



AREAWIDE PLANNING & TECHNICAL **ADVISORY COMMITTEE**

association of central oklahoma governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

AGENDA: THURSDAY, MAY 12, 2022, AT 9 A.M.



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THE AREAWIDE PLANNING & TECHNICAL ADVISORY COMMITTEE WILL HOLD A REGULAR MEETING ON MAY 12, AT 9 A.M. IN THE OKLAHOMA BOARD ROOM (FORMERLY ACOG BOARD ROOM), 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE OR EMAIL title.vi@acogok.org) BY 5 P.M. MONDAY, MAY 9, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

AGENDA

A. CALL TO ORDER ([ATTACHMENT A](#))

B. APPROVAL OF THE MARCH 17, 2022, MINUTES ([ATTACHMENT B](#))

C. ITEMS FOR INFORMATION ONLY:

1. Green & Energy Efficient Building Codes Presentation: Eric Pollard, TPS Air Quality & Clean Cities Coordinator ([ATTACHMENT C-1](#)) *For information only.*
2. 2022 Planning and Zoning Application Fees Survey Results: Hannah Nolen, TPS Program Coordinator ([ATTACHMENT C-2](#)) *For information only.*

D. UPDATES FROM MEMBERS

E. NEW BUSINESS

F. ADJOURN

DEADLINE FOR SEPTEMBER APTAC AGENDA ITEMS:

Thursday, September 1, 2022, at 4 p.m.

NEXT APTAC MEETING:

Third Thursday, September 15, 2022, at 9 a.m.

ATTACHMENT A

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

VOTING MEMBERS AND ALTERNATES

| CITY/ORGANIZATION | MEMBERS | ALTERNATES |
|-------------------|---|--|
| BETHANY | Amanda McCellon Director of Planning & Community Development | Brendon Summerville Community Development Associate |
| BLANCHARD | No Designee | Daniel Ofsthun Finance Director |
| CEDAR VALLEY | Corey Timmons Mayor | Jerry Cole Board Trustee |
| CHOCTAW | Purvi Patel Development Services Director | Sarah Huffine City Planner |
| | | Ronnie Guest Jr. City Manager |
| COLE | No Designee | |
| DEL CITY | Mike Cantrell City Manager | Kelly Wilborn City Planner |
| | JD Hock Economic Development Director | Brittany Parrott Asst. to the City Manager |
| EDMOND | Jan Fees City Planner | |
| EL RENO | Dustin Downey Planner | Matt Sandidge City Manager |
| FOREST PARK | No Designee | |
| GOLDSBY | No Designee | |
| GUTHRIE | Dan Kassik Planning Director | |
| HARRAH | No Designee | |
| JONES CITY | No Designee | |
| LEXINGTON | No Designee | |
| LUTHER | Scherrie Pidcock Town Manager/Clerk | William Terry Arps Trustee/Mayor |
| | | Carla Caruthers Trustee |
| MIDWEST CITY | No Designee | Petya Stefanoff Comprehensive Planner |
| | | ----- Brandon Bundy Comm. Dev. City Engineer |

| CITY/ORGANIZATION | MEMBERS | ALTERNATES |
|-------------------|--|---|
| MOORE | Sarah Copeland City Planner | Elizabeth Weitman Community Development Director |
| MUSTANG | Melissa Helsel Community Development Director | Ryan Conner City Planner |
| NEWCASTLE | Janay Greenlee Planning & Comm. Dev. Director | Kevin Hegerberg Development Services Coordinator |
| NICHOLS HILLS | No Designee | |
| NICOMA PARK | No Designee | |
| NOBLE | Bob Wade City Manager | |
| NORMAN | Joyce Green GIS Services Manager | Anais Starr Planner II |
| OKLAHOMA CITY | Sasha Tepedelenova McCrone Senior Planner | Justin Henry Program Planner |
| PIEDMONT | No Designee | |
| SLAUGHTERVILLE | Ashley VanDeburgh Town Administrator | |
| SPENCER | No Designee | |
| TUTTLE | Jacquelyn Porter City Planner | |
| THE VILLAGE | Bruce Stone City Manager | |
| WARR ACRES | Hon. Jim Mickley, Mayor | Hon. Patrick Woolley Councilmember |
| | Hon. John Knipp, Vice Mayor | |
| YUKON | Mitchell Hort Assistant City Manager | Julie Shannon Stormwater Program Manager |
| CANADIAN COUNTY | Marc Hader Commissioner District 1 | David Anderson Commissioner District 2 ----- Jack Stewart Commissioner District 3 |
| CLEVELAND COUNTY | Hon. Rod Cleveland Commissioner | Brian Wint Project Manager |
| | | John Roberts Deputy Commissioner |
| | | Mark Braley Deputy Commissioner |
| LOGAN COUNTY | Marven Goodman Commissioner, District 1 | |
| OKLAHOMA COUNTY | Tyler Gammon Planning Director | Erik Brandt Comprehensive Planner |

