

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

AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

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.

VARIANCE REQUESTS

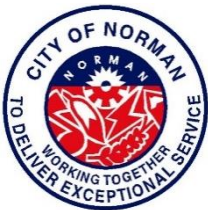
2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-5: DP GAMBLE HOMES REQUESTS A VARIANCE TO SECTION 36-514(C)(1)(A) OF 7'1" TO THE REQUIRED 25' FRONT YARD SETBACK, AND A VARIANCE TO SECTION 36-514(C)(2)(C) OF 5" TO THE REQUIRED 20' OF DISTANCE BETWEEN A GARAGE WHICH FACES A STREET TO FRONT PROPERTY LINE FOR THE PROPERTY LOCATED AT 1817 INGLENOOK DRIVE.

The applicant has withdrawn this request.

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-6: ALPHA PHI SORORITY REQUESTS A VARIANCE TO SECTION 36-551(B)(2)(B) OF 10' TO THE REQUIRED 20' LANDSCAPING STRIP AND THE REQUIRED THREE-FOOT TO FOUR-FOOT MASONRY OR ROCK WALL FOR THE PROPERTY LOCATED AT 1401 COLLEGE AVENUE.

MISCELLANEOUS COMMENTS

ADJOURNMENT



CITY OF NORMAN, OK
BOARD OF ADJUSTMENT MEETING
Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069
Wednesday, September 24, 2025 at 4:30 PM

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, September 24, 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

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

BOARD MEMBERS ABSENT

Micky Webb

STAFF PRESENT

Jane Hudson, Planning & Community Development Director
Brenda Wolf, Manager of Operations - Planning
Lora Hoggatt, Planning Services Manager
Anais Starr, Planner II
Beth Muckala, Assistant City Attorney III
Whitney Kline, Admin Tech IV
Laci Witcher, Permit Technician
Jason Murphy, Stormwater Program Manager

GUESTS PRESENT

Catherine Gilarranz, 119 W. Main Street, Norman, OK
Mark Krittenbrink, 119 W. Main Street, Norman, OK
Stephen Teel, 490 Elm Avenue, Norman, OK
Sean Rieger, 136 Thompson Drive, Norman, OK

MINUTES

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

Motion by Mr. Worster to approve the minutes of the August 27, 2025, Board of Adjustment regular meeting; **Second** by Mr. Bigelow.

The motion passed with a vote of 5-0. Mr. Howard abstained.

DISCUSSION ITEMS

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-2: HOME CREATIONS, INC., APPEALS THE DENIAL OF FLOODPLAIN PERMIT APPLICATION NO. 716 FOR THE PROPOSED BURN PIT IN THE BISHOP CREEK FLOODPLAIN NEAR EAGLE CLIFF WEST SUBDIVISION.

The applicant requests postponement to the March 25, 2026, Board of Adjustment meeting.

Motion by Mr. Worster to postpone BOA-2526-2 to the March 25, 2026, Board of Adjustment meeting; **Second** by Mr. Howard.

The motion passed unanimously with a vote of 6-0.

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-4: STEPHEN TEEL REQUESTS A VARIANCE TO SECTION 36-514(D)(1) OF 5' TO THE REQUIRED 10' SIDE YARD SETBACKS ADJACENT TO A THREE-STORY ADDITION ON THE SOUTHWEST PORTION OF THE PROPERTY LOCATED AT 490 ELM AVENUE.

Staff Presentation

Lora Hoggatt, Planning Services Manager, presented the staff report.

Mr. Bigelow inquired whether the lot line at the rear of the property had been moved. Ms. Hoggatt responded a Lot Line Adjustment was completed in 2023.

Beth Muckala, Assistant City Attorney III, outlined the variance criteria for the Board.

Mr. Worster stated that while he appreciated Ms. Muckala's presentation, he intended to consider the variance in the same manner he had handled previous variances prior to the implementation of the policy. Ms. Muckala responded her presentation was intended to outline the applicable law, not to influence how members should vote.

Mr. Bigelow asked whether the two adjacent property owners were aware of the project or if the City had received response from them. Ms. Hoggatt stated the City sends letters to everyone within a 350' radius of the property.

Mr. Bigelow noted that part of the existing structure appeared to have a third story and questioned why the setback requirement didn't apply. Ms. Hoggatt explained the existing portion is set back 10' from the property line.

Mr. McCarty clarified that a variance isn't required if the third story begins 10' from the proper line, as it already meets the setback requirement.

Mr. Howard asked about the original intent of the ordinance, whether it was related to access the sky views, sunlight, or privacy. Staff confirmed it addressed all these concerns. Mr. Howard followed up noting that granting the request could potentially infringe on the rights of neighboring property owners, current and future, by limiting the use of their own property.

There was discussion amongst staff and Board Members regarding the required 10' setback and the requested height of the proposed addition. Staff stated the applicants requested height would be permitted if they met the 10' setback.

Applicant Presentation

Stephen Teel, the applicant, and Mark Krittenbrink, the applicant's representative, presented the proposed project. Mr. Teel stated he had received support from a surrounding property owner, and the proposed project would not have a negative impact on the neighborhood. Mr. Krittenbrink expressed his agreement with Mr. Teel's statement and overall presentation.

Mr. Teel stated he owned 485 College Ave. and 490 Elm Ave.; his original goal was to combine the two lots because he wanted to do something unique and interesting with the property. Once he learned 485 College Ave. was in the Chautauqua Historic District, his plans changed. Mr. Teel further stated being in the Chautauqua Historic District was a hardship which caused him to start over with new plans. The new plans brought him to the Board of Adjustment.

Mr. McCarty asked the height of the Hillel building. Catherine Gilarranz, the applicant's representative, responded the height was approximately 28-29'. Staff confirmed the height submitted and approved with the building permit was 23'.

Mr. Howard sought clarification on whether the subject property was in the Historic District. Mr. Krittenbrink confirmed it was not.

Mr. McCarty asked how the 2023 Lot Line Adjustment affected the existing shop, noting it appears to be just a foot or two from the property line. Mr. Krittenbrink clarified that the shop is a freestanding structure located three feet from the property line.

Mr. Bigelow asked whether the subject property is zoned R-1 or R-3. Ms. Hoggatt confirmed the property is zoned R-1.

