



association of central oklahoma governments

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

AGENDA

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

September 13, 2007

9:00 a.m.

**ACOG Conference Room
21 E. Main St.
Oklahoma City, Oklahoma 73104**

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES ([ATTACHMENT II](#))
- III. APPOINTMENT OF NOMINATIONS COMMITTEE TO NOMINATE THE NEXT APTAC OFFICERS ([ATTACHMENT III](#))

Action Requested: The Chairman will appoint a Nominations Committee to nominate the next APTAC officers.
- IV. 2010 CENSUS LOCAL UPDATE OF CENSUS ADDRESSES (LUCA) TRAINING ([ATTACHMENT IV](#))

Action Requested: None. For information only.
- V. CHOCTAW TOWN CENTER REDEVELOPMENT PROJECT ([ATTACHMENT V](#))

Action Requested: None. For information only.
- VI. NEW BUSINESS
- VII. ADJOURNMENT

I. CALL TO ORDER

Chairperson Jones called the meeting to order at 9:05 a.m.

II. APPROVAL OF MINUTES

Jim Pumphrey made a motion to approve the minutes of the March 8, 2007 meeting. Mark Seibold seconded the motion and, with the vote, the motion passed.

III. 2007 CENTRAL OKLAHOMA BIKE TO WORK DAY SUMMARY AND SURVEY RESULTS

Lisa Kehoe presented an overview of Bike to Work Day. She said she received support from OU, Norman CART and Metro Transit, Oklahoma Bicycle Coalition, and the Oklahoma Bicycle Society. She said that the first Bike to Work Day was held three years ago and only in Oklahoma City. This year, Norman, Edmond, Guthrie, and Yukon participated as well. Ms. Kehoe displayed pictures from each event location. She mentioned that this year, various bicycle shops were involved and indicated that bus trolleys were at the Oklahoma City and Norman events in order to practice putting bicycles on the bicycle racks. She said Norman Regional Hospital had their own booth and took blood pressure readings at the Norman event. She said that overall, more organizations, such as the Oklahoma State Department of Health and Integris Hospital were involved this year. Oklahoma Turning Point also participated and will do so again next year.

Ms. Kehoe informed the committee that she received 530 responses to the online Bike to Work survey. She mentioned that the average age of respondents was 44 to 55, but most importantly, people said they wanted on-road striped bikeways and that they currently don't feel safe riding on the roads. She said that the survey information is important for cities to use in their bike planning and to determine citizens' needs.

Mr. Sharp said that a big concern is that cars and trucks are not paying attention to pedestrians and bicyclists. He said that safety education for citizens on ways to travel around the region, especially as more bicyclists and pedestrians begin using the roads, needs to be addressed.

Ms. Kehoe said that in October, there will be information being sent out about the new federal Safe Routes to School program. She mentioned that there will be \$3 million in the first cycle of the Safe Routes to School program for Oklahoma.

IV. PRELIMINARY RESIDENTIAL BUILDING PERMIT COSTS – SUMMER 2007

John Sharp mentioned that there is an update to the preliminary Building Permit Cost table on page IV-2 in the agenda. He said the city of Norman had some changes to their building permit costs. He said several cities have concerns about how they can generate funds without impacting citizens by raising fees for utilities. He said that this is an area where cities can require upfront contributions to offset some of their costs. He commented that ACOG staff tried to get as many cities as possible to provide fee information. He referred to the table on Page IV-2 in the agenda which is sorted into three sub-totals - Building Permit Fees, Utility Fees, and Other Fees.

Mr. Sharp said in order to make things simpler, they asked cities to use, as an example, a 1,200 square foot house with a 400 foot two-car garage for a house value of approximately \$80,000. He displayed a map of the permit costs in cities around the region. He said that the cities in white did not provide data, the yellow is Slaughterville, which charges \$50 per permit, but they don't provide water or sewer utilities. He said the cities in orange, which are around the outside of the Oklahoma City metropolitan area, Oklahoma County and some of the smaller cities to the east such as Midwest City, charge between \$500 and \$1,000 per permit. He said the cities in red charge between \$1,000 and \$2,000 per permit, and lastly, are the cities that charge over \$2,000 per permit. These include Piedmont, Edmond, Mustang, and Norman. Mr. Sharp said some of the cities tend to charge more in building permit fees and some charge more in impact fees from the standpoint of sewer connections or water meters. He said that in certain cases, some cities might own their own electric companies, so there may be different pricing associated with that.

Mr. Sharp said that Other Fees are additional fees that cities feel they require in order to generate funds for parks and recreation and also for protection of areas that are flood prone. Mr. Sharp informed the Committee that fifteen cities provided information and that Piedmont and Edmond were two cities that had higher fees - above \$3,000. He said the total fee average was \$1,563.

Mr. Sharp said that the average for building permit fees was \$459. He said that the average utility fees were higher, about \$1,076, but that figure, divided by those cities that actually charge this type of fee, raised the figure to around \$1,345.

He said he did not know the cost of the permit that would deter citizens from buying a house in a particular city. He said that developers sometimes feel if a certain city has an impact fee of \$500 or more, they won't sell any more houses in that city, but that is not the case. He said this was one area that could generate funding for cities if houses are being built.