NON-VOTING MEMBERS AND ALTERNATES

| ORGANIZATION | MEMBERS | ALTERNATES |
|--|--|--|
| AREAWIDE AGING AGENCY | No Designee | |
| CAPITOL-MEDICAL ZONING COMMISSION | Casey Jones Assistant Planner | |
| CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA) | Chip Nolen Scheduling & Short-Range Planning Manager | Marty Dickens Grants Coordinator |
| CITY OF NORMAN - TRANSIT | Jason Huff Transit Planner & Grants Specialists | Taylor Johnson Transit & Parking Program Manager |
| METRO FAIR HOUSING COUNCIL | Mary Dulan Executive Director | |
| OKLAHOMA DEPARTMENT OF COMMERCE | No Designee | |
| TINKER AIR FORCE BASE | Steven Rhodes Community Planner | Heartsong Turnbull Community Planner |

ACOG STAFF

TRANSPORTATION PLANNING SERVICES

| NAME | TITLE | EMAIL ADDRESS |
|------------------|--|--|
| JOHN SHARP | Deputy Director | jmsharp@acogok.org |
| JENNIFER SEBESTA | TPS Manager | jsebesta@acogok.org |
| ERIC POLLARD | Air Quality & Clean Cities Coordinator | epollard@acogok.org |
| HANNAH NOLEN | Program Coordinator | hnolen@acogok.org |
| JORDAN EVANS | Associate Planner - Multimodal | jevans@acogok.org |
| LAUREN WOOD | Associate Planner - Performance | lwood@acogok.org |
| SCOTT MCTHOMPSON | Assistant Planner - GIS | smcthompson@acogok.org |
| GWEN GORDON | Administrative Assistant | ggordon@acogok.org |
| BEVERLY GARNER | Executive Assistant | bgarner@acogok.org |

ATTACHMENT B

SUBJECT:

MINUTES OF THE APTAC MEETING

DATE:

MARCH 17, 2022

A regular in-person meeting of the Areawide Planning & Technical Committee (APTAC) was convened at 9:11 a.m. on March 17, 2022, in the Oklahoma Board Room (formerly ACOG Board Room), 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG office at least twenty-four (24) hours prior to the meeting.

PRESIDING

Jennifer Sebesta

ENTITY/AGENCY

ACOG

APTAC MEMBERS PRESENT

Purvi Patel
Jan Fees
Dan Kassik
Sasha Tepedelenova McCrone
Ashley Vanburgh
David Anderson

ENTITY/AGENCY

Choctaw
Edmond
Guthrie
Oklahoma City
Slaughterville
Canadian County

NON-VOTING MEMBERS PRESENT

None

ENTITY/AGENCY

GUESTS PRESENT

Mike Wilkinson
Anne Oakley
Leslie Gamble

ENTITY/AGENCY

Jordan Advertising
Jordan Advertising
American Automobile Association (AAA)

ACOG STAFF PRESENT

John Sharp
Hannah Nolen
Jordan Evans
Lauren Wood
Scott McThompson
Gwendolyn Gordon

POSITION

Deputy Director
Program Coordinator, TPS
Associate Planner - Multimodal, TPS
Associate Planner - Performance, TPS
Assistant Planner - GIS, TPS
Administrative Assistant, TPS

A. CALL TO ORDER

Jennifer Sebesta called the meeting to order at 9:11 a.m.

B. APPROVAL OF THE OCTOBER 14, 2021, MEETING MINUTES

Petya Stefanoff moved to approve the October 14, 2021, minutes. Jan Fees seconded the motion. The motion carried unanimously.

C. ITEMS FOR INFORMATION ONLY:

1. AAA Route 66 Road Fest

Eric Pollard said that in 2026, the American Mother Road, Route 66, will celebrate its 100th anniversary. In celebration of this upcoming milestone, the American Automobile Association (AAA) is creating the first ever Route 66 Road Fest with events in Oklahoma City on June 18 and 19 and in Tulsa on June 25 and 26.

Anne Oakley and Mike Wilkinson of Jordan Advertising (Route 66 Road Fest marketing partners) gave a presentation to the committee on the festivities. The presentation can be viewed here: <https://www.acogok.org/wp-content/uploads/2022/04/Centinneal-Commission-PP-3-6.pdf>.