Mr. Howard asked whether there were any other three-story residences in the surrounding neighborhoods and about their setbacks. Mr. Krittenbrink confirmed there are some but was unsure of their specific setbacks.

Mr. Howard asked whether a 10' setback on the northwest corner of the addition could be considered, given its proximity to residential neighbors. Mr. Krittenbrink responded that moving the structure by 6" would resolve the setback issue.

Ms. Gilarranz explained that before the Lot Line Adjustment, the property was only 1'1" from the previous setback. By adjusting the lot lines, the non-conforming condition was eliminated. However, the current building frame on the existing house does not meet the required 5'

setback. The new site plan addresses both the side yard encroachment and rear yard issues to bring the property into compliance.

Mr. Bigelow asked when the applicant spoke with Hillel and what site plan was presented to ensure they agreed to an addition twice the height of their building. Ms. Gilarranz responded that Hillel is aware of and agrees with the proposed height. She also noted that the ground floor façade has few windows, and the proposed library at the back will have no windows to maintain privacy and airflow.

Mr. Howard noted that variances are approved based on the submitted plans and suggested reviewing them again to ensure accuracy, particularly regarding the corner.

Public Comments

There were no public comments.

Board of Adjustment Discussion

Mr. McCarty stated his primary concern was the height of the structure next to the existing building and stated he also had concerns about the neighbor that is diagonal behind this location. Mr. McCarty further stated three stories are typically 30-35' tall and this project is at 47-48' tall.

Mr. Worster responded the height and mass would remain, but it would be set back.

Mr. Howard asked whether they preferred to postpone the decision or vote today. Mr. Teel replied if there is already a majority against the proposal, postponing might not change the outcome.

Mr. Krittenbrink stated they can likely adjust the northwest corner to avoid needing a variance, making it compliant with minor changes. The only variance needed would be for the south side yard setback.

Motion by Mr. Bigelow to approve BOA-2526-4 for the south side yard setback only; **Second** by Mr. Worster.

Mr. Bigelow said that while a 47' building in a residential area is not ideal, given the rules allowing a 5' setback before building upward, he was willing to approve it to avoid creating a bigger issue.

The motion passed unanimously with a vote of 6-0.

MISCELLANEOUS COMMENTS

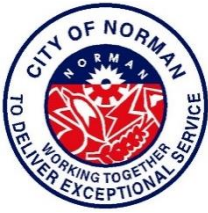
There were no miscellaneous comments.

ADJOURNMENT

The meeting was adjourned at 5:34 p.m.

Passed and approved this _____ day of _____ 2025.

Secretary, Board of Adjustment



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/22/2025

REQUESTER: Danny Gamble

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-5: DP GAMBLE HOMES REQUESTS A VARIANCE TO SECTION 36-514(C)(1)(A) OF 7'1" TO THE REQUIRED 25' FRONT YARD SETBACK, AND A VARIANCE TO SECTION 36-514(C)(2)(C) OF 5" TO THE REQUIRED 20' OF DISTANCE BETWEEN A GARAGE WHICH FACES A STREET TO FRONT PROPERTY LINE FOR THE PROPERTY LOCATED AT 1817 INGLENOK DRIVE.

The applicant has withdrawn this request.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/22/2025

REQUESTER: Alpha Phi Sorority

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-6: ALPHA PHI SORORITY REQUESTS A VARIANCE TO SECTION 36-551(B)(2)(B) OF 10' TO THE REQUIRED 20' LANDSCAPING STRIP AND THE REQUIRED THREE-FOOT TO FOUR-FOOT MASONRY OR ROCK WALL FOR THE PROPERTY LOCATED AT 1401 COLLEGE AVENUE.

APPLICANT	Alpha Phi Sorority
LOCATION	1401 College Avenue
ZONING	R-3, Multifamily Dwelling District
REQUESTED ACTION	Variance to Section 36-551(b)(2)(b) of 10' to the required 20' landscaping strip and the required three-foot to four-foot masonry or rock wall
SUPPORTING DATA	Location Map and Aerials Application with Attachments Site Plan Private Utility Easements and Survey

SYNOPSIS:

The applicant requests a variance to allow for a 10' landscape strip without the required three-to-four-foot masonry or rock wall. The applicant is requesting this variance so they may expand the parking area of the sorority.

The variances requested are as follows:

1. A variance to Section 36-551(b)(2)(b) of 10' to the required 20' landscaping strip and a variance to the required three-foot to four-foot masonry or rock wall.

The application, site plan, and the variance justification form provided by the applicant are attached for your review.

APPLICABLE ZONING ORDINANCE PROVISIONS:

Section 36-551(b)(2)(b):

(b)(2) *Street landscaping requirements.*

- b. A landscaping strip ten feet in depth shall be located between the abutting right-of-way and the parking lot. For parking lots which are zoned residentially or lie adjacent to or directly across the street from residentially zoned land, a landscaping strip 20 feet in depth shall be provided. If a three-foot to four-foot masonry or rock wall is installed adjacent to the parking area, the required landscaping strip may be reduced to ten feet in depth.

VARIANCE CRITERIA PER NCC SECTION 36-570(k):

A variance is a “relaxation of the terms of” the Zoning Ordinance allowed only where it is not contrary to the public interest and literal enforcement would result in **unnecessary hardship** to the applicant. For the purposes of the Norman Zoning ordinance, “the term ‘hardship’ means a hardship peculiar to the property of the applicant that is **of such a degree of severity that its imposition is not necessary to carry out the spirit of this chapter and that would amount to substantial and unnecessary waste of the property.** From the terms of this ordinance, a variance shall not be granted by the Board of Adjustment unless and until the required hardship has been demonstrated based upon evaluation of the following factors:

- (a) That **special conditions and circumstances exist that are peculiar to the land, structure, or building** involved and are not applicable to other lands, structures, or buildings in the same district;
- (b) That the literal interpretation of the provisions of this ordinance would deprive the applicant of **rights commonly enjoyed by other properties in the same district** under the terms of this ordinance;
- (c) That the special conditions and circumstances **do not result from the actions of the applicant;**
- (d) That granting the variances requested **will not confer on the applicant any special privilege** that is denied by this ordinance to other lands, structure, or buildings in the same district;

No non-conforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of lands, structures, or buildings in other districts, shall be considered grounds for the issuance of a variance.

