



PlanSapulpa

SAPULPA COMPREHENSIVE PLAN UPDATE

Scope of Services
Phase I-B Summary Reports
EXISTING PLANS INVENTORY

October 2011

PlanSapulpa

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PlanSapulpa

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COMPREHENSIVE PLAN UPDATE IN PROCESS

- A. The 1988 – 2005 Sapulpa, Oklahoma Comprehensive Plan (2005 Plan). The 2005 Plan was adopted by the City of Sapulpa on March 7, 1988 and by the Creek County Board of Commissioners on August 8, 1988. A copy of the 2005 Plan is included in the library of planning material and includes a comprehensive plan text and comprehensive plan Land Use Map. The 2005 Plan is still used as a basis for the intent and application of land use planning and practices. The 2005 Plan map covers only that area included within the City's Annexation Fence Line.

The 2005 Plan was prepared by the Community Planning Division of INCOG and approved by the Sapulpa Metropolitan Area Planning Commission (SMAPC), the City and County. The unincorporated areas within the County included within the City's annexation fenceline are subject to the land use and development policies of the 2005 Plan.

- B. Major Elements of the 2005 Plan. The major elements of the previous 2005 Plan update by INCOG are as follows:

(1.) TABLE OF CONTENTS:

MISSION STATEMENT
VISION STATEMENT
PREFACE AND HISTORY
INTRODUCTION
CHAPTER I. STRATEGIES AND OBJECTIVES FOR DEVELOPMENT
AND REDEVELOPMENT
CHAPTER II. THE SAPULPA COMPREHENSIVE PLAN
CHAPTER III. IMPLEMENTATION OF THE COMPREHENSIVE PLAN
CHAPTER IV. PLANNING AREA INVENTORY AND ANALYSIS:
GLOSSARY OF TERMS
LIST OF MAPS
LIST OF APPENDICES
SOURCES CONSULTED

(2.) PLANNING NOTEBOOK TABLE OF CONTENTS:

BUSINESS RETENTION AND EXPANSION PLAN (BREP), 32 pages
TABLE OF CONTENTS
INTRODUCTION BY RICHARD ROLISON
PREFACE AND HISTORY

CHAPTER 1:	ELEMENTS OF THE COMPREHENSIVE PLAN
	Land Use Management and Implementation Residential
	Transportation Plan - 2025
	Parks and Recreation Goals
	Schools – Map Completed
	Economic Development
	Sapulpa – Open for Business
	Business Retention and Expansion program
CHAPTER 2:	GOALS, POLICIES AND OBJECTIVES
CHAPTER 3:	BASIS FOR THE PLAN
CHAPTER 4:	PLANNING AREA ANALYSIS AND FEATURES

- C. Scope of Services. On August 2, 2010, the City Council approved and signed a Scope of Services for Planning Services from INCOG for PlanSapulpa; the Scope of Services is attached as an exhibit to this text.
- D. Electronic and Online Community Survey. The Community Survey is intended to guide City officials in making land use plans and policies for the future growth and development of Sapulpa and as a guide in the preparation of PlanSapulpa.

The Community Survey is an online survey that is being finalized for posting on an INCOG/Sapulpa webpage to receive public comments and to solicit comments on the various functional elements of the planning process and PlanSapulpa. The Community Survey will be able to be completed online or a copy will be able to be downloaded from the INCOG/Sapulpa webpage.

This Community Survey is being prepared by City of Sapulpa and INCOG Staff and will contain approximately 50 questions. General topics of the Community Survey include:

- Opinion of Sapulpa
- Housing
- Current Conditions
- Economic Conditions
- Public Improvements
- Rate of Growth
- Sidewalks and Trails
- Community Planning
- Transportation
- Growth and Development

- E. The Sapulpa Strategic Plan. The City is in the early stages of developing a Strategic Plan, which will be incorporated into PlanSapulpa.

The Wikipedia Encyclopedia describes the Strategic Planning Process as:

The definition of a city project that unifies diagnoses, specifies public and private actions and establishes a coherent mobilization framework for the cooperation of urban social actors. A participative process is a priority when defining contents, as this process will be the basis for the viability of the objectives and actions proposed. The result of the Strategic plan should not necessarily be the creation of regulations or a government program (although its adoption by the State and Local Government should mean the instigation of regulations, investment, administrative measures, policy initiatives, etc) but rather a policy contract between public institutions and civil society. For this reason, the process following the approval of the plan and the monitoring and implementation of measures or actions is just as or more important than the process of elaboration and consensual approval.

A series of Strategic Planning meetings have taken place to focus growth and development on the following issues for the next 20 years:

- Improving and maintaining the City's infrastructure (streets, water, sanitary sewer, storm water, parks and recreation)
- Reducing traffic congestion
- Increasing retail/commercial services
- Improving the appearance of residential neighborhoods
- Improving the appearance of commercial/business properties
- Assuring the stability of our residential areas
- Increasing employment opportunities and jobs locally
- Keeping the cost of City services low versus adding new services
- Keeping tax rates low versus adding/maintaining tax rates for existing or new public facilities
- Preserving the economic viability and the historic appearance and character of the Central Business District
- Be pro-growth and development but not at the expense of quality growth
- Maintain the appearance and atmosphere of a small town

The above issues have been written in the form of a question and included in the Community Survey.

- F. Planning Districts. Comprehensive Plan Updates in Process Under the previous City/INCOG Scope of Services, 14 Planning Districts were created as a basis for analysis of the Planning Area. Maps of each District have been prepared for current land use. The following is a list and description of the location and size of each of the Planning Districts:

PRETTY WATER PLANNING DISTRICT: The Pretty Water Planning District is located in Sections 4, 5, 6, 7, 8, and 9 of Township 18 North Range 11 East in the most northwesterly part of the Planning Area. It is bounded on the north by West 61st Street, on the west by South 177th West Avenue, on the south by West 81st Street south and on the east by South 129th West Avenue. This Planning District has an area of approximately six (6) square miles.

SH-97/SAPULPA/SAND SPRINGS PLANNING CORRIDOR: The Sapulpa-Sand Springs Planning District is a two mile wide corridor, one mile east and west of SH 97, located in the north central portion of the Planning Area. This District is bounded on the north by West 61st, which is the Creek County/Tulsa County line, on the south by West 81st, on the west by South 129th and on the east by South 97th. This Planning District has an area of approximately six (6) square miles.

INDIAN MISSION PLANNING DISTRICT: The Indian Mission Planning District is located in the north central portion of the Planning Area. This Planning District is bounded on the north by West 61st, on the south by West 81st, on the west South 97th and on the east by I-44. The Indian Mission Planning District has an area of approximately 3.5 square miles.

TOWN WEST PLANNING DISTRICT: The Town West Planning District is located in Tulsa County north of West 61st and is the most northerly of the Planning Districts and the only Sapulpa Planning District located in Tulsa County. The I-44/SH 66 corridor bisects this Planning District from the southwest to the northeast. This District is bounded by West 61st on the south and West 51st on the north, on the northwest by Southwest Boulevard, and on the southeast generally by areas west of Interurban Avenue and the Tulsa Sapulpa Union Railroad. The Town West Planning District is the smallest of the Planning Districts; however, the most commercially developed being the location of the Town West Shopping Center. This Planning District has an area of approximately one-half square mile.

NICKEL CREEK PLANNING DISTRICT: The Nickel Creek Planning District is located in the northeasterly portion of the Planning Area. This Planning District is bounded on the north by West 61st and on the east by South 33rd being the Creek/Tulsa County line. I-44/SH-66 form the western boundary and West 91st forms the southern boundary. This Planning District has an area of approximately seven (7) square miles. Approximately 2 square miles has been incorporated into Sapulpa.

SAHOMA LAKE PLANNING DISTRICT: The Sahoma Lake Planning District is located in the western portion of the Planning Area. This District is bounded on the north by West 81st, on the south by areas just south of SH-66, on the west generally by South 177th, and on the east by South 129th and Sahoma Lake

Road. The District boundary was extended west of South 177th in 2004 to include all of Section 36 Township 18 North Range 10 East and the east half of Section 35 Township 18 North Range 10 East. This Planning District has an area of approximately (13) square miles.

SAPULPA NORTH PLANNING DISTRICT: The Sapulpa North Planning District is located in the north/central portion of the Planning Area. This District is bounded on the north by West 81st, on the south by West Line Avenue (West 101st), on the east by the I-44/SH-66 corridor, and on the west by Sahoma Lake Road (South 129th). This District has an area of approximately 5.5 square miles.

SAPULPA CENTRAL PLANNING DISTRICT: The Sapulpa Central Planning District is the most centrally located and intensely developed Planning District and includes the Central Business District (CBD) and Historic Downtown Area. This District is bounded on the north by Line Avenue/West 101st, on the south by SH-117/Taft, on the east by the South 81st West Avenue section line. This Planning District has an area of approximately 6.1 square miles.

HIGHWAY 117-CREEK TURNPIKE PLANNING DISTRICT: The Highway 117-Creek Turnpike Planning District is located in the east central portion of the Planning Area. The Highway 117-Creek Turnpike Planning District is bounded on the north by West 91st, on the south by 141st, on the east by South 33rd (the Creek County/Tulsa County line), and on the west by SH 66/I-44 and South 81st (Brenner Road). The Creek Turnpike bisects the northern half of this Planning District at an angle from the southeast to the northwest. This Planning District has an area of approximately 15.5 square miles and is the largest of the Planning Districts.

SAPULPA SOUTH PLANNING DISTRICT: The Sapulpa South Planning District is located in the south central portion of the Planning Area. This District is bounded on the north by SH-117, on the south by Lone Star Road/West 141st, on the west by Wickham Road/South 129th, and on the east by Brenner Road/South 81st. This Planning District has an area of approximately (6) six square miles.

SAPULPA SOUTHWEST PLANNING DISTRICT: The Sapulpa Southwest Planning District is located in the most southwesterly portion of the Planning Area. The District boundaries are as follows: on the north by SH-33 west of 193rd and West 121st South east of 193rd, on the south generally by West 171st, and generally on the west by 193rd except north of Teel Road and then extending as far west as the half section line one-half mile west of 209th between SH-33 on the north and West Teel Road on the south, and on the east by South 145th except north of West 141st and then by Wickham Road. This Planning District has an area of approximately 11.75 square miles.

SOUTH HICKORY PLANNING DISTRICT: The South Hickory Planning District is located in the most south central portion of the Planning Area. This District is bounded on the north by West 141st, on the south by West 171st, on the east by South 81st, and on the west by South 145th. This Planning District has an area of approximately twelve (12) square miles.

- G. The Draft West Creek Turnpike Corridor Plan. This was completed in January 2003, and contains 21 pages and is included in the library of planning material. The West Creek Turnpike Corridor Plan includes General Plan Goals and Objectives and a Zoning Matrix that illustrates the District Plan Map Categories Relationship to Zoning Districts.

A purpose of the West Creek Turnpike Corridor Plan as stated in the Draft is to provide for the orderly growth and coordinated public-private physical development of the Corridor Area. The West Creek Turnpike Corridor Plan comprises and integrates, internally consistent and compatible statement of land use policies and includes a West Creek Turnpike Land Use Plan Map (attached), as well as text which sets forth the strategies, principles, standards, and plan proposals.

The area included within Draft West Creek Turnpike Corridor Plan is illustrated on the attached West Creek Turnpike Land Use Map.

- H. List of Maps for PlanSapulpa. This Sapulpa map series includes the following maps:

- Map 1. Location Map
- Map 2. Current Land Use
- Map 3. Current Zoning
- Map 4. Physical Features
- Map 5. Wetlands and Impaired Streams
- Map 6. City and Rural Water System Facilities
- Map 7. City and Rural Water District Service Areas
- Map 8. Oil and Gas Wells
- Map 9. Oil and Gas Pipelines
- Map 10. 100 Year and 500 Year Floodplains
- Map 11. Slope
- Map 12. Major Soil Formations
- Map 13. Prime Farmland
- Map 14. Major Geologic Formations
- Map 15. Zip Codes

- Map A. Condition of the City Sewer System (CIP)
- Map B. Street Conditions (CIP)
- Map C. Mineral and Coal Mining
- Map D. Storm Sewer System (CIP)
- Map E. Condition of the City Water System (CIP)
- Map F. City Sewer System (CIP)
- Map G. Soil Limitations on Dwellings and Small Commercial Structures
- Map H. Soil Limitations on Septic Tank Absorption
- Map I. Proposed Trail System
- Map J. Existing State and Interstate Highway System – Information is now shown on Map 1. Location Map
- Map K. Soil Limitations on Road

I. Radii Maps. This series of eight maps was prepared by INCOG and is based on Tiger Line File Data U.S. Bureau of the Census 200-SF-3 Data. These maps are included in the library of planning material. These maps provide demographic characteristics including total population, average household income, driving time/distance in increments of 1, 5, 10, and 15 and also maps for 1, 5, 10, 15 and 20 mile radii intervals.

