



The City of
OKLAHOMA CITY

FILED

2020 JUL 20 PM 3:45
CITY OF
OKLAHOMA CITY OKLA
OFFICE OF
CITY CLERK

**Development Codes Update
Stakeholder Advisory Team
Special Meeting**

AGENDA 2:00 p.m. July 23, 2020

During the state of emergency in place during the COVID-19 pandemic, and in compliance with state and local stay at home orders, no physical location will be provided for this meeting. The meeting will instead be live streamed from remote locations. Instructions on how to join the meeting can be found on the second page of this agenda.

TEAM MEMBERS

Aimee Ahpeatone, Allison Barta-Bailey, Jessica Black, Todd Booze, Gary Brooks, Andy Burnett, Ofelia Cancio, Nathan Cao, Jorge Charneco, James Cooper, Scott Cravens, Joel Dixon, Jonathan Dodson, Clay Farha, Chris Fleming, Chip Fudge, Asa Highsmith, Julie Hornbeek, Andrew Hwang, A.J. Kirkpatrick, Mark Livingston, David Lloyd, Ricardo Montoya, Nikki Nice, Jim Parrack, Emily Pomeroy, Janis Powers, Deemah Ramadan, Mark Ruffin, Todd Stone, Tim Strange, Bryce Thompson, Marcus Ude, Mark Zitzow

Geoff Butler, Planning Director
Lisa Chronister, Assistant Director
Sarah Welch, Program Planner
Marilyn Lamensdorf, Associate Planner
Mark Mishoe, Admin Coordinator
Susan Randall, Municipal Counselor

ALL MEMBERS ATTENDING THE MEETING BY VIDEO CONFERENCE

**PHONE 1(346)248-7799 cell phone
Toll Free: 1(877)853-5257 or 1(888)475-4499 landline only
Meeting ID: 968 1508 4808
Join Zoom Meeting: <https://okc.zoom.us/j/96815084808>**

PARTICIPANT INSTRUCTIONS

VIDEO TELECONFERENCE MEETING

The City encourages participation in the public meeting from the residents of Oklahoma City. The City Council Chamber will be closed and the only alternative to participate in the meeting will be by video teleconference. Below are instructions on how to access the meeting and how to request to speak on certain agenda items.

- To participate in the meeting via ZOOM, go to **Meeting URL:** <https://okc.zoom.us/j/96815084808>
When prompted, enter Meeting ID: **968 1508 4808**
- To participate in the meeting by cell phone, call **1(346)248-7799**
- To participate by land line toll free, call **1(877)853-5257 or 1(888)475-4499**
- To speak on a certain agenda item, place a call in advance of the meeting to (405)297-2406 or e-mail mark.mishoe@okc.gov. Include your name, the agenda item number and the reason you would like to speak (protest, representing applicant, request continuance, i.e.). **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered.** City staff will attempt to submit requests received during the meeting to the Chair. Please press *6 to speak when recognized by the Chair.

The Chair will announce at the beginning of the meeting that if connections are lost, the City will attempt to restore communications for a maximum of 30 minutes and if communications cannot be restored, the meeting will reconvene at a certain date, time and place. If you are disconnected from the video conference, please try again before calling 405-297-2406.

It is the policy of the City to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service, or alternate format of the agenda in order to participate in this meeting should contact the ADA Coordinator of the Planning Department at 405-297-2406 or TDD (405) 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The Planning Department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **REVIEW SAT #1 INCLUDING GUIDING PRINCIPLES**
4. **REVIEW SIGN CODE APPROACH**
5. **REVIEW/DISCUSS KEY ISSUES**
6. **PUBLIC COMMENT**
7. **SCHEDULE & NEXT STEPS**
8. **ADJOURN**



OKC Development Codes Update

Stakeholder Advisory Team Meeting #2

July 23, 2020 at 2 pm

Agenda

1. Call to order
2. Roll call
3. Review SAT #1 including Guiding Principles
4. Review Sign Code Approach
5. Review/Discuss Key Issues
6. Public Comment
7. Schedule and Next Steps
8. Adjourn



Review SAT #1

Development Codes Update Project

July 23, 2020

Project Purpose

- Implement planokc
- Improve development efficiency and outcomes
- Make the development process easier to navigate and administer
- Areas of focus:
 - Chapter 59 Planning and Zoning Code
 - Subdivision Regulations
 - Sign Code
 - Coordination with Drainage Code and Nuisance Codes

Guiding Principles

- Comprehensive framework
- User-friendly
- Community support
- Make the right things easy
- Updated with best practices
- Right-size
- Integrated
- Clear processes
- Avoid nonconformities
- Effective enforcement

Overview of planokc and Phase 1 Report



July 23, 2020

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Major themes

TRANSPORTATION CHOICE & MOBILITY



Develop a transportation system that works for everyone.

