

**Quarterly Report of Tulsa Planning Office
Work Program and Performance Goals
January 1, 2019 – June 30, 2020**

Community Engagement

Goal 1

A consolidated planning function will elevate the role of planning in the community through enhanced communication and broader public outreach.

- **Objective 1:** The Tulsa Planning Office will host a new consolidated website and develop strategies for meaningful dialogue with community members to drive change.

Benchmark: The Tulsa Planning Office will work with key stakeholders to develop a communications strategy and a new website. Planning staff will present an initial proposal and seek input from Planning Commission and City Council by March, 2019.

Quarterly Report Status: A Community Engagement Planner was hired for the Tulsa Planning Office, effective January 1, 2019. Initially, the Community Engagement Planner has established branding and print materials, began development of a new website, progressed in the development of a comprehensive communications strategy, created a new Facebook page, initiated work on an extensive e-newsletter system, and started outreach to neighborhood groups.

The Community Engagement Planner presented the communications strategy and website concept to TMAPC at a work session on April 3, 2019.

Current Planning programs

Planning Commission/Zoning

Goal 1

The City of Tulsa Zoning Code will be updated periodically to reflect best planning practices, respond to new development trends in the community and implement the comprehensive plan.

- **Objective 1:** Zoning code implementation team meets regularly to review and discuss implementation issues and new trends that will result in amendments to the zoning code.

Benchmark: Amendments to the zoning code will be processed on an annual or semi-annual basis, as necessary.

Quarterly Report Status: A round of Zoning Code amendments generated by the Zoning Code Implementation Team has been heard by Planning Commission and adopted by City Council on April 3, 2019.

- **Objective 2:** Propose and implement City-initiated rezoning programs consistent with the comprehensive plan and to promote other City initiatives.

Benchmark: Evaluate the need for initiating rezoning programs that may be outlined in PlaniTulsa, small area plans or other special studies. Any such program will be brought forward as part of the Plan Development and Implementation Program work by June 30, 2019.

Quarterly Report Status: The Mixed-Use Zoning Incentive Program implementing recommendations of the BRT Land Use Framework continues through August 2019.

In addition, two recommendations in the West Highlands/Tulsa Hills Area Plan relating to zoning are moving forward: a rural residential zoning category and option for accessory dwelling units. These were discussed at a TMAPC work session on April 3, 2019.

After review of all active small area plan recommendations, there are no other city-initiated rezoning programs identified. This objective will be reviewed if new plans or studies identify a need.

Benchmark: Work with neighborhoods surrounding the Lewis Avenue Corridor between E. 15th Street South and E. 21st Street South to draft a zoning overlay to implement their recommendations contained in the Lewis Study. A Lewis Avenue Overlay will be presented to Planning Commission and City Council by April 30, 2019.

Quarterly Report Status: On Saturday, February 16, 2019, District 4 Councilor McKee and Tulsa Planning Office staff led a neighborhood meeting, inviting potentially affected property owners and interested parties from the surrounding communities to discuss the potential of a zoning overlay to implement recommendations contained in the 2007 Lewis Study.

The neighborhood meeting began with a presentation from staff which provided a brief outline of the Lewis Study and addressed changes along the Lewis Avenue Corridor since 2007. Councilor McKee and staff stated the purpose of the meeting was to gain consensus on how to move forward. Staff presented three options to the group:

- Option 1: Continue with an overlay for the Lewis Avenue Corridor.
- Option 2: Do not continue with an overlay for the Lewis Avenue Corridor. Instead, pursue a Historic Preservation (HP) Overlay for Lewiston Gardens.
- Option 3: Do not continue with an overlay.

All property owners present expressed that an overlay for the Lewis Corridor was no longer appropriate for the area, given present conditions. Representation from Lewiston Gardens Neighborhood Association agreed with affected property owners and expressed interest in having a presentation regarding the Historic Preservation (HP) Overlay process from Tulsa Planning Office's Historic Preservation Planner at a future meeting of Lewiston Gardens. Therefore, consensus was reached to not move forward with an overlay for the Lewis Corridor.