J. The City of Sapulpa/Creek County Inter-Cooperative Agreement. On September 20, 2010, the City and County approved and signed the Inter-Cooperative Agreement Fiscal Year 2010 to 2011; the Inter-Cooperative Agreement States:

- (1.) The City of Sapulpa is updating the Sapulpa Comprehensive Plan to be referred to as PlanSapulpa;
- (2.) The plan is intended to manage growth and is intended to be a practical guide for making decisions on specific land use and development issues within the City's Annexation Fence-line;
- (3.) PlanSapulpa will help to prioritize governmental actions in the face of limited resources and can help public and private sectors to work in concert to build a better future for the Sapulpa Metropolitan Area;
- (4.) The plan's study area included portions of unincorporated County within the City's Annexation Fence-line;
- (5.) Cooperative planning is in the best interest of the public for both the County and the City, in particular for the unincorporated areas that lay within City's Annexation Fence-line;
- (6.) The County agrees to participate in the development and preparation of said Plan and will cooperatively provide staff support and assistance from the Creek County Staff;

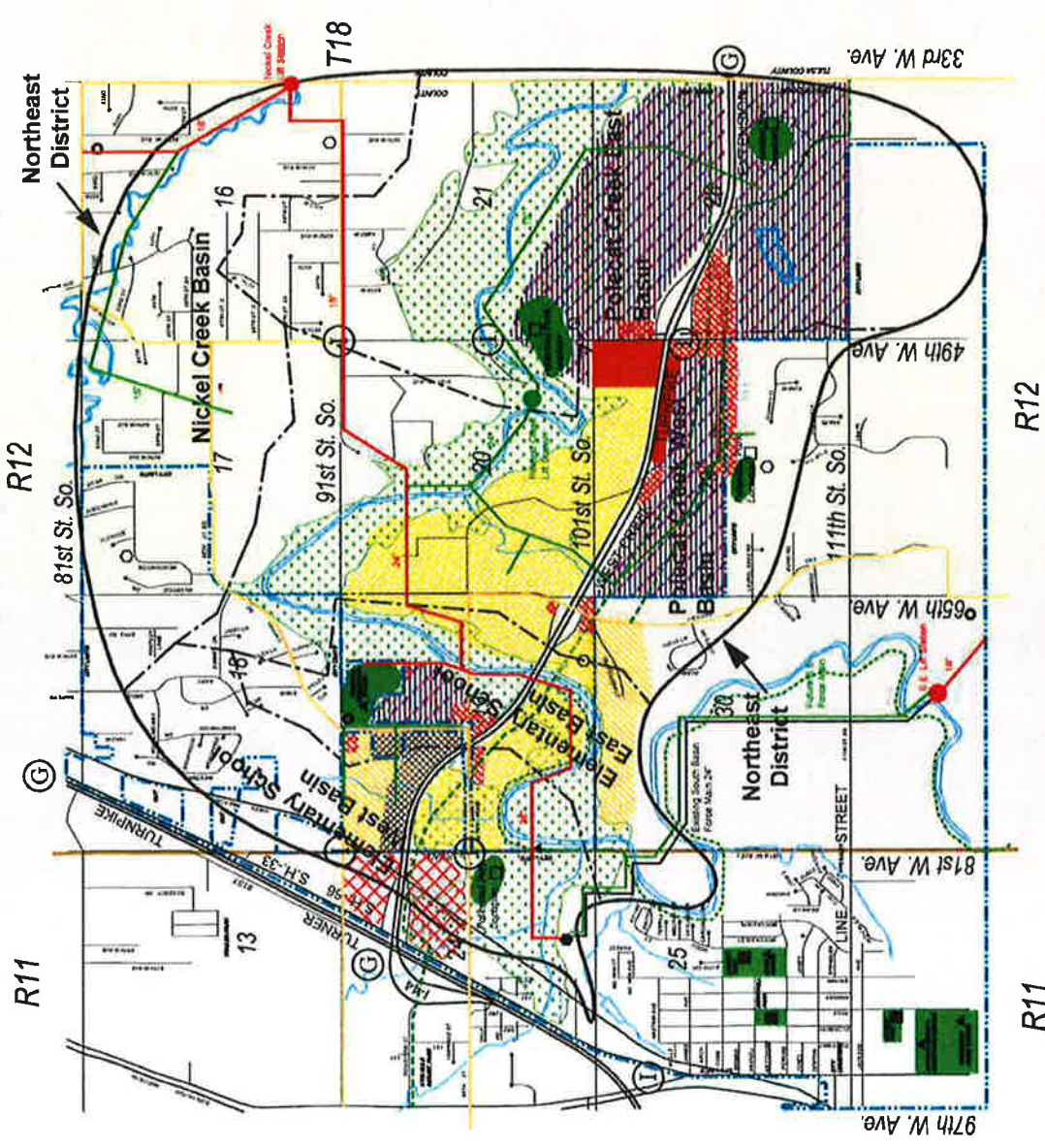
- (7.) The County agrees to assist with the cost of materials for in house publication of materials for the public hearing and document; and
- (8.) The term of this Agreement shall be from year to year commencing on July 1, 2010 and continue in force until terminated by either party to the Agreement.

Attachments:

West Creek Turnpike Land Use Map

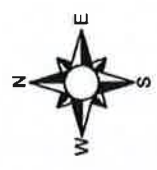
Scope of Services

West Creek Turnpike Land Use Plan



LEGEND

- LAND USE**
- LOW INTENSITY RESIDENTIAL
 - MEDIUM INTENSITY RESIDENTIAL
 - HIGH INTENSITY RESIDENTIAL
 - OFFICE
 - COMMERCIAL
 - PUBLIC RECREATIONAL OPEN SPACE
 - LAKES & STREAMS
 - PUD - Planned Unit Development
- INTENSITY**
- RURAL RESIDENTIAL
 - LOW INTENSITY
 - MEDIUM INTENSITY
 - HIGH INTENSITY
 - DEVELOPMENT SENSITIVE
 - 100 YEAR FLOODPLAIN
 - CITY LIMITS
- TRANSPORTATION NETWORK**
- EXPRESSWAY / FREEWAY
 - RAILROAD
- INTERSECTION IMPROVEMENTS**
- GATEWAY/ENTRANCES
- POTENTIAL SITE LOCATION**
- FIRE STATION
 - PARK
 - SECONDARY SCHOOL
 - ELEMENTARY SCHOOL
 - OTHER
- PUBLIC FACILITIES**
- EXISTING
 - FIRE STATION
 - PARK
 - SECONDARY SCHOOL
 - ELEMENTARY SCHOOL
 - OTHER
 - PHASE LINES
 - FUTURE LINE EXTENSION
 - BASIN LINES
 - SEWER DISTRICTS
- ON - STREET TRAIL**
- OFF - STREET TRAIL



Revised January 30, 2003



Regional Partners - Regional Solutions

cc: Kim Irving

2 West Second Street Suite 800 | Tulsa, OK 74103 | 918.584.7826 | www.INCOG.org

July 27, 2010

appnd by *elmsog*
and
8/5/10

SCOPE OF SERVICES FOR PLAN SAPULPA

SUBMITTED TO: Tom DeArman, City Manager
 Doug Moore, Urban Development Department Director

FROM: Rich Brierre, Executive Director

SUBJECT: Response to Request for Planning Services for Updating the Sapulpa Comprehensive Plan and Preparing and Adopting "Plan Sapulpa"

DATE: July 27, 2010

COPY: Ann Domin, INCOG Deputy Director
 Irving Frank, INCOG Manager of Community Planning
 Tim Armer, INCOG Manager of Transportation Planning

In response to your request for planning services support and to submit a proposal to prepare an update of the Sapulpa Comprehensive Plan, to be named "Plan Sapulpa", INCOG is pleased to respectfully submit the attached Scope of Services for your information and consideration. As you are aware, INCOG is presently working with the Creek County (County) and providing fulltime planning services and support to the County. The present INCOG/County assignment will provide further valuable coordination in the combined efforts of the City and county in these regards.

We look forward to meeting with you and refining this draft proposal as needed and doing this important work for you within the timeframe and budget establish for this work. We understand that the primary City Staff on Plan Tulsa will be Doug Moore; the INCOG primary and lead staff will be Irving Frank. Mr. Moore and Mr. Frank have already established a strong working relationship that will be continued and built upon during the planning process.

Please feel to call upon me or Irving as you consider this response. We appreciate the opportunity to present this proposal and look forward to providing this and any related support to the City of Sapulpa now and in the future upon selection. Our detailed response to your request is shown on the pages that follow.

Respectfully submitted,

Rich Brierre,
INCOG Executive Director

Enclosure: Plan Sapulpa - City of Sapulpa Comprehensive Plan Update
Scope of Service

**Plan Sapulpa - City of Sapulpa
Comprehensive Plan Update
Scope of Services**

SUMMARY OF SCOPE OF SERVICES AND PROPOSAL: 7-26-10 REVISED

RESPECTFULLY SUBMITTED TO THE CITY OF SAPULPA BY INCOG

PHASE I -- SUMMARY REPORTS:

PHASE II -- BIG IDEA:

PHASE III -- MODEL IT:

PHASE IV -- DRAFT DOCUMENT:

PHASE V -- PUBLICATION OF PLAN SAPULPA:

TOTAL FEE FOR SCOPE OF SERVICES AND PROPOSAL:

LEAD INCOG STAFF:
Irving Frank, INCOG Manager of Community Planning

MAJOR SUPPORT STAFF:
Tim Armer, INCOG Transportation Program Manager

PHASE I – SUMMARY REPORTS:

a. Trends Documents

Urban Development/INCOG
INCOG will assemble Sapulpa Trends materials into one format and document and “window out” the Sapulpa specific information being gained from the INCOG 2035 Regional Transportation Planning Process.

b. Existing Plans Inventory

Urban Development/INCOG
City staff will be required to complete this document

Complete as needed and assemble the Existing Plans Inventory materials into one document with a table of contents and other user aides as needed. An update to the Sapulpa Major Street and Highway Plan is included in this element. Major elements of the MSHP update are as follows:

- Elements of the Plan: General Description of the Sapulpa Planning and Corporate; Roadways; Railroads; Bicycle and Pedestrian System; and Public Transportation
- Qualitative Assessment of Transportation Planning Needs
- Existing Transportation System
- Vision Statement and Goals for Transportation

The MSHP was adopted in 2004 and has not been updated since that time.

c. Community and Visual Survey

Urban Development/INCOG
City staff is developing this survey with assistance from INCOG. Completion is anticipated for late August 2010 after review by the City Manager and Mayor. INCOG has agreed to host this survey from their website, with links from the City website.

Assist the Urban Development Department in completing the Community Survey; format the final draft survey into an electronic format for incorporation onto the INCOG webpage with links from the City of Sapulpa webpage page. This task will cover the “web portion” of the work (Parts I – IV) for the life of the Plan Sapulpa planning process. Regular feedback will be provided to the Urban Development Department on webpage activity and public responses.

- d. **Develop/Update Base Mapping** INCOG/Urban Development
 INCOG proposes to develop and prepare mapping needed at the outset of the Planning Process and will include mapping on a large and small scale as required for land use and analysis of the natural and physical features of the Planning Area.

PHASE II – BIG IDEA:

- a. **Community Values** Urban Development/Creek County Planning/INCOG
 Information from the Community and Visual Survey, as well as through feedback provided by the Citizen Advisory Team and general public during a community open house.
- Citizens Advisory Team Meeting 1 Meeting
 Community Open House 1 Meeting
- Includes compilation of information from the Community and Visual Survey, and preparation of exhibits and meeting materials in quantity, assisting with setup of meetings, capture of ideas and comments and feedback from the meetings for the record.

- b. **Community Vision and Goals** Urban Development/Creek County Planning/INCOG
 Information from the Community and Visual Survey, as well as through feedback provided by the Citizen Advisory Team and general public during a community open house.
- Citizens Advisory Team Meeting 1 Meeting
 Community Open House 1 Meeting
- Includes compilation of information from the Community and Visual Survey received to date, preparation of exhibits and meeting materials in quantity, assisting with setup and conduct of meetings, capture of ideas, comments and feedback from the meetings for the record.

PHASE III – MODEL IT:

a. Community Framework/Land Use Plan Urban Development/Creek County
Planning/INCOG
Development of several alternatives during workshops held with Citizen Advisory Team and the public. Develop a preferred alternative through review of the alternatives at a community open house, Citizen Advisory Team meeting, Key Stake Holders meetings, City Council Sub Committee meetings and County Commissioner meetings. Develop three (3) alternatives for analysis by the Urban Development Department and Public.

Community Open House	1 Meeting
Citizens Advisory Team Meeting	1 Meeting
Key Stake Holders	Flexible on Number - Up to 3
City Council Subcommittee	1 Meeting
County Commissioner Meeting	1 Meeting – Regular Weekly Meeting

Assist the Urban Development Department in formulating 3 alternatives with mapping and printing in quantity, and includes preparation of exhibits and meeting materials in quantity, assisting with setup of meetings, capture of ideas, comments and feedback from the meetings for the record.

b. Principles and Policies Urban Development/Creek County
Planning/INCOG
Development will include a public workshop and open houses to solicit feedback. Key input will also be from the Citizen Advisory Team, Key Stake Holders, City Council Sub Committee and County Commissioner Meetings.