Where **hardship and uniqueness** are demonstrated, variances **must be narrowly tailored** so as to only alleviate the hardship and not confer special privileges upon the applicant.

Where an applicant cannot establish entitlement to a variance under the terms of the Zoning Ordinance, the applicant has the option of pursuing the project as alternatively-approved zoning pursuant to a PUD, Planned Unit Development, or SPUD, Simple Planned Unit Development.

Additionally, the existence or non-existence of protest by neighboring property owners may present facts that can be considered in establishing the necessary variance factors, namely and second and fourth above, but is not dispositive in any case.

DISCUSSION:

The subject property is near the University of Oklahoma and houses the Alpha Phi Sorority. This parcel and all surrounding parcels are residentially zoned as R-3, Multifamily Dwelling District or RM-6, Medium-Density Dwelling District. The sorority occupied this property before 1989. Under the R-3, Multifamily Dwelling District regulations, a sorority house requires Special Use zoning. However, this facility has operated as a sorority house for decades under a recognized non-conforming status without a granted Special Use for a sorority.

The applicant filed a Special Use application with the City of Norman to accommodate the proposed renovations including: an expanded parking lot, additional site access, and exterior changes to the building.

In reviewing the applicant's Special Use request, City Staff identified the applicant's non-compliance with Section 36-551(b)(2)(b). As noted above, this section of the Zoning Ordinance requires this property to install a 20' landscaping strip between the proposed parking lot and the adjacent residentially zoned property. However, the ordinance language also offers the applicant the alternative of installing a three-to-four-foot masonry or rock wall adjacent to the parking area to reduce the required landscaping strip to only ten feet. The applicant was advised of the options for compliance. The applicant declined City Staff's attempts to guide a redesign for the project that complies with 36-551(b)(2)(b) and instead stated their wish to seek a variance. The applicant was advised by City Staff of the high standard applicable to variance requests.

The applicant requests that it be permitted to reduce the required landscaping strip to 10' but be exempted from the masonry/rock wall requirement. The applicant's submission materials state that "critical underground infrastructure lines" are a unique hardship justifying issuance of a variance. The applicant produced easements regarding the referenced infrastructure. The easement grantor is the applicant in both cases. The easements do not expressly prohibit the use of or installation of surface fixtures by the applicant. Further, location parallel to a property line and in close proximity to utilities located in public right-of-way are not unique to residentially zoned properties. Additionally, the location of easements as represented allow room for redesign and compliance with the ordinance.

Staff offered the applicant the following suggested alternatives that would allow the expanded parking lot to remain:

- Reducing the aisle width of angled parking spaces to 12', freeing about 6' along the east boundary. Additionally, the length of spaces shown is also longer than required by ordinance, creating additional flexibility and options.
- Moving the expanded parking area to another area on the parcel, including the building's north side.

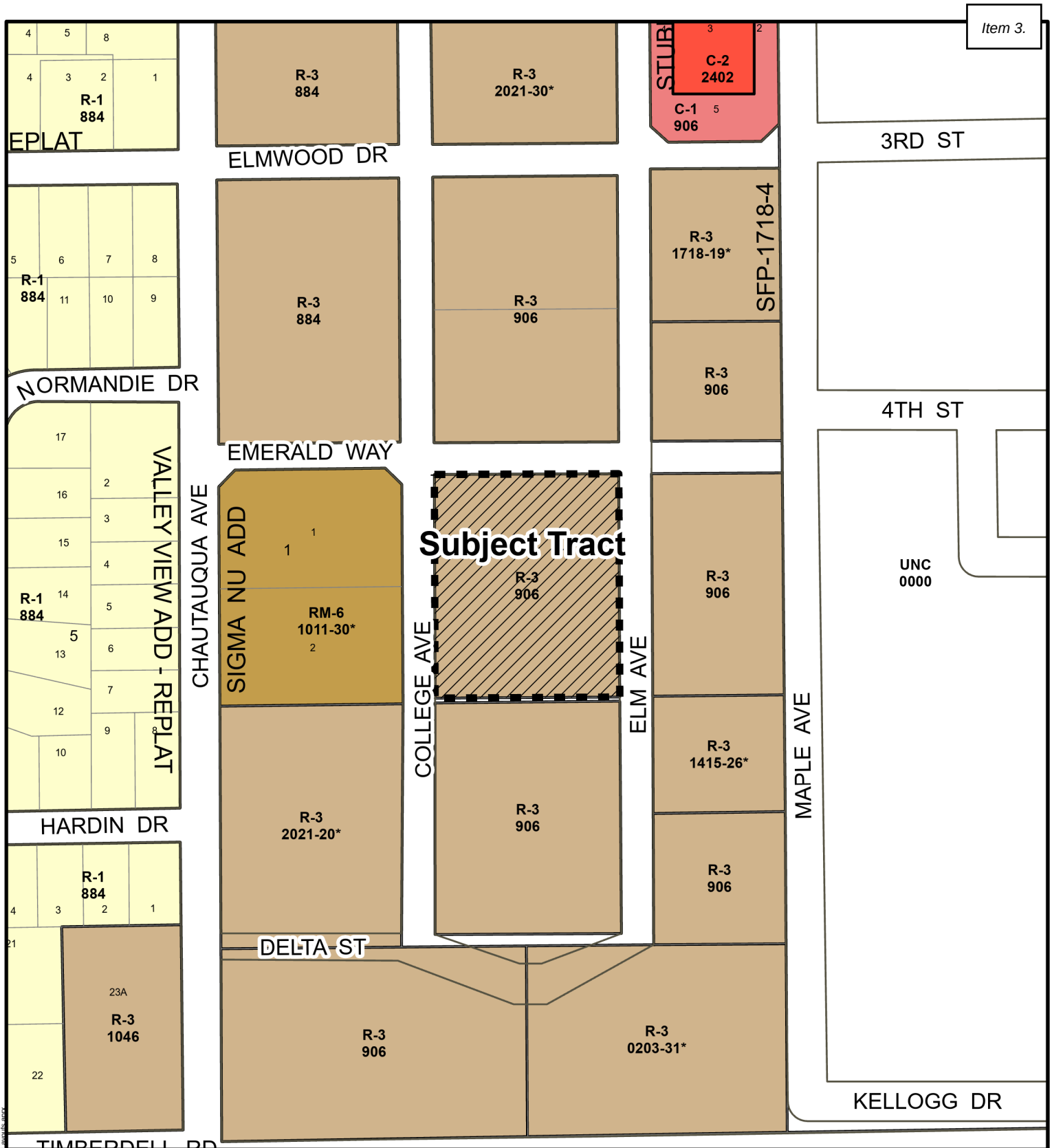
The applicable provisions do not mandate a certain location for the required wall, thus with one of the above suggested redesigns, it could also be located so as to avoid conflicts with

