



association of central oklahoma governments

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy McMillan
Moore Councilmember

Secretary/Treasurer Elizabeth Waner
Edmond Councilmember

Executive Director
John G. Johnson

MEMORANDUM

DATE: January 5, 2012

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation & Planning Services (TPS)

SUBJECT: Meeting Notice

The Areawide Planning and Technical Advisory Committee will hold a regular meeting on

THURSDAY, JANUARY 12, 2012, AT 9:00 A.M.

in the ACOG Board Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma.

AGENDA

- I. CALL TO ORDER ([ATTACHMENT I](#))
- II. APPROVAL OF MINUTES ([ATTACHMENT II](#))
- III. ITEMS FOR INFORMATION ONLY:
 - A. BRING IT HOME SYMPOSIUM ([ATTACHMENT III-A](#))
 - B. BOUNDARY AND ANNEXATION SURVEY WORKSHOP ([ATTACHMENT III-B](#))
 - C. 2010 CENSUS DATA ACCESS ([ATTACHMENT III-C](#))
- IV. NEW BUSINESS
- V. ADJOURN

**AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE
VOTING MEMBERS AND ALTERNATES**

| CITY/ORGANIZATION | MEMBERS | ALTERNATES |
|-------------------|--|--------------------------------------|
| BETHANY | Julie Shannon Director of Community Development | John Shugart City Manager |
| BLANCHARD | Leon Lacy Interim City Manager | Susie Maeder City Clerk |
| CEDAR VALLEY | No Designee | |
| CHOCTAW | Mark Seibold City Planner | Robert Floyd City Manager |
| COLE | No Designee | Vacant |
| DEL CITY | Tom Leatherbee City Planner | Mark Edwards City Manager |
| | Monica Kynaston Code Secretary-Community Services | |
| EDMOND | Jan Fees City Planner | Robert Schiermeyer-Planning Director |
| | | Larry Stevens-City Manager |
| EL RENO | Tony Rivera City Manager | |
| FOREST PARK | No Designee | |
| GOLDSBY | No Designee | |
| GUTHRIE | Rene Spineto City Planner | Wanda Calvert City Clerk |
| HARRAH | Earl Burson City Manager | |
| JONES CITY | No Designee | |
| LEXINGTON | No Designee | |
| LUTHER | No Designee | |
| MIDWEST CITY | Anais Starr Comprehensive Planner | Ron Green - Current Planning Manager |
| | | Billy Harless - Comm Devlpmt Dir |
| MOORE | Elizabeth Jones Community Development Director | Stephen Eddy - City Manager |
| | | Stan Drake – Asst City Manager |
| MUSTANG | Melissa Helsel City Planner | Mike Rutledge - City Manager |
| | | Robert Coleman – Comm Devlpmt Dir |
| NEWCASTLE | Ian Crittenden City Planner | Nick Nazar City Manager |
| NICHOLS HILLS | David Poole City Manager | |
| NICOMA PARK | No Designee | |

| CITY/ORGANIZATION | MEMBERS | ALTERNATES |
|--------------------------|---|--|
| NOBLE | Bob Wade City Manager | |
| NORMAN | Wayne Stenis Senior Planner | Joyce Green GIS Services Manager |
| OKLAHOMA CITY | Russell Claus Planning Director | Susan Miller Planner IV |
| | Randy Entz Transportation Planner | Bob Tener Developmental Services Director |
| PIEDMONT | Arti Patel Director of Community Development | Clark Williams City Manager |
| SLAUGHTERVILLE | Marsha Blair Town Administrator | |
| SPENCER | Nicole Mukes City Manager | |
| TUTTLE | Tim Young City Manager | Lacy Kelly Finance & Community Development Dir. |
| THE VILLAGE | Bruce Stone City Manager | |
| WARR ACRES | Pam Ramirez City Clerk | |
| YUKON | Doug Shivers City Clerk | Quincy Rinkle Community Development Coordinator |
| | Mitchell Hort Community Development Director | Grayson Bottom City Manager |
| CANADIAN COUNTY | No Designee | |
| CLEVELAND COUNTY | No Designee | |
| LOGAN COUNTY | Hon. Mark Sharpton Commissioner-Dist. 1 | Mary Murphey First Deputy-Dist. 1 |
| OKLAHOMA COUNTY | Tyler Gammon Planning Director | Erik Brandt, Comprehensive Planner |
| | | Ruth Walters, County Planner |

NON-VOTING MEMBERS AND ALTERNATES

| CITY/ORGANIZATION | MEMBERS | ALTERNATES |
|---|---|-------------------|
| AREAWIDE AGING AGENCY | Don Hudman Executive Director | Vacant |
| CAPITOL-MEDICAL ZONING COMMISSION | Denise Martin Program Administrator | Vacant |
| CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA) | Larry Hopper Planning Manager - Administration | |
| METRO FAIR HOUSING COUNCIL | Mary Dulan Executive Director | |
| OKLAHOMA DEPARTMENT OF COMMERCE | Steven Barker Sr. Research Analyst | |
| TINKER AIR FORCE BASE | Bill Dalke Community Planner | |

I. CALL TO ORDER

Chairperson Entz called the meeting to order at 9:02 a.m.

