



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Current Planning Manager  
COMPREHENSIVE PLANNING  
Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Brakefield, Building Official  
GIS DIVISION  
Greg Hakman, GIS Coordinator

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ANY PERSON REQUIRING SPECIAL ASSISTANCE OR OTHER REASONABLE ACCOMODATION TO ATTEND AND/OR FULLY PARTICIPATE IN ANY MEETING MUST CONTACT THE ADA COORDINATOR VIA EMAIL AT LGWARTNEY@MIDWESTCITYOK.ORG OR PHONE AT 739-1265 AT LEAST TWENTY-FOUR (24) HOURS IN ADVANCE OF THE MEETING. DURING A PUBLIC MEETING, CALL 739-1388 FOR ASSISTANCE.

**AGENDA FOR THE MEETING OF THE  
MIDWEST CITY**

**Park Land Review Committee**

**March 8, 2019 – 4:00 p.m.**

**Community Development Office**

**City Hall**

**100 North Midwest Boulevard**

**A. CALL TO ORDER**

**B. MINUTES**

1. Discussion and consideration of approving the Minutes of the September 20, 2018 meeting.

**C. NEW MATTERS**

1. (PC –1990) Discussion and consideration of a request to submit a fee in lieu of park land as allowed by the Subdivision Regulations for the proposed Cassidy Cove Section III Preliminary Plat located in the NW/4 of Section 1, T-11-N, R-2-W, addressed as 500 and 600 Davidson Road.

**D. COMMITTEE DISCUSSION**

**E. ADJOURN**

Copies of the agenda for this meeting were posted at City Hall, accessible to the public for at least 24 hours in advance of the meeting.

## **MINUTES OF MIDWEST CITY PARK LAND REVIEW COMMITTEE MEETING**

**September 20, 2018 - 4:00 p.m.**

This meeting of the Midwest City Park Land Review Committee was held in the Community Development conference room, Midwest City, Oklahoma County, Oklahoma, on September 20, 2018 at 4:00 p.m., with the following members present:

Present:	Carolyn Burkes Casey Hurt Jess Huskey
Absent:	Todd Issac Grace Sullivan
Staff present:	Kellie Gilles, Planning Manager

### **A. CALL TO ORDER:**

The meeting was called to order at 4:03 p.m.

### **B. MINUTES:**

1. A motion was made by Hurt, seconded by Huskey to approve the minutes of the July 24, 2018. Voting Aye: Huskey, Hurt and Burkes. Absent: Sullivan and Issac. Motion carried.

### **C. NEW MATTERS:**

1. (PC –1976) Discussion and consideration of approval of the dedication of private park land and open space to be maintained by the Homeowners Association to satisfy the requirement for the dedication of parks land in conjunction with the Preliminary Plat of Florence Estates, located in the NE/4 of Section 1, T11N, R2W, located in the 400 block of S. Post Road.

Staff presented a brief overview of this request. The applicant, David Llyod, was present. There was general discussion about the item. A motion was made by Huskey, seconded by Hurt, to recommend approval of the request. Voting aye: Hurt, Burkes and Huskey. Nay: None. Absent: Sullivan and Isaac. Although Ms. Sullivan was absent from the meeting, she called staff on September 20, 2018 and asked to vote by proxy to approve the request. Motion passed.

- C. **COMMITTEE DISCUSSION:** Hurt asked that staff look into the possibility of eliminating the requirement for park land or fees in lieu of park land for small subdivisions, where a one or two acre tract is subdivided into a few lots. Staff advised that we would look into the Subdivision Regulations to see if any amendments were necessary.

The meeting adjourned at 4:15 p.m.

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**To:** Chairman and Park Land Committee Members

**From:** Billy Harless, Community Development Director  
Kellie Gilles, Planning Manager

**Date:** March 8, 2019

**Subject:** (PC –1990) Discussion and consideration of a request to submit a fee in lieu of park land as allowed by the Subdivision Regulations for the proposed Cassidy Cove Section III Preliminary Plat located in the NW/4 of Section 1, T-11-N, R-2-W, addressed as 500 and 600 Davidson Road.

