Members of the Stockyards City Urban Design Committee may be removed by the Mayor for cause upon filing of written charges and after a public hearing before the City Council for insufficiency, neglect of duty, or malfeasance.~~

- F. ~~*Vacancies.* Members may be appointed to fill the remainder of vacant terms by the Mayor, with the consent and approval of the City Council.~~

~~3450.4. Meetings and Procedures.~~

- A. ~~Meetings.~~ Meetings shall be scheduled; these may be canceled for lack of applications. Special meetings of the Stockyards City Urban Design Committee shall be held at the call of the Chairperson or at the request of the majority of the members of the Committee.
- B. ~~Presiding Officer.~~ The Chairperson or in his/her absence, the Acting Chairperson, shall preside over the meeting, administer oaths and may request the attendance of witnesses.
- C. ~~Attendance.~~ Members of the Stockyards City Urban Design Committee are required to attend at least two thirds of the regularly scheduled Stockyards City Urban Design Committee meetings over aa one calendar year period. Failure to achieve this level of attendance may result in the automatic termination of the member's tenure with the Stockyards City Urban Design Committee and the Mayor may make an appointment to fill the vacancy.
- D. ~~Quorum.~~ Three members of the Stockyards City Urban Design Committee shall constitute a quorum for the transaction of business.
- E. ~~Open to Public.~~ All meetings of the Stockyards City Urban Design Committee shall be subject to the Oklahoma Open Meetings Act (25 O.S. §301 et seq.) Any person shall be entitled to appear and be heard on any matter before the Stockyards City Urban Design Committee.
- F. ~~Rules.~~ The Stockyards City Urban Design Committee shall adopt its own rules of procedure not in conflict with Oklahoma statutes or the Municipal Code.
- G. ~~Vote.~~ Action taken at any meeting shall require the concurring vote of a majority of the members of the Stockyards City Urban Design Committee who are present at the meeting.
- H. ~~Records.~~ The Stockyards City Urban Design Committee shall keep a record of its proceedings, a copy of which shall be filed for public view in the office of the Planning Director.

**§59-3500. —Riverfront Design Committee. Reserved.**

- 3500.1. ~~Establishment.~~ A Riverfront Design Committee (RDC) is hereby established for the Scenic River Overlay Design District.
- 3500.2. ~~Powers.~~ The Riverfront Design Committee shall have the following powers:
  - A. ~~To administer the design review process for the Scenic River Overlay Design District.~~
  - B. ~~To issue Certificates of Approval for property located within the Scenic River Overlay Design District.~~
  - C. ~~To comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the District.~~
- 3500.3 ~~Membership, Terms and Organization.~~

- ~~A. *Membership.* The Riverfront Design Committee (RDC) shall consist of nine members appointed by the Mayor with the consent of City Council. The nine members shall include:~~
- ~~(1) Two members appointed from the Riverfront Redevelopment Authority.~~
  - ~~(2) Seven members knowledgeable and/or experienced in the profession or practice of architecture, landscape architecture, planning, urban design, land development, or construction services. Of these members, at least two shall be licensed or certified in their design field.~~
- ~~B. *Officers.* The RDC shall elect a Chairman who shall serve for one year or until his or her successor takes office and who shall be eligible for re-election.~~
- ~~C. *Compensation.* All members of the RDC shall serve without compensation.~~
- ~~D. *Term of Office.*~~
- ~~(1) The term of each RDC member shall be for three years or until his or her successor takes office. No member shall serve more than three consecutive terms without having rotated off the committee for at least one year.~~
  - ~~(2) Members may be appointed to fill the remainder of vacant terms. Appointment for the purpose of filling vacancies shall not be considered as counting towards the three consecutive term limits set forth in this section.~~
- ~~E. *Removal or Resignation of Members.* Members of the RDC may be removed by the Mayor with the consent of the City Council, for inefficiency, neglect of duty, or malfeasance in office. The Mayor shall file a written statement of the reason for the removal. Members may resign with the Mayor's acceptance of a letter of resignation.~~

3500.4. ~~Meetings and Procedures.~~

- ~~A. *Attendance.* Members of the RDC shall attend at least two thirds of the regularly scheduled RDC meetings over a one calendar year period. Failure to achieve this level of attendance may result in the automatic termination of the member's tenure with the RDC and the Mayor shall make an appointment to fill the vacancy.~~
- ~~B. *Quorum.* Five members of the committee shall constitute a quorum for the transaction of business, unless there is a vacancy in the membership, in which case it shall be a majority of the active members. Action taken by the committee at any meeting shall require the affirmative vote of a majority of the votes cast.~~
- ~~C. *Open to Public.* All meetings of the RDC shall be subject to the Oklahoma Open Meetings Act (25 O.S. § 301-314 et seq.). Any person, or his duly appointed representative shall be entitled to appear and be heard on any matter before the RDC.~~
- ~~D. *Records.* The RDC shall keep a record of its proceedings, a copy of which shall be filed for public view in the office of the Planning Director.~~
- ~~E. *Rules.* The RDC shall be empowered to adopt rules for the conduct of its business.~~
- ~~F. *Planning Director's Role.* The Planning Director, or the designated representative of such Director, shall act as RDC Secretary and shall attend and keep the minutes of all meetings. He or she shall act in an advisory capacity only and may participate in the~~

~~RDC's discussions but shall have no vote. The Director and the staff of the Planning Department shall assist the RDC in discharging its duties.~~

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**SECTION 3.** That Chapter 59, Article IV, Sections 59-4150 and 59-4250 of the Oklahoma City Municipal Code, 2020, are hereby amended to read as follows:

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#### **ARTICLE IV. - ADMINISTRATIVE PROCEDURES**

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##### **§ 59-4150. - Public hearings and notices.**

4150.1. *Setting a Public Hearing.* When ~~the~~ Planning Department staff determines that the application is complete and a public hearing is required by this chapter, the date, time and location for such hearing shall be determined, and scheduled pursuant to the procedures and standards of this chapter.

