



ASSOCIATION OF
CENTRAL OKLAHOMA
GOVERNMENTS



AREAWIDE PLANNING
& TECHNICAL
**ADVISORY
COMMITTEE**



AGENDA: THURSDAY
MARCH 16, 2023
9 A.M.

Association of Central Oklahoma Governments
4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

THE ACOG AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE WILL HOLD A REGULAR MEETING ON THURSDAY, MARCH 16, AT ACOG IN THE OKLAHOMA 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 9 a.m. Monday, March 13, 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 NOVEMBER 10, 2022, MINUTES ([ATTACHMENT B](#))

C. ITEMS FOR INFORMATION ONLY:

1. Accessory Dwelling Unit Discussion: Hannah Nolen, AICP, Program Coordinator, Transportation Planning Services (TPS) and Dustin Downey, AICP, City Planner for El Reno ([ATTACHMENT C-1](#)) *For information only.*
2. 2022 Residential and Commercial Building Permit Request: Hannah Nolen, AICP, Program Coordinator ([ATTACHMENT C-2](#)) *For information only.*
3. 2023 Bike Month: Hannah Nolen, AICP, Program Coordinator ([ATTACHMENT C-3](#)) *For information only.*

D. UPDATES FROM MEMBERS

E. NEW BUSINESS

F. ADJOURN

DEADLINE FOR MAY APTAC AGENDA ITEMS:

Thursday, April 27, 2023, at 4:00 p.m.

NEXT APTAC MEETING:

Thursday, May 11, 2023, at 9:00 a.m.

ATTACHMENT A

AREAWIDE PLANNING & TECHNICAL ADVISORY COMMITTEE

CHAIR: DUSTIN DOWNEY (El Reno)		VICE-CHAIR: RYAN CONNER (Mustang)
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	Sarah Huffine Development Services & Planning Director	Brian Linley City Manager
COLE	No Designee	No Designee
DEL CITY	Brittany Parrott Asst. City Manager	Mike Hatfield Public Works Director
	JD Hock City Manager	Claudia Browne Ward 3 Councilwomen
EDMOND	Jan Fees City Planner	No Designee
EL RENO	Dustin Downey Planner	Matt Sandidge City Manager
FOREST PARK	No Designee	No Designee
GOLDSBY	No Designee	No Designee
GUTHRIE	Dan Kassik Planning Director	No Designee
HARRAH	No Designee	No Designee
JONES CITY	No Designee	No Designee
LEXINGTON	No Designee	No Designee
LUTHER	Scherrie Pidcock Town Manager/Clerk	William Terry Arps Trustee/Mayor
		Hon. Carla Caruthers Trustee
MIDWEST CITY	No Designee	Petya Stefanoff Comprehensive Planner
		Brandon Bundy Comm. Dev. City Engineer
MOORE	Sarah Copeland City Planner	Elizabeth Weitman Community Development Director

VOTING MEMBERS AND ALTERNATES (CONT.)		
CITY/ORGANIZATION	MEMBERS	ALTERNATES
MUSTANG	Melissa Helsel Community Development Director	Ryan Conner City Planner
NEWCASTLE	Janay Greenlee Planning & Comm. Dev. Director	Kevin Hegerberg Development Services Coordinator
		Devon Westbrook City Planner
NICHOLS HILLS	No Designee	No Designee
NICOMA PARK	No Designee	No Designee
NOBLE	No Designee	Vacant
NORMAN	Joyce Green GIS Services Manager	Anais Starr Planner II
OKLAHOMA CITY	Sasha Tepedelenova McCrone Senior Planner	Justin Henry Program Planner
PIEDMONT	No Designee	No Designee
SLAUGHTERVILLE	Ashley Furry Town Administrator	No Designee
SPENCER	No Designee	No Designee
TUTTLE	Bryan Balenseifen Community Development	No Designee
THE VILLAGE	No Designee	No Designee
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	No Designee	Hon. David Anderson Commissioner District 2
		No Desingee
CLEVELAND COUNTY	Hon. Rod Cleveland Commissioner	Brian Wint Project Manager
		John Roberts Deputy Commissioner
		Mark Braley Deputy Commissioner
LOGAN COUNTY	No Designee	No Designee
OKLAHOMA COUNTY	Erik Brandt Principal Planner	
	Scott March GIS Coordinator	

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

ACOG STAFF

TRANSPORTATION PLANNING SERVICES (TPS)