II. APPROVAL OF MINUTES

Mark Seibold made a motion to approve the minutes of the November 10, 2011 meeting. Jan Fees seconded the motion. The motion carried.

III. MEETING CALENDER FOR 2012

John Sharp presented the meeting calendar for 2012 and requested members to recommend future agenda items. Randy Entz added that meetings for the second phase of the Regional Transit Dialogue will begin in 2012.

This item was for information only.

IV. COMMERCIAL-MIXED USE AESTHETIC OVERLAY DISTRICT

Mark Seibold presented a draft of the City of Choctaw's aesthetic standards ordinance. The draft ordinance addresses building materials, landscape, and site design standards for new construction and building expansions of greater than 30%. The standards would limit/prohibit the use of building materials such as metal panels and manufactured stone. The standards are intended to be used in an overlay district near the urban/downtown area of Choctaw and only on commercial corridors. The proposed plan approval process would require design drawings.

Jan Fees noted that that design standards are applicable in Edmond when buildings are expanded by greater than 10%. Edmond has several overlay zoning districts such as the I-35 corridor.

Anais Starr commented that Midwest City uses design standards to limit/prohibit non-quality building materials such as metal panels and concrete masonry units, specifically in the Town Center development. She added design standards are difficult to address with "big box" stores. No metal buildings are allowed in commercial zones where typical buildings are 50-75% masonry.

Randy Entz added that Oklahoma City has many overlay and special districts aimed at creating a context for development with restrictions that are appreciated by neighboring uses, particularly residential.

This item was for review and comment only.

V. NEW BUSINESS

Mark Seibold commented there will be a new Walmart store in a master-planned development.

Bill Dalke announced that Tinker Air Force Base has been named the new Sustainment Headquarters for the Air Force.

Elizabeth Jones commented there is a 3-story multi-family development planned along the I-35 frontage road. The City of Moore Recycling Center has opened.

Anais Starr said Midwest City is working on the Original Mile Revitalization Plan and a Safe Routes to School grant for that area. The residential permits have remained steady.

Jan Fees said the City of Edmond is working on a checklist for the city council regarding conversions of residential property to commercial use.

Mark Sharpton announced that Logan Medical Center has been privatized and is now owned by Mercy Hospital.

John Sharp announced that the Oklahoma Recreational Trails Program grant deadline is January 31, 2012. No new information on ODOT Transportation enhancement grants.

VI. ADJOURN

The meeting adjourned at 9:59 a.m.

ACOG

Association of Central Oklahoma Governments

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MEMORANDUM

DATE: January 5, 2012

TO: Areawide Planning and Technical Advisory Committee

FROM: John Sharp, Program Coordinator
Transportation & Planning Services

SUBJECT: Bring It Home Symposium

INFORMATION:

The full day seminar will be on January 18 – Building an Enduring Future - Oklahoma Building Codes in 2012 and Beyond. The morning sessions will provide an overview of Oklahoma’s new minimum standards for construction, benefits of the new codes, and how to adopt them in your community. The afternoon sessions will focus on technical aspects of the 2009 IRC and IECC. Speakers include Billy Pope, CEO of the Oklahoma Uniform Building Code Commission, Jim Roth, Project Director for Bring It Home, and Jay Albert, Oklahoma Deputy Secretary of Energy.

Registration and more information at: www.bringithomeok.org

Registration: \$25; Free for public employees/ elected officials. Construction Industry Board Credit is pending.

Location: Oklahoma City University, Meinders School of Business, Kerr-McGee Auditorium, NW 27th St. and McKinley Ave., Oklahoma City. Mileage reimbursement is available for public entities. Funds are limited – see website for more information

Sponsored by: Oklahoma City University Petree College of Arts and Sciences and the Oklahoma Sustainability Network’s Bring It Home project, through funds from the Stimulus State Energy Program / Oklahoma Department of Commerce

ACTION REQUESTED:

None. For information only.



Building a Sustainable Oklahoma

Bring It Home Symposium
Building an Enduring Future - Oklahoma Building Codes in 2012 and Beyond

January 18, 2012
Oklahoma City University

Registration: \$25; Public employees and elected officials can attend at no charge. Register at www.bringithomeok.org.

- 7:30-8:00** Registration and Continental Breakfast
- 8:00-8:15** *Welcome and Introduction to the Bring It Home Project* - Jim Roth, Bring It Home Project Director
- 8:15-9:15** *OUBCC Background* - Billy Pope, Oklahoma Uniform Building Code Commission
- 9:15-9:30** Break
- 9:30-10:30** *Benefits of the New Codes* - Paul Karrer and Matt Kerns, Building Code Assistance Project
- 10:30-11:30** *Panel Discussion Practical Guidance for Adoption* - Sarah Spencer-Workman, Sedgwick Consultants and three Community Panelists
- 11:30-1:00** Lunch - Keynote Speaker Deputy Secretary of Energy Jay Albert
- 1:00-3:00** *IRC 2009 w/OK Amendments* - Kelly Parker, Guaranteed Watt Saver (GWS)
- 3:00-3:15** Break
- 3:15-5:00** *IECC 2009 Training* - Kelly Parker, Guaranteed Watt Saver (GWS)

Location:

The Symposium is being held at Oklahoma City University, Meinders School of Business, in the Kerr-McGee Auditorium, located at NW 27th St. and McKinley Avenue in Oklahoma City.