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~~4150.5. *Public Hearing and Notice Requirements for Riverfront Design Committee and Bricktown Urban Design Committee Meetings.* In order to encourage citizen participation and assure that all interested parties shall be informed, and in addition to the notice provided in accordance with the Oklahoma Open Meetings Act (25 O. S. §301-314 et seq.), notice of public hearings regarding action to be taken by the Riverfront Design Committee or Bricktown Urban Design Committee shall be given as follows:~~

~~A. *Written Notice Requirement.* If an application for a Certificate of Approval is scheduled for a public hearing before the design committee, the City is required to mail written notice to all property owners within a 150-foot radius of the exterior boundary of the subject property. Such notice shall be compiled from the current year's records of the County Clerk or the current year's tax records of the county in which the subject property is located, and shall be mailed by regular mail at least six business days prior to such hearing. The notice shall include the date, time, and location of the hearing, a description of the proposal, and the address or particular location of the subject property.~~

~~B. *Published Notice Requirement.* If the design committee is scheduled to provide a recommendation to another board or commission regarding proposed changes in general zoning and/or subdivision regulations, the City shall arrange for the publication of a public notice in a newspaper of general circulation in The City of Oklahoma City. The notice shall include the date, time, and location of such~~

hearing, and a description of the proposal to be heard or considered. The notice shall be published at least 15 days prior to the public hearing.

4150.5. Notice of Applications for Certificates of Approval to Certain Property Owners.

- A. Written Notice Requirement. The Planning Director shall notify adjacent property owners of the substance of the application and the time, date, and place of a hearing before the Downtown Design Commission or the Urban Design Commission. Notification, as required herein, shall be given by regular mail at least six business days prior to the hearing, postage-paid, of a written notice identifying the location of the application and describing the scope of work of the project to the following persons:
- (1) All property owners within a 150-foot radius of the exterior boundary of the subject property. Such notice shall be compiled from the current year's records of the County Clerk of the current year's tax records of the county in which the subject property is located. The notice shall include the date, time, and location of the hearing, a description of the proposal, and the address or particular location of the subject property.
- B. Compilation of Property Owner Mailing List. The notification to property owners as required by Paragraph A above shall be provided by staff.
- C. Published Notice Requirement. If the Downtown Design Commission or the Urban Design Commission is scheduled to provide a recommendation to another board or commission regarding proposed changes in general zoning and/or subdivision regulations, the City shall arrange for the publication of a public notice in a newspaper of general circulation in The City of Oklahoma City. The notice shall include the date, time, and location of such hearing, and a description of the proposal to be heard or considered. The notice shall be published at least 15 calendar days prior to the public hearing.

\* \* \*

**§ 59-4250. – Discretionary review procedures.**

\* \* \*

4250.3. *Downtown Design Review.*

- A. *Establishment.* The City of Oklahoma City hereby establishes the process for granting ~~downtown design review~~ Certificates of Approval. Certificate of Approval requirements can be found in Section 7200.1 of this chapter.

~~B. Reserved.~~

~~C. Committee~~ Commission Recommendations and Review.

- (1) On parcels of land located within the Downtown Design Districts and the Scenic River Overlay Design District, design review and the issuance of Certificates of Approval

shall be the responsibility of the ~~Riverfront Design Committee~~ Downtown Design Commission or staff and shall be subject to the design review standards and guidelines of the Scenic River Overlay Design District and the Downtown Design District. If a conflict exists, the Overlay shall govern.

- (2) Within an area of the DTD-1 District known as the Cottage District, design review and issuance of Certificates of Approval shall be the responsibility of the Urban Design Commission and shall be subject to the design review standards of the Downtown Design District. The Cottage District is defined in Section 59-7200.3.B(1)(a).
  - (a) Within the Cottage District, Staff may review and issue Certificates of Approval according to Section 59-7200.1.C. (3)
- (3) The Downtown Design ~~Review Committee~~ Commission shall have the opportunity to comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the Downtown Design Districts and the Bricktown Core Development District, except for buildings for which a Notice of Violation for dilapidation has been sent by the City.
- (4) The Downtown Design ~~Review Committee~~ Commission may adopt additional design guidelines, policies and procedures to aid in their design review responsibilities. Said guidelines and policies may supplement the design guidelines established in this section, but not contradict them. The ~~Committee~~ Commission has adopted the following supplemental guidelines:
- (5) Prior to issuing a Certificate of Approval, the ~~Committee~~ Commission may request projects proposing demolition, reconstruction, alterations, or expansions to structures with historic significance to be reviewed by the Historic Preservation Commission for a non-binding recommendation.
- (6) On parcels of land located within the Downtown Design Review Districts or the Bricktown Core (BC) Development District and the Historic Landmark (HL) Overlay District, design review and issuance of Certificates of Appropriateness shall be the responsibility of the Historic Preservation Commission and shall be subject to the preservation guidelines and standards of the Historic Landmark Overlay District.
- (7) Staff may refer any case eligible for administrative approval to the Downtown Design ~~Review Committee~~ Commission (or, within the Cottage District, to the Urban Design Commission) for consideration.
- ~~(8) Submissions for Murals and any subsequent modifications to Murals must be approved by the Arts Commission prior to review by the Downtown Design Review Committee or staff.~~

~~DC.~~ Submission for Design Review. Sufficient information and detail shall be submitted to staff of the Downtown Design ~~Review Committee~~ Commission to fully evaluate relevant design issues. Minimum required drawings and documentation are listed on submittal forms available from the Oklahoma City Planning Department. On projects of smaller scale or complexity, Staff may waive the submission of some of the required drawings and/or details.

ED. Continuances.

No continuances to cases under review shall be granted where no forward progress has been demonstrated for a period of six continuous months. In ~~that~~ the event, the case shall be deemed withdrawn and resubmittal of the project shall be required.

FE. Extensions to Existing Certificates of Approval.