Community Open House	1 Meeting
Citizens Advisory Team Meeting	1 Meeting
Key Stake Holders	Flexible on Number - Up to 3
City Council Subcommittee	1 Meeting
County Commissioner Meeting	1 Meeting – Regular Weekly Meeting

Includes preparation/duplication of exhibits and meeting materials in quantity, assisting with setup of meetings, attend workshops, and capture of ideas, comments and feedback from the meetings for the record

PHASE IV – DRAFT DOCUMENT:

a. Vision and Goals

Urban Development/Creek County
Planning/INCOG

Final Draft documents will be prepared for review and adoption by City Council and the County Commissioners, including recommendations from the Citizen Advisory Team, Sapulpa Metropolitan Area Planning Commission (SMAPC) and City Council Sub Committees. Public Hearings will be conducted before the SMAPC, City Council and the County Commissioners.

SMAPC Meeting

1 Meeting – Public Hearing

City Council

2 Meetings – Public Hearings

County Commissioner Meeting

1 Meeting – Public Hearing/Regular Meeting

Includes preparation/duplication of exhibits and meeting materials in quantity, attend workshops, assisting with setup of meetings, capture of ideas, comments and feedback from the meetings for the record and preparation of final draft documents upon completion of the series of meetings.

b. Land Use Plan

Urban Development/Creek County
Planning/INCOG

Final Draft documents will be prepared for review and adoption by City Council and the County Commissioners, including recommendations from the Citizen Advisory Team, SMAPC and City Council Sub Committees. Public Hearings will be conducted before the SMAPC, City Council and the County Commissioners.

SMAPC Meeting

1 Meeting – Public Hearing

City Council

2 Meetings – Public Hearings

County Commissioner Meeting

1 Meeting – Public Hearing/Regular Meeting

Includes preparation/duplication of exhibits and meeting materials in quantity, attending the meetings and public hearings, assisting with setup of meetings, capture of ideas, comments and feedback from the meetings for the record and preparation of final draft documents upon completion of the series of meetings.

c. Principles and Policies

Urban Development/Creek County Planning/INCOG

Final Draft documents will be prepared for review and adoption by City Council and the County Commissioners, including recommendations from the Citizen Advisory Team, SMAPC and City Council Sub Committees. Public Hearings will be conducted before the SMAPC, City Council and the County Commissioners.

SMAPC Meeting

1 Meeting – Public Hearing

City Council

2 Meetings – Public Hearings

County Commissioner Meeting

1 Meeting – Public Hearing/Regular Meeting

Includes preparation/duplication of exhibits and meeting materials in quantity, attending the meetings and public hearings, assisting with setup of meetings, capture of ideas, comments and feedback from the meetings for the record and preparation of final draft documents upon completion of the series of meetings.

d. Implementation Plan

Urban Development/Planning/INCOG

Final Draft documents will be prepared for review and adoption by City Council and the County Commissioners, Recommendations from the Citizen Advisory Team, SMAPC and City Council Sub Committees. Public Hearings will be conducted before the SMAPC, City Council and the County Commissioners.

SMAPC Meeting

1 Meeting – Public Hearing

City Council

2 Meetings – Public Hearings

County Commissioner Meeting

1 Meeting – Public Hearing/Regular Meeting

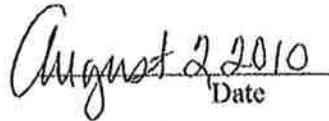
Includes preparation/duplication of exhibits and meeting materials in quantity, attending the meetings and public hearings, assisting with setup of meetings, capture of ideas and comments and feedback from the meetings for the record and preparation of final draft documents upon completion of the series of meetings. Implementation Plan will include a summary and listing of pending and in process Capital Improvement Projects.

PHASE V – PUBLICATION OF PLAN SAPULPA:

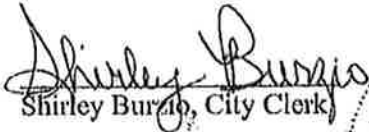
- a. Final Plan Document and Materials** Urban Development/INCOG
Preparation of the Final and Adopted Plan Sapulpa Plan with proof reading and editing, and placing the final materials on the INCOG webpage with links to the City of Sapulpa Webpage, prepare five (5) record hard copies, and format the final materials for use as a CD. Final products will be subject to sign-off by the Urban Development Department prior to final record or publication.
- b. Plan Brochure** Urban Development/INCOG
Prepare the Plan Sapulpa Brochure with proof reading and editing, and placing these materials on the INCOG webpage with links to the City of Sapulpa Webpage, and format the Brochure for use as a CD. Final product will be subject to sign-off by the Urban Development Department prior to final record or publication.

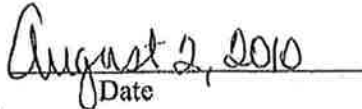
APPROVED BY THE CITY OF SAPULPA:


Doug Haught, Mayor


Date

ATTEST:


Shirley Burzio, City Clerk


Date



Plan Sapulpa

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POPULATION AND DEMOGRAPHICS 1940-2010

- A. The Population and Demographics 1940-2000. This document contains 38 pages and is included in the library of planning material. Many of the tables and graphs are relevant because the 2000 Census used a longer survey form containing more questions compared to the 2010 Census survey form. Listed below are the tables and graphs that are included in the Population and Demographics document:

Population Growth of Sapulpa and the Cities and Counties in the INCOG Region
Population Growth Comparison for Oklahoma, Tulsa MSA, Creek County and Sapulpa: 1940-2000
Sapulpa and Tulsa MSA Population Projections: 1970-2030
Population Trends and Population Projections: Tulsa MSA, Creek County and Sapulpa: 1970-2030
Creek County Population Pyramid: 1980-2000
Sapulpa Population Pyramid: 1980, 1990 and 2000
Births and Deaths for Oklahoma, Creek County and Sapulpa: 1993 through 1998
Demographic Change 1990-1999 for the State of Oklahoma and Creek County
Population and Labor Force Summary for Oklahoma, Creek County and Sapulpa: 1980-2000
Household Income for Oklahoma, Creek County and Sapulpa
Educational Attainment in Oklahoma, Creek County and Sapulpa: 1980-2000
Employment by Industry: Oklahoma, Tulsa MSA, Creek County and Sapulpa: 1980-2000
Occupational Structure Trends Tulsa MSA, Creek County and Sapulpa: 1980-2000
Housing Data for the Tulsa MSA, Creek County and Sapulpa: 1980-2000
Race of Oklahoma, Tulsa MSA, Creek County and Sapulpa: 1980-1990
Race of Oklahoma, Tulsa MSA, Creek County and Sapulpa: 2000

- B. Population and Demographics 2000-2010. Listed below are the anticipated tables and graphs based on the 2010 Census.

Population Growth Comparison of Sapulpa and the Cities and Counties in the INCOG Region
Population Growth Comparison for Oklahoma, Tulsa MSA, Creek County and Sapulpa: 1940-2010
Creek County Population Pyramid: 1990-2010
Sapulpa Population Pyramid: 1990-2010
Population Trends and Population Projections: Tulsa MSA, Creek County and Sapulpa: 1970-2030
Race of Oklahoma, Tulsa MSA, Creek County and Sapulpa: 2000-2010

- C. American Community Survey 3. The data from the 2008-2010 American Community Survey 3 –Year Estimates will be available in the fall of 2011. The U.S. Census Bureau will release socioeconomic findings from the 2008-2010 American Community Survey. The release will cover more than 40 topics, such as educational attainment, income, health insurance coverage, occupation, language spoken at home, nativity, ancestry and selected monthly homeowner costs.
- D. Sapulpa Trends. This report was completed by INCOG in October 2010 and is Phase I. Part A. of the Scope of Services for PlanSapulpa. Sapulpa Trends is a compilation and analysis of the population and demographic characteristics of Sapulpa, placed in the setting of the Sapulpa incorporated area, Creek County, the Tulsa Metropolitan Statistical Area, the State of Oklahoma and the INCOG Transportation Management Area (TMA). The Planning Area for PlanSapulpa includes the City's incorporated area and the unincorporated area in Creek County located within the annexation fence line.

The data included in Sapulpa Trends dates back to 1940 and includes projections of population and employment for the Planning Area to the year 2035. According to the INCOG Transportation Analysis Zones data, the 2005 Sapulpa population of 22,167 is projected to increase to 28,948 in 2035 - an increase of 30.39%. The 2009 estimate of population by the Oklahoma Department of Commerce is 21,150 for Sapulpa and 67,566 for Creek County. According to the INCOG Transportation Analysis Zones data, the 2005 Sapulpa employment of 12,017 is projected to increase to 15,902 in 2035 - an increase of 32.18%.

The following major elements are included in the PlanSapulpa- Sapulpa Trends report:

- SAPULPA TRENDS - POPULATION AND DEMOGRAPHICS 1940–2030;
- SAPULPA AREA POPULATION CHANGE FROM 1990 TO 2000 – CENSUS BLOCK GROUP COMPARISONS;
- SAPULPA AREA POPULATION CHANGE FROM 1990 TO 2000 – CENSUS TRACT COMPARISON;
- SAPULPA, OKLAHOMA: 1, 5, 10, 15 AND 20 MILE RADIUS OF SELECTED DEMOGRAPHIC DATA AND TRAVEL TIMES;
- POPULATION GROWTH OF SAPULPA AND THE CITIES AND TOWNS IN THE INCOG REGION;
- SELECTED POPULATION AND DEMOGRAPHIC CHARACTERISTICS FOR SAPULPA FROM THE 2006 TO 2008 AMERICAN COMMUNITY SURVEY;
- SAPULPA CONNECTION 2005–2035: POPULATION PROJECTIONS AND ATTRACTIVENESS ANALYSIS;
- SAPULPA CONNECTIONS 2005–2035: EMPLOYMENT PROJECTIONS AND ATTRACTIVENESS ANALYSIS;

- IMPORTANCE THAT RESIDENTS PLACE ON VARIOUS ISSUES WHEN SELECTING A PLACE TO LIVE;
- SAPULPA BUILDING PERMIT REPORT – 2000 TO 09/17/2010;
- 2009 METRO HOME STARTS BY JURISDICTION;
- 2010 METRO HOME STARTS BY JURISDICTION 01 TO 08 OF 2010; AND
- SAPULPA PARKS FACILITIES AND AMENITIES INVENTORY

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3

THE 2025 SAPULPA-CREEK COUNTY MAJOR STREET AND HIGHWAY PLAN

The 2025 Sapulpa/Creek County Major Street and Highway Plan (MSHP) is an official element of the Sapulpa Comprehensive Plan: 1988 –2005 (Comprehensive Plan). The MSHP Plan was prepared by INCOG at no cost to the City of Sapulpa or Creek County in conjunction with the Public Participation Work Element of the INCOG Transportation Work Program. The MSHP was completed in 2004 and adopted by Resolution No. 2004-28 by the Creek County Board of Commissioners (Board) and by the City Council (City) by Resolution No. 2507.

The Sapulpa/Creek County 2025 Sapulpa Major Street and Highway Plan and Trails Plan was also amended in 2004 to include a map of the location planned trails and trail heads, and the existing and planned routing of local trails with connections to the INCOG Regional Trails Master Plan. The MSHP was amended by the Board by Resolution 2004-79 and by the City by Resolution 2573 to add the now completed Centennial Trail, Plaza and Buffalo Sculpture that is located north of the City's downtown area on SH-66.

VISION STATEMENT

The **Vision Statement** for transportation planning is as follows:

Develop a safe, secure and efficient multimodal transportation system that serves all residents of the City of Sapulpa and Planning Area, which promotes economic wellbeing and improves choice, access, and mobility for all people and goods movement.

GOALS STATEMENT

The **Goals Statement** for Transportation Planning is as follows:

- Improve the capacity for and safety of traffic flow on all local roadways;
- Support and encourage economic development;
- Enhance mobility for all transportation system users;
- Pro-actively maintain and improve the local transportation system with a more effective local-State partnership to ensure preservation of transportation-related assets;
- Ensure the safety and security of all transportation system users;
- Practice and integrate a program of sound land use and transportation policies, programs, and improvements to mitigate incompatibility and to build a more sustainable community;
- Integrate the transportation and land use planning programs to assure a comprehensive approach to the development and redevelopment of the Planning Area;

- A short-term goal of Transportation Planning is to open South 49th West Avenue from the West Creek Turnpike on the south to West 91st Street on the north and ultimately to West 61st Street. Construction of South 49th from the West Creek Turnpike to West 91st Street was completed in July 2010; and
- To assure the development within designated Corridors occurs in accordance with the adopted Corridor Design Guidelines.