Goal 2

The City of Tulsa Comprehensive Plan land use map will be updated periodically to reflect best planning practices, respond to new development trends in the community and implement the comprehensive plan.

- **Objective 1:** Requests for rezoning are reviewed for consistency with the comprehensive plan. During this process, necessary comprehensive plan housekeeping amendments are identified.

Benchmark: Comprehensive plan housekeeping amendments will be processed on an annual basis or in conjunction with other comprehensive plan updates.

Quarterly Report Status: Tulsa Planning Office staff continues to compile a list of housekeeping amendments to the land use map. However, pending the update of the Comprehensive Plan, these may be best addressed through that process.

Planning Commission/Subdivision

Goal 1

The Technical Advisory Committee (TAC) process for subdivision review will provide a stronger presence from City staff and offer more efficient services to the applicant and Planning Commission.

- **Objective 1:** The TAC process for subdivision review will be enhanced through expanded input from City departments, such as Engineering Services and Streets and Stormwater.

Benchmark: An enhanced TAC meeting process will be implemented as meetings begin in 2019.

Quarterly Report Status: Following the adoption of the new Subdivision & Development Regulations, the Technical Advisory Committee (TAC) process and objectives were identified as an area for needed improvement. Since that time, staff has made several changes to enhance the process and are continuing with several efforts to further improve the outcomes of TAC.

A list of committee members was refreshed to reflect current members and to remove individuals no longer involved with the committee. The distribution of agenda items has been improved to only target stakeholders within the jurisdiction of the project. This enhancement

assists in calling members attention to an item when it is within their scope and avoids distributing irrelevant materials to stakeholders.

Staff is developing a working group of internal stakeholders to begin meeting in April of 2019 to discuss further implementation items with regard to the Subdivision & Development Regulations. The implementation team will consist of representatives from the Tulsa Planning Office, Engineering Services, Development Services, and the City Legal Department and will work to assess the effectiveness of the new regulations and make updates as needed to the adopted regulations.

Finally, a survey is being developed to distribute to both external and internal members of the Technical Advisory Committee to obtain additional feedback that can be utilized to make further improvements in the future.

Board of Adjustment

Goal 1

The Zoning Code will provide clear criteria and instruction for the Board of Adjustment to aid in their consideration of various applications, including new development trends.

- **Objective 1:** A clear solution is identified and adopted for short term rentals to alleviate the Board of Adjustment's review of cases without clear or applicable standards.

Benchmark: Zoning Code amendments and other necessary processes for short term rentals will be in place by April 30, 2019.

Quarterly Report Status: On January 12, 2019, Councilor McKee with the assistance of Tulsa Planning Office staff held a Town Hall meeting to discuss short term rentals and gain feedback from interested parties in the community. Zoning Code amendments relating to short term rentals were heard by the Planning Commission on April 3, 2019 and should be presented to City Council for adoption in early May, 2019.

Preservation Commission/Historic Preservation

Goal 1

The Historic Preservation program for the City of Tulsa will strive to retain the distinctive character of its many historic neighborhoods and commercial centers and will share the history of Tulsa through these resources. The Preservation Commission process will be transparent and predictable for applicants.

- **Objective 1:** The Preservation Commission will evaluate their processes and prioritize a work program to address outstanding issues, such as the demolition permit review process.

Benchmark: Staff and the Preservation Commission develop a work plan, identify priorities and begin implementing these items by June 30, 2019.

Quarterly Report Status: The Tulsa Preservation Commission convened for its Annual Retreat on January 12, 2019. Among the objectives to be addressed during the forthcoming Fiscal Year were the recognition of achievements by owners of property in the Historic Preservation Overlay Districts, the provision of resources to assist owners with the preservation of their property, and the review of Section 70.070-G – Demolition Requests of the Zoning Code. The Tulsa Preservation Commission and its staff have assigned priorities and have proceeded to develop a strategy to address these objectives.

Plan Development and Implementation programs

Small Area Planning

Goal 1

Citizens within the city of Tulsa that participate in the small area planning process will work with professional planners to address community concerns and see implementation of their plans.