- (1) If construction has commenced, the Downtown Design Review ~~Committee~~ Commission or Staff may grant a two-year extension prior to the expiration date of the Certificate of Approval.
- (2) Extensions shall not be granted if there are any additions, revisions, or deletions of any element of the project.
- (3) A maximum of four extensions shall be granted before a new submittal is required including application, attachments, and fee.
- (4) No extensions may be granted for Temporary Signs - Large Display Banners and Supergraphics.
- (5) In the Bricktown Core Development District, the following expiration provisions shall apply:
  - (a) Demolitions: 6 months.
  - (b) Temporary Signs - Large Display Banners and Supergraphics: 60 days.
  - (c) Projection Image Signs: One week.
  - (d) Temporary Construction Staging Areas, Off-Site: One week after completion of the construction project related to the Certificate of Approval.

GF. Preliminary Review. In order to facilitate the timely approval of projects, applicants are encouraged to request a preliminary review by staff prior to formal submittal. Preliminary review is most effective at the conceptual design phase, so that siting, building material and design, and other contextual impacts of the proposal may be considered for conformance with the regulations and guidelines of the Downtown Design Districts and Bricktown Core Development District.

- (1) Based on the scale or significance of the project, staff may recommend that the project be presented to the ~~Committee~~ Commission for preliminary comments prior to submittal of the application.
- (2) Preliminary review should be scheduled a minimum of six weeks prior to anticipated date of formal submittal to allow for revisions.

G. Previously Approved PUDs and SPUDs.

- (1) For purposes of this Section, for any previously approved PUD or SPUD located in the Bricktown Core Development District that make specific reference to subsequent reviews or revisions to be conducted by the "Bricktown Urban Design Committee" shall now be considered as a referral to the Downtown Design Commission for said reviews.

\* \* \*

*4250.5. Urban Design Review.*

\* \* \*

- A. *Establishment and Purpose.* The City of Oklahoma City has previously established the process for granting Certificates of Approval.
- B. *Authority and Execution.* The Urban Design Commission shall review and take action on applications for Certificates of Approval.
- C. *Supplemental Guidelines.* In addition to the Design Guidelines found in Section 59-13700 of this chapter, said design guidelines may be supplemented by more detailed guidelines expanding on the basic design principles contained herein. Such supplemental guidelines shall be adopted by the Urban Design Commission in accordance with the regulations of this chapter, and shall be made available to the public upon request and shall be provided to applicants for Certificates of Approval at the time of application. The Commission has adopted the following supplemental guidelines:
  - (1) Building Conservation & Rehabilitation Guidelines for Oklahoma City.
  - (2) Downtown Development Framework (Design Framework Guidelines only).

These supplemental guidelines and any amendments thereto are hereby adopted by reference as if set out at length herein. Copies of the same are on file in the office of the City Clerk and are also available in the Planning Department. Where discrepancies exist between the supplemental guidelines and other guidelines established in this section, the guidelines established in this section shall take precedence.

D. *Procedure.*

- (1) *Certificate of Approval Required.*
  - (a) No building permit shall be issued by the Development Services Director for exterior work on any structure or site located within an Urban Design Overlay District, the Scenic River Overlay Design Districts, the Stockyards City Development District, or the Stockyards City Transitional Development Overlay District until a Certificate of Approval has been approved, unless the applicant demonstrates that the proposed work does not require a Certificate of Approval.
  - (b) A Certificate of Approval shall be required for the demolition or removal of any structure within an Urban Design Overlay District, the Scenic River Overlay Design District, the Stockyards City Development District, or the Stockyards City Transitional Development Overlay District. Applications for demolition permits shall not be issued unless accompanied by a Certificate of Approval.

- (c) A Certificate of Approval shall not be required for the demolition or removal by the City of a structure that has been declared dilapidated by the City Council.
- (2) *Applications.* Applications for Certificates of Approval shall be filed in accordance with the requirements of this section on forms provided by the City. Each application shall describe clearly all proposed changes.
- (3) *Action by the Urban Design Commission.* All complete applications received prior to the deadline for submission of applications for scheduled monthly meetings shall be heard by the Urban Design Commission, unless a deferral is requested by the applicant.

The Urban Design Commission shall either approve or deny the application, provided, however, the Urban Design Commission may order and/or grant a continuance if it determines the application to be incomplete, or if a continuance is requested.

- E. *Expirations for Certificates of Approval.* All work sanctioned by the granting of the Certificate of Approval shall be completed within two years of its issuance except that the demolition of a structure shall be completed within six months. Staff may determine, for good cause shown, that prior to the expiration of a Certificate of Approval an extension for time to complete the work should be granted. A maximum of four extensions may be granted before a new review process is required, including application, attachments, and fee. Staff may forward such requests to the Commission for consideration as deemed necessary. For purposes of this section, good cause may include, but may not be limited to:
  - (1) a showing by the applicant that continuous progress is being made to complete said work;
  - (2) a showing by the applicant that due to the nature of the project, additional time is necessary to complete said work; and
  - (3) a showing by the applicant that due to conditions beyond the control of the applicant, said work was unable to be completed within the prescribed time period.
- F. *Appeals.* Any person aggrieved by a decision of the Urban Design Commission or staff may appeal such decision to the Board of Adjustment. The appeal shall be filed in accordance with the provisions of Section 59-4250.10 (Appeals).
- G. *Continuances.* Continuances may be granted on any case, provided progress has been demonstrated. In the event no progress has been demonstrated on a case for a period of six continuous months, the case shall be deemed withdrawn.
- H. *Recommendations and Review.* The Urban Design Commission shall have the opportunity to comment upon and provide recommendations on actions proposed to other City boards, committees, or commissions with respect to the effect of such actions upon the Scenic River Overlay Design Districts, the Stockyards City Development District, the Stockyards City Transitional Development Overlay District, and the Urban Design Overlay District.
- I. *Previously Approved PUDs and SPUDs.*

- (1) For purposes of this Section, for any previously approved PUD or SPUD located in the Scenic River Overlay Design Districts that make specific reference to subsequent reviews or revisions to be conducted by the “Scenic River Overlay Design Committee, “Riverfront Design Committee”, or “RDC” shall now be considered as a referral to the Urban Design Commission for said reviews.
- (2) For purposes of this Section, for any previously approved PUD or SPUD located in the Stockyards City Development District or the Stockyards City Transitional Development District Overlay District that make specific reference to subsequent reviews or revisions to be conducted by the “Stockyards City Urban Design Committee shall now be considered a referral to the Urban Design Commission.

