CITY OF NORMAN, OK
HISTORIC DISTRICT COMMISSION MEETING
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, August 31, 2026 at 5:30 PM

MINUTES

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers at the Municipal Building, on Monday, August 31, 2026 at 5:30 PM 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.

ROLL CALL

PRESENT
Commissioner Mitch Baroff
Commissioner Michael Zorba
Commissioner Jo Ann Dysart
Commissioner Karen Thurston
Commissioner Kendel Posey
Commissioner Tyler Burns
Commissioner Trent Baggett

ABSENT
Commissioner Susan Skapik

STAFF PRESENT
Anais Starr, Planner II/Historic Preservation Officer
Jeanne Snider, Assistance City Attorney III
Casey Mayo, CDBG Program Tech

GUESTS PRESENT
John Allen, 434 College Ave., Norman, OK
Jan Davis, 434 College Ave., Norman, OK
Loretto Bass, 440 College Ave., Norman, OK
John Kmetz, 440 College Ave., Norman, OK
Dylan Herrick, 444 College., Norman, OK
Barrett Williamson, 102 W. Apache St., Norman, OK
Christopher Davis, 443 Chautauqua Ave., Norman, OK
Brent Swift, 606 Broad Ln., Norman, OK

MINUTES

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

   HISTORIC DISTRICT COMMISSION MEETING MINUTES OF AUGUST 3, 2026.

Commissioner Zorba started the Commissioner's discussion by with item A) relocation of the front porch.

Commissioner Thurston stated the porch was not original.

Commissioner Bagget inquired what the porch would be made of. The applicant stated the porch would be concrete with wood on top.

Commissioner Zorba started discussion for item B) relocation of the front door.

Commissioner Bagget voiced a disproval of an aluminum clad door. Commissioner Thurston agreed. The applicant stated they were willing to amend their application to a wood door.

Commissioner Zorba started discussion for item C) the addition of dormers.

Commissioner Dysart mentioned the addition of dormers were setback and met guidelines.

Commissioner Burns inquired if there was a possibility of obtaining a steeper pitch on the dormers to limit visibility.

The applicant answered that the possibility was explored but was not possible. The applicant stated to help balance the pitch of the roof, the dormers were stopped before the ridge.

Commissioner Thurston stated the addition of dormers would permit low visibility which was permitted in the guidelines.

The Historic District Commission took a short break at 7:01 pm and reconvened at 7:08 pm.

Commissioner Zorba started discussion for item D) removal and relocation of windows on north elevation, to the table for discussion.

Commissioner Baroff stated agreement with the removal and relocation of the windows on the north elevation as the home is non-contributing to the historic district.

Commissioner Zorba mentioned the replacement windows would better meet the historic district guidelines than the current windows.

Commissioner Zorba started discussion for item E) removal of windows on the east elevation and replacement with doors, to the table for discussion.

Commissioner Zorba mentioned the removal of windows and replacement with doors would be located in the backyard with no visibility.

Commissioner Zorba started discussion for item F) removal of secondary chimney, to the table for discussion.

Commissioner Baroff stated he saw no issue with removing the secondary chimney.

The applicant responded that they were willing to amend to a four-foot width.

Commissioner Zorba started discussion for item I) the replacement of existing siding on the garage and received no discussion.

Commissioner Zorba started discussion for item J) installation of six-foot side yard fences and a driveway gate.

Commissioner Baroff stated he was not comfortable with a six-foot fence.

Commissioner Thurston questioned the look of the proposed six-foot gate.

The applicant approached the commission and stated the fence could be removed and a four-foot fence would be sought through administrative bypass.

Commissioner Zorba started discussion for item K) installation of a cabana in read yard.

Commissioner Thurston stated the cabana did not meet the guidelines for the design nor materials.

Commissioner Burns echoed Commissioner Thurston asking to see what materials the cabana would utilize.

Commissioner Bagget inquired if the applicant had pondered the possibility of expanding the existing deck instead of the cabana.

The applicant stated he was committed to the cabana idea, and the masonry look in the renderings would be the same tan brick that currently was in use on the primary structure.

Commissioner Bagget asked the applicant if he could address the concerns of water runoff onto the neighbors behind this property on College Ave.

The applicant stated the proposed cabana is in current alignment with planning and zoning codes. He further stated the roof is a low slope and would not create a waterfall of water runoff, and current pavers placed in the rear yard would be removed which would create more permeable area for water.

Commissioner Thurston interjected that approved cabanas in the past have always mimicked the principal structure, and the current proposed cabana does not.

The applicant stated he would agree to a postponement of the cabana and return with more extensive drawings.

Motion made by Commissioner Posey to amend (HD 26-23) item B) relocation of the front door to be a wood door; item G) installation of an exterior basement stairwell and railing on north elevation to remove as a separate item; item H) Relocation of front sidewalk to be 4' in width; item K) Installation of a cabana in rear yard to be postponed, **Seconded** by Commissioner Thurston.

Voting Yea: Commissioner Baroff, Commissioner Zorba, Commissioner Dysart,

Anais Starr reported on one Administrative Bypass that was issued since August 03, 2026.

725 Juniper Lane was approved for a Certificate of Appropriateness to widen a driveway to 10' width and is located off the side of the house onto S Lahoma Avenue.

4. DISCUSSION OF PROGRESS REPORT REGARDING FYE 2025-2026 CLG GRANT PROJECTS.

   Anais Starr discussed the progress report regarding FYE 2025-2026 CLG Grant Projects.

   25-26 CLG Grant Projects

   PROJECT 1: Educational Training - $3,000
   PROJECT 2: Memberships Dues for NAPC - $150
   PROJECT 3: Historic Tour Mobile App Maintenance - $1,725
   PROJECT 4: Lunch and Learn Windows Programs $1,200
   PROJECT 5: Biannual Education Postcard - $1,800

   TOTAL BUDGET OF CLG FUNDS - $7,875

   The 25-26 CLG Grant Projects have competed.

MISCELLANEOUS COMMENTS FOR COMMISSION AND STAFF

Anais Starr reminded the Commission the next Historic District meeting would be October 05, 2026.

ADJOURNMENT

The meeting adjourned at 8:05 p.m.

10-5-26