NAME	TITLE	EMAIL ADDRESS
JOHN SHARP	Deputy Director	jmsharp@acogok.org
JENNIFER SEBESTA	TPS Division Manager	isebesta@acogok.org
ERIC POLLARD	Air Quality & Clean Cities Manager	epollard@acogok.org
HANNAH NOLEN, AICP	TPS Program Coordinator	hnolen@acogok.org
LAUREN WOOD	TPS Associate Planner II - Performance	lwood@acogok.org
DAVID FRICK	Air Quality & Clean Cities Planner II	dfrick@acogok.org
JOSE JIMENEZ-RUBIO	TPS Transportation Planner 1 - Safety	jjimenez@acogok.org
MICHAEL DEASY	Intern, Clean Cities	mdeasy@acogok.org
GWEN GORDON	Administrative Assistant	ggordon@acogok.org
BEVERLY GARNER	Executive Assistant	bgarner@acogok.org



ATTACHMENT B

SUBJECT:

MINUTES OF THE AREAWIDE PLANNING & TECHNICAL ADVISORY COMMITTEE MEETING

DATE:

NOVEMBER 10, 2022

A regular meeting of the Areawide Planning & Technical Advisory Committee was convened at 9 a.m. Thursday, November 10, 2022, at the Association of Central Oklahoma Governments in the Oklahoma Board Room, 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. The meeting was held, as indicated, by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG offices at least 24 hours prior to the meeting.

PRESIDING

Dustin Downey

ENTITY/AGENCY

El Reno

APTAC MEMBERS PRESENT

Sarah Huffine
Dan Kassik
Petya Stefanoff
Joyce Green
Sasha McCone
Justin Henry
Bryan Balenseifen
Julie Shannon
Erik Brandt

ENTITY/AGENCY

Choctaw
Guthrie
Midwest City
Norman
Oklahoma City
Oklahoma City
Tuttle
Yukon
Oklahoma County

NON-VOTING MEMBERS PRESENT

Steve Rhodes

ENTITY/AGENCY

Tinker Air Force Base

GUESTS PRESENT

Walter Jacques
John Harkess

ENTITY

Citizen
Edmond Bicycle Committee

ACOG STAFF PRESENT

John Sharp
Hannah Nolen
Jordan Evans
Lauren Wood
Jose Jimenez-Rubio
Gwendolyn Gordon

POSITION

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

MINUTES

A. CALL TO ORDER

Dustin Downey called the meeting to order at 9:09 a.m. A quorum was present.

B. APPROVAL OF THE MAY 12, 2022, MEETING MINUTES

Erik Brandt made a motion to approve the May 12, 2022, minutes. Petya Stefanoff seconded the motion. The motion carried unanimously.

C. ACTION ITEMS:

1. Areawide Planning & Technical Advisory Committee (APTAC) Meeting Schedule for 2023.

John Sharp highlighted the information provided in the agenda memorandum. Erik Brandt made a motion to recommend that the ACOG MPO Policy Committee approve the proposed 2023 APTAC meeting schedule. Julie Shannon seconded the motion. The motion carried unanimously.

2. APTAC Election of Officers for Calendar Year 2023

John Sharp highlighted the information provided in the agenda memorandum. Dan Kassik made a motion to keep Dustin Downey as Chair and appoint Ryan Conner as Vice Chair. Sarah Huffine seconded the motion. The motion carried unanimously.

D. ITEMS FOR INFORMATION ONLY:

1. EdmondShift Long-Range Mobility Plan Presentation

Ken Bryan with the City of Edmond presented the committee with an overview of the EdmondShift mobility plan. The plan's primary function is to reconcile, update, and modernize existing plans and consolidate previous recommendations into one comprehensive document for the city to use for all future mobility investment decisions. The final plan document can be found at engagekh.com/edmondshift/homepage.

2. Watch For Me OK Program Update

Jordan Evans gave an update to the committee with a presentation covering the past year of the campaign and providing insight into the plan for the upcoming year. The presentation can be viewed here: <https://www.acogok.org/wp-content/uploads/2022/10/Watch-For-Me-Program-Update.pdf>.

3. 2023 Oklahoma Recreational Trails Program

Jordan Evans highlighted the information provided in the agenda memorandum. Mr. Evans reminded the committee the application deadline is 4 p.m. on Tuesday, January 31, 2023. For more information, please contact Rhonda Moore at (405) 522-9522 or Rhonda.Moore@travelok.com.

4. Regional Snow Routes for 2022-2023

Jennifer Sebesta highlighted the information provided in the agenda memorandum on Regional Snow Routes for 2022-2023. The 2022-2023 Regional Snow Routes Map can be accessed by click here: <https://www.acogok.org/wp-content/uploads/2022/10/2022-2023-Regional-Snow-Routes-Map.pdf>

E. UPDATES FROM MEMBERS

Justin Henry with Oklahoma City said they have started a total code and zoning update. They are also updating the bikewalkokc plan.