4250.6. *Bricktown Urban Design Review: Reserved.*

- A. ~~*Establishment.* The City of Oklahoma City hereby establishes the process for granting Bricktown Certificates of Approval.~~
- B. ~~*Authority and Execution.* The Bricktown Urban Design Committee shall review and take action on applications for Bricktown Certificates of Approval for properties located within the Bricktown Core Development District, except that certain improvements may qualify for administrative approval by staff pursuant to Section 59-7150.1.C.~~
- C. ~~*Recommendations and Review.* The Director, or a designee, shall notify the members of the Bricktown Urban Design Committee of all actions undertaken by other City boards, committees, and commissions with respect to the effect of such actions upon the District.~~
  - (1) ~~The Committee shall have the opportunity to comment upon and make recommendations on actions undertaken by other City boards, committees, and commissions with respect to the effect of such actions upon the District.~~
  - (2) ~~The Committee's review shall primarily be concerned with the effect the proposal would have on the character of the Bricktown Core Development District, as stated in the District Regulations and Design Guidelines, and the overall character, as stated in the General Description of the District provided in Section 59-7150 of this chapter.~~
  - (3) ~~The Committee, in considering an application for a Bricktown Certificate of Approval, shall be guided by the design guidelines contained within the regulations of this section, and other adopted guidelines, including the Bricktown Sign Design Guidelines, the Downtown Development Framework, and the Building Conservation and Rehabilitation Guidelines maintained online or in the office of the City Clerk.~~

- (4) ~~Murals, as described in Section 59-8250.16, shall be submitted to the Arts Commission for review, comment, and recommendation prior to consideration by the Bricktown Urban Design Committee.~~

~~D. Procedure.~~

- (1) ~~Bricktown Certificate of Approval Required. No building permit shall be issued for exterior work on any structure or site located within the Bricktown Core Development District until a Bricktown Certificate of Approval has been approved, unless the applicant demonstrates that the proposed work does not require a Certificate of Approval.~~
- (2) ~~Applications. Applications for Bricktown Certificates of Approval shall be filed in accordance with the requirements of Section 59-4100 on forms provided by the City. Each application shall describe clearly all proposed changes.~~
- (3) ~~Action by the Bricktown Urban Design Committee.~~
  - (a) ~~All complete Certificate of Approval applications received prior to the deadline for submission of applications for scheduled monthly meetings shall be heard by the Bricktown Urban Design Committee, unless the application is eligible for administrative approval or unless a continuance is requested by the applicant.~~
  - (b) ~~The Bricktown Urban Design Committee shall approve, conditionally approve, or deny the Certificate of Approval. However, the Bricktown Urban Design Committee may order and/or grant a continuance if it determines the application to be incomplete, or a continuance is requested by the applicant. The Committee may also order a continuance to request more information even if the application is complete.~~
  - (c) ~~The Bricktown Urban Design Committee or staff shall forward applications for murals to the Arts Commission for comments and recommendations prior to taking final action.~~
  - (d) ~~The Bricktown Urban Design Committee may adopt design guidelines to aid in their design review responsibilities. Said guidelines may supplement the design guidelines established in this section, but not contradict them.~~

~~E. Expiration and Extension of Bricktown Certificate of Approval.~~

- (1) ~~A Bricktown Certificate of Approval shall expire two years from the date of its approval, except as follows:~~
  - (a) ~~Demolitions: 6 months.~~

- ~~(b) Temporary Signs — Large Display Banners and Supergraphics: 60 days.~~
- ~~(c) Projection Image Signs: One week.~~
- ~~(d) Temporary Construction Staging Areas, Off Site: One week after completion of the construction project related to the Certificate of Approval.~~

~~(2) Extensions.~~

- ~~(a) Applicants may apply for an extension to any active Certificate of Approval. An application for extension must be filed 30 days prior to the expiration of an active Certificate of Approval.~~
- ~~(b) Staff may determine, for good cause shown, that prior to the expiration of a Certificate of Approval, an extension of time to complete the work should be granted. Staff may approve extension requests or forward such requests to the Committee for consideration as deemed necessary. For purposes of this section, good cause may include, but may not be limited to:
 
  - ~~1. a showing by the applicant that continuous progress is being made to complete said work;~~
  - ~~2. a showing by the applicant that due to the nature of the project, additional time is necessary to complete said work;~~
  - ~~3. a showing by the applicant that due to conditions beyond the control of the applicant, said work was unable to be completed within the prescribed time period.~~~~
- ~~(c) A maximum of two extensions may be granted before a new review process is required, including a new application and the applicable fee.~~

~~F. Appeals. Any person aggrieved by a decision of the Bricktown Urban Design Committee or staff may appeal such decision to the Board of Adjustment. The appeal shall be filed in accordance with the provisions of Section 59-4250.10 (Appeals).~~

~~G. Continuances. Continuances may be granted on any case, provided progress has been demonstrated. In the event no progress has been demonstrated on a case for a period of six continuous months, the case shall be deemed withdrawn.~~

~~H. Preliminary Review. In order to facilitate the timely approval of projects with significant impact, applicants are encouraged to request a preliminary review by staff prior to formal submittal for analysis of compliance with the~~

~~regulations and guidelines of the Bricktown Urban Design Committee. Preliminary review is most effective at the schematic design phase. Based on the scale or significance of the project, staff may recommend that the project be presented to the Committee for preliminary comments prior to submittal of the application.~~

~~4250.7. Stockyards City Urban Design Review. Reserved.~~

~~A. *Establishment and Purpose.* The City of Oklahoma City has previously established the process for granting Stockyards City Certificates of Approval.~~