HOUSING CHOICE



Increase housing choice and diversity for all lifestyles.

HEALTHY CITIZENS



Build an urban environment that facilitates health and wellness.

COMMUNITY ATTRACTIVENESS



Develop great places that attract people and catalyze development and innovation.

THRIVING NEIGHBORHOODS



Ensure stable, safe, attractive, and vibrant neighborhoods.

EFFICIENT DEVELOPMENT



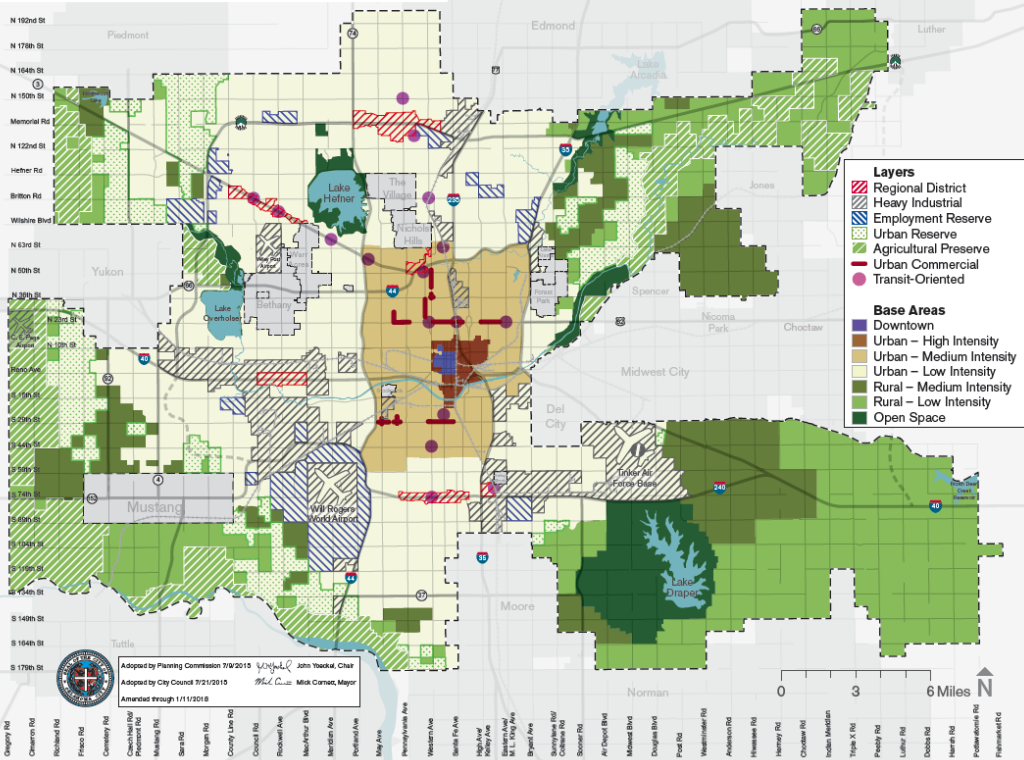
Develop efficiently to achieve fiscal sustainability and improve our quality of life.