2. 2021 Building Permit Fee Survey Results

Hannah Nolen highlighted the information provided in the agenda memorandum. She presented the committee with the detailed survey results. Twelve municipalities completed the survey and the average combined building permit cost in 2021 was \$1,013 (the high was \$2,385 and the low was \$200). The average combined utility fees cost in 2021 was \$1,838. Average building permit and utility fees combined cost in the region was \$3,038.

3. Planning and Zoning Application Fees Survey

Hannah Nolen said ACOG periodically conducts a building permit fee survey to determine the costs of residential and commercial permits throughout the region. Similarly, ACOG is conducting another survey, this time asking about planning and zoning application fees. You can access the survey as follows: <https://www.surveymonkey.com/r/2022FeeSurvey>. Ms. Nolen asked the committee to complete the survey by April 7, 2022. The results of the survey will be brought to a future APTAC meeting.

4. 2022 Bike Month

Jordan Evans said Bike Month is coming up this May and ACOG is starting the planning process. Mr. Evans went over the events planned for this year's Bike Month. The kick-off event will be BikeFest to take place on Sunday, May 1, 2022, from 12 p.m. to 4 p.m. ACOG will also host the Bicycle Scavenger Hunt and help with Bike to Work Day rides as well.

D. Updates from Members

Sasha McCrone said Oklahoma City is developing a major planning document for transportation products. She said updates to bikewalkokc will be completed this summer.

Purvi Patel said Choctaw has a number of subdivisions under construction right now and hoping to see a lot of building permit fees. Ms. Patel said Choctaw approved transportation impact fees in September, and they have raised \$75,000, which goes towards maintenance of roads. They are planning a workshop with the planning commission and city council in May.

Dan Kassik said Guthrie is looking at the Community Economic Resiliency Initiative (CERI) Grant for trails, and they also applied for the Tobacco Settlement Endowment Trust (TSET) grant funding, as well as a grant with Oklahoma Tourism and Recreation Department (OTRD) for possible funding for bike trails. They have started talking with Edmond to plan a bike path that ties to Guthrie. The goal is to have a bike trail from Edmond to downtown Guthrie.

David Anderson said Canadian County maintains 15 miles of Route 66. He said when the Oklahoma Department of Transportation took Route 66 off their system it became the responsibility of Canadian County to maintain it.

Jan Fees said Edmond is looking forward to zoning fee discussions because they recognize their zoning fees are low. Ms. Fees said the east Edmond plan will be on the next city council meeting agenda for adoption. The Edmond Shift Mobility Plan is moving along as planned. Edmond has new developments in the downtown area and new residential development areas. Ms. Fees said March 23 – 26 is the Congress of New Urbanism conference in Oklahoma City; they are doing a local workshop to walk around downtown Edmond.

E. NEW BUSINESS

NONE

F. ADJOURN

There being no further business, the meeting adjourned at 9:58 a.m.

ATTACHMENT C-1

SUBJECT:

GREEN & ENERGY EFFICIENT BUILDING CODES PRESENTATION

DATE:

MAY 12, 2022

FROM:

ERIC POLLARD

Air Quality & Clean Cities Coordinator
Transportation Planning Services

INFORMATION:

The way our communities and physical environment are designed, built, and operated can improve quality of life and enable an environmentally and socially responsible, healthy, and prosperous environment.

Green buildings and communities are proven to save money, improve efficiency, reduce pollution, and create healthier places for people. They are a critical part of addressing climate change, meeting Environmental Social Governance (ESG) goals, enhancing resilience, and supporting more equitable communities.

Planners in Oklahoma can support these efforts in several ways. Various policy changes and code updates are being considered that could advance green buildings and communities, including the work of the Energy Conservation Technical Committee (ECTC) of the Oklahoma Uniform Building Code Commission.

Dr. Lee Fithian, who serves as the ECTC Vice Chair and is a University of Oklahoma Christopher C. Gibbs College of Architecture Associate Professor and Architecture Research Liaison, will provide an overview on green building trends and activity in Oklahoma with APTAC members and is interested in exploring partnership opportunities.

Dr. Fithian has a PhD in Engineering, is a Licensed Architect, a Certified Planner, and a LEED AP professional with over 35 years progressive design and project management experience. More on Dr. Fithian from the 'About' section of the University of Oklahoma Christopher C. Gibbs College of Architecture [website](#):

Dr. Fithian's research and teaching efforts focus on the application of biological and ecological models to architectural design. She builds connections between interdisciplinary research and architectural design to conserve and regenerate air and water in urban and suburban environments. Each of her studios carries a strong focus on the technical development and integration of analytical visualizations in order to develop "green" architecture.