~~B. *Authority and Execution.* The Stockyards City Urban Design Committee shall review and take action on applications for Stockyards City Certificates of Approval.~~

~~C. *Procedure.*~~

~~(1) *Stockyards City Certificate of Approval Required.* No building permit shall be issued by the Public Works Director for exterior work on any structure or site located within the Stockyards City Development District or Stockyards City Transitional District until a Stockyards City Certificate of Approval has been approved, unless the applicant demonstrates that the proposed work does not require a Certificate of Approval.~~

~~(2) *Applications.* Applications for Stockyards City Certificates of Approval shall be filed in accordance with the requirements of this section on forms provided by the City. Each application shall clearly describe all proposed changes.~~

~~(3) *Action by the Stockyards City Urban Design Committee.*~~

~~(a) All complete applications received prior to the deadline for submission of applications for scheduled meetings shall be heard by the Stockyards City Urban Design Committee, unless a deferral is requested by the applicant.~~

~~(b) The Stockyards City Urban Design Committee shall either approve or deny the application. However, the Stockyards City Urban Design Committee may order and/or grant a continuance if it determines the application to be incomplete or if a continuance is requested.~~

~~D. *Recommendations and Review.*~~

~~(1) The Stockyards City Urban Design Committee shall have the opportunity to comment upon and make recommendations on actions undertaken by other City boards, committees, and commissions with respect to the effect of such actions upon the District.~~

~~(2) The Committee's review shall primarily be concerned with the effect the proposal would have on the character of the Stockyards City Development District and the Stockyards Transitional District as stated in the General Description, Regulations, and Design Guidelines.~~

~~E. *Expiration of Stockyards City Certificate of Approval.* A Stockyards City Certificate of Approval shall expire two years after the date of its approval by the Stockyards City Urban Design Committee. Staff may determine, for good cause shown, that prior to the expiration of a Certificate of Approval, an extension for time to complete the work should~~

~~be granted. A maximum of four extensions may be granted before a new review process is required, including application, attachments, and fee. Staff may forward such requests to the Committee for consideration as deemed necessary. For purposes of this section, good cause may include, but may not be limited to:~~

- ~~(1) a showing by the applicant that continuous progress is being made to complete said work;~~
- ~~(2) a showing by the applicant that due to the nature of the project, additional time is necessary to complete said work;~~
- ~~(3) a showing by the applicant that due to the conditions beyond the control of the applicant, said work was unable to be completed within the prescribed time period.~~

~~F. *Appeals.* Any person aggrieved by a decision of the Stockyards City Urban Design Commission or staff may appeal such decision to the Board of Adjustment. The appeal shall be filed in accordance with the provisions of Section 59-4250.10 (Appeals).~~

~~G. *Continuances.* Continuances may be granted on any case, provided progress has been demonstrated. In the event no progress has been demonstrated on a case for a period of six continuous months, the case shall be deemed withdrawn.~~

~~4250.8. *Scenic River Overlay Design District (SRODD) Review. Reserved.*~~

~~A. *Riverfront Design Committee Recommendations and Review.* The Riverfront Design Committee (RDC) shall have the opportunity to comment upon and provide recommendations on actions proposed to other City boards, committees, and commissions with respect to the effect of such actions upon the District except buildings for which a Notice of Violation for dilapidation has been sent by the City.~~

~~B. *Review and Recommendations.*~~

- ~~(1) Murals, as outlined in Section 59-8250.16, shall be submitted to the Arts Commission for review and comment prior to consideration by the RDC.~~
- ~~(2) Development within the American Indian Cultural Center District shall be submitted to the agency representative(s) of the Native American Cultural and Educational Authority (NACEA) for recommendation prior to consideration by the RDC or staff.~~

~~C. *Applications.* Applications for Certificate of Approval shall be submitted to the Oklahoma City Planning Department. Sufficient information and detail shall be submitted to allow full evaluation of relevant design issues. Minimum required drawings and documentation are listed on submittal forms available from the Oklahoma City Planning Department. On projects of smaller scale or complexity, staff may waive the submission of some of the required drawings and/or details.~~

~~D. *Continuances.* Continuances may be granted on any case, provided progress has been demonstrated. In the event no progress has been demonstrated on a case for a period of six continuous months, the case shall be deemed withdrawn.~~

~~E. *Expiration and Extension of Certificates of Approval.*~~

- ~~(1) *Expirations:* Any Certificate of Approval granted by the Riverfront Design Committee or staff shall expire two years from date of issuance.~~

~~(a) — Exceptions:~~

- ~~1. Site preparation for a Temporary Construction Staging Areas, Off-Site which has been issued a Certificate of Approval must be completed within six weeks of the issuance of the Certificate of Approval.~~
- ~~2. A Certificate of Approval for a Temporary Construction Staging Area, Off-Site shall expire one week after completion or abandonment of the construction project related to the Certificate of Approval.~~

~~(2) — Extensions: If construction has commenced, the Riverfront Design Committee or staff may grant a two-year extension prior to the expiration date of the Certificate of Approval. An extension may be granted as long as there are no additions, revisions, or deletions of any element of the project as reflected in the original Certificate of Approval and any subsequent revisions approved prior to the expiration date.~~

~~(a) — Exceptions:~~

- ~~1. Extensions shall not be granted for Temporary Construction Staging Areas, Off-Site.~~

~~F. — Appeals. Any person aggrieved by any decision of the staff or the RDC in granting or denying a Certificate of Approval may appeal said decision to the Board of Adjustment who may affirm, reverse or modify the decision of the committee or staff. The appeal shall be filed and conducted in accordance with the provisions and procedures of Section 59-4250.10.~~

~~G. — Preliminary Review. In order to facilitate the timely approval of projects, applicants are encouraged to request a preliminary review by staff prior to formal submittal. Preliminary review is most effective at the conceptual design phase, so that siting, building material and design, and other contextual impacts of the proposal may be considered for conformance with the regulations and guidelines of the SRODD ordinance. Based on the scale or significance of the project, staff may recommend that the project be presented to the Committee for preliminary comments prior to submittal of the application.~~