underground utilities. Additionally, as the site is currently equipped with parking, the proposed expansion could be removed from the renovation plans. These available options would achieve compliance and avoid the need for a variance. However, where a variance is not available, an applicant is always advised by staff of the ability to pursue the project as designed through alternative zoning, in this case a SPUD.

Additional Legal Evaluation: The applicant must establish uniqueness, either by the referenced easement or another characteristic of the property not yet identified or discussed. Based on the submittals and staff comments, additional information from applicant may assist in this regard. Additionally, the applicant must establish hardship of such a degree of severity that application of the Zoning Ordinance amounts to a substantial and unnecessary waste of this property. However, as Staff observes that the site has operated with the current parking for a long time, information establishing a hardship amounting to waste does not appear in the current submittals.

CONCLUSION:

Staff recommends denial of the request for a variance to Section 36-551(b)(2)(b) and BOA-2526-6.



Location Map



Map Produced by the City of Norman
Geographic Information System.
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.



September 4, 2025

0 100 200 Ft.



Subject Tract



Application for Variance or Special Exception
BOARD OF ADJUSTMENT

Case No. BOA

Item 3.

City of Norman Planning & Community Development - 225 N. Webster Avenue - Norman, OK 73069 — (405) 307-7112 Phone

APPLICANT(S)
ALPHA PHI SORORITY

ADDRESS OF APPLICANT
c/o Wallace Design Collective, Engineer for Applicant
410 N. Walnut Avenue, Suite 200
OKC, OK 73104

NAME AND PHONE NUMBER OF CONTACT PERSON(S)
Colton Wayman, Wallace Design Collective
405-536-2035

EMAIL ADDRESS
colton.wayman@wallace.design

Legal Description of Property: (UNLESS THE LEGAL DESCRIPTION IS A SIMPLE LOT AND BLOCK, THE LEGAL DESCRIPTION MUST BE PROVIDED IN A WORD DOCUMENT EMAILED TO CURRENT.PLANNING@NORMANOK.GOV)

See attached legal description.

Requests Hearing for:

☒ VARIANCE from Chapter 36, Section 551.b.2.b

☐ SPECIAL EXCEPTION to _____

Detailed Justification for above request (refer to attached Review Procedures and justify request according to classification and essential requirements therefor):

Applicant requests to reduce the required 20' landscape buffer to 10' along Elm Avenue. Please see the attached justification for details.

(Attach additional sheets for your justification, as needed.)

SIGNATURE OF PROPERTY OWNER(S):


Colton Wayman, Wallace Design Collective
on behalf of applicant

ADDRESS AND TELEPHONE:

410 N. Walnut Avenue, #200
Oklahoma City, OK 73104
405-536-2035

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- ☐ Application
- ☐ Proof of Ownership
- ☐ Certified Ownership List and Radius Map
- ☐ Site Plan
- ☐ Filing Fee of \$ _____
- ☐ Emailed Legal Description in Word Document

☐ VARIANCE from Chapter _____,

Section _____

☐ SPECIAL EXCEPTION to _____

Date Submitted:

Checked by:



BOARD OF ADJUSTMENT

DETAILED JUSTIFICATION OF VARIANCE REQUEST

Item 3.

City of Norman Planning & Community Development - 225 N. Webster Avenue - Norman, OK 73069 -- (405) 307-7112 Phone

Revised 08/23

Please attach additional sheets, as necessary.

Special conditions or circumstances exist that are peculiar to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same district:

The primary special condition on the property is the presence of underground electrical lines running parallel to the eastern property line. The City's ordinance provides a provision to reduce the 20' buffer to 10' if a 3' masonry wall is constructed along the property line. However, the location of this critical underground infrastructure makes it unsafe and impractical to build the required wall. This unique safety hazard is a circumstance peculiar to this specific parcel and is not a condition shared by all properties in the area.

Attest

The literal interpretation of the provisions of the Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district:

A strict, literal interpretation of the ordinance would force the property to maintain the full 20' buffer, as the alternative solution of building a wall is not feasible. This would significantly hinder the ability to design a parking lot that is as safe and efficient as those on other surrounding properties. Other neighboring properties have parking areas much closer to their property lines, thereby enjoying a more functional use of their land for vehicular access. Without this variance, the property would be deprived of the same rights and design efficiency enjoyed by others in its immediate vicinity.

Attest

The special conditions or circumstances do not result from the actions of the applicant:

The underground electrical lines are a pre-existing condition of the property and were not placed there as a result of any action by the Alpha Phi Sorority or its representatives. This variance is being sought in direct response to a pre-existing condition that poses a safety and construction challenge. The application is an effort to find a workable solution to a circumstance that was not created by the applicant.

Attest

Granting of the Variances requested will not confer on the applicant any special privilege that is denied to other lands, structures, or buildings in the same district:

Granting this variance will not provide a special privilege. Instead, it will allow the property to achieve a similar level of functionality and safety as that of other comparable properties in the area. The variance would simply enable the property to overcome the unique challenges presented by the underground utilities, allowing for a traffic pattern that is common on other nearby properties. It would place the property on an equal footing with its neighbors, not above them.