**Applicant/Owner:** Jim Campbell

**Engineer:** Jon Doyle

**Size:**

The area of request has a frontage along Davidson Road of approximately 660 ft and contains an area of approximately 9.76 acres, more or less.

**Municipal Code Citation:**

**38-51. Parks and Open Space Dedication**

**38-51.1 Purpose Statement**

The purpose of this section is to provide the amount of land to be dedicated for parks and open space. Parks and open space are essential in providing for the public welfare of the community. These areas benefit the residents by providing recreational opportunities. As referenced in the Comprehensive Plan, these spaces collectively are considered elements that contribute to the quality of life found in the community. The amount of land for parks and open space and its distribution contributes to citizens' quality of life.

**38.51.2 Applicability**

This article shall apply to all residential Subdivision Plats have a dwelling unit density of greater than one (1) unit per net acre, and/or the owners or applicants for approval thereof, pursuant to the authority of Article 10 of the Charter of the City.

**38.51.4 Reservation of Future Park/Open Space or the Contribution of Money**

**(A) Contribution of Land or Money Determination**

The determination as to whether the subdivider will contribute land or money will be made by the Park Land Review Committee after submission of the sketch plat and the pre-application meeting and before the Preliminary Plat approval.

**38.51.5 (C) Subdivisions Smaller than 2,500 Persons**

In those instances where the formula used to determine the acreage to be contributed and the number of persons projected to occupy a subdivision shows that less than two thousand five hundred (2,500) persons will ultimately occupy any given subdivision, the Park Land Review Committee shall review said plans and promptly recommend whether land or money should be required of the subdivider.

- (1) If the park and/or open space is to be required, then the amount of land determined by subsections (A) and B(b) shall be reserved and delineated on the Preliminary Plat submitted to the Planning Commission. The appropriate proportion thereof (as determined by the above formula) shall be dedicated or conveyed to the City at the time of recording the Final Plat.
- (2) If a fee in lieu of land contribution is required, the amount of the fee shall be determined at the time of final platting, according to the following formula:

Fair market value of land per acre	X	Amount of land required to be dedicated	=	Fee in lieu of land dedication
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**Staff Comments:**

The proposed Preliminary Plat of the Cassidy Cove Section III Addition proposes the development of twenty-five (25) single-family lots. The lots exceed the minimum lot size for single family residential development per the Midwest City code. The applicant has met with staff and would prefer to pay a fee in lieu of the required park land dedication.

If land is to be dedicated, a total of .12 acres or 5227.2 square feet would be required based on the expected density of the subdivision and the land area. The preliminary plat does show an area of approximately 46,005 square feet for common area and detention. If this area is to be dedicated as park land, it must meet the following requirements of the Subdivision Regulations:

**38.49.4 (D) Standards for Detention and Retention Ponds as Amenities**

A detention or retention pond shall be considered an amenity if it meets the following design considerations:

- (1) Located between the building and the street or completely bounded by streets
- (2) Viewable from a public space
- (3) Any slope of the pond area does not exceed thirty-three percent
- (4) Accessible by patrons
- (5) Seating area, public art or fountain and
- (6) One tree or planter at least 16 square feet for every 200 square feet of open spaces, and be located within or adjacent to the open space.

Outdoor amenities must also provide appropriate lighting.

As mentioned previously, the applicant is proposing a common area for detention that well exceeds the amount of park land that would be required. He plans to leave the existing trees surrounding the detention area but will have to remove the trees within the detention area. If park land dedication is required, there is concern that he may not be able to meet the requirement for one tree or planter at least 16 square feet for every 200 square feet of open space when designing the detention area to properly detain runoff from the development.

If the committee determines that park land dedication is required, the applicant requests that the park land remain under ownership of the Homeowners Association. A HOA will be required either way to maintain the common area.

**Action Required:** Approve or reject the requested to pay a fee in lieu of the dedication in conjunction with the Preliminary Plat of the Cassidy Cove Section III Addition as referenced in PC-1990.



Billy Harless, AICP  
Community Development Director

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