~~Preliminary review should be scheduled a minimum of six weeks prior to anticipated date of formal submittal to allow for revisions.~~

~~H. — Supplemental Guidelines and Plans:~~

~~(1) — Supplemental Guidelines. In addition to the Design Guidelines found in Section 59-13500 of this chapter, the committee may choose to adopt design guidelines, policies, and procedures to aid in their design review responsibilities. However, those policies and procedures are supplemental to this code, and may not contradict it. Such supplemental guidelines may be adopted by the Riverfront Design Committee in accordance with the regulation of this chapter and shall be made available to the public upon request. Supplemental guidelines previously adopted by the Riverfront Design Committee include the Building Conservation and Rehabilitation Guidelines.~~

~~(2) — Plans. In addition to the Design Guidelines found in Section 59-13500 of this chapter, the Riverfront Design Committee may adopt supplemental district plans containing design goals and planning initiatives for said district.~~

\* \* \*

**SECTION 4.** That Chapter 59, Article VII, Sections 59-7150, 59-7200 and 59-7350 of the Oklahoma City Municipal Code, 2020, are hereby amended to read as follows:

**ARTICLE VII. - SPECIAL PURPOSE DISTRICTS**

\* \* \*

**§ 59-7150. – Bricktown Core Development District.**

\* \* \*

C. *Certificate of Approval Required.*

A ~~Bricktown~~ Certificate of Approval shall be required in the following instances prior to the commencement of work on any project, public or private, located within the Bricktown Core (BC) Development District. The design review process for the BC District can be found in Section 59-4250.63 ~~Bricktown Urban Downtown~~ Design Review.

(1) *~~Committee Commission~~ Approval.*

The ~~Bricktown Urban Downtown~~ Design ~~Committee Commission~~ shall review and issue Certificates of Approval for the following, unless administrative approval by staff is permitted, as referenced in this Section:

- (a) New construction, additions, or exterior modification of an existing structure and associated site where the proposed modifications impact more than ten percent of the site or structure.
- (b) Revisions to submittals previously approved by the Bricktown Urban Design Committee where the proposed revisions impact more than 20 percent of the site or structure.
- (c) Signage, including any sign exceeding 100 square feet or any Electronic Message Display (EMD) sign or Projection Image Sign exceeding 25 square feet in total area.
- (d) Parking lots with more than ten parking stalls.
- (e) Demolition of a structure except structures declared dilapidated and approved for demolition by City Council.
- (f) Public or private streetscape improvements.

- (g) Painting of the exterior of any previously painted structure that is not consistent with the color specifications provided in Section 7150.1.F.(2)(j)3.
- (h) Proposed plans for the removal of historically significant public improvements. These include, but are not limited to portions of brick streets and railroad lines or rails within the District.
- (i) Murals (Use Unit Classification 8250.16).

(2) *Administrative Approval.*

Staff may review and issue Certificates of Approval for the following:

- (a) Modifications to a structure or site where the proposed improvements impact ten percent or less of the site or structure being modified.
- (b) Revisions to Certificates of Approval previously approved by the Bricktown Urban Design Committee or the Downtown Design Commission where the proposed revisions impact 20 percent or less of the site or structure.
- (c) Painting of the exterior of any previously painted structure that is consistent with the color specifications provided in Section 7150.1.F.(2)(j)3.
- (d) Signage, including:
  1. Any Electronic Message Display (EMD) sign less than or equal to 25 square feet in total area;
  2. All other signs less than or equal to 100 square feet in total area;
  3. Any Projection Image sign less than or equal to 25 square feet in total area; and
  4. Temporary Signs - Large Display Banners and Supergraphics.
- (e) Parking lots of ten or fewer parking stalls.
- (f) Removal or addition of awnings, canopies, and lighting.
- (g) Removal or addition of fencing.
- (h) Screening of mechanical equipment and waste receptacles.
- (i) Minor public and private improvements including but not limited to sidewalks, kiosks, landscaping, bus stop shelters, benches, driveways, bike racks, waste

receptacles, retaining walls, ornamental lighting, and small wireless facilities, as defined by State law.

A Certificate of Approval shall be required for the replacement of public and private improvements.

- (j) Temporary Construction Staging Areas, Off-Site.
- (3) Staff may forward applications that qualify for administrative approval to the Committee for consideration as deemed necessary.
- (4) *Exemptions.*
  - (a) A ~~Bricktown~~ Certificate of Approval shall not be required for Ordinary Maintenance and Repair that involves no change in materials, dimensions, design, configuration, color, texture, surface coating, or visual appearance for work meant to remedy damage or deterioration of site elements, structures, or their appurtenances.
  - (b) A ~~Bricktown~~ Certificate of Approval shall not be required for the installation of additional equipment on existing poles if the equipment is at least eight feet above the sidewalk.
- (5) *Revisions to Certificates of Approval.*
  - (a) Staff may approve revisions to an unexpired Certificate of Approval, with the appropriate fee, for revisions that impact 20 percent or less of the site or building, provided that the proposed revisions maintain conformance with the applicable regulations and guidelines in place at the time of the original submittal and any conditions associated with the original approval.
  - (b) Staff may approve minor revisions to an unexpired Certificate of Approval, without additional fees, provided that the following conditions are satisfied:
    - 1. No more than five percent of the site or building is modified from the original Certificate of Approval;
    - 2. Revisions are consistent with any conditions associated with the original Certificate of Approval;
    - 3. Revisions do not significantly alter the work previously approved; and
    - 4. Revisions are in conformance with regulations and meet the intent of the guidelines.