Attest

Summary of Project

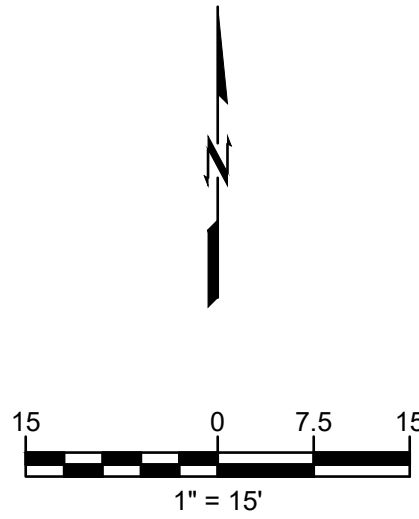
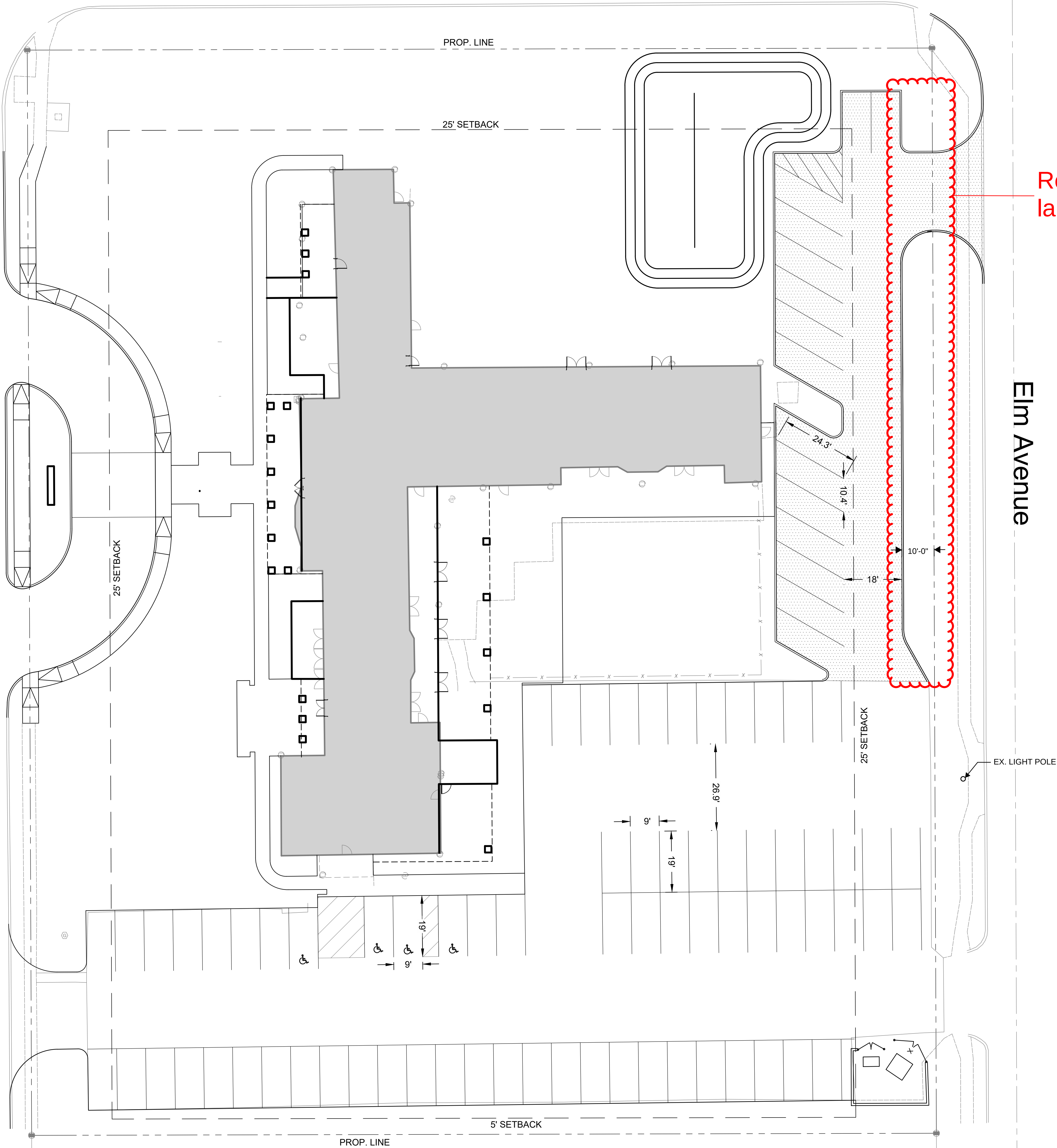
Alpha Phi is proposing a remodel of their existing sorority house, which includes new paving to expand parking and improve site access. Exterior changes to the existing building are also proposed to improve aesthetics and ensure the facility is in compliance with current building codes.



CAUTION
NOTICE TO CONTRACTOR

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.

College Avenue



Requested 10'
landscape buffer

Elm Avenue



INTERIM REVIEW ONLY

THESE DOCUMENTS ARE INCOMPLETE.
THEY ARE NOT INTENDED TO BE USED
FOR PERMIT, BIDDING, OR
CONSTRUCTION.
7/2/2025 2:33:53 PM



OU ALPHA PHI - RENOVATION & ADDITION

1401 COLLEGE AVENUE, NORMAN, OK 73072

SPECIAL USE
SITE PLAN

GH2ARCHITECTS

GH2.COM

OTHER ISSUE DATES:
NO. DESCRIPTION DATE

SHEET NAME:
SPECIAL USE
SITE PLAN

SHEET NUMBER:

