



# CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN HOUSING SUB- COMMITTEE

Development Center, Conf. Rm A, 225 N Webster Ave, Norman, OK 73069  
Tuesday, October 22, 2024 at 9:00 AM

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## MINUTES

The AIM Norman Comprehensive Plan Housing Sub-Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session at the Development Center Conference Room A, on Tuesday, October 22, 2024 at 9:00 AM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

### CALL TO ORDER

Chair Richard McKown called the meeting to order at 9:30 am.

### INTRODUCTION/ROLL CALL

#### SUB-COMMITTEE MEMBERS PRESENT    OTHERS PRESENT

Sally Allen  
Karen Canavan  
April Doshier  
David Kinnard  
Richard McKown  
Cynthia Rogers  
Heidi Smith  
Zachary Stephens  
Colton Wayman

Charlie Cowell (RDG) Remote  
  
Lee Hall – Steering Committee  
Michael Zorba - Citizen  
  
Lisa Krieg (Staff)  
Anthony Purintan (Staff)  
Whitney Kline (Staff)

### MINUTES

Karen Canavan made a motion to accept the Minutes from the October 8, 2024 meeting of the Housing Sub-Committee as presented. Heidi Smith seconded. Minutes were approved unanimously.

### CRITICAL DISCUSSION ITEMS FOR MASTERPLAN UPDATE ITEMS

This is the seventh meeting for the Housing Sub-Committee.

The general discussion focused on refining the Norman Housing Plan, continuing the conversation of the October 8, 2024 meeting. Specifically the following Draft Document items were discussed:

#### General

- A brief discussion was held pertaining to different financing/revenue generation options to promote affordable housing.

- Some items included potential for additional fees to generate income based upon the size of structure being permitted. A further study of the fee structure and what they are funding should be considered.
- Additional permit fees could be levied for market rate development to subsidize development of affordable units.
- Discussion was held pertaining to potential educational components that could be developed. These included:
  - Video resources for multiple items including ADU Development, Permitting Processes, Aging in Place, Different Housing Types and Construction Specific to them, Xeriscaping, etc. It was suggested that there should be a dedicated staff person that is responsible for this.
  - Karen Canavan stated that NHA is currently developing a set of videos on their Section 8 and Public Housing.
  - It was also suggested that the City of Norman could have a dedicated staff point person that could assist in the educational component regarding construction. It was discussed how the current training for building trades is needing expanded, there is not the generational training that used to occur. It was also discussed that the Technology Center should be challenged to assist in efforts to allow students to work offsite to assist in construction projects. Also building supply companies such as Home Depot and Lowes should be included in the educational efforts.
  - A one page informational flyer pertaining to ADU's. The benefits and items to consider.
  - Additional training should be developed pertaining to Landlord and Tenant Rights and Fair Housing issues.
  - The City could develop a clearing house resource list of educational efforts that others are producing.
- There was discussion regarding the number of inspections that are required for construction and how these could possibly be reduced.

Committee was challenged to continue reviewing the Draft Document to identify any missing pieces. Committee members should email Richard or Lisa their suggestions. The meeting adjourned at 11:00 a.m.

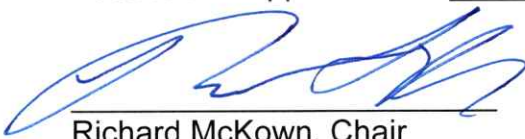
### **CLOSING COMMENTS**

- Chair Richard McKown thanked the subcommittee members for their participation and time to be there for the meeting.

### **ADJOURNMENT**

The meeting was adjourned at 11:00 am.

Passed and approved this 13<sup>th</sup> day of November 2024.



Richard McKown, Chair