



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**January 12, 2023**

**Item No. IV. 25.**

**(SPUD-1486) Application by Meadow Lake Homes, LLC., to rezone 4204 S Mustang Road from PUD-1384 Districts to SPUD-1486 Simplified Planned Unit Development District. Ward 3.**

**I. GENERAL INFORMATION**

**A. Contacts**

**1. Applicant/Developer Representative**

Name        Kendall Dillon  
Company    Crafton Tull and Associates  
Phone       405-787-6270  
Email       [kendall.dillon@craftontull.com](mailto:kendall.dillon@craftontull.com)

**B. Case History**

This is a new application.

**C. Reason for Request**

This application is to permit a personal storage development.

**D. Existing Conditions**

**1. Comprehensive Plan Land Use Typology Area: Urban – Low Intensity (UL)**

UL applies to the least intensively developed areas of the city that still receive urban water, sewer, police, park and fire services. Development in this area should provide horizontal integration of land uses, connectivity within and between individual developments, and design that facilitates pedestrian and bicycle transportation.

**2. Size of Site: 4.135 acres**

**3. Zoning and Land Use**

|                 | <b>Subject Site</b> | <b>North</b> | <b>East</b> | <b>South</b> | <b>West</b> |
|-----------------|---------------------|--------------|-------------|--------------|-------------|
| <b>Zoning</b>   | PUD-1384            | R-1          | R-1         | PUD-1384     | PUD-1594    |
| <b>Land Use</b> | Undeveloped         | Residential  | Residential | Undeveloped  | Undeveloped |

**II. SUMMARY OF PUD APPLICATION**

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1. This site will be developed in accordance with the regulation of the **C-3 Community Commercial 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:

Personal Storage (8300.60)

Administrative and Professional Office (8300.1)

2. **Maximum Building Height:** The maximum building height for the Storage buildings shall be one (1) story with a maximum height of 20-feet.
3. **Maximum Building Size:** 12,000 square feet
4. **Maximum Number of Buildings:** 9

### 5. Building Setback Lines

Front Yard: 25 feet

Rear Yard: 15 feet

Side Yard: 10 feet along the northern property line adjacent to residential, 0 feet along the southern property line adjacent to PUD-1384, C-3, commercial use area.

Corner Side N/A  
Yard:

6. **Sight-proof Screening:** No less than a six-foot and no greater than an eight-foot high fence shall be required along the boundary of this parcel where it is adjacent to any residential use. Buildings located directly adjacent to the southern property boundary shall be utilized for screening. Where buildings are not utilized for screening on the north and east property boundaries, a fence constructed of brick, stone, wood and/or any combination thereof shall be required. If the project is constructed in phases, a temporary chain link fence shall be allowed.
7. **Landscaping:** The subject parcel shall meet all requirements of the City of Oklahoma City's Landscape Ordinance at the time of development. The site shall provide a minimum five foot landscaped buffer along the north and east property line. Nine points for every 25 linear feet of abutment shall be planted, achieved by using deciduous and evergreen trees, spaced a maximum of 25 feet apart within the landscape buffers. If buildings are utilized for screening on the boundaries, a landscape buffer will not be required.

**8. Signs:**

**8.1 Free standing accessory signs:** One monument sign not to exceed 8 feet in height and 100 square feet in display area.

**8.2 Attached signs:** Attached signs shall be permitted in accordance with base zoning.

**8.3 Non-Accessory Signs:** Non-Accessory signs shall not be permitted.

**8.4 Electronic Message Display signs:** Electronic Message Display signs shall not be permitted.

**9. Access:** The facility shall have one access drive from S. Mustang Rd.

**10. Sidewalks:** Five-foot sidewalks shall be constructed along S. Mustang Road or six-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.

**I. Other Development Regulations:**

**1. Architecture:**

Personal Storage Buildings: Steel metal and/or plain concrete block buildings shall be permitted only if the exterior of the structure is finished. Exposed steel metal or exposed plain concrete block buildings shall not be permitted with the exception of the doors. The steel metal and concrete block buildings shall consist of stucco, artificial masonry or EFIS material applied on the exterior facades.

The design intent is to break up the long façades and apply a more up-to-date, inviting, and dynamic exterior appearance. Therefore, elevations of the building facades directly adjacent to, and viewable from, Mustang Rd., shall consist of multiple materials with a variety of percentages, depending on individual design. Materials which may be applied include, brick, stucco, artificial masonry or EFIS, store-front glass, decorative metal panel (including smooth or textured steel, aluminum or copper) and decorative concrete block (including colored, smooth, textured or split faced). The facades treated this way include the orange colored portions of the exterior elevations of buildings 1, 2, 9, and 7.

Building facades facing the northern and southern perimeter boundaries of the development, not directly adjacent to Mustang Rd, shall consist of a minimum 100% brick veneer, exclusive of doors and windows. The facades treated with brick only, include the blue colored portions of the exterior elevations of buildings 2, and 7. See EXHIBIT D for location of façade type.

Personal Storage building roofs shall have a minimum pitch of 2:12 for gabled roofs and 1/4:12 for non-gabled roofs. Roof pitch shall not exceed 6:12.