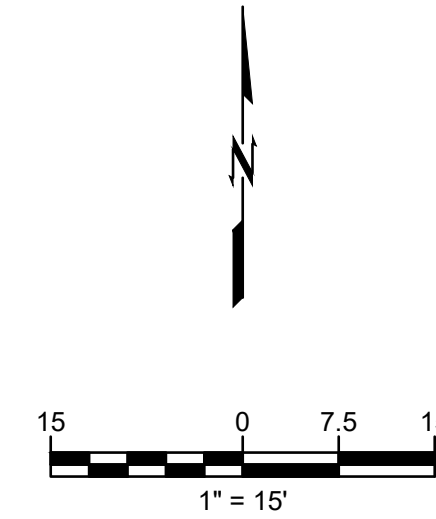
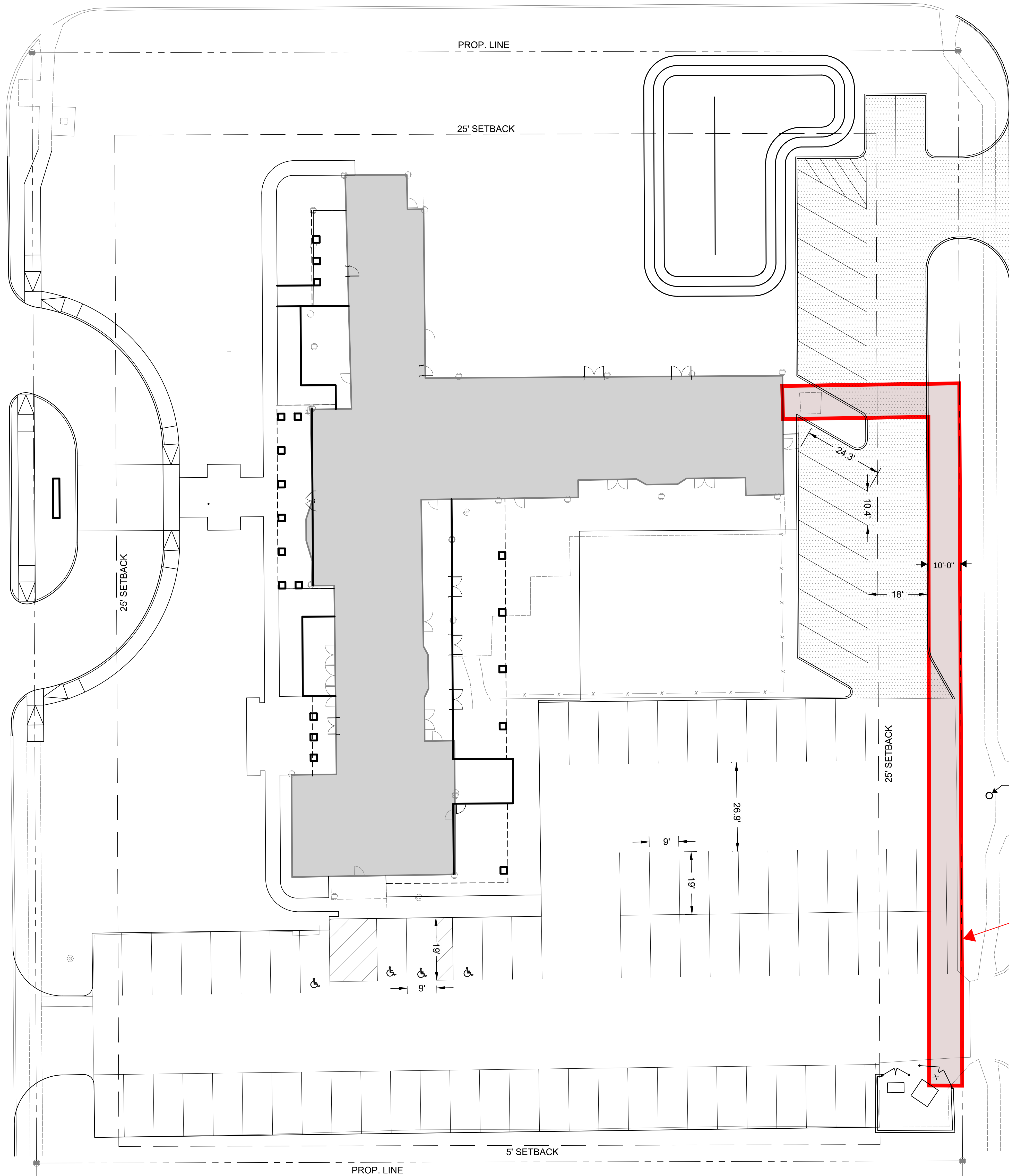
Applicant Submitted Materials



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College Avenue



Applicant Submitted

Site Plan With Easement



INTERIM REVIEW ONLY

THESE DOCUMENTS ARE INCOMPLETE.
THEY ARE NOT INTENDED TO BE USED
FOR PERMIT, BIDDING, OR
CONSTRUCTION.

7/2/2025 2:33:53 PM



OU ALPHA PHI - RENOVATION & ADDITION

1401 COLLEGE AVENUE, NORMAN, OK 73072

**SPECIAL USE
SITE PLAN**

GH2ARCHITECTS

GH2.COM

OTHER ISSUE DATES:

NO.	DESCRIPTION	DATE
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SHEET NAME:

**SPECIAL USE
SITE PLAN**

SHEET NUMBER:

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO

Cox Communications

6301 Waterford Blvd , Suite 200

Oklahoma City, OK 73118

Attn. Larry Whaley

THIS IS A CONVEYANCE OF AN EASEMENT
AND CONSIDERATION IS LESS THAN \$100 00

***SASE**

Item 3.

Doc# R 2011 3693

Bk&Pg RB 4836 945-947

Filed 01-31-2011

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Cleveland County, OK

PH
EA

space above for recorders use only

M/17

GRANT OF EASEMENT AND MEMORANDUM OF AGREEMENT

THIS GRANT OF EASEMENT is made this 20th day of June, 2007, by and between **Oklahoma Alpha Phi House Association, d/b/a Alpha Phi Sorority, ("Grantor")** and **CoxCom, Inc , d/b/a Cox Communications Oklahoma City, a Delaware corporation ("Grantee")** Grantor is the Owner of or authorized managing agent of the premises located in Cleveland County, Oklahoma, which is more particularly described in Exhibit A, attached hereto and incorporated herein (the "Property") and does hereby grant to Grantee, its affiliates, successors and assigns, a perpetual, non-exclusive easement to construct, place, operate, inspect, maintain, repair, replace and remove telecommunications facilities as Grantee may from time-to-time require, consisting of conduits, strands, wires, coaxial cables, hardware, pads, markers, pedestals, junction boxes with wires and cables and necessary fixtures and appurtenances (collectively "Facilities"), in, under, over, and upon the Property

Grantee shall have the right to use, relocate and/or remove its Facilities within the Easement Area and may make changes, including additions and substitutions to its Facilities as it deems necessary The Facilities shall at all times remain the property of Grantee and Grantor shall not damage the Facilities nor interfere with Grantee's use of the Facilities Grantee shall have the right to clear obstructions including trees, roots and undergrowth from the Easement Area Grantor, its successors and assigns shall have the right to use the Easement Area for any purpose which is not inconsistent with Grantee's rights herein