- **Objective 1:** Review and develop a timeline for completion of previous small area plans to reflect the “adopted plan review” resolution adopted by the Planning Commission.

Benchmark: All work on previous small area plans will be completed consistent with the “adopted plan review” by February 28, 2019.

Quarterly Report Status: A revised Adopted Plan Review resolution was adopted by Planning Commission on February 20, 2019. The revised resolution was a result of reevaluating the process and completing the recommended actions previously initiated by Planning Commission in TMAPC Resolution No. 2736:961, dated December 21, 2016.

- **Objective 2:** Work with stakeholder groups in the Crutchfield, Pearl District and Crosbie Heights neighborhoods to update small area plans and adopt sector plans in a meaningful and implementable manner.

Benchmark: Crutchfield Neighborhood, Pearl District and Crosbie Heights small area plans and sector plans will be adopted by the Planning Commission and approved by City Council by June 30, 2019.

Quarterly Report Status: Each of the listed small area plans are at different stages of the adoption and approval process: Crosbie Heights Small Area Plan is complete; Crutchfield Small Area Plan is pending Council approval; and Pearl District Small Area Plan is still in the public

review process, which will be followed by Planning Commission adoption and Council approval processes. The small area plans are currently on track for completion by June 30, 2019.

- **Objective 3:** Coordinate with Tulsa Development Authority (TDA) to review coverage of adopted sector plans and determine need for future updates.

Benchmark: Review and propose a strategy to present to the Planning Commission and City Council by June 30, 2019.

Quarterly Report Status: Tulsa Planning Office meets with TDA monthly to discuss on-going initiatives and coordination efforts. Other than the plans in process and a possible future amendment to the Kendall Whittier Sector Plan, there are no immediate needs to update other sector plans or initiate new ones.

- **Objective 4:** Finalize discussions with Berryhill Citizen Advisory Team (CAT) members and other community members on the Berryhill land use plan, ensuring that final recommendations will further the desires of the community, result in land uses complementary to the future construction of the Gilcrease Expressway and be implementable.

Benchmark: Berryhill land use plan will be adopted by the Planning Commission and jointly approved by the City Council and County Commission by January 31, 2019.

Quarterly Report Status: The Berryhill Land Use Plan was adopted by Planning Commission December 19, 2018 and approved by City Council on January 16, 2019 and County Commission on January 14, 2019.

- **Objective 5:** Establish a process by which to identify and prioritize future areas that would most benefit from small area planning efforts.

Benchmark: Criteria and process for selection of future small area planning efforts will be established and presented to City Council for consideration by March 31, 2019.

Quarterly Report Status: The Tulsa Planning Office is re-evaluating the traditional approach to small area planning and developing a new, more effective and targeted approach to planning, with the end result potentially called Strategic Plans.

Also, opportunities are being explored to use the strategic planning process to complement the work done by the Destination District Program. A new approach, process and criteria will be presented to the Planning Commission in May, 2019.

PlaniTulsa Update and Enhancements

Goal 1

The City of Tulsa Comprehensive Plan (PlaniTulsa) will be updated to address changed conditions, currently unmet needs to guide best planning practices and respond to new development trends in the community.

- ***Objective 1:*** Establish a work plan and timeline to evaluate and update the comprehensive plan.

Benchmark: A work plan and timeline will be developed and presented to Planning Commission and City Council by June 30, 2019. The process of updating the comprehensive plan should be complete by its 10 year anniversary, July 2020.

Quarterly Report Status: The process to update the Tulsa Comprehensive Plan (PlaniTulsa) has begun with an internal examination of the existing plan content, identifying the progress made on priorities of the plan, and assessing the status of statistical projections and development trends to determine what aspects of the plan warrant modification.

This work is being approached by many staff members of the Tulsa Planning Office, each of whom are engaged in ways that utilize their expertise and subject matter knowledge. Each of these staff members are team leaders on one or multiple components of the plan and are in the beginning stages of identifying subject matter expert stakeholders to engage throughout the planning process, as well as conducting research and analysis to update the content of the plan. This process will culminate in a public engagement strategy to ensure buy-in from the public in addition to the buy-in of the stakeholder groups.