ACTION REQUESTED:

For information only.

ATTACHMENT C-2

SUBJECT:

2022 PLANNING AND ZONING APPLICATION FEES SURVEY RESULTS

DATE:

MAY 12, 2022

FROM:

HANNAH NOLEN

Program Coordinator

Transportation Planning Services

INFORMATION:

Periodically, ACOG conducts a building permit fees survey to determine the costs of residential and business permits throughout the region. For the first time, ACOG conducted a planning and zoning application fees survey to see how much each municipality in the region charges for zoning, specific use permit, subdivision plat, and other types of applications.

Fourteen municipalities completed the survey and additional information was collected from municipality websites. Detailed results of the survey can be found on the following page.

ACTION REQUESTED:

For information only.

2022 Planning and Zoning Application Fees Survey Results

| | Zoning or Re-zoning | PUD | Preliminary Plat | Final Plat | Lot Split/ Lot Line Adjustment | BOA/ Variance | Street/ Alley Closure | Specific Use | Conditional Use Permit |
|--|--|---|--|--|--------------------------------|---------------|-----------------------|--------------|------------------------|
| Choctaw | <1 acre: \$484 1-5 acres: \$604 >5 acres: \$724 | <1 acre: \$484 1-5 acres: \$604 >5 acres: \$724 | R: \$240 Others: \$360 | R: \$120 Others: \$240 | \$120 - \$360 | \$310 | N/A | \$484 | N/A |
| Del City | \$300 | \$300 | \$300 | \$100 | \$150 | \$150 - \$300 | N/A | N/A | \$300 |
| Edmond | R: \$225 + \$2/ac Others: \$275 + \$10/ac | \$300 | \$336 | \$336 + \$90/lot | \$100/lot | \$400 | \$650 | \$1,190 | N/A |
| El Reno | Ag/R: \$150 C/I: \$200 + \$10/acre | Ag/R: \$150 C/I: \$200 + \$10/acre | \$300 + \$5/lot | \$300 + \$15/lot | \$50 | \$150 | \$200 | \$125 | \$125 |
| Guthrie | \$250 | \$300 + \$5/acre | \$250 + \$1/lot | \$100 + cost for 3rd party engineering review | \$50 | \$250 | \$150 | \$150 | N/A |
| Luther | \$100 | \$100 | \$100 | N/A | \$100 | N/A | N/A | \$100 | N/A |
| Midwest City | \$225 | \$400 | \$300 | \$300 | \$300 | \$60 | N/A | \$225 | N/A |
| Moore | R: \$150 - \$200 + \$5/ac C/I: \$250 + \$10/ac | \$450 + \$5/acre | \$200 + \$100/lot | \$350 | \$30 - \$125 | \$200 - \$500 | \$125 | N/A | N/A |
| Mustang | \$175 \$500 for C-6 | \$175 + \$15/acre | \$250 + \$2 - \$4/lot | <2 ac: \$350 + \$2 - \$3/lot >2 ac: \$350 + \$2 - \$4/lot | \$25 - \$75 | \$100 | \$75 | \$75 | \$200 |
| Newcastle | SF: \$100 - \$250 + acres MF: \$125 - \$300 + acres C/I: \$175 - \$350 + acres | \$300 - \$500 | \$500 + \$5/lot | \$500 + \$5/lot | \$50 | \$100 | N/A | \$100 | \$100 |
| Norman | R: \$200 - \$250 + \$6 - \$10/ac Others: \$300 - \$350 + \$10/ac | \$500 + \$10/ac | \$150 + \$10/acre | \$350 + \$10/acre + \$100/lot | N/A | \$150 - \$200 | N/A | N/A | N/A |
| Oklahoma City | \$1,500 | \$2,700 | <10 acres: \$2,200 >10 acres: \$2,500 | \$2,220 | \$50 | \$1,200 | \$1,500 | \$500 | N/A |
| The Village | \$500 | \$500 | \$250 | \$250 | \$250 | \$500 | N/A | \$500 | N/A |
| Yukon | \$225 | R: \$150 C: \$300 - \$500 | \$250 + \$2/lot | \$250 + \$2/lot | R: \$150 C: \$300 | \$100 | N/A | N/A | \$200 |
| Oklahoma County | \$325 - \$425 + \$10/ac | \$425 + \$2/ac | \$475 + \$3/lot | \$350 | \$350 | \$300 | N/A | \$400 | \$400 |
| * Keep in mind that some of the fees above include publication/mailling fees while others may not. A value of "N/A" indicates the municipality does not charge that fee or the fee is accounted for elsewhere. | | | | | | | | | |