Erik Brandt with Oklahoma County said they are working on their stormwater plan.

Bryan Balenseifen with Tuttle said they are updating their wastewater treatment plant.

Sarah Huffine with Choctaw said they are updating their Comprehensive Plan. She said Johnson & Associates are working on the city drainage ordinance.

Petya Stefanoff with Midwest City said they are making transportation improvements and are working on a hospital study.

Julie Shannon with Yukon said they are working on their Comprehensive Plan and are taking it to the City Council and Planning Commission for comments.

Dan Kassik with Guthrie said they received a grant for a Popup Shop.

Joyce Green with Norman said they are releasing an RFP for their Comprehensive Plan/Infrastructure Plan.

Dustin Downey with El Reno said they are working on a corridor plan and development code review.

F. NEW BUSINESS

None.

G. ADJOURN

There being no further business, the meeting adjourned at 10:03 a.m.



ATTACHMENT C-1

SUBJECT:

ACCESSORY DWELLING UNIT DISCUSSION

DATE:

MARCH 16, 2023

FROM:

HANNAH NOLEN, AICP
Program Coordinator
Transportation Planning Services

and

DUSTIN DOWNEY, AICP
City Planner
City of El Reno

INFORMATION:

Accessory Dwelling Units (ADUs) are small, self-contained residential dwelling units located on the same property as a stand-alone residential unit, such as a single-family home. Also known as secondary suites and granny flats, ADUs can be an important affordable housing option in a community. ADUs serve a multitude of benefits such as allowing greater ability for seniors to age-in-place, supporting multi-generational households, and providing a source of income for homeowners. This housing option creates unique planning and zoning challenges that communities nationwide are dealing with in various ways.

At the March meeting, Dustin Downey will lead a discussion around how members are handling ADUs in their communities.

For any comments or questions after the meeting, please reach out to hnolen@acogok.org. All feedback will be compiled by ACOG and disseminated to the group.

ACTION REQUESTED:

For information only.



ATTACHMENT C-2

SUBJECT:

2022 RESIDENTIAL AND COMMERCIAL BUILDING PERMIT REQUEST

DATE:

MARCH 16, 2023

FROM:

HANNAH NOLEN, AICP

Program Coordinator

Transportation Planning Services

INFORMATION:

ACOG staff is requesting 2022 building permits from each community to help with regional transportation planning and the development of the next Metropolitan Transportation Plan. Staff requests single-family, multi-family, group quarters (nursing homes/retirement homes), and new business permits for **calendar year 2022**. If communities have demolition permits, staff would appreciate that information as well. GIS files are preferred, but staff will also accept Excel files.

Examples of data features that would be helpful include: type of permit, address, date of permit, number of units, company name, and ZIP code. Additional information is always welcome. Staff would like this information by **Friday, April 7, 2023**.

Please direct any data or questions to Hannah Nolen at hnolen@acogok.org.

ACTION REQUESTED:

For information only.



ATTACHMENT C-3

SUBJECT:
2023 BIKE MONTH

DATE:
MARCH 16, 2023

FROM:
HANNAH NOLEN, AICP
Program Coordinator
Transportation Planning Services

INFORMATION:

May is National Bike Month, sponsored by the League of American Bicyclists and celebrated in communities from coast to coast. Established in 1956, National Bike Month is a chance to showcase the many benefits of bicycling and encourage more residents to give biking a try.

ACOG is planning the following events and activities to promote bicycling for transportation, recreation, and health:

BikeFest will serve as the kick-off to Bike Month and will feature bike shops and organizations, live music, activities for kids, bicycle demonstrations, and more! BikeFest will take place Sunday, May 7, 2023, from 12:00 p.m. to 3:00 p.m. at the Wheeler Ferris Wheel (1701 S. Western Ave., Oklahoma City, OK). Please contact Jennifer Sebesta at jsebesta@acogok.org for additional information.

Bike to Work Week will take place May 15-21, 2023, and **Bike to Work Day** is Friday, May 19. Please begin planning your Bike to Work Day group rides and let ACOG know the routes you plan to take. Like in previous years, ACOG will assist in planning and create promotional materials for each event. Please contact hnolen@acogok.org as soon as you know your event details.

Check back at <https://www.acogok.org/transportation-planning/activetransportation/bikecentral/> for more information about 2023 Bike Month in Central Oklahoma.

ACTION REQUESTED:
For information only.