NATURAL CHARACTER

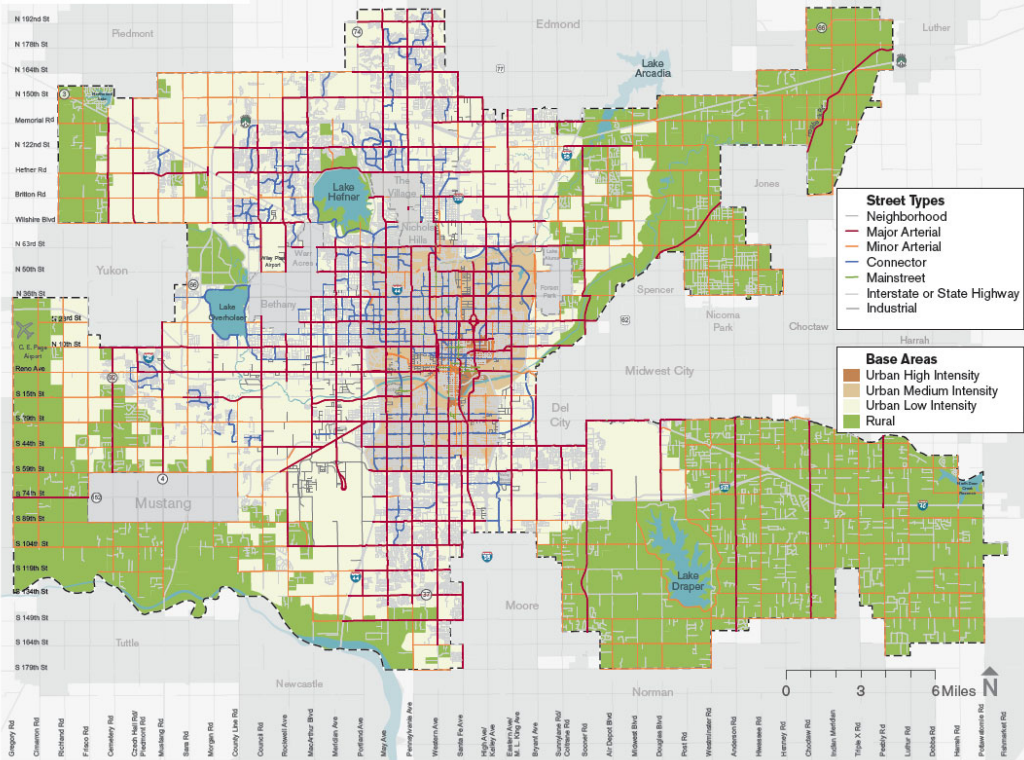


Preserve rural character and natural resources.

LAND USE TYPOLOGY AREAS (LUTAs)



STREET TYPOLOGY



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Phase 1: Recommendations

Highly Graphic and User-Friendly Layout

Unified Development Code

- Form-Based Zoning
- Updated Conventional Zoning
- Subdivision Regulations

Context-sensitive Civic and Open Spaces

Content-neutral Sign Standards

Clear procedures for administration and review

Consolidated Nuisance Standards

10-40.40.080
T4 Neighborhood 2 (T4N.2) Standards

Key

- ROW/Property Line
- Building Setback Line
- Building Area
- ▨ Facade Area

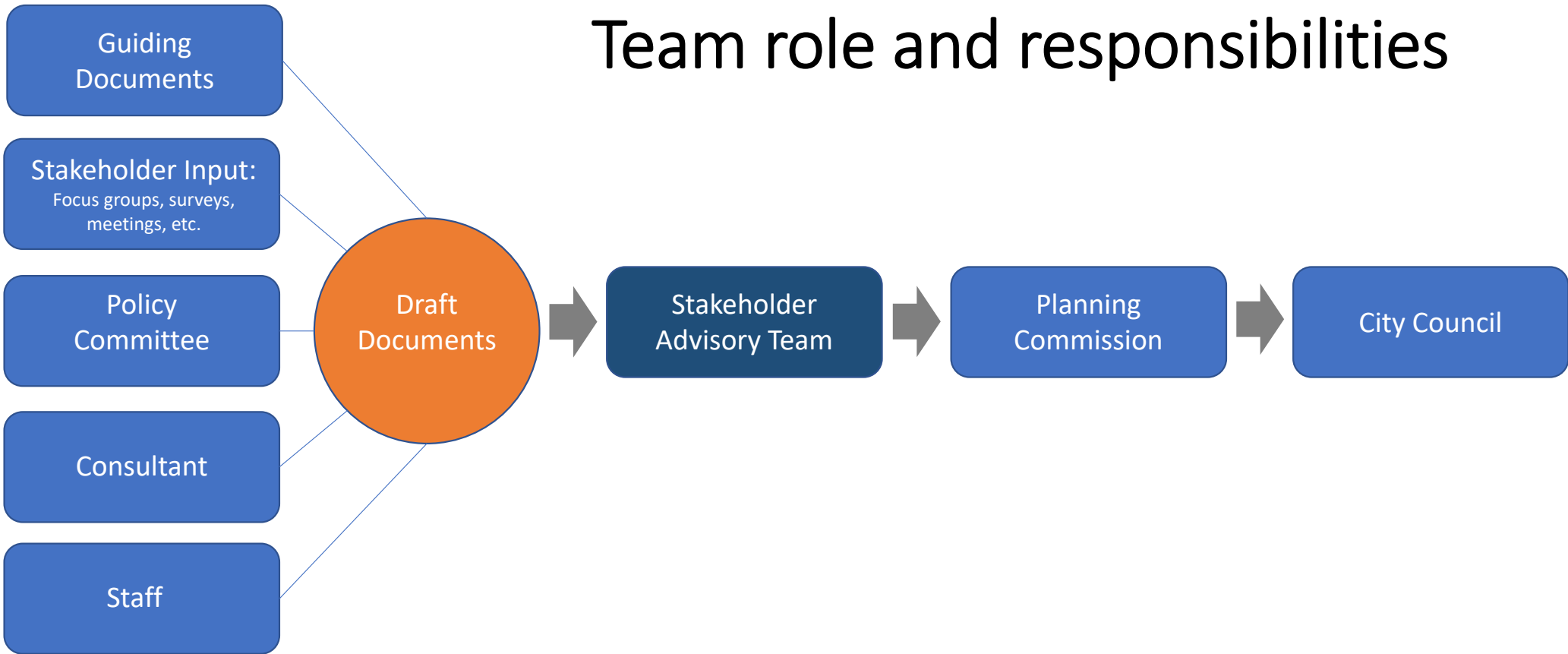
D. Building Placement		E. Building Form ²	
Setback (Distance from ROW/Property Line)		Height	
Principal Building			
Front ¹	5' min.; 12' max.	Stories	4 Stories max.
Front facade within area	50% min.	To Eave/Parapet	40' max.
Side Street/Civic Space	10' min.; 15' max.	Overall	52' max.
Side ²	3' min.	Outbuilding	2 Stories max.
Rear	3' min.	To Eave/Parapet	18' max.
Outbuilding			
Front	20' min.	Overall	28' max.
Side	0' min.; 3' max.	Ground Floor Finish Level	18" min. above sidewalk
Rear	3' min.	Ground Floor Ceiling	9' min. clear
		Upper Floor(s) Ceiling	8' min. clear
¹ Setback may match an existing adjacent building as follows. The building may be set to align with the facade of the frontmost immediately adjacent property, for a width no greater than that of the adjacent property's facade that encroaches into the minimum setback.			
² No side setback required between townhouse and/or live/work building types.			
Miscellaneous			
Upper-floor units must have a primary entrance along a street or courtyard façade.			
Ground-floor residential units along a street must have individual entries.			
Footprint		Depth, ground-floor residential space along primary street frontage	
		30' min.	
		Lot Coverage	
		80% max.	
Miscellaneous			
Mansard roof forms are not allowed.			