Rooftop mechanical systems and other appurtenances should be carefully integrated

within a building's architectural expression. Roof profiles should be designed to house mechanical systems where they are not separately located and screened. Venting for climate control systems can be effectively designed in the form of roof dormers.

- 2. Open Space:** Per base-zoning district requirements.
- 3. Street Improvements:** N/A
- 4. Site Lighting:** The site lighting in this SPUD shall be in accordance with Chapter 59, Article XII, Section 59-12350 of the Oklahoma City Municipal Code, 2020, as amended.
- 5. Dumpsters:** Dumpsters shall be consolidated and located within an area screened by a fence or masonry wall of sufficient height that screens the dumpster from view and shall be placed no closer than 50 feet from all property lines adjacent to residential zoning/use.
- 6. Parking:** The design of all parking facilities within this SPUD shall be in accordance with Chapter 59, Article X of the Oklahoma City Municipal Code, 2020, as amended. The number of spaces shall be 5, including one ADA space.
- 7. Common Areas:** Maintenance of the common areas in the development shall be the perpetual responsibility of the property owner. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown.

## **II. Supporting Documents**

Exhibit A: Legal Description  
Exhibit B: Site Plan  
Exhibit C: Topographic Map  
Exhibit D: Illustrative Contextual Site Plan and Façade Treatment Plan

## **III. REVIEW COMMENTS**

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

### **A. Outside Agencies**

- 1. Oklahoma City-County Health Department**
- 2. Oklahoma City Urban Renewal Authority (OCURA)**

**3. Oklahoma Gas and Electric (OGE)**

- 4. Oklahoma Natural Gas:** Please be advised ONG has an underground or aboveground facility in the area. If you need our facilities relocated to accommodate your excavation or construction, ONG will provide you a cost estimate. Prior to excavation, please contact OKIE-ONE 1-800-522-6543 a minimum of 48 hours prior for exact location of our facilities.

**5. Oklahoma Water Resources Board (OWRB)**

**6. School District(s) Mustang**

**7. Oklahoma Department of Transportation (ODOT)**

**B. City Departments**

**1. Airports**

**2. Central Oklahoma Transportation and Parking Authority (COTPA)**

**3. Fire\***

**4. Information Technology/Geographic Support**

**5. Parks and Recreation**

**6. Police**

**7. Public Works**

**a. Engineering**

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

**Storm Sewer Availability**

- 1) The Public Works Drainage Division staff has reviewed the subject application. All development, new construction, and/or substantial improvements planned within the proposed area shall be subject to chapter 16 of the Oklahoma City Municipal Code.
- 2) Storm sewers in accordance with the City's Drainage Ordinance will be required. Development abutting section line roads with drainage flows that

exceed the capacity of OKC standard ditch detail (D-100) will necessitate the installation of enclosed storm sewer and/or concrete channel. These improvements shall be placed to provide a minimum of 35' clearance distance from the centerline of the section. Concrete channels must be entirely outside public right-of-way.

- 3) A flood and/or drainage study will be required to establish finished floor elevations, common lot areas or private drainage easements. A final plat should not be submitted until the study has been reviewed and approved by the Public Works Department.
- 4) Plans for drainage improvements within the private drainage reserves and/or common areas must be submitted for review, and payment of inspection fees shall be made prior to construction. Building permits will not be issued until construction is complete. If a subdivision abuts a stream, the private drainage easements and/or common area along stream shall extend to flow line of stream at a minimum.
- 5) Place the following note on the plat and construction plans: Maintenance of the Common Areas and/or Private Drainage Easements shall be the responsibility of the property owner. No structures, storage of material, grading, fill or other obstructions, including fences, either temporary or permanent shall be placed within the common areas and/or drainage easements shown.
- 6) Drainage easements shall be clearly denoted as public or private in owner's dedication, on the plat, and/or in the plat notes.
- 7) Construction within the limits of this SPUD will require an erosion control plan in accordance with EPA Storm Water Discharge permitting: CFR Vol. 57, No. 175, September 9, 1992. A copy of the EPA Notice of Intent (NOI) will be required prior to the issuance of work orders or permits for construction activities disturbing an area of 1/2 acre or greater.
- 8) Sidewalk shall be installed for all new construction and/or at the time of a residential use to a more intense use on all lots having frontage on public streets classified as a major or minor arterial.
- 9) All private roads /streets will have private storm sewer systems.
- 10) Engineer/developers will be contacting PW for detention determination before they submit their final plat and plans.

- 11) Section II.8. Add the following statement to the end of paragraph:  
“Development of the parcel will be in compliance with chapter 16 of the Oklahoma City Municipal Code, 2020, as amended.” This should be added as a TE or a revised Spud submitted before the PC Meeting.
- 12) The reference: “no detention required for development....” must be removed.
- 13) Add the statement: All drainage design for this development shall be in accordance with the applicable requirements of chapter 16 of the Oklahoma City Municipal Code that are in effect at the time the plans are submitted for review.