RECOMMENDED POLICIES AND PRINCIPLES OF THE MSHP

The major implementing prerequisite for recommendations coming from the Transportation Plan and the near-term actions identified above include developing needs awareness among elected and administrative officials and public at large of the critical role played by transportation in assuring the quality and livability of the Sapulpa Planning Area. Therefore, the following policies and principles have been adopted:

Recommendation 1: Plan for and implement the MSHP during the development and redevelopment of the Planning Area based on a local/State partnership.

Recommendation 2: In order to maintain an enhanced level of roadway aesthetics, landscaping, and maintenance along the Interstate and State highways serving Sapulpa, the City, Oklahoma Department of Transportation (ODOT) and Oklahoma Turnpike Authority (OTA) must jointly promote the Transportation Corridor and Gateway Development Guidelines. ODOT should actively support Corridor Development and improve the safety and design of the Sapulpa Gateways.

Recommendation 3: Work with the ODOT Rail Division and local railroads to develop an open dialogue and explore possible funding sources to improve the condition and safety of local rail crossings.

Recommendation 4: Maintain uniformity in all growth-corridor related recommendations with regard to development. Development within Corridors and subsequent resolutions of the City Council must serve as guidance for any future land development targeted within the designated growth Corridors.

Recommendation 5: Perform traffic counts at a minimum of once every two years on all existing primary and secondary arterials to identify roadway needs and to maintain an accident database for the City in order to identify high crash locations. In this regard, ODOT and OTA should be contacted on an annual basis to monitor traffic on the I-44/Turner Turnpike and West Creek Turnpike, and all state highways, in particular, those within the incorporated areas of the City.

Recommendation 6: All major transportation Gateways, Intersections and Corridors identified in the Transportation Plan and 2025 Plan should be developed based on the adopted Corridor Design Guidelines. Intersection and Gateway design should continue in accordance with the PUD principles in the Comprehensive Plan, Zoning Code, and Subdivision Regulations.

Recommendation 7: Initiate an action-oriented education and awareness program among elected officials, administrative staff, and business and lay people within the Planning Area of the “Near-Term” transportation needs.

Recommendation 8: Initiate a pilot project to support affordable public transit twice a week from the Sapulpa Senior Citizens Center or other central City location to link with local and other major hospitals and health care facilities in the metropolitan area.

Recommendation 9: Establish Sapulpa-based regional bicycle events utilizing the beautiful and natural landscape in the north and west parts of the Sapulpa area; in particular, in and around Sahoma Lake north to Keystone Lake. Furthermore, improvement of the connectivity of local and regional trails from Sapulpa north to Sand Springs along the SH 97 corridor is vital for area-wide outdoor recreational activities. Implement the Sapulpa Bicycle and Pedestrian Trails Plan.

COMPREHENSIVE ROADWAY ELEMENT

The major elements of the Comprehensive Roadway Plan Component are as follows:

1. Major Street and Highway Plan
2. Transportation Corridor Development Guidelines
3. Transportation Gateways
4. West Creek Turnpike Corridor Plan
5. Sapulpa Bicycle Trails and Pedestrian Plan
6. Near-term Roadway Improvement Plan
7. Recommended Principles and Policies for Transportation Planning

CONCLUSION: TRANSPORTATION PLAN EVALUATION AND REVIEW AND UPDATING THE MSHP DATA

The Sapulpa Transportation Plan (Plan) is a goal- and policy-oriented document and, according to the Plan, the respective elements need to be evaluated once every 3 - 5 years to assure the relevance and the applicability of the strategies and projects included in the adopted Transportation Plan. In consideration of this recommendation, the City has requested that INCOG update the statistical information (traffic counts and accident data) included in that Plan.

The updated traffic counts along with updates accident information are important support elements of the Transportation Planning program and process; updated traffic counts will be included in the text of the revised MSHP and PlanSapulpa document where available. Updated accident data will also be included in the INCOG work. The latest traffic count and accident data will be key elements in local enforcement and traffic management. PlanSapulpa will combine the transportation data with land use development and the impact of completed transportation improvements in support of a continuing and comprehensive transportation and land use planning program.

AN OUTLINE OF THE ELEMENTS OF THE MSHP

The following is an outline of the elements of the MSHP document:

INTRODUCTION

PART A

TRANSPORTATION SYSTEM INVENTORY AND NEEDS ASSESSMENT

1.0 Elements of the Transportation Plan

- 1.1 General Description of the Sapulpa Planning and Corporate Area
- 1.2 Roadways
- 1.3 Railroads
- 1.4 Bicycle and Pedestrian System
- 1.5 Public Transportation

2.0 Qualitative Assessment of Transportation Planning Needs

- 2.1 Planning Needs Assessment
- 2.2 Roadway Needs
- 2.3 Bicycle and Pedestrian Needs
- 2.4 Public Transportation Needs
- 2.5 Freight Planning

3.0 Existing Transportation System

- 3.1 Local, State and National Highways
- 3.2 Traffic Counts
- 3.3 Accident Locations on Major Highways
- 3.4 Accident Analysis

4.0 Vision Statement and Goals for Transportation

- 4.1 Vision Statement
- 4.2 Goals for Transportation

PART B
THE COMPREHENSIVE TRANSPORTATION SYSTEM PLAN: 2025

- 5.0 Comprehensive Roadway Plan Component**
 - 5.1 Major Street and Highway Plan (MSHP)
 - 5.2 Transportation Corridor Development Guidelines
 - 5.3 Transportation Gateways
 - 5.3 Near-Term Roadway Improvement Plan
 - 5.4 Recommended Policies and Principles for Transportation Planning
- 6.0 Public Transportation Component**
 - 6.1 Access to Transit
 - 6.2 Senior Oriented Public Transit
- 7.0 Bicycle and Pedestrian System Component**
 - 7.1 Regional Trail Connections
 - 7.2 Bicycle and Pedestrian Linkages
- 8.0 Freight Movement Plan: Truck Routes**
- 9.0 Funding Needs and Implementation: Available Funding Opportunities**
- 10.0 Conclusion: Transportation Plan Evaluation and Review**

LIST OF TABLES

- 3.2 Traffic Counts on Highways in the Planning Area – Requires Updating*
- 3.3 Accident Locations on Major Highways: 1999, 2000, and 2001 – Requires Updating*
- 3.4 Top 10 Accident Locations at City Street Intersections in 1999, 2000 and 2001 – Requires Updating*

* As requested by the City INCOG has updated the tabular traffic and accident data.

APPENDICIES

- Appendix 1: Sapulpa Major Street and Highway Plan– INCOG AutoCAD
- Appendix 2: Sapulpa Corridor and Gateway Development Map – INCOG Map and File
- Appendix 3: West Creek Corridor District Plan – INCOG AutoCAD
- Appendix 4: Sapulpa Bicycle and Pedestrian Trails Plan Map – INCOG Map and File

- Sapulpa Corridor Development Map– INCOG AutoCAD Map
- Sapulpa City Trails Master Plan – INCOG AutoCAD Map

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THE SAPULPA CORRIDOR DESIGN CRITERIA CORRIDOR AND GATEWAY DEVELOPMENT MAP OF PLANNING CORRIDORS

The adopted Corridor Design Criteria (Criteria) are included under the heading of Planning, Zoning and Development in Chapter 7 of the City of Sapulpa Municipal Code. The locations of the designated Corridors and Gateways are shown on the attached map. A summary of the major elements of the adopted Criteria is as follows:

STATEMENT OF PURPOSE

As the City of Sapulpa (City) continues to grow, additional commercial development will be necessary to meet the ongoing demands of the citizenry. The quality of design incorporated into these new commercial developments will significantly affect the appearance, economic vitality, convenience and safety of the community. The Criteria are intended to be used for the following purposes:

- To identify issues which commercial developers should address in preparing their plans;
- To clarify the standards which the City expects private development to meet; and
- To assist Staff, Sapulpa Metropolitan Area Planning Commission (SMAPC) and City Council in the evaluation of proposed commercial projects.

The Criteria apply within the designated Corridors to rezoning requests, final development plans, and building permit applications for all **non-residential projects** and are applied on a case-by-case basis. The Urban Development Department is responsible for the administration of the Criteria.

DESIGN REVIEW PROCESS

The purpose of the Design Review Process is to ensure that every new development or addition to an existing development carefully considers the community context in which the development or addition takes place.

APPLICABILITY

These Criteria are applicable to the designated Corridors and Gateways in the City of Sapulpa as shown on the attached Sapulpa Corridor and Gateway Development Map of Planning Corridors.

ARCHITECTURAL CRITERIA

The following Architectural Criteria apply to development and redevelopment within the designated Corridors:

CRITERIA #1: Develop a consistent architectural style consistent within the project and the community.

CRITERIA #2: The number, location, and design of independent pad sites shall reinforce, rather than obscure, the identity and function of the commercial center.

CRITERIA #3: All project buildings including kiosks (pad site buildings) must be of similar building materials. The following materials are approved for use in the design of commercial center exteriors:

- Natural materials such as wood, brick, unpolished stone
- Cement plaster (stucco) or similar material
- Textured masonry with integral color
- Formed concrete with integral color and textured finish
- All sides viewable from a public street shall be covered in a material utilizing those materials referenced above
- The material must be used from ground to roof
- Roofing material and design must be integrated into the overall material and color scheme

The following **Architectural Detail and Ornamentation**, which enriches buildings and exhibits craftsmanship, are encouraged for use within the designated Corridors:

- Cornices, ornamental moldings, lamps and other architectural details that provide visual interest, shadow, contrast and color are encouraged. This is especially desirable at the pedestrian level. Details should be carefully integrated with the design concept of the building.

CRITERIA #4: Design standards are to be applied to all areas of buildings that impact public view and transit systems.

DEVELOPMENT PATTERNS

CRITERIA #1: Preliminary development plans for non-residential sites and commercial centers shall include full development of the site even where final development will be phased.

CRITERIA #2: The design of a non-residential area or commercial center should reflect the opportunities and constraints created by the size, shape, topography and drainage patterns of the site.

CRITERIA #3: The impact of non-residential projects on adjacent land uses shall be minimized by controlling building orientation, site design, landscaping, and architectural design.

CRITERIA #4: The circulation, utility, and storm drainage systems within a commercial center should be designed and constructed so that when the center is fully developed the resulting systems are logical and efficient.

CRITERIA # 5: Develop a logical and ordered plan for the commercial center that creates an identifiable sense of place. To achieve this goal, the following steps are recommended by the Criteria:

- Create in the plan a hierarchy of building mass
- Develop a clearly defined axis (or axes) for the site plan
- Create transition areas between parking areas and the entrances
- Avoid strictly linear or “strip commercial” layout

The Sapulpa Corridor and Gateway Development Map includes the following Planning Corridors:

1. Taft /SH 117: 33rd West Avenue to Brenner Road
2. SH 97: West 61st Street South to West 101st Street South
3. Historic Route of SH 66: Municipal Golf Course to 177th West Avenue.
4. Sapulpa West Creek Turnpike.
5. South Main Redevelopment Corridor: SH 117/Taft to Teel Road
6. US 75A: South of Teel on US 75A
7. Teel Road: Main to Wickham
8. SH 66: 51st Street South to Taft
9. Wickham Road: Taft to Teel Road
10. Hickory Street: SH 117 to 141st Street

The Sapulpa Corridor and Gateway Development Map includes the following Gateways:

1. Taft/State Highway 117 and 49th West Avenue
2. 49th West Avenue and West Creek Turnpike
3. State Highway 66/New Sapulpa Road and West Creek Turnpike
4. State Highway 97 and 91st Street South
5. State Highway 97 and Interstate 44 (Turner Turnpike)
6. State Highway 117 and State Highway 66/State Highway 33
7. US 75 A South of Main Street
8. I-44 and 49th West Avenue