In order to best identify stakeholders for participation in the plan update, staff have set up and participated in many meetings with other City departments, outside partner agencies, as well as boards and authorities. These meetings have allowed staff to begin establishing a network of contacts that will ensure that the updated plan best represents the realities of progress made on the current version of the plan, as well as to set up the vision for the future in the wide-ranging topics addressed by the comprehensive plan. Thus far, these meetings include:

- Mayor's Office of Economic Development (Director)
- Mayor's Office of Resilience and Equity (Chief)
- Communications Department (Director)
- Park and Recreation (Director)
- Engineering Services (Director)
- Streets and Stormwater Department (Director)
- Police Department (Deputy Chief)
- Water and Sewer Department (Director)
- Fire Department (Chief)
- Working in Neighborhoods (Neighborhood Liaisons)

- Finance Department, Capital Improvements Plan, CDBG
- Tulsa Transit (Director)
- Downtown Coordinating Council (Director)
- Tulsa Development Authority (Executive Director)
- Tulsa Housing Authority (Director)
- River Parks Authority (Director)
- Tulsa Health Department
- Metropolitan Environmental Trust (Director)
- Tulsa Metropolitan Area Planning Commission
- Arts Commission (Chair)
- Tulsa Preservation Commission (Chair)
- Hispanic Affairs Commission
- Tulsa Bicycle and Pedestrian Advisory Committee
- Home Builders Association
- INCOG Area Agency on Aging
- INCOG Transportation
- INCOG Environmental

The establishment of the update procedure in addition to the timeline for plan completion and public engagement are underway and will be ready by June 2019.

Plan Implementation and Tracking

Goal 1

The City of Tulsa Comprehensive Plan and all other adopted plans will be implemented to meet the expectations of the citizens that participated in those efforts.

- **Objective 1:** Establish a strategy to compile, evaluate and prioritize plan recommendations and develop an ongoing approach to ensure that plans are continuously implemented.

Benchmark: A strategy for plan implementation and tracking will be presented to the Planning Commission and City Council by June 30, 2019.

Quarterly Report Status: All plan recommendations have been compiled into two updated implementation matrices: Small Area Plan recommendations and Downtown Plan Recommendations (Arts District Small Area Plan, Downtown Area Master Plan, Walkability Study, and Arena District Master Plan). We are currently focusing on active small area plans, which includes 36th Street North Small Area Plan, Eugene Field Small Area Plan, Kendall-Whittier Sector Plan, Sequoyah Area Neighborhood Implementation Plan, Southwest Tulsa Neighborhood Revitalization Plan Phases I and II, Unity Heritage Neighborhoods Plan, Utica Midtown Corridor Small Area Plan, and West Highlands/Tulsa Hills Small Area Plan. All of the recommendations have been categorized and we are working with relevant departments or agencies to identify the status of each recommendation. The list below shows current status of active recommendations, although this process has not been completed yet.

- Complete: 91
- On-going: 187
- In-progress: 88
- Not initiated: 178
- Obsolete: 31
- Unknown: 141
- Total: 716

Next steps include completing the status update for the remaining indicators and identifying priority areas (in conjunction with Strategic Plan process) for prioritization for implementation.

- **Objective 2:** Ensure implementation of plans by participation in the City's capital improvements process, through project recommendation and prioritization, development, and design approval for key public projects.

Benchmark: Attend Improve our Tulsa Implementation Team meetings and take an active role in City's capital improvements process on an ongoing basis.

Quarterly Report Status: The Tulsa Planning Office has reviewed and mapped all capital improvement projects for overlap with small area plan recommendations. This is a first step in involvement with prioritization. Staff is discussing plans for expanded future involvement with the Mayor's Office.

- **Objective 3:** Ensure comprehensive plan implementation through conformance reviews for various planning efforts, including capital improvement projects, tax incentive district projects and tax increment financing (TIF) projects.

Benchmark: Conduct comprehensive plan conformance reviews for various planning initiatives on an ongoing basis.