For purpose of ingress and egress to the Easement Area, Grantee shall have a right of access over, upon or along Grantor's property as is reasonably necessary to access the Easement Area

The Grantor, for itself, its successors and assigns, does hereby covenant and agree with the Grantee, and its successors and assigns, that the Grantor at the time of execution of this Easement as the good, right and authority to grant this Easement, and that the Grantor and its successors and assigns further covenant to warrant and defend said Easement against the lawful claims of all persons whatsoever

PLEASE TAKE NOTICE that Grantor and Grantee have entered into a Bulk Service Agreement (the "Agreement") dated June 20, 2007, which, in accordance with its terms, entitles Grantee to provide cable television and other telecommunications services throughout the property described on Exhibit A attached hereto and incorporated herein by this reference Among other things, the Agreement provides Grantee with rights of ingress and egress to the property necessary or useful to provide such service and maintain its equipment and other facilities and provides for ownership of the facilities on the property used in providing such services The Agreement binds any successors and assigns of the Grantor in accordance with its terms A copy of the relevant provisions of the Agreement will be provided to any properly interested person upon written request

Grantee requests that it receive notice of any pending trustee or foreclosure sale or receivership, or other proceeding affecting the property, sent to the address above

GRANTOR:

Oklahoma Alpha Phi House Association,
d/b/a Alpha Phi Sorority

By [Signature]

Name Catherine D'Elusand

Title House Corporation

GRANTEE:

CoxCom, Inc, d/b/a Cox
Communications Oklahoma City

By [Signature]

Name Dave Bialis

Title Vice President & General Manager

GRANTOR ACKNOWLEDGMENT

State of Oklahoma
County of Oklahoma

This instrument was acknowledged before me on the date of 9/26/07 by CATHERINE D'ELUSAND (name) as HOUSE CORPORATION (title) of the Oklahoma Alpha Phi House Association

[Signature]
Notary Public

Name LARRY J. WHALEY

My Commission Expires 5/06/2011

[NOTARY SEAL]

**GRANTEE ACKNOWLEDGMENT**

State of Oklahoma
County of Oklahoma

This instrument was acknowledged before me on the date of 7/17/07 by Dave Bialis as Vice President and General Manager of CoxCom, Inc, d/b/a Cox Communication Oklahoma City, a Delaware corporation

[Signature]
Notary Public

Name LARRY J. WHALEY

My Commission Expires: 5/06/2011

[NOTARY SEAL]



“EXHIBIT A”

Item 3.

Property Description

Alpha Phi Sorority
1401 S. College
Norman, OK 73069
Cleveland County

Legal Description

22

R0022270 NC29 8 2W 6 017

6-8-2W 2.30 AC PRT SW/4 NE/4 BEG 2007.36' W AND 1585' S NE/C NE/4 W AND E280.2' S AND N 336.92' TO BEG

PLEASE RETURN TO:

OG & E Mail, Code WNM 56

P.O. Box HI

Norman, OK 73070

EASEMENT

6210

BOOK 2153 PAGE 530

1700
Item 3.

KNOW ALL MEN BY THESE PRESENTS: THAT OKLAHOMA ALPHA PHI HOUSE ASSOCIATION,
~~AND~~ an Oklahoma corporation, ~~has~~

in consideration of the sum of One or more dollars and O.V.C., ~~DOLLARS~~ in hand paid, the receipt of which is hereby acknowledged,
does hereby grant and warrant unto OKLAHOMA GAS AND ELECTRIC COMPANY, an Oklahoma corporation, its successors and assigns, the right, privilege and
authority to enter upon and install, erect, operate, maintain and reconstruct underground and/or above ground a system of conduits, wires, cables, vaults, junction
boxes, switches, fuses, transformers, service connection boxes and other fixtures for the transmission and distribution of electrical current and communication messages,
including the right of ingress and egress to and from said system across adjoining lands of Grantor(s), upon and across the following real property and premises,
situated in Cleveland County, State of ~~(Arkansas)~~ (Oklahoma), to wit:

Several strips of land lying in and across parts
of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 6, T8N, R2W, I.M.,
Cleveland County, Oklahoma; said strips of land
each being more particularly described as shown on
Exhibit A, attached hereto and hereby made a part
of the easement herein granted.

STATE OF OKLAHOMA
CLEVELAND COUNTY
FILED OR RECORDED

MAR 13 10 48 AM '89

BILLIE JEAN GATEWOOD
COUNTY CLERK

Grantor acknowledges that the easement herein granted shall additionally allow the in-
stallation, operation and maintenance of a system of poles, wires, anchors, guy wires and
other necessary fixtures for the transmission and distribution of electrical current.

Grantor(s) further covenant and agree that no building or other structure shall ever be erected nor shall any excavation or other removal of soil, so as to change
the grade of terrain, be accomplished by Grantor(s), its/their heirs or assigns, within the above described easement area unless the written consent of the Grantee is
first obtained. Grantor further acknowledges the requirements of 63 Oklahoma Statutes (1981) Section 142.1, et seq.

The rights and privileges above granted to continue so long as same are used or needed for the transmission and distribution of electric current or communication
messages; but should the Grantee remove its property from the premises and abandon the right of way herein granted, then this grant shall become null and void.

Signed and delivered this 28th day of February, 19 89

ATTEST:
(SEAL)

Nancy Hull Mathew Cobb
Secretary

OKLAHOMA ALPHA PHI HOUSE ASSOCIATION

BY:

Sarah C. Flood

Sarah C. Flood, President

SEE ACKNOWLEDGEMENT ON BACK

STATE OF OKLAHOMA, COUNTY OF _____, SS:

Before me, a Notary Public, within and for said County and State, on this _____ day of _____, 19____,
personally appeared _____

and _____
to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and
voluntary act and deed for the uses and purposes set forth.

Witness my hand and seal the day and year last above written.