Attachment: Sapulpa Corridor and Gateway Development Map










SAPULPA CORRIDOR AND GATEWAY DEVELOPMENT MAP PLANNING CORRIDORS

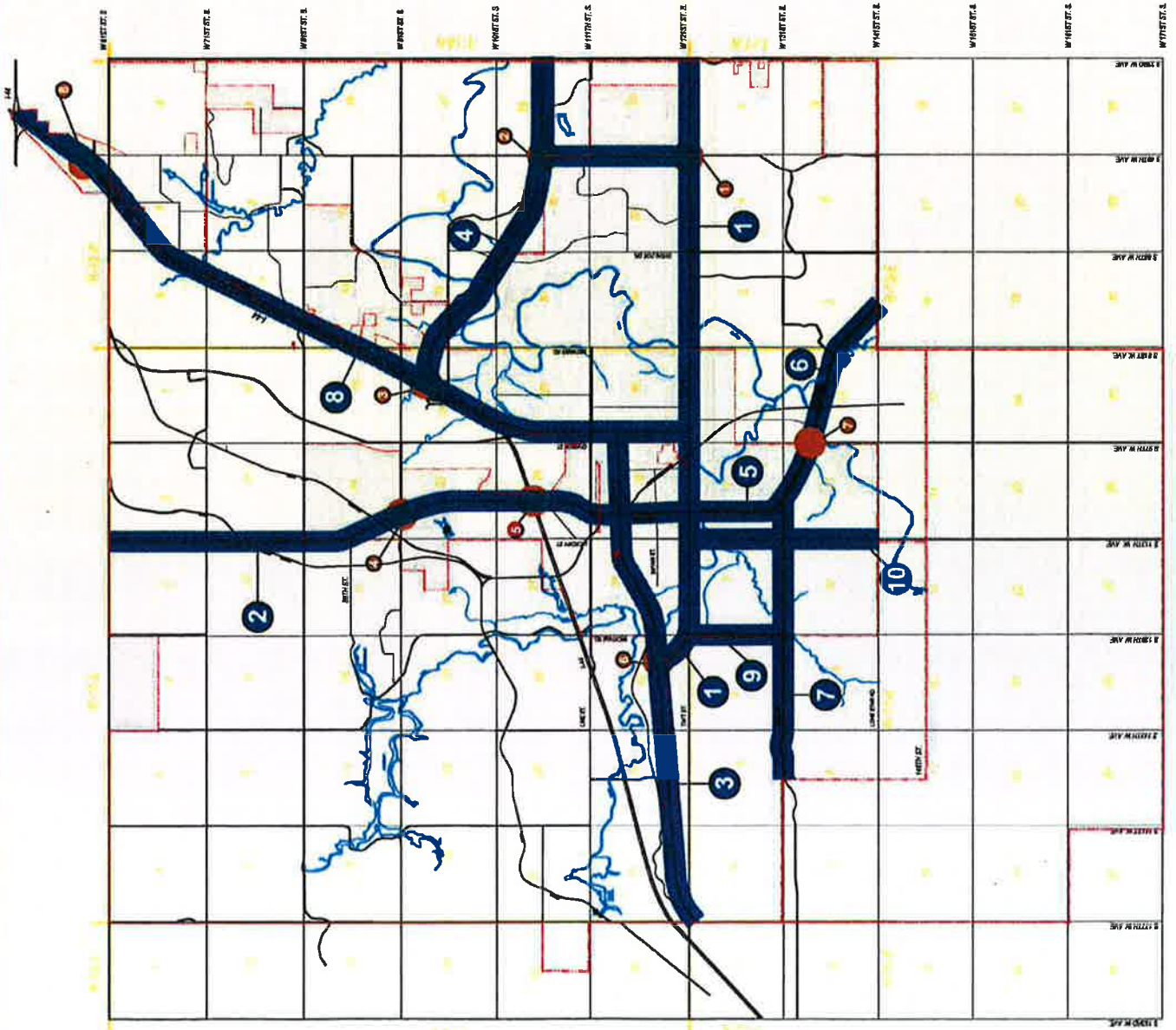
- 1 Taff/State Highway 117: 33rd West Avenue to Branner Road
- 2 State Highway 97: 61st Street South to 101st Street South
- 3 Historic Route 68: Municipal Golf Course to 177th West Avenue
- 4 Sapulpa West Creek Turnpike
- 5 South Main Redevelopment Corridor: Taff to Teel Road on US Highway 75 Alternate
- 6 US Highway 75 Alternate: South of Teel Road on US Highway 75 Alternate
- 7 Teel Road (Future): Main to Wickham
- 8 State Highway 66: 51st Street South to Taff
- 9 Wickham Road: Taff to Teel Road
- 10 Hickory Street: State Highway 117 to 141st Street

GATEWAYS

- 1 Taff/State Highway 117 and 49th West Avenue
- 2 49th West Avenue and West Creek Turnpike
- 3 State Highway 66/New Sapulpa Road and West Creek Turnpike
- 4 State Highway 97 and 91st Street South
- 5 State Highway 97 and Interstates 44 (Turner Turnpike)
- 6 State Highway 117 and State Highway 66/State Highway 33
- 7 US Highway 75 Alternate South of Main Street
- 8 I-44/State Highway 66 and 49th West Avenue

LEGEND

-  GATEWAY INTERSECTION
-  PLANNING CORRIDOR
-  ANNEXATION FENCE LINE/CORPORATE LIMITS
-  FREEWAY / EXPRESSWAY TURNPIKE
-  PRIMARY ARTERIAL
-  SECONDARY ARTERIAL
-  RESIDENTIAL COLLECTOR
-  COMMERCIAL/INDUSTRIAL COLLECTOR
-  SECTION LINES



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THE SAPULPA CONSTRUCTION PROJECT STATUS REPORT

The first page of the City of Sapulpa Website has a link to the June 2011 City Project Status Report Table. This four page Table provides information about the City's current projects including the following:

- Engineer, Contractor or City/Department
- Project Description
- Fiscal Year of Project
- Bid Date
- Award Date
- Commence Date
- Completion Date
- Comment
- Last Update Date

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CITY OF SAPULPA GROWTH AND ECONOMIC DEVELOPMENT POLICY GUIDE

The City of Sapulpa Growth and Economic Development Policy Guide was completed in November 2001, contains 9 pages, is included in the library of planning material and includes the following Statement of Purpose:

The City of Sapulpa is facing the challenges of the 21st Century with a new set of tools, a new spirit of cooperation and a new commitment to future growth. Our city will be a thriving, people-centered community and a successful model for other regional cities to follow.

It has always been the City's policy to encourage quality growth development in order to enhance the quality of life for our citizens. It is the intent of these policies to make clear to developers, business leaders, community organizations and the general public the efforts by the City to promote quality growth and development. By working together, we can bring added jobs and economic opportunities to our community and create an environment that is win-win for both the community and developer(s).

Sustainable growth that promotes high livability standards requires cooperation between the governing entity and private investors. To that end, the City of Sapulpa has developed Growth and Economic Development Policies. These policies are intended to set forth the various methods that the City and private investors may take advantage of to promote development.

Each development project will be evaluated based upon its benefit to the community as a whole, the sustainability of the proposal, and the cost sharing requirements. A project may use only a single method or a combination of methods. However, the overriding standard is the net effect on community infrastructure and the corresponding benefit to the community.

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SAPULPA OPEN FOR BUSINESS

The Sapulpa Open for Business contains 15 pages, is included in the library of planning material and is based on the 2000 U.S. Census population and demographic data for the following characteristics:

- Percent of Customers from Outside Sapulpa
- Sapulpa Retail Buying Population
- Average Household Income
- Age Distribution of Population
- Major Employers in the Sapulpa Area
- Planned Development
- Area Map
- Industrial Opportunities
- Labor and Employment Transportation
- Quality of Life- Civic Organizations-Churches & Social Services
- Health Care
- Housing-Financial Resources-Utilities
- Recreation and Entertainment-Leisure Activities-Community Events
- Education
- Sapulpa Chamber of Commerce/Sapulpa Main Street
- Open for Business Summary

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DRAFT 2030 SAPULPA PARKS, RECREATION, OPEN SPACE AND TRAILS PLAN

The Draft 2030 Sapulpa Parks, Recreation, Open Space and Trails Plan (2030 Sapulpa Parks Plan) is being prepared under the Direction of John Waytula, Sapulpa Parks and Recreation Department Superintendent by INCOG. The Sapulpa Parks Facilities/Amenities Inventory Table was completed in July 2010 and is attached to this text. The following are the major elements of the 2030 Sapulpa Parks Plan:

- Part I – Introduction
- Part II – Inventory
- Part III – The 2030 Sapulpa Parks, Recreation, Open Space and Trails Plan

A brief overview of these elements and the status of the work is as follows:

PART I INTRODUCTION

Part I of the 2030 Parks Plan has been completed by INCOG and includes the following Mission and Vision Statements:

MISSION STATEMENT

The **Mission Statement** of the 2030 Sapulpa Parks Plan is as follows:

To ensure that the provision of “essential” and “benefit-driven” parks and recreation opportunities are accessible to all Sapulpans, and to protect and enhance our environment, both natural and man-made.

VISION STATEMENT

The **Vision Statement** came out of a statement of the vision adopted by the employees of the Sapulpa Parks Department. The “Staff Vision Statement” has been included in the Sapulpa Parks Marketing Plan and is as follows:

Provide essential, quality parks and recreation services through imaginative and dedicated stewardship to support and enhance the community with:

- Family activities
- Relaxing, exciting festivities
- Convenient, safe facilities
- Diverse activities to stimulate physical and mental health

From 1991 to 2009, the Parks Department has secured more than ninety-one (91) grants totaling \$5,566,935.52 from a myriad of sources including state, federal, private organizations and individuals for the citizens of the City of Sapulpa and the parks and recreation system. The Sapulpa Parks and Recreation Department is comprised of the following five (5) divisions: Administrative; Parks, Buildings and Ground Maintenance; Recreation; Hunting and Fishing; and the new Aquatics Division. The Sapulpa Family Aquatics Center, located in Liberty Park, was completed and opened in 2010.

The approach and philosophy of parks and recreation has been adopted in the 2030 Sapulpa Park Plan by the City of Sapulpa and the Sapulpa Parks and Recreation Department and is best summarized as follows:

A strong park and recreation system is essential for a thriving community. When citizens get involved with their park and recreation systems, their quality of life improves. Our investment in parks and recreation programs and facilities should reflect their importance to our communities. Our health, our community, our economy and our environment all benefit from investments in parks and recreation opportunities, enriching human and natural resources. National Recreation and Park Association (NRPA).

The remaining major elements of Part I of the 2030 Sapulpa Parks Plan are as follows:

- Staff and Divisional Assignments
- Alternative Funding Program
- Sapulpa Park Friends Foundation
- Contract Management
- Volunteerism
- Community Informational Activities
- Reforestation Program

PART II

Part II of the 2030 Sapulpa Parks Plan has been completed by INCOG and is a comprehensive inventory of the existing park and trail facilities, a recap of the recent and proposed improvements, and a summary of the needs as determined by the Parks Department and as presented by the various Youth Sports Associations. The Facilities and Amenities Inventory (see attached) reflects a total of 400 acres of park land with 168 existing/developed acres and 232 acres under development. Part II also includes a map and survey of area and population standards for parks and trails.

The needs analysis for parks, park facilities and trails is based on the 2030 projected distribution of population by INCOG Traffic Analysis Zones as such is related to the adopted park area service standards.

The Sapulpa/Creek County 2025 Sapulpa Major Street and Highway Plan and Trails Plan was adopted and also amended in 2004 and includes a map of the location planned trails and trail heads, and the existing and planned routing of local trails with connections to the INCOG Regional Trails Master Plan.

PART III: THE 2030 SAPULPA PARKS, RECREATION, OPEN SPACE AND TRAILS PLAN

Work on Part III of the 2030 Sapulpa Parks Plan was partially completed in conjunction with the work on Parts I and II. Completion of Part III and the 2030 Sapulpa Parks Plan is dependent upon further direction from the Parks Superintendent and is likely to include a major and further public input program with open forums held on a City-wide basis. Part III will include the statement of proposed improvements to each park, recreation, open space and trails element of the Sapulpa Park System. The needs analysis will be based on the standards developed in Parts I and II and further detailed work will be performed with the Park Superintendent in preparation for meetings and work sessions with the Park Board, public hearings at the Park Board, review by City Council Committees, final public hearings and adoption by the Sapulpa Metropolitan Area Planning Commission and Creek County Board of Commissioners, and final approval by the Sapulpa City Council. Significant work has been done by the City and INCOG on the planned expansion of the adopted trails system. It is estimated that work on Part III of the 2030 Sapulpa Parks Plan is approximately 85% complete.

SUMMARY OF COMPLETED WORK

The following is a brief summary of the completed work items with some requests pending for updated information:

- Reviewed the final redraft of Parts I and II as done by the Parks Superintendent and shared comments - requests for updated information pending with City Staff.
- Incorporated, as received, City Staff changes and updates into Part III – some information items pending.
- Completed final draft of the **recreation element** of the 2030 Sapulpa Parks Plan was submitted to City Staff – some information items pending.
- Completed the final draft of the **trails element** of the 2030 Sapulpa Parks Plan and submitted to City Staff – some information items pending.
- Secured a map for use by the general public showing the active bicycle routes within the City, within the City's annexation fenceline and as such trails connect to the INCOG Regional Trails Plan.
- Completed map showing Floodplain Buyout Properties for consideration of recreational use by the City – review and analysis by the City Staff pending.

Attachment: The Sapulpa Parks Facilities/Amenities Inventory Table 08-04-11

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SAPULPA URBAN FORESTRY/BEAUTIFICATION MASTER PLAN

The Sapulpa Urban Forestry/Beautification Master Plan was created by the Sapulpa Urban Development Department and contains 21 text pages, 5 maps and 6 planting detail graphics. A copy of the Sapulpa Urban Forestry/Beautification Master Plan is included in the library of planning material.

The stated Purpose of the Urban Forestry/Beautification Master Plan is as follows:

The City of Sapulpa is currently experiencing growth both in the residential and commercial areas. This new growth increases the need for a comprehensive Urban Forestry Master Plan.

