

City of Skiatook, Oklahoma

Request for Proposals for Land Development



Submittal Deadline: August 28, 2019, 5:00 p.m. Central Time

City of Skiatook
110 N Broadway
P.O. Box 399
Skiatook, OK 74070

www.cityofskiatook.com 918.396.2797

Released July 10, 2019

BACKGROUND AND INTRODUCTION

On behalf of the City of Skiatook, Oklahoma the City Council invites interested parties to submit written proposals for the development of an unplatted 18.45 acre parcel of property owned by the City of Skiatook. The City is requesting proposals from well qualified developers or development teams who have the capacity and expertise to develop the property with residential uses and a small commercial component. The City encourages teams who have experience with masterplans and residential development that employ creative design elements.

The City is interested in obtaining residential development proposals for the entirety of this property, with the exception of a 1.5 acre tract at the northwest corner of the property, which may be reserved for a commercial use. The successful developer or development team will develop a creative design that contains a mix of residential housing options with pedestrian connections to the school.

PROJECT LOCATION AND DESCRIPTION

Skiatook is a community that lies approximately 15 miles north of the City of Tulsa, Oklahoma and has a 2017 estimated population according to the US Census Bureau of 7,924. The median household income of the community is \$43,409. Skiatook has experienced increasing growth in recent years, particular in the area of single family housing. Therefore, it is envisioned that that the highest and best use for this property is primarily residential in character.

The property lies within the western portion of the Skiatook City Limits in Osage County on the SE corner of W. Oak St. and Lenapah Ave. (N. 41st W. Ave.) and is 18 acres in size (See Exhibit "A", Appendix A). The City of Skiatook formerly operated the parcel as a sports field complex and the site has been cleared of all structures. The terrain is fairly gentle with drainage flowing generally in a southwesterly direction. The subject property is NOT in the FEMA flood zone and there are no environmental hazards present on the property. However, a CORP's regulated blue line stream bisects the property running in a northeasterly to southwesterly direction (See Exhibit "B", Appendix A). Submitted proposals need to account for this feature, obtain any necessary CORP's permits, and incorporate it into their design with the potential of using it as an amenity feature, such as a pedestrian trail corridor.

A middle school lies to the east of the property and a small duplex and single family residential neighborhood zoned RM-1 and RS-3 respectfully lies to the south. The site is sparsely vegetated, with the exception of a scattering some larger trees located in the eastern portions of the property. The property is not platted and the successful candidate would need to account for preparing a plat for the property. The City will waive the plat application fee for the selected developer.

The property has been appraised at a fair market value of \$522,000 and the City is willing to negotiate a reduced price or potentially gift the property for the right development proposal, which shall be based on the total investment of the project and creativity of the design. Should the property be gifted the transfer of the property deed shall occur upon the issuance of the first 5 building permits. A developer's agreement shall be executed outlining the responsibilities of the developer and the City. A copy of the full appraisal report is available upon request. Detailed property maps, reports, and other relevant data are provided in Appendix A.

ZONING

The site is presently zoned Agriculture (AG) and upon the selection of the successful development team, the property will require rezoning to accommodate the proposed design plan. The City will initiate the rezoning application internally and cover the costs for advertising and mailings.

UTILITIES

Water and sanitary sewer is available to the property. An eight (8) inch sanitary sewer line can be accessed from the South (See Appendix A, Exhibit "E") A. Two twelve (12) inch water lines lie to the north and west along Lenapah Ave. and Oak Street (See Appendix A, Exhibit "D"). Underground stormwater pipe shall be part of the design plan for all areas. Phase II stormwater requirements shall apply to the project.

DESIGN ELEMENTS

The successful development team shall employ the following elements in a site development plan.

- All infrastructure shall follow the City of Skiatook engineering design requirements.
- For single family residential areas, RS-3 zoning standards shall apply, which requires a 60 foot minimum lot width.
- The property shall be developed primarily with residential uses. However, a small tract at the hard corner may be shown for commercial uses. The residential uses may consist of both attached housing and single family uses, but the development cannot be comprised solely of multi-family uses.
- Street lighting shall be provided along all internal streets (the developer shall install and the City will assume maintenance after one year). LED lighting shall be utilized.