10-74 Flagstaff Zoning Code

Team role and responsibilities

- Examine key elements and technical aspects of the project; review & comment on drafts:
 - Consultant team's assessment of the current code
 - Structure and components of the proposed code, including development standards, administrative procedures, graphics, and maps;
 - Alignment with the comprehensive plan; and
 - Public input
- Identify additional data or information needs
- Ask questions
- Build support

Team role and responsibilities





Sign Code Principles

Development Codes Update Project

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Background (planokc)

Policy ST-17

- Adopt new citywide **site design and building** regulations that ensure new developments meet basic **functional** and **aesthetic** minimums related to:
 - Walkability and bike-ability
 - Internal and external street connectivity
 - Integration of uses
 - **Signage**
 - Building location
 - Building appearance
 - Open space (passive and active)



Policy E-14

- Initiate new efforts to reduce sign clutter and improve the aesthetics of signs, while allowing for adequate and visible business identification by the following potential measures:
 - Restrict new billboards and eliminate or reduce the number of existing billboards.
 - Require non-conforming signs to be removed or be brought into compliance with existing regulations within a specific timeframe.
 - Consider new standards in the Sign Ordinance to improve limits on the size, height, and number of signs.
 - Improve proactive enforcement of the City's sign regulations to curtail the placement of illegal signs and ensure adequate maintenance of signs.

What can we regulate?

Dimensions (area, height, etc.)

Number (e.g., per frontage)

Location (District, Street, Freestanding v. Attached)

Type (e.g., pole v. monument)

Materials

Illumination / Digital / Electronic

Copy Type (e.g., integrated v channel letters)

Moving parts

Portability

Public property

Temporary time restrictions



Focus Groups



Avoid unintended consequences (e.g., sign quality, added business cost)



Need more efficient permitting process



Make the standards predictable



Allow for administrative modification



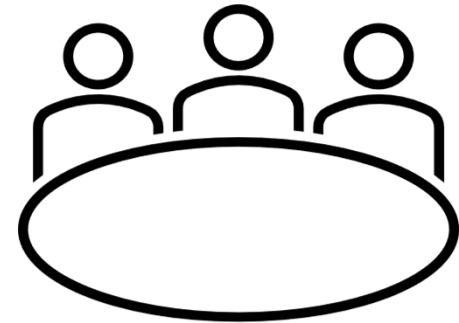
Improve enforcement



Landscaping and electrical inspections create delays and burden businesses/contractors