Urban forestry is the aggregate of all vegetation within an urban area, the management of populations of trees, and the intersection of people with the biology of urban flora and fauna. The Urban Forest can significantly affect the appearance, economic vitality, convenience, noise pollution and safety of the community as well as contributing to air purification, oxygen regeneration, ground water recharge and storm water runoff retardation. This urban re-vegetation can also enhance the quality of life of the citizenry. Urban forestry also helps to create microclimates that help mitigate winter energy consumptions and help moderate the heat islands effect.

The stated Objective of the Urban Forestry/Beautification Master Plan is as follows:

To create a manageable and sustainable Master Plan for the Commercial Business District and the Highway Corridors of the City of Sapulpa, and to create guidelines for general maintenance.

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SAPULPA LIBRARY FIVE YEAR PLAN

The Sapulpa Library Five Year Plan was completed in 2010 by the Sapulpa Library Board. The major elements of the Library Five Year Plan include the following:

- A Community Center/Library Branch-This building would contain two large rooms with one side to be used as a Community Center and the other a Sapulpa Public Library Branch. There would be one small meeting room on each side.
- Sapulpa Public Library/Creek City/County System-Libraries need to be connected such as Tulsa City/County Library is connected to the other six libraries in the county.
- Bookmobile. A Bookmobile is needed for reaching other small communities in Creek County.

Recent conversations with Martha Stalker, Director of Sapulpa Public Library indicate that Library Staff are proactively pursuing grants for a library connection project and funding for a Bookmobile.

MISSION STATEMENT

The Mission Statement as indicated on the Sapulpa Library's webpage is as follows;

It is the goal of the Bartlett-Carnegie Sapulpa Public Library to seek to and continually provide a variety of library resources to the community. These include books, audio books (books on tape or CD), Videos, DVDs, CDs, newspapers, magazines, reference materials, and technology to the community. We seek to provide access to innovative technologies for staff and patrons, to improve the quality of life for meeting the informational, educational and cultural interests of the community.

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SAPULPA PARK AND GREENWAY PLAN

The Sapulpa Park and Greenway Plan is an illustrative/conceptual plan that was completed by Oklahoma State University students in 2001 and presented to the City. The Sapulpa Park and Greenway Plan is mounted to a wall (E) size poster board and is included in the library of planning material. Listed below are the Goals and the Objectives of the Sapulpa Park and Greenway Plan:

GOAL

- Create a park and greenway system which contributes to a community's well being through the sustainable use of natural resources for outdoor recreation.

OBJECTIVES

- By using flood plain to create a park and greenway framework system.
- By comparing the existing population and expected growth to the current resources to add the needed recreation space.
- By proposing sustainable, transit, traditional and residential estate neighborhoods to increase the diversity within the entire city area.
- By creating intensive urban centers formed around transit nodes.
- By keeping existing views and creating new exciting vistas.
- By providing educational opportunities along the trail system with identification signs on selected plants and small billboards explaining various ecosystems along the trails.
- By providing benches, tables, resting areas, signage and other amenities along the greenway trails to increase the pleasure and comfort of the users.
- By following Americans with Disability Act Standards to increase the availability of the trail system to all the citizens of Sapulpa regardless of their ages or abilities.
- By using proper construction techniques to build durable amenities that will serve the community for years to come in an economical, low maintenance manner.

The Sapulpa Park and Greenway Plan recommends park planning criteria for the following major classifications of Parks:

Regional Park

Community Park

Neighborhood Park

Sub-neighborhood Park

Sport Complex

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SAPULPA ZONING CODE

Sapulpa Zoning Code Summary

The City of Sapulpa Zoning Code (Zoning Code) is included in the Sapulpa City Code, Part 12. The last major revision and update of the Zoning Code and Official Map was adopted by Ordinance No. 2017, passed by the Sapulpa City Council on June 5, 1989. Since that time several changes have been made to the Zoning Code, which are briefly described in the attached list and index of changes – it is recommended that this information be added to the inside cover of the Zoning Code book for general use until the Zoning Code can be codified.

Research of the City records indicates that the changes to the Zoning Code have not been codified since the passage of Ordinance No. 2017. The City Staff contact on this research has been Carl Prescott, GIS Data Base Administrator.

In response to requests from the Sapulpa Metropolitan Area Planning Commission, the City began filing amendments to the Official [Zoning] Map on September 12, 2011.

ORDINANCE NUMBER / DATE	DESCRIPTION
2017 / 06-05-1989	AMENDING APPENDIX A OF THE SAPULPA CITY CODE; EXHIBIT "A" WHICH NEW LANGUAGE SHALL BE ENTITLED "THE ZONING CODE OF THE CITY OF SAPULPA, OKLAHOMA." EXHIBIT "B" AS THE OFFICIAL SAPULPA ZONING BASE MAP.
2027 / 11-06-1989	AMENDING THE SAPULPA CITY CODE, APPENDIX A, ZONING CODE OF THE CITY OF SAPULPA, SECTION 420.2 (ORDINANCE 2700 [2017]), USE OF YARDS IN R DISTRICTS; MAJOR RECREATIONAL IMPLEMENTS.
2028 / 11-06-1989	AMENDING THE SAPULPA CITY CODE, APPENDIX A, ZONING CODE OF THE CITY OF SAPULPA, SECTION 420.2 (ORDINANCE 2017), DEFINITIONS SECTION 1500; MAJOR RECREATIONAL IMPLEMENTS.
2030 / 12-04-1989	AMENDING THE SAPULPA CITY CODE, APPENDIX A, ZONING CODE OF THE CITY OF SAPULPA, SECTION 1600 (ORDINANCE NO. 2017), PLANNED UNIT DEVELOPMENT, SECTION 1600.
2032 / 12-04-1989	AMENDING THE SAPULPA CITY CODE, APPENDIX A, ZONING CODE OF THE CITY OF SAPULPA, SECTION 240.3 (ORDINANCE 2017). THAT APPENDIX A OF THE SAPULPA CITY CODE (ORDINANCE NO. 2017, ZONING ORDINANCE) SECTION 240.3, AMENDED TO READ AS FOLLOWS: NO INOPERATIVE OR UNLICENSED MOTOR VEHICLES OR VEHICLE BODIES OR VEHICLE PARTS SHALL BE PARKED OR STORED WITHIN THE YARD IN AN R DISTRICT.
2243 / 03-02-1998	ADDING A NEW CHAPTER, 17 TO ARTICLE 11 OF THE ZONING CODE OF THE CITY OF SAPULPA: PROVIDING FOR THE PURPOSE: DEFINING SCOPE AND EXCEPTIONS; PROVIDING FOR FRONTAGE AND PERIMETER REQUIREMENTS AND PARKING REQUIREMENTS; PROVIDING FOR REQUIREMENTS FOR TREES; ESTABLISHING INCENTIVE AND PARKING CREDITS; REQUIRING IRRIGATION; PROVIDING FOR UPKEEP; REQUIRING LANDSCAPE PLANS AND CERTIFICATE OF INSTALLATION; PROVIDING FOR ADMINISTRATIVE REVIEW AND APPROVAL OF LANDSCAPING PLANS; PROVIDING FOR APPEALS; DEFINING LANDSCAPE TERMS; DESCRIBING APPROVED TREES.

<p>2245 / 04-06-1998</p>	<p>AMENDING THE ZONING CODE PROVIDING FOR THE REGULATION OF TELECOMMUNICATIONS FACILITIES INCLUDING, BUT NOT LIMITED TO, ANTENNAS AND ANTENNA SUPPORT STRUCTURES; PERMITTING ANTENNAS AND ANTENNA SUPPORT STRUCTURES IN THE AGRICULTURAL DISTRICT BY SPECIAL EXCEPTION; PROHIBITING PRINCIPAL USE ANTENNAS AND ANTENNA SUPPORT STRUCTURES IN RESIDENTIAL AND OFFICE DISTRICTS; PROVIDING FOR PERMITTED ACCESSORY AND PRINCIPAL USES PERMITTED BY SPECIAL EXCEPTION; AMENDING APPENDIX A SUMMARY USE UNITS - ZONING DISTRICTS CHART TO REFLECT THE CHANGES; INCLUDING ANTENNAS AND ANTENNA SUPPORT STRUCTURES IN APPENDIX B INDEX OF LAND USES.</p>
<p>2308 / 11-15-1999</p>	<p>AMENDING THE CITY OF SAPULPA ZONING CODE, SECTION 430.2 (B), BY ADDING THE DEFINITION OF A RESIDENTIAL MANUFACTURED HOME, AND ADDING THE DEFINITION OF A MANUFACTURED HOME SUBDIVISION; AND BY FURTHER PROVIDING FOR THE "RMH" MANUFACTURED HOME SUBDIVISION DISTRICT, GENERAL DESCRIPTION, USES PERMITTED, SPECIAL EXCEPTIONS, AREA REQUIREMENTS, INTENSITY OF USE, COVERAGE AND HEIGHT REQUIREMENTS.</p>
<p>2364 / 08-06-2001</p>	<p>AMENDING PART 12, PLANNING, ZONING AND DEVELOPMENT, CHAPTER 1, ZONING REGULATIONS, OF THE SAPULPA CITY CODE BY AMENDING CHAPTER 16 OF THE SAPULPA ZONING CODE, ORDINANCE NO. 2017 CONCERNING REGULATIONS GOVERNING PLANNED UNIT DEVELOPMENT, PROVIDING FOR AND ADOPTING NEW REQUIREMENTS CONCERNING ACCESSORY COMMERCIAL FACILITIES, DELETING PERIMETER REQUIREMENTS, AND PROVIDING FOR PRELIMINARY PLAT REQUIREMENTS.</p>
<p>2379 / 05-06- 2002</p>	<p>AMENDING THE SAPULPA CITY CODE, PART 12, CHAPTER 2, SECTION 12-201, ZONING CODE SECTION 240.2 (A), BY PROVIDING DEFINITIONS OF A MINOR VARIANCE.</p>
<p>2393 / 11-18-2002</p>	<p>AMENDING THE SAPULPA CITY CODE, PART 12, CHAPTER 2, SECTION 12-201, ZONING CODE CHAPTER 6, COMMERCIAL DISTRICT PROVISIONS, BY ADDING NEW SECTION 610.1, PROVIDING FOR CONDITIONS TO ALLOW OUTSIDE STORAGE AND DISPLAY IN COMMERCIAL SHOPPING CENTER DISTRICTS.</p>

<p>2414 / 07-21-2006</p>	<p>AMENDING THE SAPULPA CITY CODE, PART 12, CHAPTER 2, SECTION 12-201, ZONING CODE CHAPTER 16, PLANNED UNIT DEVELOPMENT, BY DELETING CURRENT SECTIONS 1600, 1610, 1620, 1630, 1640, 1650, 1660, 1670 AND REPLACING SAME BY ADDING NEW SECTIONS 1600 THRU 1609 (INCLUSIVE), PROVIDING RULES AND REGULATIONS FOR PLANNED UNIT DEVELOPMENT AND ADDING PLANNED UNIT DEVELOPMENT TO SECTION 200 "ZONING DISTRICTS ESTABLISHED" AND ADDING APPENDIX C AND D: ORDINANCE NOT PUBLISHED—NO PUBLIC HEARING AT SMAPC.</p>
<p>2535 / 11-05-2007</p>	<p>ADDING A NEW SECTION 400.2 (A) TO CHAPTER 4, SECTION 400.2 OF ARTICLE II OF THE ZONING CODE OF THE CITY OF SAPULPA; PROVIDING FOR THE PURPOSE; DEFINING SCOPE AND APPLICATION OF PERFORMANCE BASED ZONING STANDARDS.</p>
<p>2547 / 04-21-2008</p>	<p>AMENDING THE SAPULPA CITY CODE, PART 12, CHAPTER 2, SECTION 12-201, ZONING CODE SECTION 1140, BY DEFINING THE SCOPE, PURPOSE AND APPLICATION ON NON-CONFORMING LOT STANDARDS.</p>

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SAPULPA SUBDIVISION REGULATIONS

ORDINANCE NO. 2281

AN ORDINANCE REPEALING ORDINANCE NO. 1123, AND AMENDING THE SAPULPA MUNICIPAL CODE CHAPTER 25, SUBDIVISION REGULATIONS – DEFINED, TO HAVE A NEW TITLE; AMENDING SECTION 25-2, SAME - ADOPTED, BY REFERENCING THE NEW DOCUMENT; AND IN THE NEW INCORPORATED DOCUMENT, PROVIDING TO THE SMAPC AUTHORITY TO REVIEW PLATS FOR SUBDIVISION; ESTABLISHING THE PURPOSE AND INTENTION FOR THE SUBDIVISION REGULATIONS; RESTRICTION THE JURISDICTION TO THE SAPULPA CITY LIMITS; PROVIDING FOR MORE RESTRICTIVE PROVISIONS TO CONTROL IN A CONFLICT WITH PUBLIC OR PRIVATE PROVISIONS... PERMITTING LOT SPLITS UNDER CERTAIN CONDITIONS; DEFINING TERMS AND USAGE.