Ms. Starr asked how the average building permit of \$459 was calculated. Mr. Sharp replied that he used the subtotal building permit fee, which includes building inspection fees and processing fees which some cities include in their building permit fee. He said that plumbing and electrical costs are similar in most cities.

Ms. Jones said that in the building permit category, she said some of the cities have fees for electric, plumbing, and mechanical and asked if those fees are included in the building permit fees and does the building contractor pay for those. Mr. Sharp said it is his understanding that those fees are included in the cost of the house.

Ms. Helsel commented that she feels platting fees would be interesting to look at in the future and also said she would like to see the trend over the last five years of building permits sold to determine if all the cities are experiencing the same trends. Mr. Sharp said that Alicia Nicely has been mapping the building permits by year, that have been sent to ACOG. He said he plans to get back to the cities within the next few months, to discuss the 2005 population numbers as well as the 2005 and 2006 population estimates.

Mark Seibold asked if any city has a difference in fees based on location. He said that Choctaw charges a lot development fee for those areas that don't have water and sewer. Ms. Starr said Midwest City has areas that have assessment lines with water and sewer lines.

V. 2010 CENSUS LOCAL UPDATE OF CENSUS ADDRESSES (LUCA) TRAINING

Mr. Sharp said there was a workshop earlier in the spring where the Census Bureau gave an overview of what will be happening in the future. He informed the Committee that the census contact person for each entity will be receiving a letter at the end of August or early September outlining a training, which will be held here at the ACOG offices on October 23, 2007 from 9:00 a.m. until mid-day. Mr. Sharp said that each city will require a designated representative to attend. The training will be comprised of going over examples of tables of addresses and how to compare them to local city databases. He said this is a very important training in order to have accurate 2010 census figures.

VI. NEW BUSINESS

Mr. Sharp said there is a handout available of 2006 population estimates by city, by county. He said that the 2005 population estimates on this release changed the 2005 estimates that were on last year's release. He said that 2005 population figures will be used as a benchmark for the 2005 to 2035 OCARTS Plan.

He said that last week a letter was sent to the Census Bureau regarding proposed criteria changes for census block groups and census tracts. He said the Census Bureau wanted to change the population criteria. That would provide difficulties for staff to tie the census geography with the traffic analysis zones, which complicates the planning process for the 2035 Transportation Plan. He said the letter asked the Census Bureau to hold the 2010 census block groups and census tracts criteria as close as they could to the 2000 criteria for population and geography. He said that for downtown Oklahoma City, the Census Bureau may combine multiple census tracts and block groups together. This leads to difficulties comparing data over time.

City of Choctaw

Mark Seibold made a comment about the 15.21% population change from 2000 to 2006. He said that last year property was donated to the City of Choctaw - Bass Park, which is second portion of a very large tract of land to the southeast of the downtown area. He said that in that Park and also in the downtown area there is a spray park project that is very popular in the area and the city has also acquired another 38 acres adjacent to the downtown area and will begin a Tax Increment Financing (TIF) district. He indicated they are trying to connect the dedicated park areas to downtown and also the TIF district. He said they are still working on updates to their Comprehensive Plan and they anticipate completion by November of this year. He commented that the city is also beginning the assessment of their stormwater plan as well as

their trails assessment and said Choctaw has the third highest number in trails miles in the OCARTS area

Tinker Air Force Base

Bill Dalke indicated that Tinker continues to work with ACOG on the Joint Land Use Study (JLUS). Mr. Sharp asked if Tinker would be contacting cities over time regarding land use. Mr. Dalke replied that Midwest City, Oklahoma City, Spencer, Oklahoma County, and Del City are all involved in the process. He said the contractor has been selected and negotiations are ongoing to have them provide the study and said he anticipates the process will take a year.

Oklahoma County

Tyler Gammon said that the Master Plan will go before the Planning Commission next week for final approval and then will go to the Board of County Commissioners. He said the residential building permit numbers are still lower than in past years. He indicated that Stacy Trumbell is the new county engineer and he will take over in August. Carol Cline said that bids were opened yesterday for one of the gates at Tinker AFB.

City of Mustang

Melissa Helsel remarked that as a result of the Brack Commission, many small National Guard stations have been closed and a few large Regional Readiness Centers are being built. She said that there will be a new large National Guard Armory in Mustang. She said the City Council came to an agreement with a developer who will be putting in a Lowe's in that same section of land as the Armory. She said Richard Rollison is the new Community Development Director for Mustang. Ms. Helsel said that the city will be partnering with Oklahoma University's Spatial Analysis Center to do GIS work for Mustang. She also said the city will begin updating their Comprehensive Plan in the fall.

City of Piedmont

Clark Williams said residential building permits are slowing down – 45 as compared with 54 a year ago and some of this may be due to a development enhancement infrastructure fee. He said the other part of this has to do with the dynamics of where Piedmont is located in the market. He said that three more preliminary plats have been added and there are 714 lots in final stage which brings the number up 817 lots. Mr. Williams said the city just awarded bids on 4.1 miles of 16 inch water line and one mile of ten inch water line, booster pumps and a 400,000 gallon, elevated storage facility which will improve the city's water situation and this is all connected to Oklahoma City. He said that a formal closing with the Oklahoma Water Resources Board (OWRB) is on July 20, 2007 for a \$4.1 million loan.