PUDs/SPUDs are inefficient and not the right tool for sign approval





Sign Code Elements

Development Codes Update Project

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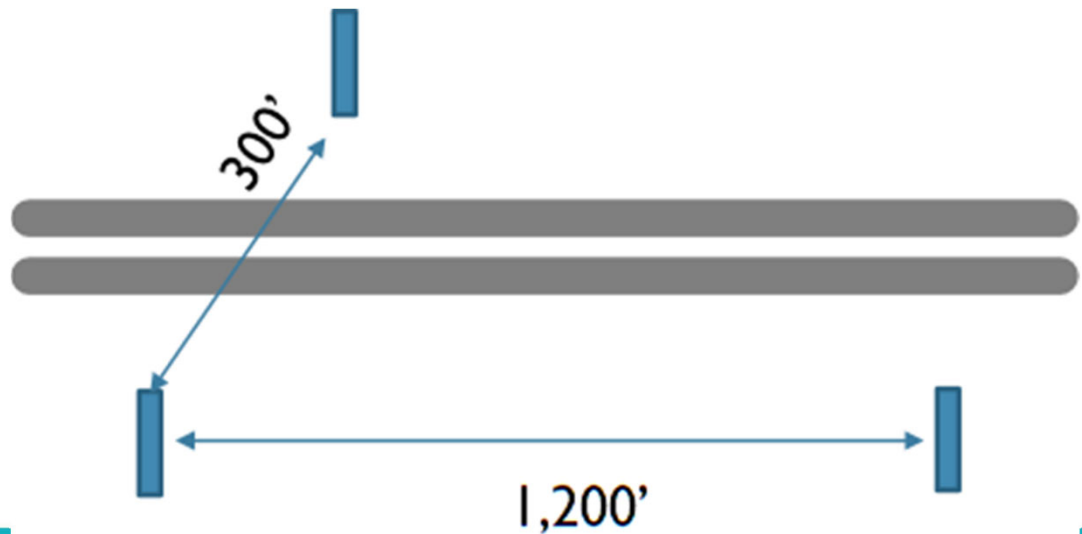
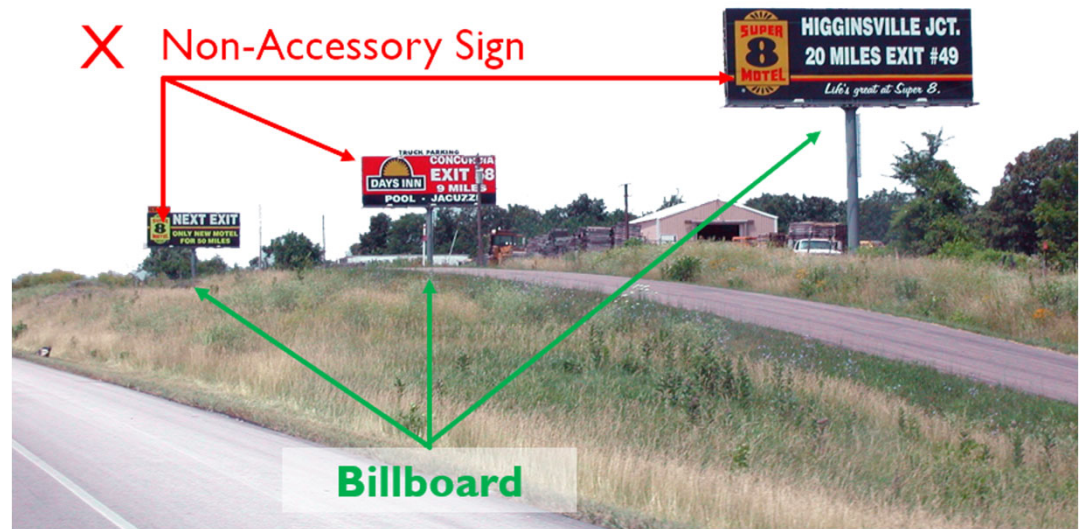
Billboards- Approach

Issues:

- Useful for messages & advertising
- Visual & traffic impacts

Approach:

- Physical definition (not location)
- Allowed on freeways excluding scenic highway, Hefner Pkwy, Turnpike
- Cap & replace
- Spacing = 1,500' or 1,200 with replacement
- Spacing measured on both sides of freeway



Billboards- Best Practices

- Most communities limit to arterial or above
- 5 / 12 peers have cap & replace
- 10 / 12 peers (+ ODOT) control spacing
 - 4 have > 1,500' spacing (San Antonio, Indianapolis, Kansas City, Miami)
 - Average 1,360'
- 10 / 12 peers designate scenic areas
 - Designated scenic corridors
 - Scenic highways



Digital Billboards in San Antonio City Limits

Development Services Department

Stage 3: Final Report

Open Date: February 15, 2019 Close Date: May 17, 2019

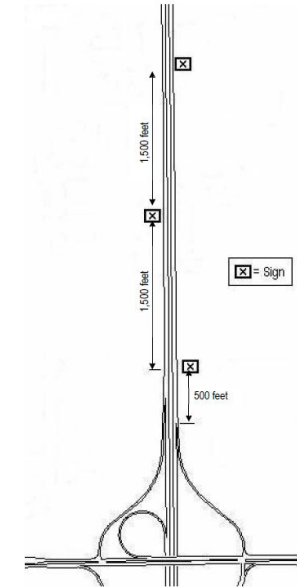
The City is currently reviewing a proposal from Clear Channel Outdoor Inc. to amend the City's current Sign Code and Billboard Ordinance (Chapter 28). Your feedback is important to us.

[VIEW FINAL REPORT](#)

Like 0

Print

Sign Diagram 2.6. Signs on Interstate Freeways and Expressways: Measurement of Separation for Off-Premise Signs




The specified distances shall be measured to the nearest point of the intersection of the traveled way of the exit roadway and the main-traveled way of the Interstate Freeway or Expressway.