Parking is free; please use the south parking lot of the Meinders School of Business.

Mileage reimbursement is available for public entities. Funds are limited – see website for more information.

Sponsors:
Oklahoma City University Petree College of Arts and Sciences
Oklahoma Sustainability Network

The Bring It Home Project and printed materials are financed by funds from the Stimulus State Energy Program as administered by the Oklahoma Department of Commerce.



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MEMORANDUM

DATE: January 5, 2012

TO: Areawide Planning and Technical Advisory Committee

FROM: John Sharp, Program Coordinator
Transportation & Planning Services

SUBJECT: 2012 Boundary and Annexation Survey (BAS) Workshop

INFORMATION:

The U.S. Census Bureau conducts the Boundary and Annexation Survey (BAS) annually to collect legal boundary information, government status, names for incorporated places, minor civil divisions (MCD), counties, states, and American Indian areas. The Census Bureau uses the boundary information collected in the BAS to tabulate population data for the decennial and economic censuses as well as annual estimates and surveys such as the Population Estimates Program and the American Community Survey (ACS).

There is a workshop scheduled for **Tuesday, February 7**, at the Stephenson Research and Technology Center at 101 David L. Boren Blvd, Norman. Please feel free to register at the census website below:

http://www.census.gov/geo/www/bas/bas12/bas12_workshop_reg.html

ACTION REQUESTED:

None. For information only.

Workshop Description

2012 Boundary and Annexation Survey (BAS) Workshop

Description:

The BAS workshops will provide participants with an overview of the 2012 BAS, an explanation of the geographic boundaries collected and managed by the Census Bureau, an explanation of the type of information collected by the BAS, and a review of the procedures for responding to the BAS using the digital and paper-based submission methods. Participants may bring a laptop with boundary data or paper boundary maps to the workshops as there will be an opportunity to ask Census staff any questions specific to their local boundaries.

The Digital BAS portion of the workshop will include demonstrations on how to create a valid digital submission file using ArcGIS and the MAF/TIGER Partnership Software (MTPS). The MTPS is a free GIS application offered by the Census Bureau, which BAS respondents may use as an alternative to ArcGIS when creating the digital submission file. The Paper BAS portion of the workshop will offer a demonstration on how to create a valid paper-based submission package. Participants will learn how to read a BAS mapsheet, record legal boundary changes on the mapsheet(s), complete the accompanying BAS forms, and send the completed submission package to the Census Bureau.

Specific topics:

- Introduction to Census Geography
- Census Population and Map products
- Overview of the 2012 BAS
- Information on why it is important to respond to the BAS
- Consolidated BAS agreements – for county or regional governments that plan to report for municipal governments
- Review of the procedures for reporting changes to the BAS
- Demonstration on reporting boundary updates to the BAS – using ArcGIS, MAF/TIGER Partnership Software (MTPS), and annotating paper mapsheets.

These workshops also provide an opportunity for you to ask Census staff any questions you may have about your boundary information.

Intended Audience:

These workshops are intended for government employees and officials that wish to participate in the 2012 BAS. The demonstrations are designed to be useful for GIS managers with various levels of GIS proficiency. The ArcGIS demonstration is intended for government staff proficient in GIS. The MTPS demonstration is designed for novice through experienced GIS users, and participants should strongly consider MTPS as an alternative to the traditional paper BAS response method. Experienced GIS users may find MTPS to be a useful alternative to ArcGIS. The paper demonstration is for governments that wish to report boundary updates using the traditional paper BAS method. This demonstration is useful for governments that do not have GIS capabilities or staff proficient in using GIS.

Contact

Phone: 1-800-972-5651 E-Mail: geo.bas@census.gov
Website: <http://www.census.gov/geo/www/bas/bashome.html>

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MEMORANDUM

DATE: January 5, 2012

TO: Areawide Planning and Technical Advisory Committee

FROM: John Sharp, Program Coordinator
Transportation & Planning Services

SUBJECT: 2010 Census Data Access

INFORMATION:

The U.S. Census Bureau 2010 data products have started to be released. Staff would like to discuss how local communities are accessing the data and how they use the census data in their daily operations. This discussion will include the new American Community Survey (ACS), which provides the 2010 income data. In past census releases, the income data was available in the Summary File 3. The scheduling of future census data training can also be examined.

Census data can be accessed at the following site:

<http://www.census.gov/>

ACTION REQUESTED:

None. For discussion only.