Quarterly Report Status: The Tulsa Planning Office continues to review new capital improvements for conformance with the comprehensive plan. Most recently, new unfunded

capital projects for FY 2020-FY 2024 were presented to Planning Commission and found to be in conformance with the comprehensive plan on April 3, 2019.

- **Objective 4:** Continue comprehensive plan implementation through completion of the Zoning Code update process.

Benchmark: Finalize discussions with Landscape Ordinance Working Group and other community members, ensuring that final recommendations further the desires of the community. Landscape Ordinance amendments will be presented to Planning Commission and City Council for adoption by June 30, 2019.

Quarterly Report Status: The Landscape Ordinance Working Group convened for a final meeting on February 15, 2019. A final draft was developed as a result of the comments received at the meeting and has been posted online at www.tmapc.org. A public review and open house was held on March 21, 2019 and presentations were made to both the Planning Commission and City Council on April 3, 2019. The proposed ordinance will be heard at a Planning Commission public hearing on May 1, 2019.

- **Objective 5:** Continue implementation of Downtown Area Master Plan, including the recently adopted Arena District Master Plan and Walkability Analysis. (AIM)

Benchmark: Continue discussion with the Downtown Coordination Council (DCC) on implementation of Walkability Study design recommendations, including potential downtown design zoning standards.

Quarterly Report Status: Tulsa Planning Office staff is collaborating with the Downtown Coordinating Council, the Bicycle-Pedestrian Advisory Committee, and various City of Tulsa Departments to implement the recommendations of the Walkability Analysis and the GO Plan, meeting on a monthly basis to guide the re-stripping plans for Downtown Tulsa, while offering suggestions and urban design knowledge to make the most of these updates.

Tulsa Planning Office has drafted downtown design standards as they relate to Tax Increment Financing development proposals, in response to a request from the Mayor's Office of Economic Development. The Tulsa Planning Office also participates in the TIF Staff Advisory Committee to review TIF development proposals.

Tulsa Planning Office staff is collaborating with the Cox Business Center, the Mayor's Office, the Arts & Culture Program, and various City of Tulsa Departments to inform art installation based on the Arena District Master Plan recommendations.

Destination District Program

Goal 1

The Destination District Program will assist in creating unique, vibrant places that attract residents and visitors.

- **Objective 1:** Planning staff will develop a process, criteria, goals and objectives for Destination District Program administration.

Benchmark: Planning staff will present a resolution outlining the process, criteria, goals and objectives of the Destination District Program to City Council and Mayor for consideration to adopt by March, 2019.

Quarterly Report Status: Planning staff has developed a “Guide to Destination Districts” outlining the program’s process, criteria, goals and objectives. A Mayor/City Council resolution supporting the program was presented at the April 3, 2019 City Council UED Committee meeting and will be considered for adoption at the April 10, 2019 City Council regular meeting.

- **Objective 2:** Planning staff will create an outreach strategy for the Destination District Program.

Benchmark: Planning staff will begin outreach to potential districts by March, 2019.

Quarterly Report Status: Outreach to potential districts began in January, 2019. To date, conversations and meetings have taken place with interested parties in regards to 11th & Lewis, 18th & Boston (SOBO), 36th Street North, Cherry Street, East Tulsa/International District, Greenwood, Gunboat Park, Pearl District (including Meadow Gold and Studio Row), and Riverwood. These conversations were requested by the respective parties and were introductory in nature. Tulsa Planning Office staff is also developing a GIS “heat map” of potential districts based on land development patterns, demographic and socioeconomic data, and planned civic investments such as Bus Rapid Transit and Route 66 enhancements. This map will help identify potential districts and inform decisions on which areas are the best candidates for Destination District designation.

- **Objective 3:** Planning staff will continually work to develop and improve the Destination District Program.

Benchmark: The Destination District Program will be fully functioning by June 30, 2019.

Quarterly Report Status: Tulsa Planning Office staff will continue its outreach to potential districts to advise them on program requirements and criteria, as outlined in the Destination Districts Guide which is referenced in the joint Mayor/City Council resolution.