- Sidewalks and/or a trail connection to the school site shall be incorporated in the design.
- Curb cuts to W. Oak St. and Lenapah Ave. should be minimal and any driveways showing locations to the commercial property shall be set as far away from the intersection as possible.
- A detention area shall be shown that accounts for runoff for a completely built out site. This stormwater area can also be utilized for an amenity feature such as a trail or seating areas.
- All single family areas shall have opaque fencing of at least six (6) feet in height with masonry columns at fifty (50) foot intervals. Fencing shall be placed around the perimeter where the property abuts a public street.
- Deed restrictions shall be provided in the single family area that consist of the following:
 1. No units may contain less than 1,500 SF of livable area
 2. The front façade of the dwelling units shall be composed of brick or stone. Wood shakes may be used as accent material on the front façade. The remaining sides of the homes may consist of other building materials.
 3. A minimum of one shade tree shall be planted in the front yard in all single family lots.
 4. There shall be consistent themed mailboxes throughout the neighborhood.
 5. All dwelling units shall have a minimum of a 2-car garage
- For any multi-family area landscaping shall be provided inside the development area, around the perimeter, and at the entry signage.
- A Homeowners Association (HOA) shall be established in the single family neighborhood.
- Entry signs with landscaping shall be shown at the entry points into the single family neighborhood.
- Covenants shall be developed that ensures the maintenance and repair of fencing, entry signage, and landscaping is the responsibility of the HOA.
- The commercial area shall provide shade trees at 50 foot intervals feet along the street frontage.
- Public sidewalks shall be provided along both Lenapah Avenue, Oak Street, and within the development.

PROPOSAL REQUIREMENTS

The proposal must at a minimum provide the following items:

1. Developer name, address, contact information and key team members in the proposed project.
2. Previous experience and qualifications of the developer and design team.
3. Summary overview of the proposal, the outcomes, and the short term and long term benefits to the community.
4. *Proposed purchase price, including terms and conditions for all or portion of the property of interest.
5. Project and financial references of at least three similar projects.
6. Pro-forma sheet indicating how the developer will finance the project.
7. Detailed Action Plan
 - a. Construction Cost Estimate
 - b. Time Line
 - c. Site preparation and Utility Development
 - d. Site Plan showing: access points, sidewalk to and through the site and subdivision requirements.
 - e. Describe any proposed phases and the basis or time line for implementing subsequent phases.
8. Any proposed incentives or assistance that the developer would be seeking from the City of Skiatook as part of the development. Please specify type, duration, and yearly amount of incentive or assistance proposed as part of the development.
9. A draft of a development agreement between the City and the developer.
10. A site plan containing the design elements described above

** The City is willing to negotiate a reduced price or potentially gift the property for the right development proposal, which shall be based on the total investment of the project and creativity of the design.*

EVALUATION AND SELECTION PROCESS

Proposals will be screened and the top candidates will be selected by the Skiatook Economic Development Authority (SEDA). The SEDA shall review the top 3 proposals. Selection will be based on a combination of the criteria included in the Proposal Requirements section, proven success with past projects, and creativeness of the proposal. Top proposals may be requested to make a public presentation to the community.

TENTATIVE SELECTION SCHEDULE

- Request for proposals issued July 10, 2019
- Proposals due by 5:00 p.m. August 28, 2019

- Proposals reviewed through September 30, 2019
- Recommendation to City Council by early October 2019
- Interviews, if conducted, during November 2019
- City Council considers final proposal

(Timeline is subject to change depending on responses.)

SUBMITTAL REQUIREMENTS

Developers/development teams interested in submitting a proposal to acquire and develop this site shall submit a response to the proposal by 5:00 p.m. Central Time, on August 28, 2019.

The proposals may be delivered or mailed to the Office of the City Manager at the information below labeled "Skiatook Land Development Proposal, Submittal Deadline: August 28, 2019".

The City of Skiatook
Attn: City Manager
110 N Broadway
P.O. Box 399
Skiatook, OK 74070

ADDITIONAL SUBMITTAL INFORMATION

The City will not reimburse for any expenses incurred in preparing and submitting a proposal, or for attendance at any interviews or meetings.

If you should have questions regarding the land and request, please put them in writing by August 16, 2019 and email to dyancey@cityofskiatook.com. Staff will respond to them in writing as quickly as possible and post on the project website. Other updates will also be posted on the website and emailed, if staff have been notified of your interest in submitting a proposal and provided a contact email. The City reserves the right to reject all proposals, to request additional information concerning a proposal for purposes of clarification, to accept or negotiate any modification to any proposal following the deadline for receipt of all proposals, and to waive any irregularities if such would serve the best interests of the City as determined by the City Council.