The following is the table of contents for the major sections of the Subdivision Regulations:

SECTION 1. GENERAL PROCEDURES

SECTION 2. APPLICATION PROCESS

SECTION 3. PECIFICATION FOR DOCUMENTS

SECTION 4. PLANNING DESIGN REQUIREMENTS

SECTION 5. REQUIREMENT FOR IMPROVEMENTS AND STANDARDS

SECTION 6. LOT SPLIT PROCEDURES AND STANDARDS

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SAPULPA ENGINEERING DESIGN CRITERIA AND SPECIFICATION FOR CONSTRUCTION

ORDINANCE 2140 – JANUARY 17, 1995

AN ORDINANCE AMENDING THE SAPULPA CITY CODE BY ADDING A NEW CHAPTER, RELATING TO STREETS AND PUBLIC WORKS; ESTABLISHING ENGINEERING DESIGN CRITERIA AND SPECIFICATIONS FOR CONSTRUCTION OF PRIVATELY OR PUBLICLY FINANCED PUBLIC IMPROVEMENTS WITHIN THE CITY OF SAPULPA, OKLAHOMA.

ENGINEERING DESIGN CRITERIA

PURPOSE, INTENT, AND INTERPRETATION OF ENGINEERING DESIGN CRITERIA

The purpose of the Engineering Design Criteria and Specifications for Construction is to establish, as appropriate, target, minimum and/or maximum standards for the design and development of construction plans to be furnished by the Consulting Engineer. While certain interim requirements may be imposed, it is the intent of the Engineering Design Criteria and Specifications for Construction that the Consulting Engineer be fully and exclusively responsible for producing an acceptable end product. City of Sapulpa personnel, except where specifically provided for herein, will make reviews for the City to document that an acceptable product is being produced.

Interpretation of the Engineering Design Criteria and Specifications for Construction will be done in such a manner as to allow the Consulting Engineer to control the product which is, in all respects, acceptable. The Engineering Design Criteria should not; however, be interpreted in any manner which allows a Consulting Engineer to produce an unacceptable product or endanger the health, safety or welfare of the general public. Only projects in substantial conformance with these Engineering Design Criteria will be accepted by the City of Sapulpa. The major sections of the Engineering Design Criteria and Specifications for Construction are as follows:

SECTION I – ENGINEERING DESIGN CRITERIA

Chapter 1 General

Chapter 2 Design Criteria for Water Mains

Chapter 3 Design Criteria for Sanitary Sewers

Chapter 4 Design Criteria for Streets

Chapter 5 Stormwater Drainage Criteria

Chapter 6 Soil Erosion and Sedimentation Control

CONSTRUCTION SPECIFICATIONS

SECTION II – CONSTRUCTION SPECIFICATIONS

- Division I General Specifications
- Division II Water and Sewer Material Specifications
- Division III Water and Sewer Construction Specifications
- Division IV Streets and Drainage Specifications

RESOLUTION 2090 – JANUARY 17, 1995

A RESOLUTION OF THE TRUSTEES OF THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, OKLAHOMA, ADOPTING THE ENGINEERING DESIGN CRITERIA AND STANDARD SPECIFICATIONS FOR CONSTRUCTION FOR PRIVATELY AND PUBLICLY FINANCED PUBLIC IMPROVEMENTS.

The Sapulpa Engineering and Design Criteria and Specifications for Construction are being updated by Janet K. Meshek, P.E., CFM, Meshek and Associates, PLC.

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A BUILDING BLOCK APPROACH TO FLOOD AND STORMWATER MANAGEMENT BY THE CITY OF SAPULPA

A. A Building Block Approach to Flood and Stormwater Management. FLOOD AND STORMWATER MANAGEMENT: A BUILDING BLOCK APPROACH – ABSTRACT OF PRESENTATION TO THE OKLAHOMA FLOODPLAIN MANAGERS ASSOCIATION

On May 24, 2010, a presentation was given to the Oklahoma Floodplain Managers Association in Oklahoma City, OK, entitled, "Sapulpa, Oklahoma: A Building Block Approach to Flood and Stormwater Management". The presenters at the meeting were Janet K. Meshek, P.E., CFM, Meshek & Associates, PLC, City Manager Tom DeArman, Sapulpa, OK, and Rita J Henze, Meshek and Associates, PLC. A 14 page abstract of that presentation is included in the library of existing documents for PlanSapulpa. The major elements of the abstract of the presentation are as follows:

INTRODUCTION

In 2007, the City of Sapulpa, Oklahoma, set out to implement a long-range, comprehensive Flood and Stormwater Management Program. Its "building block" strategy included the following elements:

- Establishment of a funding mechanism;
- Preparation of a Citywide Master Drainage Plan;
- Implementation of its stormwater quality program; and
- Development of a capital improvements program.

One block at a time, Sapulpa successfully planned, funded, and implemented its long-range, comprehensive Flood and Stormwater Management Program.

Sapulpa's success is due to its solid foundation built upon a dedicated funding source to finance other program elements. Its story is significant for other small to medium-sized "urbanized areas" facing flooding and stormwater issues including unfunded federal mandates such as Phase II of the National Pollutant Discharge Elimination System (NPDES).

REPORT OUTLINE

Phase 1: A Solid Foundation

Phase 2: Comprehensive City-wide Master Drainage Planning [Completed in 2010]

Phase 3: Funding Phase II NPDES Stormwater Quality Program

Phase 4: Ordinance Review and Update and Creation of Stormwater Drainage Criteria [Adopted]

Phase 5: Construction of Recommended Projects

FUTURE PHASES

- Potential match for federal Flood and Hazard Mitigation Grants
- Development of a routine operation and maintenance plan and implementation
- Ongoing construction of priority stormwater projects recommended in its City-wide Master Drainage Plan
- Stream restoration and other environmentally beneficial programs
- Street sweeping and cleaning
- Public education and participation.

OTHER OPPORTUNITIES

APPROACH BENEFITS

CONCLUSION

- B. The City of Sapulpa Storm-water Management Program is based on Ordinance No. 2533. On September 17, 2007, Ordinance No. 2533 was passed amending the Sapulpa City Code Part 14, streets and public works, by adding new Chapter 4, Storm-water Management Program, Sections 14-401 through 14-414, providing for statement of purpose, definitions, discharge prohibitions, illicit connection prohibitions, construction site requirements, establishment of a sediment and erosion control permit, establishment of inspection and monitoring procedures, penalties, abatement and remediation procedures; and amending the master fee schedule to the Sapulpa City Code, Appendix A, by adding new Sections 14.14-110 and 14.14-414, providing for a sediment erosion control permit fee and storm water management fee. The purpose and intent of the Sapulpa Storm-water Management Program as is stated as follows:

The purpose of this chapter [4] is to regulate non-storm water discharges to the City of Sapulpa storm-water drainage system to the maximum extent practicable as required by federal and state law. This establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) and the Oklahoma Pollutant Discharge Elimination System (OPDES) per requirements. The objectives of this chapter [4] are:

1. To regulate the contribution of pollutants to the municipal; separate storm sewer system by storm water discharges by any person;
2. To control the introduction to the municipal separate storm sewer systems of spills, dumping, or the disposal of materials other than storm water;
3. To prohibit illicit connections and illicit discharges to the municipal separate

4. To establish legal authority to carry out all inspection, surveillance and Monitoring procedures necessary to determine compliance and noncompliance with this chapter [4];
 5. To establish procedures for enforcement of this chapter [4];
 6. To establish abatement and remediation procedures for this chapter [4];
and
 7. To establish penalties for noncompliance with this chapter [4].
- C. The Stormwater Management Department's webpage on the City's Website has a link to a 20 page PowerPoint presentation on Stormwater. This document provides easy to understand stormwater information about the City's Stormwater Management Program including:
- What is Stormwater
 - Affect on Water Quality
 - Phase II Stormwater Program
 - Best Management Practices
 - Stormwater Facilities
 - Master Stormwater Drainage Plan
 - Stormwater Fee
 - Impervious Surfaces
 - Benefit of Stormwater Fee

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2003 SAPULPA MULTI-HAZARD MITIGATION PLAN AND UPDATE

The current Sapulpa Multi-Hazard Mitigation Plan was completed in July 2003. The Plan was prepared by INCOG, Meshek & Associates, Inc. Engineering Consultants, R.D. Flanagan & Associates, Planning Consultants and French & Associates, Ltd. Planning Consultants. The current Multi-Hazard Mitigation Plan is in the process of being updated by R.D. Flanagan & Associates, Planning Consultants and should be completed by January 2012. A copy of the 2003 Sapulpa Multi-Hazard Mitigation Plan is included in the library of planning material. The purpose of the plan is to:

- Assess the ongoing mitigation activities in the community.
- Identify and asses the hazards that pose a threat to citizens and property.
- Evaluate additional mitigation measures that should be undertaken.
- Outline a strategy for implementation of mitigation projects.

The plan will ensure that the City of Sapulpa and other partners implement activities that are most effective and appropriate for mitigating natural hazards and hazardous material incidents. The major elements of the Sapulpa Multi-Hazard Mitigation Plan are as follows;

- Introduction
- Floods Additional Hazards
- Mitigation Strategies
- Action Plan
- Plan Maintenance & Adoption

Appendix A: Glossary of Hazard Mitigation Terms
Appendix B: City of Sapulpa Repetitive Loss
Appendix C: Hazard Mitigation Committee Agenda
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SAPULPA FLOOD DAMAGE PREVENTION PROGRAM

On March 15, 2004 Ordinance No. 2435 was passed by the City Council. The City of Sapulpa Flood Damage Prevention Program is based on Ordinance No. 2435. The heading of Ordinance No. 2435 states:

AN ORDINANCE OF THE CITY OF SAPULPA AMENDING THE SAPULPA CITY CODE PART 12, CHAPTER 5, FLOOD DAMAGE PREVENTION, BY REPEALING AND REPLACING EXISTING SECTIONS 12-501 THROUGH 12-521 WITH NEW SECTIONS 12-501 THROUGH 12-521, PROVIDING FOR FINDINGS OF FACT, STATEMENT OF PURPOSE, DEFINITIONS, ESTABLISHMENT OF DEVELOPMENT PERMIT, COMPLIANCE, INTERPRETATION, DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR, PERMIT PROCEDURES, VARIANCE PROCEDURES, PROVISIONS FOR FLOOD HAZARD REDUCTION; GENERAL AND SPECIFIC STANDARDS, FLOODWAYS, PENALTIES, AND AMENDING THE MASTER FEE SCHEDULE TO THE SAPULPA CITY CODE, APPENDIX A, BY REPEALING SECTION 12.12-514 (B) AND ADDING SECTION 12.12-507 PROVIDING FOR A FEE FOR FLOOD-PLAIN DEVELOPMENT PERMIT.

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CITY OF SAPULPA – CREEK COUNTY JOINT RESOLUTION

In 2003, the City of Sapulpa and Creek County adopted a “Joint Resolution” the intent of which was to coordinate development practices and requirements within the City’s Annexation Fenceline. This resolution has resulted in a more standardized approach by the City and County within the unincorporated areas of the County included in the Sapulpa Annexation Fenceline in particular based on the referral of development proposals and a close working relationship during the processing of such proposals.

The update of County regulations since 2003 has also resulted in a higher quality of the final products within the Annexation Fenceline, subdivisions in particular. This joint/coordinated approach is especially important within the City’s Annexation Fenceline as these areas have been considered the growth areas of the City and most likely to be incorporated at some future point in time. The annexation strategies of the City since 2000 have been built around protecting these unincorporated areas from being annexed by other cities or towns.

A copy of the 2003 Joint Sapulpa City-Creek County Resolution is attached.

**A JOINT RESOLUTION
BETWEEN CREEK COUNTY AND THE CITY OF SAPULPA, OKLAHOMA
CREEK COUNTY RESOLUTION NO.: 2003-04
CITY OF SAPULPA RESOLUTION NO. 2654**

A JOINT RESOLUTION BY CREEK COUNTY AND THE CITY OF SAPULPA, OKLAHOMA, TO FURTHER COMMUNITY DEVELOPMENT IN THE UNINCORPORATED AREAS INCLUDED WITHIN THE ANNEXATION FENCELINE OF THE CITY OF SAPULPA BY PURSUING CONSISTENT AND COORDINATED DEVELOPMENT STANDARDS FOR NEW PROJECTS WITHIN THE SAPULPA ANNEXATION FENCELINE AND AGREEING TO USE THE SAPULPA DEVELOPMENT GUIDELINES WITHIN SAID FENCELINE.

WHEREAS, Creek County is experiencing new growth patterns and proposed platted housing additions in the unincorporated areas located within City of Sapulpa annexation fenceline, said areas being Sapulpa's urban growth area; and

WHEREAS, it is vital to the community at-large that good development practices are pursued to ensure quality sustainable projects, and

WHEREAS, good development practices protect the health, safety and welfare of the community by providing quality development standards for new additions, and

NOW THEREFORE, BE IT JOINTLY RESOLVED by the Creek County Board of County Commissioners and the Sapulpa City Council that in order to pursue good development practices that a coordination of standards between Creek County and the City of Sapulpa is in the highest and best interest of the community.

