



**CITY OF NORMAN, OK**  
**BOARD OF ADJUSTMENT MEETING**  
Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069  
Wednesday, October 22, 2025 at 4:30 PM

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## MINUTES

The Board of Adjustment of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Conference Room A at the Development Center, on Wednesday, October 22, 2025 at 4:30 PM. Notice of the agenda of the meeting was posted at the Development Center at 225 N. Webster Ave, the Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

Curtis McCarty called the meeting to order at 4:30 p.m.

### ROLL CALL

#### BOARD MEMBERS PRESENT

Curtis McCarty  
Brad Worster  
Micky Webb  
Ben Bigelow  
James Howard  
Eric Williams  
Matt Graves

#### STAFF PRESENT

Lora Hoggatt, Planning Services Manager  
Justin Fish, Planner I  
AshLynn Wilkerson, Assistant City Attorney I  
Laci Witcher, Permit Technician  
Amy Woolington, Permit Technician

#### GUESTS PRESENT

Colton Wayman, Wallace Design Collective, 410 N. Walnut Avenue

### MINUTES

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

BOARD OF ADJUSTMENT MEETING MINUTES OF SEPTEMBER 24, 2025.

**Motion** by Mr. Worster to approve the minutes of September 24, 2025, Board of Adjustment regular meeting; **Second** by Mr. Bigelow.

***The motion passed with a vote of 6-0. Mr. Webb abstained.***

stated due to an underground electric easement, a masonry wall is not feasible, and the design aligns with nearby properties.

Mr. McCarty confirmed the project primarily involves interior work with no exterior expansion. Mr. Wayman added the circular drive would be modified and minor building alterations made to meet code requirements.

Mr. McCarty asked about current occupancy. Mr. Wayman stated the facility has 84 beds, likely full, with no plans to expand. Mr. Wayman further stated the primary goal is to bring parking up to code.

Mr. McCarty asked if the 84 parking spaces included ADA spaces. Mr. Wayman said none currently exist and new ADA compliant spaces would be added. When asked about shifting the site north to avoid the east side, he explained it would be impractical, increase impervious surface, and be difficult to implement. Mr. Wayman was unsure of the current pervious area.

Mr. McCarty asked how the City's proposed drive angle changes would affect the site. Mr. Wayman responded they reviewed the parking configuration and concluded it would not help achieve the 20-foot buffer from the property line.

Mr. McCarty asked whether OG&E had been consulted about installing a masonry wall. Mr. Wayman confirmed they had been contacted and noted that doing so would require digging up existing lines and possibly installing conduit. Mr. McCarty asked if OG&E would allow them to pave over the connection to the house. Mr. Wayman responded yes.

Mr. Bigelow stated while this was possible it would be costly. Mr. Wayman responded and warned there is a chance this may not be allowed. Mr. Bigelow noted OG&E had previously approved paving with conduit or relocation, but Mr. Wayman clarified discussions are ongoing with OG&E and approval is not guaranteed.

Mr. Worster asked if the existing parking lot had been reconfigured. Mr. Wayman replied it had been considered but it was not within the client's preferred range.

Mr. Williams questioned the City's parking ordinance, thinking it was canceled. Mr. Wayman clarified non-residential properties no longer have parking requirements. Ms. Hoggatt added that single-family and two-family homes require two spaces per unit, and fraternity/sorority houses require one space per accommodation.

Mr. Worster asked if the lines inside the easement were located. Mr. Wayman confirmed a private locate was completed and referred to the site plan for spacing and proximity to the house. Mr. Williams noted there were 84 beds but not 84 parking spaces. Mr. Wayman responded it was an old development, and a non-conforming use at this point.

Mr. McCarty asked about shifting parking, moving the retention area into the landscape zone, and using part of the buffer for retention. Mr. Wayman said the easement is likely the main constraint.

Mr. Bigelow asked why it was important for the staff report to note that the easements had been granted.

Ms. Hoggatt explained noting the easement relates to the variance criteria requiring special conditions, not resulting from the applicant's actions. In this case, the easement arose from the applicant granting the easement.

**Motion** by Mr. Webb to postpone BOA-2526-6 to December 3, 2025 Board of Adjustment meeting; **Second** by Mr. Graves.

***The motion passed unanimously with a vote of 7-0.***

Public Comments

There were no public comments.

**MISCELLANEOUS COMMENTS**

Ms. Hoggatt reminded the Board about the Special Meeting scheduled for November 5, 2025. She explained the meeting was necessary due to advertising issues and revised figures from a survey that required re-advertising. She also thanked the Board members for agreeing to attend the additional meeting.

**ADJOURNMENT**

The meeting was adjourned at 5:04 p.m.

Passed and approved this 28 day of January 2026.