\* \* \*

**§ 59-7200. - Downtown Design Districts.**

*7200.1. Downtown Design Districts (DBD, DTD-1, DTD-2).*

*A. Purpose and Intent.* This commercial district is intended to support diverse forms of business and residential activity, including mixed-uses in a single building, within the central area of the City. Development regulations and guidelines in this district are intended to:

- (1) promote the development and redevelopment of the downtown area in a manner consistent with the unique and diverse design elements and urban character of the downtown districts;
- (2) ensure that a proposed use is compatible with the commercial, cultural, historic, and governmental significance of the downtown districts;
- (3) promote the downtown area as a vital mixed-use area;
- (4) create a network of pleasant, safe, and connected public spaces and pedestrian amenities in the downtown area;
- (5) enhance existing structures and circulation patterns;
- (6) encourage preservation and restoration of the Historic Resources and Architectural Resources of the Downtown districts; and
- (7) encourage appropriate and complementary transitions between each of the downtown districts and between those districts and the surrounding zoning districts.

*B. Qualifier.* Except for the provisions specifically contained in this section, all other provisions of this chapter shall apply to and have full force upon the properties contained in the Downtown Design Districts.

*C. Certificate of Approval Required.*

- (1) A ~~Downtown design review~~ Certificate of Approval is required for all projects, public and private, located in the DBD, DTD-1, and DTD-2 Districts.

(a) *Exceptions.*

1. A Certificate of Approval shall not be required for Ordinary Maintenance and Repair that involves no change in materials, dimensions, design, configuration, texture, surface coating, or visual appearance for work meant to remedy damage or deterioration of site elements, structures, or their appurtenances.
2. A Certificate of Approval shall not be required for A-frame, sandwich or springer signs.
3. A Certificate of Approval shall not be required for the installation of additional equipment on existing poles if the equipment is at least eight feet above the sidewalk.

- (2) The Downtown Design ~~Review Committee~~ Commission shall review and issue Certificates of Approval for the following unless administrative approval is permitted as referenced in this section:

\* \* \*

(4) *Revisions to Certificates of Approval.*

- (a) Staff may approve plans previously approved by staff or the Downtown Design ~~Review Committee~~ Commission which require minor revisions that impact less than 20 percent of the site or building, provided that the revisions maintain conformance with Regulations and meet the intent of the Criteria and any conditions associated with the approval.

\* \* \*

- (5) *Expirations for Certificates of Approval.* Any Certificate of Approval granted by the Downtown Design ~~Review Committee~~ Commission or Staff shall expire two years from date of issuance.

\* \* \*

**§ 59-7350. - Stockyards City Development District.**

*7350.1. General Description.* The Stockyards City Development District (SYD District) is a mixed-use commercial district intended for the conduct of commercial, office and limited industrial uses, while conserving the exterior architectural quality of an area of historic significance. The business activity is of a retail and commercial service nature that serves a larger trade area than the immediate surrounding residential neighborhoods.

*7350.2. Certificate of Approval Required.* A ~~Stockyards City~~ Certificate of Approval (CA) shall be required prior to the commencement of any development, redevelopment or expansion within the Stockyards City Development District as follows:

- A. The ~~Stockyards City Urban Design Committee~~ Urban Design Commission shall review and issue Certificate of Approval for the following, unless administrative approval is permitted, as referenced in this section:

\* \* \*

- B. Staff may review and issue Certificates of Approval for the following:

- (1) Exterior modifications or expansions impacting less than 20 percent of a site or structure.
- (2) Revisions to submittals previously approved by the Stockyards City Urban Design Committee or Urban Design Commission in which the changes impact less than 20 percent of the project.

\* \* \*

- C. Staff may forward administrative cases to the ~~Committee~~ Commission for consideration as deemed necessary.

\* \* \*

*7350.4. Development Regulations.*

\* \* \*

C. *Parking Lot Landscaping.*

- (1) Parking lots shall be landscaped in accordance with either Paragraphs (a) or (b) below:
    - (a) In accordance with Article XI, Landscaping and Screening Regulations.
    - (b) In accordance with a ~~Stockyards City~~ Certificate of Approval issued by the ~~Stockyards City Urban Design Committee~~ Urban Design Commission. Such landscaping shall consist of a wall or fence not to exceed three feet in height and/or trees, shrubs or other vegetation, or some combination thereof, approved by the ~~Stockyards City Urban Design Committee~~ Urban Design Commission. The design of the required landscaping shall address traffic circulation, the visual impact of the vehicles, building setback along the block, and personal security of the patrons.
  - (2) The painting of previously unpainted brick, stone or cast stone on the exterior of any structure shall be prohibited, unless approved by the ~~Stockyards City Urban Design Committee~~ Urban Design Commission.
  - (3) Opaque materials shall not be used for bars covering windows or doors.
- D. The painting of previously unpainted brick, stone or cast stone on the exterior of any structure shall be prohibited, unless approved by the ~~Stockyards City Urban Design Committee~~ Urban Design Commission.

\* \* \*

*7350.6. Design Review Process.*

The design review process for the SYD District can be found in Section 59-4250.75 (~~Stockyards City Urban Design Committee Certificate of Approval~~ Urban Design Review).

*7350.7. Design Guidelines for ~~Stockyards City~~ Certificates of Approval in the Stockyards City Development District.*

The following design guidelines are advisory and serve as a reference for all parties involved in the design review process. They do not constitute regulations. The ~~Stockyards City Urban Design Committee~~ Urban Design Commission shall be guided by these guidelines in reviewing applications for ~~Stockyards City~~ Certificates of Approval:

\* \* \*

(2) Guidelines for Demolition

In considering a Certificate of Approval for the demolition or removal of a structure, the ~~Stockyards City Urban Design Committee~~ Urban Design Commission may approve the application for demolition if it finds any of the following:

\* \* \*

**SECTION 5.** That Chapter 59, Article XIII, Sections 59-13500 and 59-13550 of the Oklahoma City Municipal Code, 2020, is hereby amended to read as follows:

**ARTICLE XIII. - ZONING OVERLAY DISTRICTS**

\* \* \*

**§ 59-13500. - Scenic River Overlay Design Districts (SRODD).**

\* \* \*

13500.3. *Certificate of Approval Required.* A Certificate of Approval shall be required prior to the commencement of any development, redevelopment or expansion within the SRODD as follows:

A. Unless administratively approvable or otherwise listed as exempt in this chapter, the ~~Riverfront Design Committee~~ Urban Design Commission shall issue Certificates of Approval for the following:

\* \* \*

B. Staff may approve Certificates of Approval for the following:

- (1) All other building and site development, associated with structures less than 10,000 gross square feet, unless otherwise listed as exempt in the chapter.
- (2) All other public and private improvements including but not limited to:

\* \* \*

(d) Installation or expansion of surface parking lots not submitted as part of a development project requiring approval from the ~~Riverfront Design Committee~~ Downtown Design Commission.