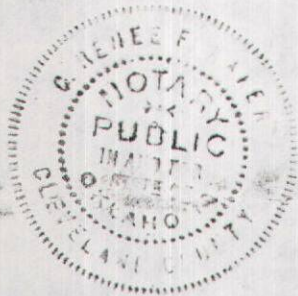
My Commission Expires: _____

Notary Public

Job No. 04/92083 Appl. No. 7777-N (Draft No. none) File No. _____

CORPORATION ACKNOWLEDGEMENTBOOK **2153** PAGE **51**STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS;Before me, the undersigned, a Notary Public in and for said County and State, on this 28th day of FEBRUARY, 19 89, personally appeared Sarah C. Flood,to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.My commission expires 8-6-91C. Renee Draker

Notary Public

**ACKNOWLEDGEMENT**

STATE OF ARKANSAS, _____ COUNTY, SS;

On this _____ day of _____, 19_____, before me, a Notary Public within and for the County of _____, in the State of Arkansas, duly commissioned and acting, appeared in person _____ and _____

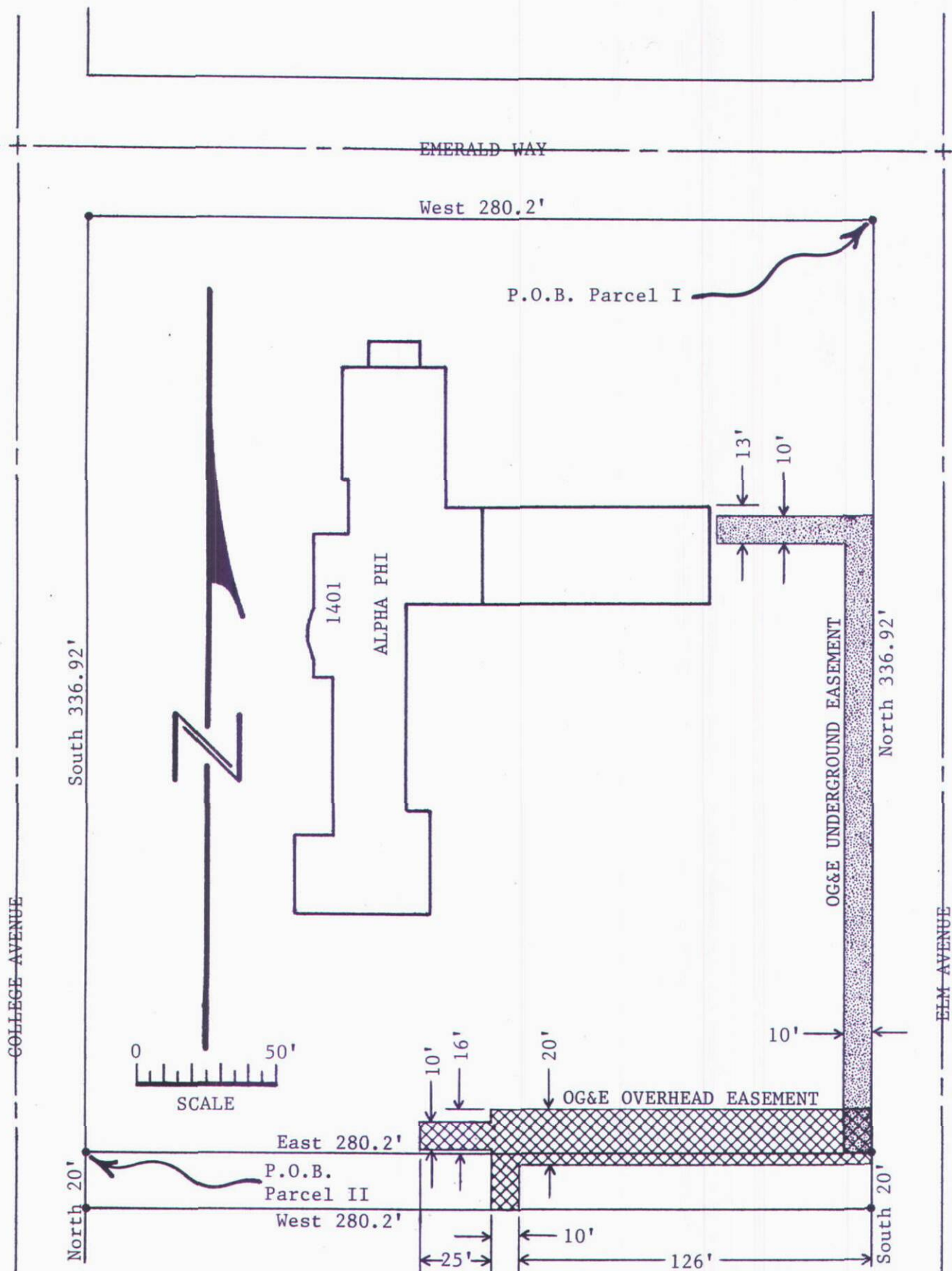
to me personally well known as the person(s) whose name(s) appear _____ upon the within and foregoing deed of conveyance as the past _____ Grantor(s), and stated that _____ he _____ had executed the same for the consideration and purpose therein mentioned and set forth, and I do hereby so certify.

And I further certify that on the same day voluntarily appeared before me _____ spouse of the said _____, upon the within and foregoing deed, and in the absence of his/her said spouse, stated and declared that he/she had of his/her own free will executed said deed and had signed the relinquishment of curtesy/dower and homestead therein expressed for the purposes and consideration therein contained and set forth, without compulsion or undue influence of his/her said husband/wife.

In Testimony Whereof, I have hereunto set my hand and seal of office as such _____ at the County and State aforesaid, on this _____ day of _____, 19_____.

Notary Public

My commission expires: _____

EXHIBIT A

LEGAL DESCRIPTIONS of that real property shown above and affected by this easement:

Parcel I. A part of the NE $\frac{1}{4}$ of Section 6, T8N, R2W, I.M., Cleveland County, Oklahoma, described as follows: Beginning at a point 2007.36 feet West and 1585 feet South of the Northeast corner of said NE $\frac{1}{4}$; thence West 280.2 feet; thence South 336.92 feet; thence East 280.2 feet; thence North 336.92 feet to the point of beginning.

AND

Parcel II. A part of the NE $\frac{1}{4}$ of Section 6, T8N, R2W, I.M., Cleveland County, Oklahoma, described as follows: Beginning at a point 683.5 feet North and 352.5 feet East of the Southwest corner of said NE $\frac{1}{4}$; thence East 280.2 feet; thence South 20 feet; thence West 280.2 feet; thence North 20 feet to the point of beginning.