Source: Indianapolis Sign Regulations

City	Single Side	Both Sides
Indianapolis		■
Nashville	■	
Kansas City		■
Tulsa	■	
Miami	■	
Omaha		■



Questions



Zoom Poll Questions: Billboards

Consider the issues, challenges and opportunities

- Like it
- Can live with it
- Needs improvement
- Don't like it
- Neutral



Discussion

PUD/SPUD Approaches

Issues:

- Flexibility + master planning
- Scale + context

Approach

- Compliance with underlying standards
- Cannot enlarge C-3/C-HC
- Prohibit parcelization
- Master sign plan (P/SUD or other)

Master Sign Plan (MSP) Chatham Professional Park 00-USP-001

These guidelines are published for informational purposes. A sign permit application must be submitted and a permit issued prior to installation of a sign.

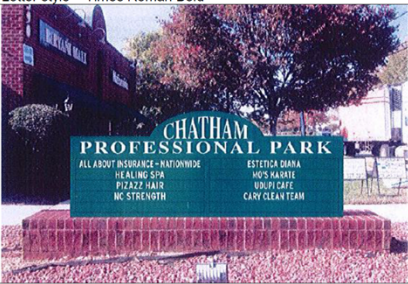
USP identifier:	00-USP-001
Location:	590 E. Chatham St.
Date USP established:	February 2000
Last modified:	June 2010 (Spelling and general format corrections; no substantive changes.) February 2019 (Changes to principal ground sign)

General Provisions of Uniform Sign Plan for this project
none

A sign may be erected, placed, established, painted, created or maintained in the Town of Cary only in conformance with standards, procedures, exemptions and other requirements of the Town's Sign Ordinance and/or any applicable Master Sign Plan (MSP) for the property where the sign is located.

In situations where the specifications of a previously approved Uniform Sign Plan conflict with the currently adopted Sign Ordinance provisions, then the specifications in the approved Uniform Sign Plan shall control. Where a previously approved uniform sign plan does not contain specific specifications on signage attributes, including but not limited to height, colors, placement, etc., then the provisions in the currently adopted Sign Ordinance shall control. Further, a previously approved Uniform Sign Plan which lacks specific signage attribute specifications (including but not limited to height, colors, placement, etc.) may not be amended to include such specifications unless such amendment is in accord with the currently adopted Sign Ordinance.

A Master Sign Plan may be amended by filing a new sign plan with the Planning Department. Any new or amended Master Sign Plan (including those for planned unit developments) shall include a schedule for bringing into conformance, within 90 days, all signs not conforming to the proposed plan. This shall apply to all properties governed by said plan.


Ground Signs - Project Identification	
Quantity:	1
Location:	At entrance on E. Chatham St.
Materials:	Painted aluminum with white vinyl letters; brick sign base
Size:	<ul style="list-style-type: none"> • Height – maximum 54 inches for sign structure • Length – maximum 9 feet for sign • Area – maximum 32 square feet per side for sign
Colors:	<ul style="list-style-type: none"> • Background – Green PMS 7484 C • Letters - White
Illumination:	External with two ground mounted up-lights
Other:	Letter style – Times Roman Bold
Photo(s): *	
Wall Signs - Tenant Type 1	
Quantity:	1 per bay
Location:	In recessed sign area above doorway in each bay
Materials:	Vacuum formed plastic letters (rounded edge) on painted background
Size:	<ul style="list-style-type: none"> • Letter sizes – 4 inches, 6 inches, 8 inches, 12 inches, 15 inches, and 18 inches • Height – 2 feet 3 inches • Area (Building A) – maximum 22.5 square feet per bay • Area (Building B) – maximum 24 square feet per bay • Area (Building C) – maximum 23 square feet per bay
Colors:	<ul style="list-style-type: none"> • Background – forest shade green PMS 7484 • Letters - white
Illumination:	Maximum 5 down-lights per sign

PUD/SPUD Best Practices

- Modification through PUD common
- Typically tied to
 - Master plan
 - Conditions
- Master sign plan common
- 4 peers require PUD to conform to sign code (Norman, Fort Worth, Edmond, Omaha)
- Nashville prohibits billboards in PUDs
- Conditions to Master Sign Plan Plans (Edmond I-35 Corridor)
 - Modify location / size of individual signs
 - Cannot modify:
 - Total number
 - Overall sign area



Questions



Zoom Poll Questions: PUDs & SPUDs

Consider the issues, challenges and opportunities

- Like it
- Can live with it
- Needs improvement
- Don't like it
- Neutral



Discussion

Pole Sign Approach

Issues:

- Height + flexibility
- Appearance + obsolescence

Approach

- Prohibited except for freeways
- Pole covers
 - Exclude from sign measurement
 - Require for alteration / refacing