\* \* \*

- (7) Upon request, any submittals for Administrative Approval may be referred to the ~~RDC~~ Urban Design Commission for review.

\* \* \*

D. *Revisions to Certificates of Approval.*

- (1) Staff may approve plans previously approved by staff or the Riverfront Design Committee or the Urban Design Commission which require minor revisions that impact less than 20 percent of the site or building, provided that the revisions meet the intent of the Guidelines, and maintain conformance with Regulations and any conditions associated with the approval.

\* \* \*

**§ 59-13550. – Stockyards City Transitional Development Overlay District.**

\* \* \*

*13550.3. Development Regulations and Guidelines.*

\* \* \*

D. *Built Form.*

\* \* \*

(5) *Parking.*

\* \* \*

(b) *Parking Regulations.*

\* \* \*

2. *Design.*

- i. Off-street parking for developments located along Exchange Ave. and Agnew Ave. shall be located to the side of the rear of buildings.
- ii. Surface parking lots exceeding 50 spaces shall be organized as a series of smaller parking lots separated by landscaped islands and pedestrian walkways. Each lot shall be limited to a maximum of 50 spaces unless approved by the ~~Stockyards City Urban Design Committee~~ Urban Design Commission.

\* \* \*

5. *Surface Parking.*

- i. Surface parking shall be prohibited within 100 feet of the floodway of the River or any tributary waterway unless appropriately screened from the waterway.
- ii. The ~~Committee~~ Urban Design Commission may approve reductions to this standard provided parking is appropriately screened from the River and would otherwise not have an adverse impact.

\* \* \*

E. *Demolition.*

\* \* \*

(2) *Guidelines for Demolition.*

In considering a Certificate of Approval for the demolition or removal of a structure, the ~~Stockyards City Urban Design Committee~~ Urban Design Commission (or staff, if applicable) may consider any of the following factors:

\* \* \*

(d) *Economic Feasibility.*

\* \* \*

4. *Economic Review Board.*

- i. If the applicant requests issuance of a Certificate of Approval for demolition based on “no viable economic use” of the property, the ~~Stockyards City Urban Design Committee~~ Urban Design Commission (or staff, if applicable) shall either (i) approve the application, or (ii) immediately refer the application to the Economic Review Board, which shall consist of three independent experts appointed by the City Manager. Economic Review Board members shall be knowledgeable in the economics of real estate, renovation, and redevelopment. “Independent” as used in this Paragraph means that the expert has ~~not~~ no financial interest in the property, its renovation or redevelopment; is not an employee of the property owner, is not a City employee, is not a member of the ~~Stockyards City Urban Design Committee~~ Urban

Design Commission, and is not compensated for serving on the Economic Review Board.

- ii. The Economic Review Board shall have 60 days to hold a public hearing, review the submitted documentation (which may include appraisals, profit and loss statements, itemized expenses, listings of the property for sale, current fair market value, records depicting the current condition of the property and other relevant documentation, including the cost of demolition and financial information regarding stabilization, repair, rehabilitation, and/or re-use of the building or structure), consider all options for renovation, adaptive reuse and redevelopment, and forward a non-binding recommendation to the ~~Stockyards City Urban Design Committee~~ Urban Design Commission.
- iii. After the Economic Review Board has made a written recommendation, the application shall be deemed complete and the ~~Stockyards City Urban Design Committee~~ Urban Design Commission shall hold a public hearing within 65 days of receiving said recommendation for the purpose of considering the Certificate of Approval for demolition of removal. The ~~Stockyards City Urban Design Committee~~ Urban Design Commission shall either approve or deny the application unless the applicant agrees to a continuance.

\* \* \*

~~13550.4. Stockyards City Urban Design Committee Reserved.~~

- ~~A. The Committee is constituted of the persons provided for in § 59-3450.3.A.~~
- ~~B. The Committee is empowered to make determinations of design review within the SYT Stockyards Transitional Development District.~~
- ~~C. The Stockyards City Urban Design Committee shall not review the interior design of buildings.~~

\* \* \*

~~13550.5. Certificate of Approval Required.~~ A ~~Stockyards City~~ Certificate of Approval (SCCA) shall be required prior to the commencement of any development redevelopment, or expansion within the Stockyards City Transitional Development Overlay District as follows:

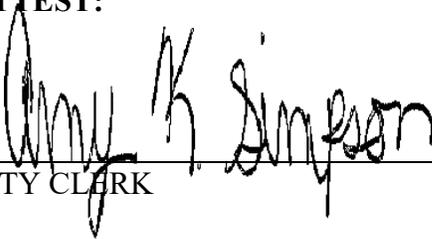
A. The ~~Stockyards City Urban Design Committee~~ Urban Design Commission shall review and issue Certificates of Approval for the following, unless administrative approval is permitted, as referenced in this Section:

\* \* \*

**INTRODUCED AND READ** in the open meeting of the Council of The City of Oklahoma City, Oklahoma, this 2ND day of JULY, 2024.

**PASSED** by the Council and **SIGNED** by the Mayor of The City of Oklahoma City, Oklahoma on this 30TH day of JULY, 2024.

**ATTEST:**

  
CITY CLERK



  
VICE-MAYOR

**REVIEWED** for form and legality.

  
ASSISTANT MUNICIPAL COUNSELOR