Mr. Williams commented that the city is discussions with developers in Oklahoma City to connect its lagoon system to the Oklahoma City sewer system at the Piedmont Road and

Northwest Highway intersection which has an interceptor running through it. He said that intersection continues to develop with an additional new plat with 33 lots to the west side of Piedmont Road and another 400 lot development to the west of that, which will bring the total inventory on the north side of Northwest Highway at Piedmont Road to 1700 lots. He said that with these new developments, there will be a need for traffic studies. He indicated there is a new development going in at the intersection of Britton Ave. and Piedmont Road and there will be approximately 1,000 lots. He said Piedmont is anticipating an estimated 15,000 to 20,000 units by the next decennial census. Mr. Williams said a stop light was put in at Northwest Highway and Mustang Road. He also said the city is participating in some community strategic planning through the Oklahoma Community Institute and this is facilitating some citizen interest. He said the city will be working on their comprehensive planning process. He also said he has a tentative commitment from the City Council for \$100,000 in two stages spread over two fiscal years, \$50,000 the first year and \$50,000 the second year.

City of Nicoma Park

Jim Pumphrey mentioned that Nicoma Park has just finished its Capital Improvement Plan (CIP) up to the point of public hearing, which will be the first Tuesday of next month. He said the city now has a Park Committee and that their Centennial Park has been completed and was dedicated at the end of last month. He indicated that there are a few building permits, most of which are lot splits and a few of them are old houses that are being demolished.

City of Tuttle

Brian Routh said that many new ordinances have been adopted for new residential developments in Tuttle. He said that a lot of growth has occurred since the opening of the Highway 4 bridge over the S. Canadian River and indicated that the city is studying the possibility of a new water treatment system. Tuttle has plenty of ground water, but it is high in nitrates and therefore, the city is planning to do an ion exchange plan and should be starting that process in two or three months.

City of Midwest City

Anais Starr commented that the city is finishing up its Town Center Plaza. She said the Best Buy opened recently, J.C. Penney is due to open in August and PetsMart is under construction. She said that the Town Center was dedicated as Charles Johnson Park in memory of their former City Manager. She indicated that work on their Comprehensive Plan is progressing.

City of Guthrie

Rene Spineto introduced Maxine Pruitt, the new Director of Municipal Services of Guthrie. She said they are working on their CIP Plan and commented that they are researching a new water treatment facility. The city was awarded a Transportation Enhancement grant for its

Centennial Corridor. She said the Super Walmart will be opening next month and their second Sonic has already opened.

VIII. ADJOURNMENT

Ms. Jones made a motion to adjourn. Mr. Williams seconded the motion and the meeting adjourned at 9:59 a.m.

ACOG

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

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MEMORANDUM

DATE: September 13, 2007

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation Planning & Data Services

SUBJECT: Appointment of Nominations Committee to nominate the next APTAC Officers

INFORMATION:

At the September meeting, the current APTAC Chairperson, Elizabeth Jones will appoint a Nominations Committee to nominate the next APTAC Chairperson and Vice-Chairperson. The Nominations Committee will be asked to meet and discuss nominations before the next regularly scheduled APTAC meeting in November. The posts of Chairman and Vice-Chairman will be filled at the regularly scheduled APTAC meeting on November 8, 2007. Additional nominations from the floor will be accepted at the meeting.

ACTION REQUESTED:

The Chairman will appoint a Nominations Committee to nominate the next APTAC officers.

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MEMORANDUM

DATE: September 13, 2007

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation Planning & Data Services

SUBJECT: 2010 Census Local Update of Census Addresses (LUCA) Training

INFORMATION:

ACOG member entities should have received a formal invitation from the U.S. Census Bureau to participate in the 2010 Census Local Update of Census Addresses (LUCA) Program. The LUCA Program, mandated by the Census Address List Improvement Act of 1994 (Public Law 103-430), provides state, local, and tribal governments with the opportunity to review and update the Census Bureau's address list. This program is vital to ensuring a complete count in 2010.

A comprehensive LUCA training will be held October 23rd from 9:00 to 12:00 at the ACOG offices. Invitations to this training will be sent out next month.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: September 13, 2007

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation Planning & Data Services

SUBJECT: Choctaw Town Center Redevelopment Project

INFORMATION:

Choctaw has acquired approximately 38 acres of land north of NE 23rd St. and bordered by Harper and Henney roads. Choctaw has entered into a Letter of Intent with Sooner Investment Group as the designated developer for Choctaw Town Center. Sooner Investment Group will design, with the City's approval, a mixed use preliminary site plan for the area.

The City will proceed to investigate and devise a plan for implementation of a Tax Increment Financing (TIF) District.

Mark Seibold, City Planner, will be at the September meeting to present Choctaw's preliminary ideas for this development.

ACTION REQUESTED:

None. For information only.