NOW THEREFORE, BE IT FURTHER JOINTLY RESOLVED by the Creek County Board of County Commissioners and the Sapulpa City Council that upon the adoption of this joint resolution that the development regulations of the City of Sapulpa shall be the governing standards for development review within the annexation fenceline of the City of Sapulpa whereby new development proposals, plats and engineering design shall be reviewed in order to gain approval.

ADOPTED THIS, February 3, 2003 at a regularly scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. § et seq.

Board of County Commissioners

Roger Boomer
Roger Boomer, Chairman

Dana Hudgins
Dana Hudgins, Vice-Chairman

Johnny Burke
Johnny Burke, Member

Attest (Seal)

Jean Land, deputy
Betty Rentz, County Clerk

Date: *February 3, 2003*

City of Sapulpa

Brian Bingman, Mayor

Date

Attest: (Seal)

Shirley Burzio, City Clerk

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SAPULPA CITYWIDE MASTER DRAINAGE PLAN

The City of Sapulpa Stormwater, Utilities and City Drainage Plan was prepared by Meshek and Associates, PLC. and was adopted by the City Council in 2010.

A outline of the major elements of the City of Sapulpa Stormwater, Utilities and City Drainage Plan is as follows:

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 - 2.2 HYDRAULIC ANALYSIS
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On March 17, 2008, the City of Sapulpa commissioned Phase I of the Sapulpa City Drainage Plan with the remainder of the work and Phase II was commissioned on July 7, 2008. In total, 20 drainage basins were identified for study within the City of Sapulpa.

These drainage studies, prepared by Meshek & Associates, PLC, provide a long-term plan to:

- (1.) improve the existing stormwater system;
- (2.) construct new stormwater infrastructure;
- (3.) mitigate existing drainage problems;
- (4.) prevent future flooding issues; and
- (5.) support future development within the City limits.

The four-step approach used in the studies included:

- (1.) the assessment of existing drainage conditions;
- (2.) the identification of existing Problem Areas;
- (3.) the analyses of alternative solutions; and
- (4.) recommendations, with estimated costs, to address existing drainage problems and event future drainage issues within the City of Sapulpa.

Historical flooding information was collected from City staff as well as information gathered from citizens at public meetings. This information was then reviewed in conjunction with the 10-year and 100-year floodplains to identify Problem Areas, flooded buildings, and overtopped culverts and bridges for additional study.

Alternative solutions were developed for each of the Problem Areas and setting a tab Prioritization Criteria were used to rank solutions based on 13 objective, measurable factors developed with City staff.

Based on the ranking of the alternatives, a Recommended Plan was developed for each of the basins or drainage systems. These recommendations, along with the estimated costs, are presented in detail in each section of the report.

The total cost for the Recommended Plans for all studied basins within the City of Sapulpa is estimated to cost \$30.34 million. This cost has been divided the drainage basins and is shown in Table 1.1, Section 1, of this report.

Following the review of all Recommended Plans, the following steps were suggested to the City for implementation of its long-term plan to reduce flooding and prevent future flooding, to improve and expand the existing drainage system, and to support responsible growth within the City:

- Step 1: Formally adopt the City Drainage Plan with its recommendations.
- Step 2: Formally adopt newly-mapped floodplains as the City's regulatory floodplain to promote responsible development without adverse downstream impact.
- Step 3: Continue to update, annually or routinely, previous recommendations to increase funding through its Stormwater Utility Fee.
- Step 4: Maintain the hydrologic and hydraulic models, for each of the drainage basins studied, to account for improvements and changes due to development.
- Step 5: Use the current hydrologic and hydraulic models to evaluate the effects of individual developments on flow rates and velocities, as well as flood heights, both with and without onsite stormwater detention.
- Step 6: Adopt a Fee-in-Lieu of Onsite Stormwater Detention to be applied toward funding future stormwater improvements outlined in the City Drainage Plan. This fee would be based on the amount of additional impervious area that a development would add to the watershed. Fees should be re-evaluated on an annual basis.
- Step 7: Adopt the recommended Storm Drainage Criteria to ensure orderly development without adverse downstream impacts.
- Step 8: Consider requesting the Oklahoma Water Resources Board (OWRB) to include the updated studies in this report as a part of its Risk MAP initiative.

SECTION 1.

INTRODUCTION

The Sapulpa City Drainage Plan studies were prepared by Meshek & Associates, PLC, under an Agreement with the City of Sapulpa, Oklahoma. The work was completed in three phases:

Phase I consisted of Impervious Area Study, including the development of a Stormwater Utility Fee to fund future stormwater quality issues, capital improvements, and ongoing maintenance to the drainage system.

Phase II and III focused on the study of the numerous drainage basins within the City.

In total, 20 drainage basins were identified for study within the City of Sapulpa. In order to study the large number of drainage basins, the basins were aggregated into six major drainage systems which are listed Table 1-1 in the order of presentation in the report and by contractual phase. Individual drainage basins are also listed in Table 1-1 by drainage system and study phases as shown below. The locations of these major systems were illustrated in Figure 1-1. Individual drainage basin maps were also prepared and are located within each section of the report.

TABLE 1-1. SAPULPA CITY DRAINAGE PLAN – STUDIED DRAINAGE BASINS BY PHASE

<u>Phase II</u>	<u>Phase III</u>
<p>Downtown Systems</p> <ul style="list-style-type: none"> - Independence Drainage System - Downtown System Drainage Basin - High School System Drainage Basin 	<p>Rock Creek Systems</p> <ul style="list-style-type: none"> - Bivens Creek Drainage Basin - Pleasant View, South Heights Tanglewood Drainage System - Old Sand Springs Road, North and Hollier Park Drainage System <p>South Polecat Systems</p> <ul style="list-style-type: none"> - Hickory South Drainage Basin - Luker and Valley Ridge Drainage System <p>East Polecat Systems</p> <ul style="list-style-type: none"> - Hudgins Drainage Basin - Polecat Tributary 2 System
<u>Phase II</u>	<u>Phase III</u>
	<p>North Polecat Systems</p> <ul style="list-style-type: none"> - Quail Run and Liberty Glass Drainage System - Frankoma Creek and Industrial Tributary Drainage System - TimberRidge Drainage Basin

PlanSapulpa

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SAPULPA HISTORIC PRESERVATION DISTRICT AND GENERALGUIDELINES FOR ARCHITECTURAL REVIEW

The City's central business district (CBD) and downtown area is one of the most visible and important economic as well as historic assets of the Planning Area. A major element of PlanSapulpa should be dedicated to cataloging the Historic Preservation District (HP) District as well as developing a new emphasis aimed at planning for its preservation, conservation and enhancement in the time to come.

The boundaries of the Sapulpa HP District are set by the Sapulpa Zoning Code and are shown on the attached map. The boundaries of the HP District basically include the CBD or downtown area of the City centered along Dewey Street. The City is the Creek County Seat of government and the Creek County Courthouse, located in the approximate center of the HP district along Dewey, has been included on the National Register of Historic Places. Dewey Street is also "Historic State 66 Highway".

A Historic Preservation Commission (HP Commission) is appointed by the City Council and meets on the call of the Chairperson as required to review development and redevelopment proposals located within the HP District; decisions of the HP Commission are memorialized in the form of a Certificate of Appropriateness (COA). Appeals from decisions by the HP Commission are heard by the City's Board of Adjustment. A ten page brochure entitled, "General Criteria for Architectural Review [in the] Historic Preservation District of Sapulpa, Oklahoma" has been prepared and is available to the public.

The Purpose of the HP District is:

....to safeguard the cultural, social, political and architectural heritage of Sapulpa by preserving and regulating historic preservation districts and to promote the development of the community in accordance with Comprehensive and Historic plans.

The adopted general criteria for architectural review of the alteration of existing structures or the construction of new structures within the HP District are as follows:

**PART A
ALTERATION OR RESTORATION**

The alteration, reconstruction, restoring, remodeling or making any material change in the exterior appearance of existing structures shall comply with the following:

- Height
- Setback: Proportion and Directional Expression
- Scale
- Rhythm
- Materials and Color
- Style
- Preservation: Roof and Roofing, Windows and Doors
- Conservation
- Authenticity
- Continuity

**PART B
NEW CONSTRUCTION**

New construction within the HP District or land mark protection area shall require no specific architectural style: however, the following criteria shall be used by the HP Commission and the Urban Development Director in determining whether the proposed design of a new structure is compatible with the collective characteristics of the structures located within the HP District:

- Height
- Setbacks
- Proportion
- Rhythm
- Roof Types
- Surface Types
- Style
- Details
- Building Form
-

**PART C
DESIGN CRITERIA FOR SIGNS**

The following criteria shall be considered when modifying an existing sign or installing a new sign within the HP District:

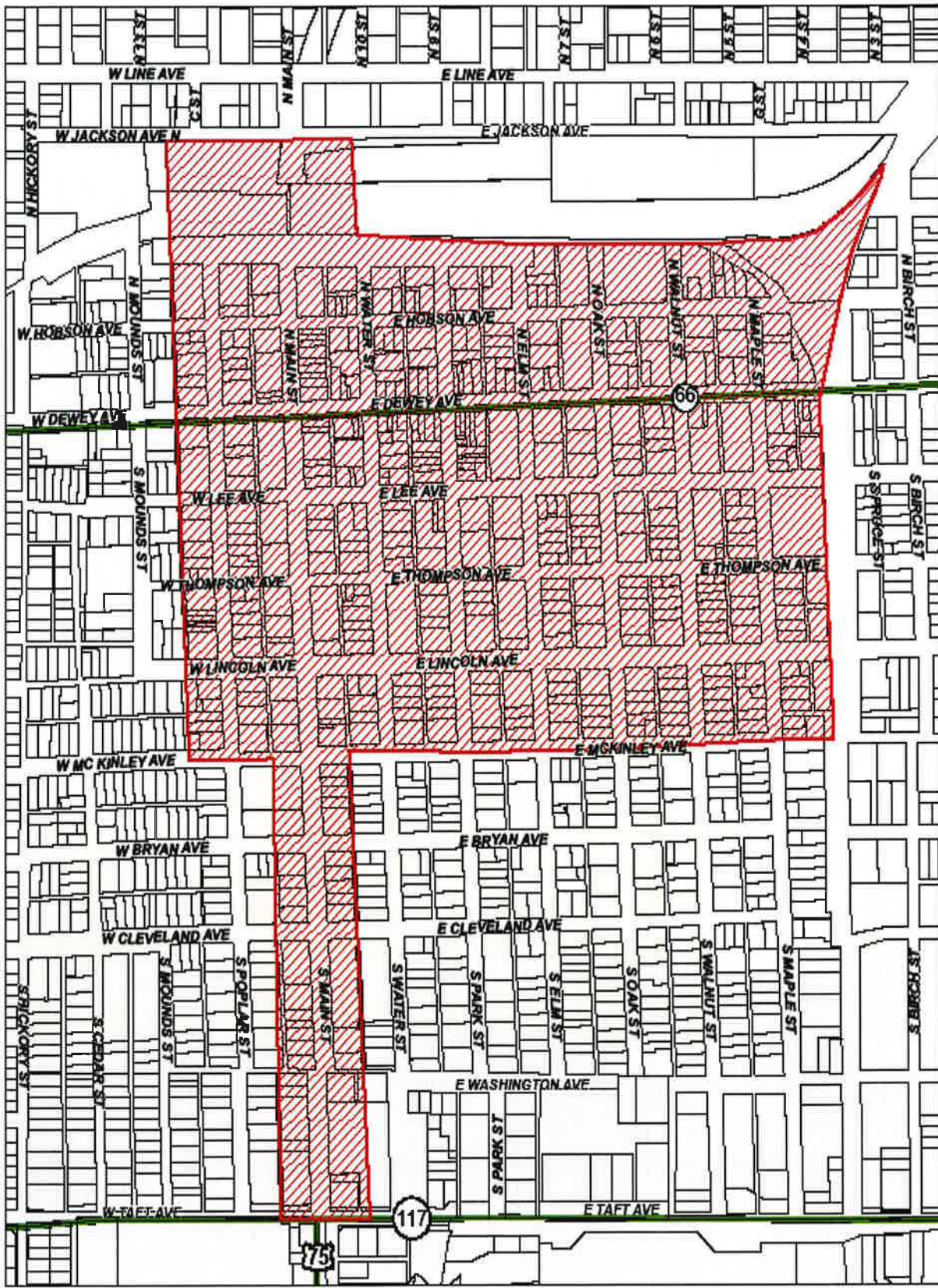
- Placement
- Materials
- Size and Location
- Messages and Lettering Styles and Illumination
- Rhythm

APPENDIX A

Appendix A of the HP Brochure includes graphic illustrations of the terms referred to in the HP Brochure and Zoning Code. The following illustrations are included within Appendix A:

- Height
- Scale
- Massing
- Directional Expression
- Setback
- Platforms
- Sense of Entry
- Roof Shapes
- Rhythm of Openings

Attachment: Sapulpa Historic Preservation District Map



**SAPULPA HISTORIC
PRESERVATION DISTRICT**