**a. Stormwater Quality Management**

**b. Traffic Management\***

**8. Utilities**

**a. Engineering**

**Paving**

**Wastewater Availability**

- 1) An existing 8” wastewater main(s) is located adjacent to the subject site(s).
- 2) Line capacity is not guarantee and must be checked by the Engineer of Record and reviewed by the City.
- 3) Minimum ten (10) feet horizontal separation is required from water mains and five (5) feet for other utilities. Minimum two (2) feet vertical separation required for all crossings. All wastewater mains must have a minimum cover of four (4) feet and depth no greater than eighteen (18) feet. Developer is responsible for remediating any failure to maintain the minimum four (4) feet of cover.
- 4) Wastewater main(s) must be centrally located in a twenty (20) feet wide easement or larger if necessary. No trees, signs, dumpster, fence, and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.

- 5) All existing unused private wastewater service connections must be abandoned and capped at the main in accordance with City Standard Specifications and Private Development Design Manual.
- 6) Internal systems will be considered private.

**b. Solid Waste Management**

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

**c. Water/Wastewater Quality**

**Water Availability**

- 1) An existing 16" water main(s) is adjacent to the subject site(s).
- 2) A 12-inch water main is required to be looped through the development to provide adequate water supply and fire flow protection. Connection to two (2) separate active water mains is required to prevent partial or total shut-off of water supply when a pipeline failure occurs within the proposed development.
- 3) Minimum ten (10) foot horizontal separation required for wastewater mains and five (5) foot for other mains. Minimum two (2) foot vertical separation required for all crossings. All water mains must have a minimum cover of five (5) feet along section line roads and four (4) feet elsewhere.
- 4) Dead-end water mains must be avoided where applicable. All existing unnecessary water services must be abandoned at the water main.
- 5) In accordance with ODEQ regulations, the City provides water at a minimum pressure of 25 psi. The developer is responsible for designing and construction of all fixtures to provide adequate domestic and fire protection under minimum pressure conditions. The developer will be responsible for any failure of domestic and fire protection systems which require water pressure in excess of 25 psi.
- 6) All existing and proposed meters must meet current specifications and standard details and be located in the right-of-way or utility easement within grassy areas outside of sidewalks, driveways, streets and/or paving.



- 7) All domestic and fire suppression services must have separate water service connections. Fire hydrants maximum spacing is 500 foot and must be located within 10 feet of a hard surface (i.e. sidewalk, street, and/or paving).
- 8) Supply capacity for development is not guarantee and will be reviewed at time of review of construction documents.
- 9) Systems will be master meter and considered private.

**9. Planning**

**a. Comprehensive Plan Considerations**

**1) LUTA Development Policies:**

Site Design:

- Utilize Best Management Practices (BMP) for stormwater whenever possible.
- Developments should be served by urban water and sewer utility systems.

*National, state, and local permitting require basic best management practices for stormwater management. Public water and sewer are available.*

Automobile Connectivity:

- Limit curb cuts on arterial streets, and where possible concentrate access at shared entrance points.
- Provide vehicular connectivity between adjacent developments.
- Horizontally mixed-use developments should have connectivity between land uses.

*Access is limited to one drive on the arterial street. The conceptual plan illustrates a design that could allow a connection south.*

Pedestrian Connectivity:

- Provide sidewalk connections to adjacent development.
- Horizontally mixed-use developments should have public sidewalk connectivity between land uses.

*Sidewalks are required along the arterial street.*

- 2) **Compatibility:** The comprehensive plan includes a land use compatibility matrix used to identify potential conflicts between major land use categories. The subject site is currently zoned for limited commercial uses. No new compatibility issues were identified when locating only personal storage or office uses adjacent to existing low intensity residential uses.

- 3) **Service Efficiency:**

- Water: *Served*

- Sewer: *Fully Served Area*
  - Fire Service: *Urban Response*
- 4) **Environmentally Sensitive Areas:** No ESAs were identified on the proposed development site.
- 5) **Transportation System:** This site is located off S Mustang Road, a Major Arterial Street in the Urban Low LUTA. Transit (bus) service is not available.

**b. Plan Conformance Considerations**

The subject site is located on the east side of S Mustang Road, north of SW 44<sup>th</sup> Street. The subject site is currently within Tract 1 of PUD-1384 which was approved in 2009 and allows limited commercial uses. The new SPUD would rezone 4.13 acres out of the PUD to allow a personal storage facility. Land to the south would remain in PUD-1384. The SPUD limits uses to only personal storage and office uses, limits all buildings to one story and 20 feet, meets landscape buffer requirements on the north and east where abutting the Canterbury residential subdivision, limits freestanding signs to 8 feet tall and 100 square feet, and maintains the architectural requirements for mini-storage uses established in other tracts of PUD-1384. No new compatibility issues were identified with the request.

**IV. STAFF RECOMMENDATION**

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

**Approval of the application Subject to the following Technical Evaluations:**

1. Add Section II.8 – Drainage: Drainage design for this development shall be in accordance with the applicable requirements of Chapter 16 of the Oklahoma City Municipal Code, as amended.
2. Modify Section I.9. Access to add the following sentence: All driveways must meet the separation requirements contained within the City of Oklahoma City Municipal Code, subdivision regulations, and The City of Oklahoma City Functional Classification Plan.

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

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