Source: Frisco, CO Unified Development Code


Pole Sign Best Practices

- Prohibition increasingly common
- Pole cover increasingly common
 - Materials
 - Width (30% of sign face)
 - Edmond varies size by materials:
 - Similar architectural character
 - Masonry

Pole Signs Not Allowed	Pole Signs Allowed
Miami	Omaha
Fort Worth	Albuquerque
Tulsa	San Antonio
Kansas City, KS	Denver
	Edmond
	Indianapolis
	Kansas City, MO
	Nashville
	Norman



Questions



Zoom Poll Questions: Freestanding (Pole) Signs

Consider the issues, challenges and opportunities

- Like it
- Can live with it
- Needs improvement
- Don't like it
- Neutral



Discussion

Measurement / Allocation

Issues:

- Flexibility + communication
- Clutter + conspicuity

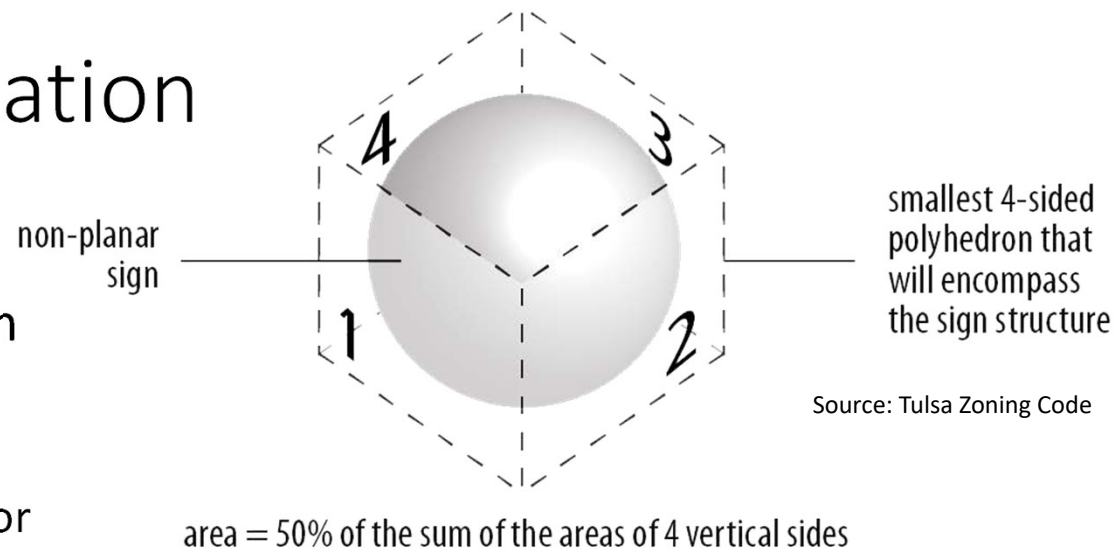
Approach

- Tie sign size to:
 - Building size
 - Street type
- Reduce height
 - Tie to street type
- Allowance for artistic signs



Measurement / Allocation Best Practices

- Building size context not common
 - Edmond (shopping centers):
 - 1.25-1.75 sf / 1,000 sf GLA
 - < 60k sf = 75' PL & 150' total sides or 100' PL & 100' total sides
- Street type less common
 - APA Model Code
 - Height: San Antonio (table) & Tulsa
- Allowance for artistic signs common
 - Limit to physical structure



Street Type	Height (ft)	Size (sf)
Local	16	75
Arterial B / Commercial Collector	24	150
Arterial A	40	240
Expressway	50	375



Questions



Zoom Poll Questions: Measuring/Allocating Signs

Consider the issues, challenges and opportunities

- Like it
- Can live with it
- Needs improvement
- Don't like it
- Neutral



Discussion

Electronic Message Displays (EMDs) Approach

Issues:

- Maximize messages + technology
- Glare + traffic safety

Approach

- Brightness
 - Best practices
 - Residential zones
- Projection signs



EMD Best Practices

- Brightness limits common
 - Footcandles
 - Nits
- Residential zones
 - Prohibition common (Edmond prohibits citywide)
 - Setbacks (e.g., 200' from residential district in Norman)
- Projection signs

	Day	Night
Norman	5,000 nits	300 nits
Tulsa (2)	6,500 nits	500 nits
San Antonio	Red 3150 nits Green 6300 nits Amber 4690 nits Full Color 7000 nits	Red 1125 nits Green 2250 nits Amber 1695 nits Full Color 2500 nits
	+ 0.3 fc @ 100-250' depending on sign size + 0.2 fc @ residential property line	
Indianapolis (1)	1 fc property line 1 fc (Residential) / 2 fc (Other) ROW	
Kansas City	2 lux residential district line / ROW	
Miami	0.3 fc @ $\sqrt{\text{sign area} \times 100}$	

Fc = footcandles
 (1) General lighting regulations
 (2) 70 footcandles 2' from sign generally