CONTACT INFORMATION

Dan Yancey, City Manager
dyancey@cityofskiatook.com
(918) 396-2797 x113

APPENDIX A

Exhibit "B"
Topography

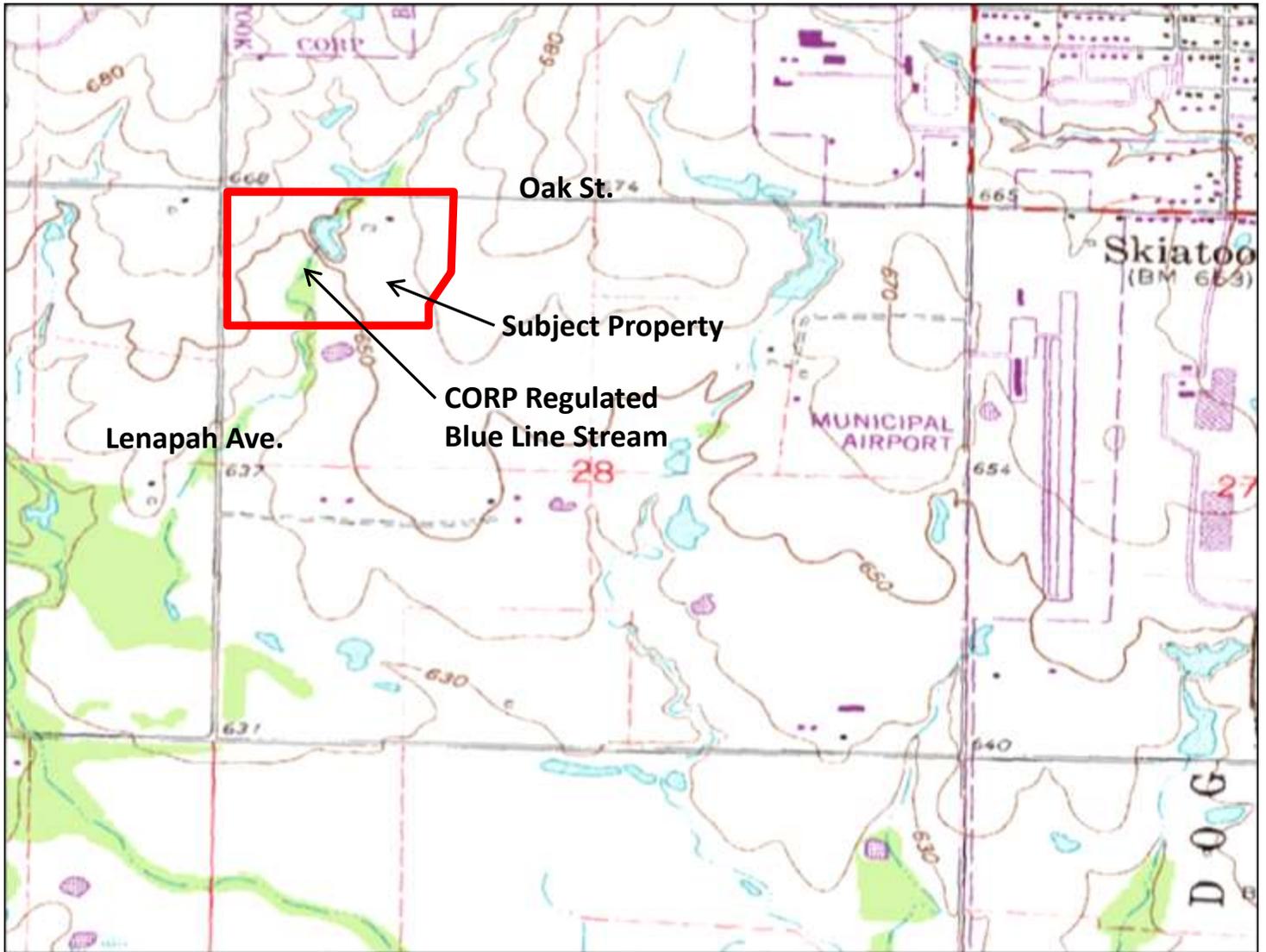


Exhibit "C"
Aerial Photo



Exhibit "D" Water System



Exhibit "E"
Sewer System



**Exhibit "F"
Site Photos**



Looking East from Lenapah Ave.



**Looking North towards
intersection of Lenapah Ave. and
Oak St,**



**Looking Northeast from Lenapah Ave.
towards Oak St.**



Looking South along Lenapah Ave.