



# MINUTES

## Development Codes Update

### Stakeholder Advisory Team Special Meeting

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**Date:** January 8, 2025

**Time:** 11 a.m.

**Location:** via TEAMS

The meeting presentation and the meeting video recording are available at [okc.gov/codeupdate](http://okc.gov/codeupdate).

#### 1. CALL TO ORDER

Geoff Butler, Planning Director, called the meeting to order at 11 a.m.

#### 2. ROLL CALL

**Members Present:** Jessica Black, Todd Booze, Ofelia Cancio, Nate Clair, Scott Cravens, Joel Dixon, Clay Farha, Chris Fleming, Dan Govin, AJ Kirkpatrick, Mark Livingston, Emily Pomeroy, Janis Powers, Deemah Ramadan, Todd Stone, Marcus Ude, Mark Zitzow

**Members Absent:** Santiago Arazate, Gary Brooks, Andy Burnett, Nathan Cao, Jorge Charneco, James Cooper, Jonathan Dodson, Julie Hornbeek, Andrew Hwang, David Lloyd, Ricardo Montoya, Kenyon Morgan, Bryce Thompson

**Staff Present:** Geoff Butler, Planning Director; Lisa Chronister, Assistant Planning Director; Katie Friddle, Principal Planner; Marilyn Lamensdorf Allen, Program Planner; Steven Barker, Assistant Municipal Counselor; Jill Burnett, Assistant Municipal Counselor, Dustin Parris, Assistant Municipal Counselor.

**Consultants Present:** Mark White, White & Smith, LLC, Planning and Law Group

#### 3. INTRODUCTIONS

Geoff Butler, Planning Director, welcomed the Team and introduced Marilyn Allen, the staff project liaison and Mark White, of White Smith Cousino out of Kansas City. The consulting firm is drafting the proposed new code with staff input.

Geoff provided an update of what transpired during 2024 with the code update. Geoff mentioned that the first code update change related to signs had been adopted and became effective in March of 2024. In addition, much of 2024 was spent introducing and refining legislation to update the regulations related to home sharing and to allow accessory dwellings in the current code in the core of the city. He explained that staff decided to move the Accessory Dwelling concept forward after outreach with the SAT and neighborhoods helped to refine an accessory dwellings approach in the Urban Medium/High LUTAs. Mr. Butler explained that the item was recommended to the City Council by the Planning Commission in November of 2024. The next council action

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will be on Feb. 11, 2025. The current draft of the Accessory Dwelling use regulations is in primegov at <https://okc.primegov.com/Portal/Meeting?meetingTemplateId=59726>

SAT members asked if other parts of the City would eventually be allowed to have accessory dwellings. Geoff emphasized the need for zoning regulations to be tailored to the diverse contexts of urban and rural areas, and so accessory dwellings could need different regulations in other parts of the City if they were proposed.

Geoff also explained that the consultants and staff have been working on a major section of the Code Update called Development Standards. This section will regulate building design, landscaping, parking, circulation and access, lighting, useable open space and site development around Environmentally Sensitive Areas. Staff hopes to move pieces of this large section to the SAT for review as they are ready throughout 2025. Discussions on parking will be coming forward shortly.

### **4. USES and USE REGULATION DRAFTS**

Marilyn Allen gave a presentation explaining why changes to the uses and use regulations were needed. Marilyn discussed the necessity of updating uses to eliminate outdated classifications that complicate the permitting process, citing specific challenges faced by various businesses and by staff and the Planning Commission in defining uses.

Marilyn outlined the process of how the proposed draft was completed, including the discussion of every use by Development Services, Subdivision and Zoning, and Code Enforcement. All these City Departments must interpret the definitions and the regulations and enforce them. They relayed experiences about wording that slowed down permitting processes. In addition, staff met with focus groups of residents related to Urban Agriculture and Composting. This group helped formulate definitions and regulations for those uses for SAT review.

Marilyn noted that 146 uses were reviewed, resulting in the combination of over 20 uses and the addition of 15 new ones, such as new types of dwellings and food service operations. She also mentioned that many items in the current Article XII were moved into uses categories for easier referencing and for modernization.

### **5. REVIEW PROCESS AND DISCUSSION**

Marilyn explained the review process in Encode of the two sections, Definitions and Use Regulations. SAT members can access the Encode site and provide comments. They need to use the email they originally gave staff when the SAT was formed, otherwise the comment will not register. If emails have changed, let Marilyn know and they can be updated.

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The SAT members discussed methods to complete the review. Members said they didn't mind having virtual meetings but that covering less ground in each meeting was probably the best strategy.

Others said they needed time to review the documents and see what kind of questions they had.

Marilyn suggested that members could email her with items that they would like to pull out and discuss further. Staff can also set up virtual meetings with groups of uses like residential, commercial, industrial, etc.

Staff suggested a timeline for the SAT completing their review of uses and use regulations by March 3. However, the timeline will depend on how many questions and the types of questions.

Marilyn will send out an email with links to the commenting sites, including on the SAT's website at <https://www.okc.gov/departments/planning/current-projects/code-update/stakeholder-advisory-team>

## **ADJOURN**

The meeting was adjourned at 12 p.m.