Questions



Zoom Poll Questions: EMD Signs

Consider the issues, challenges and opportunities

- Like it
- Can live with it
- Needs improvement
- Don't like it
- Neutral



Discussion



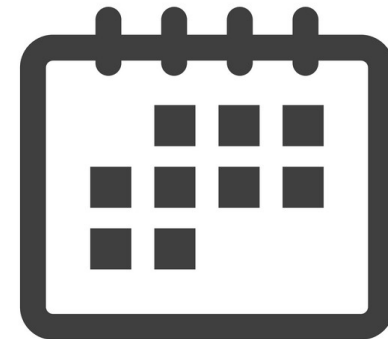
Public Comment

July 23, 2020

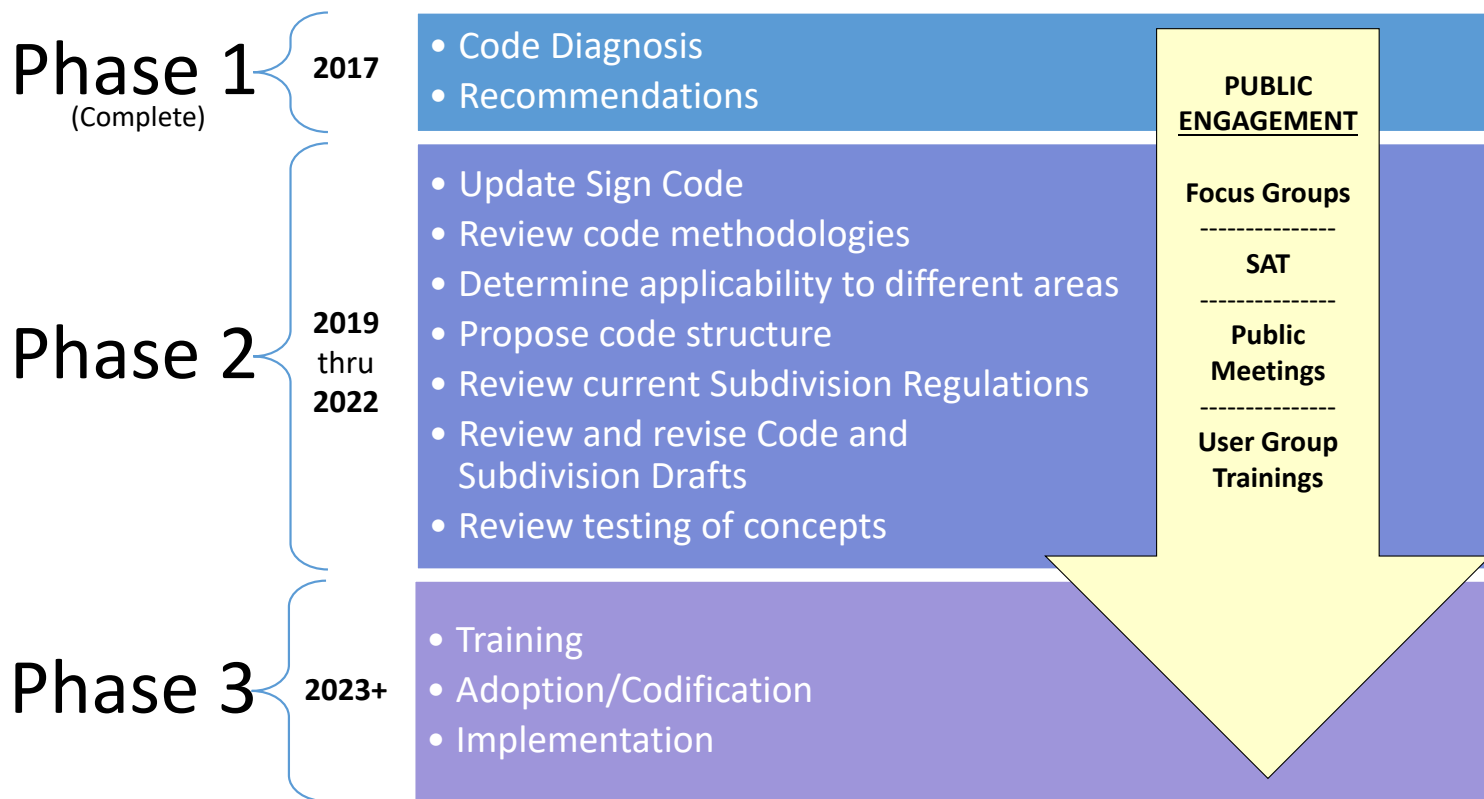
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Schedule and Next Steps

- Sign code draft issued for review
- SAT #3: sign code recommendation
- Public meetings with design review committees/commissions
- Sign code final draft: early fall
- Adoption: end of 2020



Schedule and Next Steps



Thank you!

